

***Falcon Trace  
Community Development District***

***Agenda***

***May 17, 2023***

# AGENDA

# *Falcon Trace*

## *Community Development District*

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219 East Livingston Street, Orlando, FL 32801

Phone: 407-841-5524 - Fax: 407-839-1526

May 9, 2023

Board of Supervisors  
Falcon Trace  
Community Development District

Dear Board Members:

The meeting of the Board of Supervisors of **Falcon Trace Community Development District** will be held **Wednesday, May 17, 2023, at 6:00 PM at the Big Hawk Lake Recreation Center, 13600 Big Hawk Lake Drive, Orlando, Florida.** Following is the advance agenda for the meeting:

### **Board of Supervisors Meeting**

- I. Roll Call
- II. Public Comment Period
- III. Approval of Minutes of the March 15, 2023 Board of Supervisors Meeting
- IV. Public Hearing
  - A. Consideration of Resolution 2023-05 Adopting Revised Suspension and Termination Rules
- V. Consideration of Resolution 2023-06 Approving the Fiscal Year 2024 Proposed Budget and Setting a Public Hearing
- VI. Discussion of Dog Park
- VII. Review of Fiscal Year 2022 Draft Financial Audit
- VIII. Staff Reports
  - A. Attorney
  - B. District Manager's Report
    - i. Approval of Check Register
    - ii. Balance Sheet and Income Statement
    - iii. Presentation of Registered Voters- 1,930
  - C. Field Manager's Report
  - D. Amenity Manager's Report
- IX. Supervisor's Requests
- X. Adjournment

# MINUTES

**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, **March 15, 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 <i>by phone</i>	Assistant Secretary
Perry Shaikh	Assistant Secretary

Also Present were:

Jason Showe	District Manager
Michael Eckert <i>by phone</i>	District Counsel
Jarett Wright	Field Operations
Marcia Calleja	CALM

*The following is a summary of the discussions and actions taken at the March 15, 2023 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 net item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the January 18, 2023 Board of Supervisors Meeting**

On MOTION by Ms. Stark seconded by Ms. Miller with all in favor the minutes of the January 18, 2023 meeting were approved as presented.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-04  
Resetting Public Hearing for the Purpose of  
Adopting Revised Suspension and  
Termination Rules**

Mr. Showe stated due to a clerical error in our office we need to push the public hearing on the rules to the May meeting. This resolution resets the date of the public hearing. Also, we will provide the proposed budget at the May meeting. If there is anything you would like to see in the proposed budget, you can let us know now so we can build that in.

On MOTION by Ms. Stark seconded by Ms. Hurst with all in favor Resolution 2023-04 was approved.

**FIFTH ORDER OF BUSINESS**

**Review of Management Contracts**

**A. Agreement for District Management Services with GMS**

Mr. Showe stated in accordance with a request at the last meeting we included the GMS Management agreement as well as the CALM contract. Within the CALM contract is the daily checklist for all staff members.

After discussion a new item will be place on the next agenda to be prepared and provided by Mr. Sheikh.

Mr. Shaikh requested termination dates on GMS and CALM contracts and was instructed to send his comments/request so that it can be included in the next agenda for board consideration.

**B. Amenity Facilities Agreement with CALM**

The board took a short recess after which the meeting reconvened.

**SIXTH ORDER OF BUSINESS**

**Consideration of Agreement Renewal with Sharks and Minnows Swim School**

Mr. Showe stated the Sharks and Minnows Swim School has had a long-term relationship with the district and they are asking that their agreement be renewed for the 2023 swim season.

On MOTION by Ms. Hurst seconded by Ms. Stark with all in favor the agreement with Sharks and Minnows Swim School was renewed.

**SEVENTH ORDER OF BUSINESS**

**Discussion of Parking Lot Sealing Proposal**

Mr. Showe stated your parking lot was done in 2020 and you are at a time if you perform some maintenance, it will help extend the life. This proposal is to sealcoat the parking lot in the amount of \$5,728. If the board wants to explore this, we can obtain additional quotes.

**EIGHTH 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. Miller 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**

**i. Review of February Landscape Site Reports**

Mr. Wright reviewed the field manager's report, copy of of which was included as part of the agenda package.

**ii. Consideration of Landscape Sod Enhancements Proposal from REW**

Mr. Wright stated proposal #49365 is to add all the sod we are looking to add by the pool. We are going to move the border that is there to the playground area and there is a section where

the playground border is currently installed, we want to pull that out and put in a little river rock that will be held by a border. We are trying to get mulch away from any type of sidewalk. They put the super edge on the proposal, but we already have that and I am getting a reduced price.

On MOTION by Ms. Hurst seconded by Ms. Miller with all in favor staff was authorized to move forward with the sod enhancement in an amount not to exceed \$1,440.

**iii. Consideration of Palm Tree Replacement Proposal from REW**

Mr. Wright stated this proposal #49363 is to replace the two Washingtonians in the amount of \$6,275.

On MOTION by Ms. Hurst seconded by Ms. Stark with all in favor staff was authorized to move forward with the palm tree replacement program in an amount not to exceed \$6,500.

**iv. Consideration of Access Control Upgrades Proposals from ACS**

Mr. Wright stated this proposal is to install two card readers, two mag locks, two exit buttons in the amount of \$13,860.

On MOTION by Ms. Miller seconded by Ms. Hurst with all in favor the upgrades to the ACS system in the amount of \$13,860 was approved.

**v. Consideration of Bathroom Remodeling Proposal from Mary & David Remodeling**

This item tabled.

**NINTH ORDER OF BUSINESS**

**Supervisor's Requests**

Mr. Sheikh stated the minutes are just a brief outline.

Mr. Showe stated they are in summary form.

Mr. Sheikh stated you have a tape. Do we do an investigation or do you just do the tape out? If I get the minutes, it should be a little bit more, some of the decisions the board makes should be mentioned in there so we know who said what and when. Last meeting I asked a



question of all the board members and I asked if they would give me an idea of how we can save money in the Falcon Trace District, swimming pool operational costs and stuff like that. Each of them said no. They didn't have any other idea. We're doing fine, but the minutes don't say that. I think I disagree with that.

Mr. Showe stated we can do one of two things, it is either verbatim minutes, which is they take every word that is said and transcribe it or we can do summary minutes that you have now. I would need direction from the board.

Mr. Sheikh stated that's like saying we don't want to do anything.

Mr. Showe stated you are asking our staff to make the interpretation of what is important or what is not important.

Mr. Sheikh stated every time a board member votes, that should be reported in the minutes.

Mr. Showe stated that is reported in your summary minutes. It gives every motion and it says all in favor.

Mr. Sheikh stated you put my question in but you left my answer blank.

Mr. Showe stated every motion and every vote is captured as stated.

Mr. Sheikh stated I asked how can we save money and it was not answered.

Mr. Showe stated I answered that question and it is in the minutes. 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 can load the agenda on them and bring them to the meeting. It was the consensus of the board to have an electronic version of the agenda package.

Ms. Miller stated we are constantly looking to reduce the amount of money we spend. Our budget is very important to this committee. Whether or not you hear it, that is up to you, but this committee has never gone without looking to reduce the overall costs, because we are homeowners and we contribute to this facility. Please do not ever say that this committee is not doing their share in order to reduce funds. You are not the only one who comes in here and always wants to have Mr. Sheikh say here is my idea. That is not the case. This committee has been here long before you and has done a monumental job in this facility and every single year this facility gets better because we are constantly looking at how to improve what we do.

Mr. Sheikh stated the individual votes should be in the minutes.

Ms. Hurst stated you want the individual board members votes to be indicated in the minutes.

Mr. Sheikh stated yes.

On MOTION by Mr. Hurst seconded by Ms. Stark with three in favor and Ms. Baron and Ms. Miller opposed all future votes will be roll call votes.

**TENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Stark seconded by Ms. Miller with all in favor the meeting adjourned.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

## SECTION IV

# SECTION A

## **RESOLUTION 2023-05**

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT ADOPTING REVISED SUSPENSION AND TERMINATION RULES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Falcon Trace Community Development District (the “District”) is a local unit of special purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, which owns, operates and maintains certain recreational amenity facilities (collectively, “Recreational Facilities”); and

**WHEREAS**, Chapters 120 and 190, *Florida Statutes*, authorize the District to adopt rules, rates, charges and fees to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

**WHEREAS**, the District’s Board of Supervisors (“Board”) desires to adopt revised rules relating to the suspension and/or termination of Patrons’ rights to utilize the Recreational Facilities; and

**WHEREAS**, the Board finds that it is in the best interests of the District and necessary for the efficient operation of the District to adopt by resolution the revised *Suspension and Termination of Access Rule* (“Suspension and Termination Rules”), which is attached hereto as **Exhibit A** and incorporated herein by this reference, for immediate use and application; and

**WHEREAS**, the Board has complied with applicable Florida law concerning rule development and adoption, including the holding of a public hearing thereon.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1.** The Suspension and Termination Rules set forth in **Exhibit A** are hereby adopted pursuant to this resolution as necessary for the conduct of District business and shall remain in full force and effect unless revised or repealed by the District in accordance with Chapters 120 and 190, *Florida Statutes*. The *Amended and Restated Amenities Rules Handbook* attached hereto as Exhibit B, which incorporates the new Suspension and Termination Rules, is approved.

**SECTION 2.** If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 3.** This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_ 2023.

ATTEST:

**FALCON TRACE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairperson, Board of Supervisors

**Exhibit A:** Revised Suspension and Termination of Access Rule  
**Exhibit B:** Amended and Restated Amenities Rules Handbook

**Exhibit A**  
Revised Suspension and Termination of Access Rule

**SUSPENSION AND TERMINATION OF ACCESS RULE**

Law Implemented: ss. 120.69, 190.011, 190.012, Fla. Stat. (2022)  
Effective Date: \_\_\_\_\_, 2023

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**In accordance with Chapters 190 and 120 of the Florida Statutes, and on \_\_\_\_\_, 2023 at a duly noticed public meeting, the Board of Supervisors (“Board”) of the Falcon Trace Community Development District (“District”) adopted the following rules / policies to govern disciplinary and enforcement matters. All prior rules / policies of the District governing this subject matter are hereby rescinded for any violations occurring after the date stated above.**

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**1. Introduction.** This rule addresses disciplinary and enforcement matters relating to the use of the amenities and other properties owned and managed by the District (“Amenity Facilities”).

**2. General Rule.** All persons using the Amenity Facilities and entering District properties are responsible for compliance with the rules and policies established for the safe operations of the Amenity Facilities.

**3. ID Cards.** ID cards are the property of the District. The District may request surrender of, or may deactivate, a person’s ID card for violation of the District’s rules and policies established for the safe operations of the District’s Amenity Facilities.

**4. Suspension and Termination of Rights.** The District shall have the right to restrict, suspend, or terminate the Amenity Facilities access of any person and members of their household to use all or a portion of the Amenity Facilities for any of the following acts (each, a “Violation”):

- a. Submitting false information on any application for use of the Amenity Facilities, including but not limited to facility rental applications;
- b. Failing to abide by the terms of rental applications;
- c. Permitting the unauthorized use of an ID card or otherwise facilitates or allows unauthorized use of the Amenity Facilities;
- d. Exhibiting inappropriate behavior or repeatedly wearing inappropriate attire;
- e. Failing to pay amounts owed to the District in a proper and timely manner (with the exception of special assessments);
- f. Failing to abide by any District rules or policies (e.g., Amenity Facilities Policies);
- g. Treating the District’s staff, contractors, representatives, residents,

landowners, Patrons, or guests, in a harassing or abusive manner;

h. Damaging, destroying, rendering inoperable or interfering with the operation of District property, or other property located on District property;

i. Failing to reimburse the District for property damaged by such person, or a minor for whom the person has charge, or a guest;

j. Engaging in conduct that is likely to endanger the health, safety, or welfare of the District, its staff, contractors, representatives, residents, landowners, Patrons, or guests;

k. Committing or is alleged, in good faith, to have committed a crime on or off District property that leads the District to reasonably believe the health, safety or welfare of the District, its staff, contractors, representatives, residents, landowners, Patrons, or guests is likely endangered;

l. Engaging in another Violation after a verbal warning has been given by staff (which verbal warning is not required); or

m. Such person's guest or a member of their household commits any of the above Violations.

Termination of Amenity Facilities access shall only be considered and implemented by the Board in situations that pose a long term or continuing threat to the health, safety and/or welfare of the District, its staff, contractors, representatives, residents, landowners, Patrons, or guests. The Board, in its sole discretion and upon motion of any Board member, may vote to rescind a termination of Amenity Facilities access.

**5. Administrative Reimbursement.** The Board may in its discretion require payment of an administrative reimbursement of up to Five Hundred Dollars (\$500) in order to offset the legal and/or administrative expenses incurred by the District as a result of a Violation ("Administrative Reimbursement"). Such Administrative Reimbursement shall be in addition to any suspension or termination of Amenity Facilities access, any applicable legal action warranted by the circumstances, and/or any Property Damage Reimbursement (defined below).

**6. Property Damage Reimbursement.** If damage to District property occurred in connection with a Violation, the person or persons who caused the damage, or the person whose guest caused the damage, or the person who has charge of a minor that caused the damage, shall reimburse the District for the costs of cleaning, repairing, and/or replacing the property ("Property Damage Reimbursement"). Such Property Damage Reimbursement shall be in addition to any suspension or termination of Amenity Facilities access, any applicable legal action warranted by the circumstances, and/or any Administrative Reimbursement.

**7. Removal from Amenity Facilities.** The District Manager, General Manager, Amenity Manager and onsite staff each have the independent ability to remove any person from the Amenity Facilities if a Violation occurs, or if in his or her discretion, it is in the District's best interest to do so.

**8. Initial Suspension from Amenity Facilities.** The District Manager, General Manager, Amenity Manager or his or her designee may at any time restrict or suspend for cause or causes, including but not limited to a Violation, any person's access to the Amenity Facilities



until a date not later than the next regularly scheduled meeting date of the Board that is scheduled to occur at least twenty-one (21) days after the date of initial suspension. In the event of such a suspension, the District Manager or his or her designee shall mail a letter to the person suspended referencing the conduct at issue, the sections of the District's rules and policies violated, the time, date, and location of the next regular Board meeting where the person's suspension will be presented to the Board, and a statement that the person has a right to appear before the Board and offer testimony and evidence why the suspension should be lifted. If the person is a minor, the letter shall be sent to the adults at the address within the community where the minor resides.

**9. Hearing by the Board; Administrative Reimbursement; Property Damage Reimbursement.**

a. At the Board meeting referenced in the letter sent under Section 8 above, or as soon thereafter as a Board meeting is held if the meeting referenced in the letter is canceled, a hearing shall be held at which both District staff and the person subject to the suspension shall be given the opportunity to appear, present testimony and evidence, cross examine witnesses present, and make arguments. The Board may also ask questions of District staff, the person subject to the suspension, and witnesses present. All persons are entitled to be represented by a licensed Florida attorney at such hearing.

b. After the presentations by District staff and the person subject to the suspension, the Board shall consider the facts and circumstances and determine whether to lift or extend the suspension or impose a termination. In determining the length of any suspension, or a termination, the Board shall consider the nature of the conduct, the circumstances of the conduct, the number of rules or policies violated, the person's escalation or de-escalation of the situation, and any prior Violations and/or suspensions.

c. The Board shall also determine whether an Administrative Reimbursement is warranted and, if so, set the amount of such Administrative Reimbursement.

d. The Board shall also determine whether a Property Damage Reimbursement is warranted and, if so, set the amount of such Property Damage Reimbursement. If the cost to clean, repair and/or replace the property is not yet available, the Property Damage Reimbursement shall be fixed at the next regularly scheduled Board meeting after the cost to clean, repair, and/or replace the property is known.

e. After the conclusion of the hearing, the District Manager shall mail a letter to the person suspended identifying the Board's determination at such hearing.

**10. Suspension by the Board.** The Board on its own initiative acting at a noticed public meeting may elect to consider a suspension of a person's access for committing any of the Violations outlined in Section 4. In such circumstance, a letter shall be sent to the person suspended which contains all the information required by Section 8, and the hearing shall be conducted in accordance with Section 9.

**11. Automatic Extension of Suspension for Non-Payment.** Unless there is an affirmative vote of the Board otherwise, no suspension or termination will be lifted or expire

until all Administrative Reimbursements and Property Damage Reimbursements have been paid to the District. If an Administrative Reimbursement or Property Damage Reimbursement is not paid by its due date, the District reserves the right to request surrender of, or deactivate, all ID card associated with an address within the District until such time as the outstanding amounts are paid.

**12. Appeal of Board Suspension.** After the hearing held by the Board required by Section 9, a person subject to a suspension or termination may appeal the suspension or termination, or the assessment or amount of an Administrative Reimbursement or Property Damage Reimbursement, to the Board by filing a written request for an appeal (“Appeal Request”). The filing of an Appeal Request shall not result in the stay of the suspension or termination. The Appeal Request shall be filed within thirty (30) calendar days after mailing of the notice of the Board’s determination as required by Section 9(e), above. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file an Appeal Request shall constitute a waiver of all rights to protest the District’s suspension or termination, and shall constitute a failure to exhaust administrative remedies. The District shall consider the appeal at a Board meeting and shall provide reasonable notice to the person of the Board meeting where the appeal will be considered. At the appeal stage, no new evidence shall be offered or considered. Instead, the appeal is an opportunity for the person subject to the suspension or termination to argue, based on the evidence elicited at the hearing, why the suspension or termination should be reduced or vacated. The Board may take any action deemed by it in its sole discretion to be appropriate under the circumstances, including affirming, overturning, or otherwise modifying the suspension or termination. The Board’s decision on appeal shall be final.

**13. Legal Action; Criminal Prosecution; Trespass.** If any person is found to have committed a Violation, such person may additionally be subject to arrest for trespassing or other applicable legal action, civil or criminal in nature. If a person subject to a suspension or termination is found at the Amenity Facilities, such Person will be subject to arrest for trespassing. If a trespass warrant is issued to a person by a law enforcement agency, the District has no obligation to seek a withdrawal or termination of the trespass warrant even though the issuance of the trespass warrant may effectively prevent a person from using the Amenity Facilities after expiration of a suspension imposed by the District.

**14. Severability.** If any section, paragraph, clause or provision of this rule shall be held to be invalid or ineffective for any reason, the remainder of this rule shall continue in full force and effect, it being expressly hereby found and declared that the remainder of this rule would have been adopted despite the invalidity or ineffectiveness of such section.

**Exhibit B**  
Amended and Restated Amenities Rules Handbook

# **FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT**

## **AMENITY FACILITIES POLICIES**

Adopted: August 9, 2006

Last Amended: March 15, 2017

**BIG HAWK LAKE RECREATION CENTER**  
**Falcon Trace Community Development District**

**ID Cards**

**ID cards are available at the Recreation Center**

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- § Upon move in each new resident will receive two (2) ID cards at no charge.
- § Additional or replacement cards will be \$15.00 each.
- § Only checks and money orders made payable to the Falcon Trace CDD will be accepted.

**POOL POLICIES**

**POOL ACCESS**

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- § Residents and/or annual paid users must present their access cards and register upon entering Big Hawk Lake Recreation Center.
- § Children less than sixteen (16) years of age must be accompanied by a parent or person eighteen (18) years old or older, who is a registered resident or an annual paid user, at all times.
- § Daily guests must be registered and accompanied by a resident or an annual paid user when entering the Big Hawk Lake Recreation Center.

**GENERAL POLICIES FOR POOL AND POOL DECK AREA**

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- § All users must shower before entering the pool.
- § Proper swim attire (no cutoffs, no thong suits) must be worn in the pool and at the recreation center and on the pool deck area.
- § Towels must be used on pool furniture.
- § No chewing gum is permitted in the pool or pool deck area.
- § Alcoholic beverages are not permitted.
- § No aluminum cans or glass containers are allowed in the pool or on the pool deck area.
- § No diving, jumping, pushing, running, or other horseplay is allowed in the pool or on the pool deck area.

- § No large flotation devices are allowed in the pool, except at the discretion of District staff.
- § For the comfort of others, changing of diapers, clothes, etc. is not allowed at pool side. Please use the restroom facilities. Breast feeding is permitted in accordance with Florida Law.
- § No masks, fins, or snorkels are allowed in the pool without the Facility Manager's permission.
- § No one shall pollute the pool. Anyone who does so is liable for any costs incurred in treating or correcting the problem.
- § Infants and toddlers must wear swim diapers. Regular disposable and cloth diapers are not permitted in the pool.
- § Out of consideration for others, radios must be kept at a low level.
- § Radio-controlled watercraft are not permitted in the pool.
- § Pool entrances must be kept clear at all times.
- § Smoking is not permitted.
- § No roller blades, skateboards, scooters, or bicycles are permitted in the pool deck area.
- § No swinging on the ladders or railings is allowed.
- § All food must be kept in designated areas.
- § Snapping of towels is not permitted.
- § Pool furniture may not be removed from the pool deck area.
- § Loud or abusive language is not allowed.
- § Any person within the pool or the pool facility when the facility is closed may be suspended from using the facility in accordance with the District's *Suspension and Termination Rules* and shall be considered a trespasser and is subject to any fines or punishment in connection therewith.

## **WATERSLIDE POLICIES**

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- § Ride the slide at your own risk, lying on your back with feet first.
- § Only one rider may ride the waterslide at a time; single riders only.
- § Keep arms and hands inside the flumes at all times.
- § No flotation devices are allowed on the waterslide.

- § For safety reasons, pregnant women and persons with health conditions or back trouble should not ride on the waterslide.
- § No masks are allowed to be worn on the slide.

### **THUNDERSTORM POLICY**

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If lightning is sighted, regardless of location, the pool and pool deck will be closed for 30 minutes. At that time, if no other lightning is seen, the pool and pool deck will reopen. In case of a thunderstorm (with thunder only) in the immediate area, the pool and pool deck will be closed for 15 minutes. If no thunder is heard during this period, the pool and pool deck will be reopened.

### **FECES POLICY**

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If contamination occurs, the pool will be closed for 12 hours and the water will be shocked with chlorine to kill the bacteria. Parents should take their children to the bathroom before entering the pool. If a child is not completely potty trained, they must wear a swim diaper at all times in the pool area.

### **HEAVY RAIN POLICY**

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If at any time it rains so hard that the attendant cannot see the bottom of the pool, the pool will be closed.

**BIG HAWK LAKE RECREATION CENTER**  
**Falcon Trace Community Development District**

<b>COMMUNITY ROOM OR PAVILLION USE FOR PRIVATE FUNCTIONS</b>
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- § Only CDD residents or annual paid users of the facility may reserve the community room or pavilion for private parties for a maximum of four hours. Parties will not be double booked. Party reservations are on a first come first serve basis.
- § The current pool regulations and policies apply.
- § There is a maximum of forty (40) guests allowed. Management reserves the right to restrict the number of guests for any party or function.
- § All parties or functions must end by 10:00 pm. No swimming is permitted for after hours parties.
- § A complete list of those invited to a party must be provided to facility manager seven (7) days in advance of party or the party will be cancelled. All guests must check in at the entry gate and wear a wristband during the party provided by the pool attendant. All guests of the party must leave the facility after the party ends.
- § No glass containers or aluminum cans are allowed in the pool or on the pool deck area. All eating and drinking is confined to the designated deck area. Alcoholic beverages are not permitted.
- § A check deposit of \$200.00 and a signed reservation agreement will be required at least 14 days in advance of the party. Provided there are no damages or cleanup costs after the event, the deposit is fully refundable unless the event is cancelled with less than 48 hours' notice. The deposit is fully refundable if the event is cancelled due to inclement weather.
- § A cleanup fee of \$50 will be taken out of the deposit if the room is not returned to its original condition.

**Charge for events during pool hours:**

- § Up to 20 guests:      Rental fee of \$50 plus one attendant at the current hourly rate for the duration of the event.
- § 20-40 guests:      Rental fee of \$75 plus one attendance at the current hourly rate for the duration of the event.



**Charge for events during non-pool hours:**

- § Up to 20 guests:      Rental Fee of \$50 plus one attendant at the current hourly rate for the duration of the event.
- § 20-40 guests:      Rental Fee of \$75 plus two attendants at the current hourly rate for the duration of the event.

# **BIG HAWK LAKE RECREATION CENTER**

## **Falcon Trace Community Development District**

### **TENNIS COURT**

- § Children less than sixteen (16) years of age must be accompanied by a parent or person eighteen (18) years old or older, who is a registered resident or an annual paid user, at all times.
- § The tennis court may be reserved up to one (1) week in advance.
- § You may reserve a court for up to two (2) hours, singles or doubles.
- § If you are twenty (20) minutes late for your reservation, your reservation may be forfeited.
- § Proper tennis attire is required at all times while on the court.
- § Profanity and/or disruptive behavior are not permitted.
- § No roller blades, skateboards, scooters, or bicycles are permitted on the tennis court.
- § Please clean up your trash after use of the court.
- § Court closes at dusk.

### **BASKETBALL COURT**

- § Children less than sixteen (16) years of age must be accompanied by a parent or person eighteen (18) years old or older, who is a registered resident or an annual paid user, at all times.
- § Basketball court is first come first serve
- § Proper basketball attire is required at all times while on the court.
- § Profanity and/or disruptive behavior are not permitted.
- § No roller blades, skates, skateboards, scooters, or bicycles are permitted.
- § No more than twenty (20) players are permitted on the court at one time
- § No dunking or hanging from the rims
- § Attendants may discontinue play for not following the policies.
- § Court closes at dusk.

# BIG HAWK LAKE RECREATION CENTER

## Falcon Trace Community Development District

### SCHEDULE OF USER FEES

**Annual user fee, non-resident**

**\$975.00**

### GUEST POLICY for POOL

- § Each household may have four guests at a time; provided, however, that residents less than eighteen (18) years of age are not permitted to have guests.
- § All residents must sign the District's *Guest Liability Waiver* prior to having guests which obligates the resident to be responsible for such guests.
- § Guests must enter pool area with a resident or annual paid user with a picture ID.
- § Management reserves the right to not permit guests to the pool area based on pool capacity.

### SERVICE ANIMAL POLICY

Dogs or other pets (with the exception of "Service Animal(s)" trained to do work or perform tasks for an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability) are not permitted within any District-owned public accommodations including, but not limited to, amenity buildings (offices, social halls and fitness center), pools, tennis courts, basketball courts, playgrounds, parking lots, open spaces and other appurtenances or related improvements. A Service Animal must be kept under the control of its handler by leash or harness, unless doing so interferes with the Service Animal's work or tasks or the individual's disability prevents doing so. The District may remove the Service Animal under the following conditions:

- If the Service Animal is out of control and the handler does not take effective measures to control it;
- If the Service Animal is not housebroken; or,
- If the Service Animal's behavior poses a direct threat to the health and safety of others.

The District is prohibited from asking about the nature or extent of an individual's disability in order to determine whether an animal is a Service Animal or pet. However, the District may ask whether an animal is a Service Animal required because of a disability and what work or tasks the animal has been trained to perform.

**Adopted: August 9, 2006**

**Last Amended: March 15, 2017**

# Falcon Trace Community Development District

## GUEST PASS/LIABILITY WAIVER FORM

RESIDENT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HOME TELEPHONE: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

IS THE RESIDENT EIGHTEEN (18) YEARS OF AGE OR OLDER? \_\_\_\_ YES \_\_\_\_ NO\*

\*Note: Only residents eighteen (18) years of age or older are permitted to host guests at the District's Amenity Facilities.

Guest 1 Name: \_\_\_\_\_ Guest 2 Name: \_\_\_\_\_

Guest 3 Name: \_\_\_\_\_ Guest 4 Name: \_\_\_\_\_

I acknowledge that I have reviewed and agree to abide by, and ensure that my Guest(s) abide by, the Falcon Trace Community Development District's (the "District") *Amenity Facilities Policies* at all times, and that I am financially responsible for any damages caused by me or my Guest(s). I further acknowledge that I understand that Guest Passes are the property of the District, and are non-transferable.

In consideration for my and my Guest(s') admittance into the District's Amenity Facilities, I acknowledge and agree that I shall defend and indemnify and hold harmless the District and its officers, agents, supervisors, and staff, along with the Facility Manager and its agents, officers and employees, from any and all liability, claims, actions, suits or demands by any person, corporation or other entity for injuries, death, theft, or property damage of any nature, arising out of, or in connection with me or my Guest(s') use of the Amenity Facilities, including litigation or any appellate proceedings with respect thereto.

I acknowledge and agree that nothing herein shall be considered as a waiver of the District's sovereign immunity or limits of liability beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in Section 768.28, *Florida Statutes*, or other statute.

\_\_\_\_\_  
Signature of Resident or Annual Paid User

\_\_\_\_\_  
Date

OFFICE USE ONLY:

\_\_\_\_\_  
Staff Member Signature

\_\_\_\_\_  
Date

**FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT**  
***Rule Regarding Suspension and Termination of Amenity Use Privileges***

~~**Section 1. Introduction.** This rule addresses the suspension and termination of privileges to use the Falcon Trace Community Development Districts (the "District") recreational amenity facilities and improvements (hereinafter collectively referred to as the "Amenity Facilities").~~

~~**Section 2. Violations.** The privileges of a patron of the Amenity Facilities (hereinafter referred to as "Patrons"), including Residents, Renters, Non-Resident Members, and Guests (as defined in the District's *Recreational Amenity Facilities Policies*), to use the Amenity Facilities may be suspended or terminated if the Patron engages in any of the following behavior:~~

- ~~1. Submits false information on any application for use of the Amenity Facilities;~~
- ~~2. Permits the unauthorized use of an amenity pass;~~
- ~~3. Exhibits unsatisfactory behavior, deportment or appearance;~~
- ~~4. Fails to pay fees owed to the District in a proper and timely manner;~~
- ~~5. Fails to abide by any policies or rules established for the use of any of the Amenity Facilities;~~
- ~~6. Treats the District's supervisors, staff, facility management, contractors, or other representatives, or other Patrons, in an unreasonable or abusive manner;~~
- ~~7. Damages or destroys District property; or~~
- ~~8. Engages in conduct that is likely to endanger the health, safety, or welfare of the District, or its supervisors, staff, facility management, contractors, or other representatives, or other Patrons.~~

~~The District reserves the right to suspend Residents, Renters, and Non-Resident Members for any violations committed by their Guests to the same extent as if such Resident, Renter or Non-Resident Member committed the violation.~~

~~**Section 3. Reporting of Violations.** For all offenses outlined in Section 2 above, the District Manager, Facility Manager or other District staff, as applicable, shall create a written report of the incident, which report shall be signed by the offending Patron and the District Manager, District's facility manager or other District staff as the case may be, and kept on file by the District. If the offending Patron refuses to sign the incident report, it shall be kept on file by the District with a notation to that effect.~~

~~**Section 4. Suspension or Termination of Amenity Privileges.**~~

~~**A.** For minor violations, the District shall follow the process outlined below for suspending or terminating the right of a Patron to utilize the Amenity Facilities:~~

- ~~**i.** *First Offense:* Suspension of privileges to utilize all of the Amenity Facilities for the remainder of the day on which the violation occurs.~~

~~ii. — *Second Offense:* Suspension of privileges to utilize all of the Amenity Facilities for one (1) week from the time the violation occurs.~~

~~iii. — *Third Offense:* Suspension of privileges to utilize all of the Amenity Facilities from the time the violation occurs to the next meeting of the District’s Board of Supervisors (the ‘Board’). At said meeting, the record of all previous offenses will be presented to the Board for recommendation of suspension of the Patron’s privileges for up to one (1) calendar year. The length of the suspension is in the sole discretion of the Board.~~

~~B. Each offense shall expire one (1) calendar year after such offense was committed, at which time the number of offenses on record for the Patron shall be reduced by one (1). For example, if a Patron commits a first offense on February 1 and second offense on August 1, the Patron will have two (2) offenses on record until February 1 of the following year, at which time the first offense will expire and the second offense will thereafter be considered a first offense until it expires on the following August 1. The manner of calculation of offenses set forth in this section shall not at any time serve to reduce any timeframe for the suspensions or terminations imposed pursuant to section 4(A) above, which may have been imposed prior to the expiration of any such offenses.~~

~~C. Notwithstanding the foregoing, any time a Patron is arrested for an act committed, or allegedly committed, while on the premises of the Amenity Facilities, or violates the provisions set forth in Section 2 in a manner that, in the discretion of the District Amenity Facilities staff, upon consultation with the Chairman of the Board, justifies suspension beyond the guidelines set forth above, such Patron shall have all privileges to utilize the Amenity Facilities immediately suspended until the next Board meeting. At such meeting, the Board will be presented with the facts surrounding the arrest or violation and the Board may make a recommendation of suspension or termination of the Patron’s privileges for a longer period of time.~~

#### **~~Section 5. Appeal of Suspension or Termination of Amenity Facilities Privileges.~~**

~~Any suspension or termination of a Patron’s privileges to utilize the Amenity Facilities may be appealed to the Board for reversal or reduction. Any request for such appeal shall be provided to the District Manager, in writing, at least ten (10) days after the suspension date. The Board’s decision on appeal shall be final.~~

~~**Section 6. Trespass.** If a Patron subject to a suspension or termination is found on the premises of any of the Amenity Facilities, such Patron will be subject to arrest for trespassing in accordance with Florida law.~~

***Law Implemented:*** ss. 190.011(5), 190.035, 190.041, 120.54 and 120.81, Fla. Stat.

***Authority:*** ss. 190.011(5) and 190.012(3), Fla. Stat.

***Effective Date:*** March 15, 2017.

**1. Introduction.** This rule addresses disciplinary and enforcement matters relating to the use of the amenities and other properties owned and managed by the District (“Amenity Facilities”).

**2 General Rule.** All persons using the Amenity Facilities and entering District properties are responsible for compliance with the rules and policies established for the safe operations of the Amenity Facilities.

**3 ID Cards.** ID cards are the property of the District. The District may request surrender of, or may deactivate, a person's ID card for violation of the District's rules and policies established for the safe operations of the District's Amenity Facilities.

**4 Suspension and Termination of Rights.** The District shall have the right to restrict, suspend, or terminate the Amenity Facilities access of any person and members of their household to use all or a portion of the Amenity Facilities for any of the following acts (each, a "Violation"):

- a. Submitting false information on any application for use of the Amenity Facilities, including but not limited to facility rental applications;
- b. Failing to abide by the terms of rental applications;
- c. Permitting the unauthorized use of an ID card or otherwise facilitates or allows unauthorized use of the Amenity Facilities;
- d. Exhibiting inappropriate behavior or repeatedly wearing inappropriate attire;
- e. Failing to pay amounts owed to the District in a proper and timely manner (with the exception of special assessments);
- f. Failing to abide by any District rules or policies (e.g., Amenity Facilities Policies);
- g. Treating the District's staff, contractors, representatives, residents, landowners, Patrons, or guests, in a harassing or abusive manner;
- h. Damaging, destroying, rendering inoperable or interfering with the operation of District property, or other property located on District property;
- i. Failing to reimburse the District for property damaged by such person, or a minor for whom the person has charge, or a guest;
- j. Engaging in conduct that is likely to endanger the health, safety, or welfare of the District, its staff, contractors, representatives, residents, landowners, Patrons, or guests;
- k. Committing or is alleged, in good faith, to have committed a crime on or off District property that leads the District to reasonably believe the health, safety or welfare of the District, its staff, contractors, representatives, residents, landowners, Patrons, or guests is likely endangered;
- l. Engaging in another Violation after a verbal warning has been given by staff (which verbal warning is not required); or
- m. Such person's guest or a member of their household commits any of the above Violations.

Termination of Amenity Facilities access shall only be considered and implemented by the Board in situations that pose a long term or continuing threat to the health, safety and/or welfare of the District, its staff, contractors, representatives, residents, landowners, Patrons, or guests. The Board, in its sole discretion and upon motion of any Board member, may vote to rescind a termination of Amenity Facilities access.

**5 Administrative Reimbursement.** The Board may in its discretion require payment of an administrative reimbursement of up to Five Hundred Dollars (\$500) in order to

offset the legal and/or administrative expenses incurred by the District as a result of a Violation (“Administrative Reimbursement”). Such Administrative Reimbursement shall be in addition to any suspension or termination of Amenity Facilities access, any applicable legal action warranted by the circumstances, and/or any Property Damage Reimbursement (defined below).

**6. Property Damage Reimbursement.** If damage to District property occurred in connection with a Violation, the person or persons who caused the damage, or the person whose guest caused the damage, or the person who has charge of a minor that caused the damage, shall reimburse the District for the costs of cleaning, repairing, and/or replacing the property (“Property Damage Reimbursement”). Such Property Damage Reimbursement shall be in addition to any suspension or termination of Amenity Facilities access, any applicable legal action warranted by the circumstances, and/or any Administrative Reimbursement.

**7. Removal from Amenity Facilities.** The District Manager, General Manager, Amenity Manager and onsite staff each have the independent ability to remove any person from the Amenity Facilities if a Violation occurs, or if in his or her discretion, it is in the District’s best interest to do so.

**8. Initial Suspension from Amenity Facilities.** The District Manager, General Manager, Amenity Manager or his or her designee may at any time restrict or suspend for cause or causes, including but not limited to a Violation, any person’s access to the Amenity Facilities until a date not later than the next regularly scheduled meeting date of the Board that is scheduled to occur at least twenty-one (21) days after the date of initial suspension. In the event of such a suspension, the District Manager or his or her designee shall mail a letter to the person suspended referencing the conduct at issue, the sections of the District’s rules and policies violated, the time, date, and location of the next regular Board meeting where the person’s suspension will be presented to the Board, and a statement that the person has a right to appear before the Board and offer testimony and evidence why the suspension should be lifted. If the person is a minor, the letter shall be sent to the adults at the address within the community where the minor resides.

**9. Hearing by the Board; Administrative Reimbursement; Property Damage Reimbursement.**

a. At the Board meeting referenced in the letter sent under Section 8 above, or as soon thereafter as a Board meeting is held if the meeting referenced in the letter is canceled, a hearing shall be held at which both District staff and the person subject to the suspension shall be given the opportunity to appear, present testimony and evidence, cross examine witnesses present, and make arguments. The Board may also ask questions of District staff, the person subject to the suspension, and witnesses present. All persons are entitled to be represented by a licensed Florida attorney at such hearing.

b. After the presentations by District staff and the person subject to the suspension, the Board shall consider the facts and circumstances and determine whether to lift or extend the suspension or impose a termination. In determining the length of any suspension, or a termination, the Board shall consider the nature of the conduct, the circumstances of the conduct, the number of rules or policies violated, the person’s escalation or de-escalation of the situation, and any prior Violations and/or suspensions

c. The Board shall also determine whether an Administrative Reimbursement



is warranted and, if so, set the amount of such Administrative Reimbursement.

d. The Board shall also determine whether a Property Damage Reimbursement is warranted and, if so, set the amount of such Property Damage Reimbursement. If the cost to clean, repair and/or replace the property is not yet available, the Property Damage Reimbursement shall be fixed at the next regularly scheduled Board meeting after the cost to clean, repair, and/or replace the property is known.

e. After the conclusion of the hearing, the District Manager shall mail a letter to the person suspended identifying the Board's determination at such hearing.

**10. Suspension by the Board.** The Board on its own initiative acting at a noticed public meeting may elect to consider a suspension of a person's access for committing any of the Violations outlined in Section 4. In such circumstance, a letter shall be sent to the person suspended which contains all the information required by Section 8, and the hearing shall be conducted in accordance with Section 9.

**11. Automatic Extension of Suspension for Non-Payment.** Unless there is an affirmative vote of the Board otherwise, no suspension or termination will be lifted or expire until all Administrative Reimbursements and Property Damage Reimbursements have been paid to the District. If an Administrative Reimbursement or Property Damage Reimbursement is not paid by its due date, the District reserves the right to request surrender of, or deactivate, all ID cards associated with an address within the District until such time as the outstanding amounts are paid.

**12. Appeal of Board Suspension.** After the hearing held by the Board required by Section 9, a person subject to a suspension or termination may appeal the suspension or termination, or the assessment or amount of an Administrative Reimbursement or Property Damage Reimbursement, to the Board by filing a written request for an appeal ("Appeal Request"). The filing of an Appeal Request shall not result in the stay of the suspension or termination. The Appeal Request shall be filed within thirty (30) calendar days after mailing of the notice of the Board's determination as required by Section 9(e), above. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file an Appeal Request shall constitute a waiver of all rights to protest the District's suspension or termination, and shall constitute a failure to exhaust administrative remedies. The District shall consider the appeal at a Board meeting and shall provide reasonable notice to the person of the Board meeting where the appeal will be considered. At the appeal stage, no new evidence shall be offered or considered. Instead, the appeal is an opportunity for the person subject to the suspension or termination to argue, based on the evidence elicited at the hearing, why the suspension or termination should be reduced or vacated. The Board may take any action deemed by it in its sole discretion to be appropriate under the circumstances, including affirming, overturning, or otherwise modifying the suspension or termination. The Board's decision on appeal shall be final.

**13. Legal Action; Criminal Prosecution; Trespass.** If any person is found to have committed a Violation, such person may additionally be subject to arrest for trespassing or other applicable legal action, civil or criminal in nature. If a person subject to a suspension or termination is found at the Amenity Facilities, such Person will be subject to arrest for

trespassing. If a trespass warrant is issued to a person by a law enforcement agency, the District has no obligation to seek a withdrawal or termination of the trespass warrant even though the issuance of the trespass warrant may effectively prevent a person from using the Amenity Facilities after expiration of a suspension imposed by the District.

**14. Severability.** If any section, paragraph, clause or provision of this rule shall be held to be invalid or ineffective for any reason, the remainder of this rule shall continue in full force and effect, it being expressly hereby found and declared that the remainder of this rule would have been adopted despite the invalidity or ineffectiveness of such section.

# FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT

## Pool Hours

SPRING	March - April
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Day	Open	Close
Monday	10:00 AM	8:00 PM
Tuesday	CLOSED	
Wednesday	10:00 AM	8:00 PM
Thursday	CLOSED	
Friday	10:00 AM	8:00 PM
Saturday	10:00 AM	8:00 PM
Sunday	10:00 AM	8:00 PM

SUMMER	May - September
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Day	Open	Close
Monday	10:00 AM	8:00 PM
Tuesday	12:00 PM	8:00 PM
Wednesday	10:00 AM	8:00 PM
Thursday	10:00 AM	8:00 PM
Friday	10:00 AM	8:00 PM
Saturday	10:00 AM	8:00 PM
Sunday	10:00 AM	8:00 PM

FALL	October
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Day	Open	Close
Monday	10:00 AM	7:00 PM
Tuesday	CLOSED	
Wednesday	10:00 AM	7:00 PM
Thursday	CLOSED	
Friday	10:00 AM	7:00 PM
Saturday	10:00 AM	7:00 PM
Sunday	10:00 AM	7:00 PM

WINTER	November - February
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Day	Open	Close
Monday	CLOSED	
Tuesday	CLOSED	
Wednesday	CLOSED	
Thursday	CLOSED	
Friday	CLOSED	
Saturday	10:00 AM	5:00 PM
Sunday	10:00 AM	5:00 PM

## SECTION V

## RESOLUTION 2023-06

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET(S) FOR FISCAL YEAR 2023/2024 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Falcon Trace Community Development District ("**District**") prior to June 15, 2023, proposed budget(s) ("**Proposed Budget**") for the fiscal year beginning October 1, 2023, and ending September 30, 2024 ("**Fiscal Year 2023/2024**"); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2023/2024 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 16, 2023

HOUR: 6:00 p.m.

LOCATION: Big Hawk Lake Recreation Center  
13600 Hawk Lake Drive  
Orlando, Florida 32837

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT(S).** The District Manager is hereby directed to submit a copy of the Proposed Budget to the local general-purpose governments at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2 and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this

Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 17<sup>th</sup> DAY OF MAY 2023.**

ATTEST:

**FALCON TRACE COMMUNITY DEVELOPMENT  
DISTRICT**

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Secretary / Assistant Secretary

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Chair/Vice Chair, Board of Supervisors

**Exhibit A:** Fiscal Year 2023/2024 Proposed Budget

**Exhibit A**  
Fiscal Year 2023/2024 Proposed Budget

# **Falcon Trace**

## **Community Development District**

**Proposed Budget**  
**FY 2024**





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**Falcon Trace**  
Community Development District

**Proposed Budget  
General Fund**

Description	Adopted Budget FY2023	Actuals Thru 3/31/23	Projected Next 6 Months	Projected Thru 9/30/23	Proposed Budget FY2024
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**REVENUES:**

Maintenance Assessments	\$355,855	\$329,256	\$26,599	\$355,855	\$355,855
Miscellaneous Income	\$100	\$1,250	\$413	\$1,663	\$500
Interest Income	\$100	\$4,043	\$1,334	\$5,378	\$1,500
Carry Forward Balance	\$113,879	\$ 210,427	\$0	\$210,427	\$136,577

<b>TOTAL REVENUES</b>	<b>\$ 469,934</b>	<b>\$ 544,976</b>	<b>\$ 28,346</b>	<b>\$ 573,323</b>	<b>\$ 494,432</b>
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**EXPENDITURES:**

**Administrative:**

Supervisors Fees	\$8,000	\$5,000	\$3,000	\$8,000	\$8,000
FICA Expense	\$612	\$383	\$230	\$612	\$612
Engineering Fees	\$1,000	\$0	\$500	\$500	\$1,000
Assessment Roll	\$5,000	\$5,000	\$0	\$5,000	\$5,000
Attorney Fees	\$18,800	\$11,920	\$6,881	\$18,800	\$18,800
Annual Audit	\$3,600	\$0	\$2,850	\$2,850	\$2,950
Management Fees	\$57,496	\$28,748	\$28,748	\$57,496	\$60,946
Information Technology	\$1,375	\$687	\$688	\$1,375	\$1,458
Website Maintenance	\$750	\$375	\$375	\$750	\$795
Telephone	\$50	\$0	\$25	\$25	\$50
Postage	\$800	\$56	\$56	\$111	\$800
Printing and Binding	\$600	\$451	\$250	\$701	\$600
Insurance	\$14,242	\$12,825	\$0	\$12,825	\$14,748
Legal Advertising	\$2,500	\$1,273	\$1,227	\$2,500	\$2,500
Contingency	\$2,000	\$60	\$210	\$270	\$2,000
Property Appraiser	\$1,000	\$0	\$1,000	\$1,000	\$1,000
Office Supplies	\$350	\$76	\$175	\$251	\$350
Dues, Licenses, & Subscriptions	\$175	\$175	\$0	\$175	\$175

<b>TOTAL ADMINISTRATIVE</b>	<b>\$ 118,350</b>	<b>\$ 67,029</b>	<b>\$ 46,213</b>	<b>\$ 113,241</b>	<b>\$ 121,784</b>
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**Falcon Trace**  
Community Development District

**Proposed Budget  
General Fund**

Description	Adopted Budget FY2023	Actuals Thru 3/31/23	Projected Next 6 Months	Projected Thru 9/30/23	Proposed Budget FY2024
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**Maintenance:**

Field Management	\$21,547	\$10,773	\$10,773	\$21,547	\$22,840
Property Insurance	\$10,964	\$9,991	\$0	\$9,991	\$14,987
Pool Staff Payroll	\$83,047	\$13,364	\$69,683	\$83,047	\$88,030
Security	\$1,500	\$336	\$671	\$1,007	\$1,500
Telephone Expense	\$2,880	\$1,478	\$1,512	\$2,990	\$3,175
Electric	\$18,150	\$9,497	\$10,200	\$19,697	\$21,420
Irrigation/Water	\$14,850	\$6,823	\$7,425	\$14,248	\$15,593
Lake Maintenance	\$10,290	\$2,800	\$2,400	\$5,200	\$10,290
Pest Control	\$683	\$0	\$342	\$342	\$683
Pool Maintenance	\$33,902	\$13,856	\$16,951	\$30,807	\$33,902
Grounds Maintenance	\$36,071	\$16,498	\$14,741	\$31,239	\$39,230
General Facility Maintenance	\$35,000	\$8,083	\$10,000	\$18,083	\$35,000
Refuse Service	\$6,700	\$4,869	\$4,922	\$9,792	\$10,000
Field Contingency	\$6,000	\$3,016	\$2,500	\$5,516	\$6,000

<b>TOTAL MAINTENANCE</b>	<b>\$ 281,584</b>	<b>\$ 101,385</b>	<b>\$ 152,119</b>	<b>\$ 253,505</b>	<b>\$ 302,648</b>
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**Other Sources/(Uses)**

Transfer Out - Capital Reserve	\$70,000	\$0	\$70,000	\$70,000	\$70,000
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<b>TOTAL OTHER SOURCES/(USES)</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>
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<b>TOTAL EXPENDITURES</b>	<b>\$ 469,934</b>	<b>\$ 168,414</b>	<b>\$ 268,332</b>	<b>\$ 436,746</b>	<b>\$ 494,432</b>
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<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$ -</b>	<b>\$ 376,563</b>	<b>\$ (239,986)</b>	<b>\$ 136,577</b>	<b>\$ -</b>
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Net Assessments	\$355,855
Add: Discounts & Collections	\$22,714
Gross Assessments	<u>\$378,569</u>
Total Units	902
Gross Per Unit Assessment	<u><b>\$ 419.70</b></u>

**FALCON TRACE  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET**

**REVENUES:**

**MAINTENANCE ASSESSMENTS**

The District will levy a Non-Ad Valorem assessment on all of the assessable property within the District in order to pay for the operating expenditures during the fiscal year.

**MISCELLANEOUS INCOME**

The District will receive income from guest fees, including rental income and pool access cards.

**INTEREST INCOME**

The District earns interest income on their operating accounts and other investments.

**EXPENDITURES:**

**ADMINISTRATIVE:**

**SUPERVISORS FEES**

The Florida Statutes allows each supervisor to be paid per meeting, for the time devoted to District business and board meetings. The amount for the fiscal year is based upon 5 supervisors attending 8 monthly meetings.

**FICA EXPENSE**

Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisors checks.

**ENGINEERING FEES**

Estimated cost for providing general engineering services to the District on an as needed basis as directed by the Board of Supervisors.

**ASSESSMENT ROLL**

The District has contracted with Governmental Management Services – Central Florida, LLC. to levy and administer the collection of a Non-Ad Valorem assessment on all assessable property within the District.

**ATTORNEY FEES**

The District's attorney, Kutak Rock LLP, provides general legal services to the District, e.g., attendance and preparation for monthly meetings, reviewing contracts, agreements, resolutions, etc. as directed by the Board of Supervisors and the District Manager.

**ANNUAL AUDIT**

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis. The District's auditing firm is Grau & Associates.

**MANAGEMENT FEES**

The District has contracted with Governmental Management Services-Central Florida, LLC to provide Management, Accounting and Recording Secretary Services for the District. The services include, but not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reporting, annual audits, etc.

**INFORMATION TECHNOLOGY**

Represents various cost of information technology for the District such as video conferencing, cloud storage and servers, positive pay implementation and programming for fraud protection, accounting software, tablets for meetings, Adobe, Microsoft Office, etc. Governmental Management Services-Central Florida, LLC, provides these services.

**FALCON TRACE  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET**

**WEBSITE MAINTENANCE**

Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc. Governmental Management Services-Central Florida, LLC, provides these services.

**TELEPHONE**

The District incurs charges for telephone and facsimile services.

**POSTAGE**

Mailing of Board meeting agenda packages, overnight deliveries, checks for vendors and any other required correspondence.

**PRINTING AND BINDING**

Printing and binding agenda packages for board meetings, printing of computerized checks, correspondence, stationary, etc.

**INSURANCE**

The District's general liability and public officials' liability insurance coverage is provided by the Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

**LEGAL ADVERTISING**

Advertising of monthly board meetings, public hearings, and any services that are required to be advertised for public bidding, i.e. audit services, engineering service, maintenance contracts and any other advertising that may be required.

**CONTINGENCY**

Represents estimated bank charges and any other miscellaneous charges that the District may incur during the fiscal year.

**PROPERTY APPRAISER**

Represents the fees to be paid to the Orange County Property Appraiser's office for assessment administration services.

**OFFICE SUPPLIES**

The District incurs charges for supplies that need to be purchased during the fiscal year, including copier and printer toner cartridges, paper, file folders, binders, pens, paper clips, and other such office supplies.

**DUES, LICENSES, & SUBSCRIPTIONS**

The District is required to pay an annual fee to the Department of Economic Opportunities for \$175. This is the only expense under this category for the District.

**MAINTENANCE:**

**FIELD MANAGEMENT**

Provide onsite field management of contracts for the District per the management consulting contract with Governmental Management Services - Central Florida, LLC. Services to include onsite inspections, meetings with contractors, monitoring of utility accounts, attend Board meetings and receive and respond to property owner phone calls and emails.

**PROPERTY INSURANCE**

The District's property insurance coverage is provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

**FALCON TRACE  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET**

**POOL STAFF PAYROLL**

The District has contracted with Governmental Management Services - Central Florida, LLC. to hire and supervise pool attendants; coordinate all facility operations and be the contact point for answering questions and solving problems for residents. Account line includes staff hours for the fiscal year, all related benefits, and a contingency for projects and a pay increase.

**SECURITY**

This represents the cost of monthly monitoring of the security system to the recreation center.

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
SAFETOUCH	\$84	\$1,007
CONTINGENCY		\$493
		<u>\$1,500</u>

**TELEPHONE EXPENSE**

This fee represents telephone and facsimile charges for the recreational facility.

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
BRIGHTHOUSE - ACCOUNT # 0050710061-01	\$252	\$3,024
CONTINGENCY		\$151
		<u>\$3,175</u>

**ELECTRIC**

The District has electrical accounts with Duke Energy for the recreation facility and other District areas.

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
DUKE ENERGY - ACCOUNT # 63686 18371	\$1,700	\$20,400
CONTINGENCY		\$1,020
		<u>\$21,420</u>

**IRRIGATION/WATER**

This item represents utility service costs for water and wastewater

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
ORANGE COUNTY UTILITIES - ACCOUNT # 0038166200	\$894	\$10,727
CONTINGENCY		\$4,866
		<u>\$15,593</u>

**LAKE MAINTENANCE**

Maintenance consists of treatment of the lake edge on the pond area by the recreation center. Costs are based on estimated service costs.

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
AQUATIC WEED MANAGEMENT	\$420	\$5,040
ADDITIONAL TREATMENTS		\$5,250
		<u>\$10,290</u>

**FALCON TRACE  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET**

**PEST CONTROL**

Scheduled maintenance consists of monthly interior and exterior service at Big Hawk Lake recreation center.

**POOL MAINTENANCE**

Scheduled maintenance consists of maintaining the pool, maintaining the chlorine balance in the pool, and monthly purchase of a CO<sub>2</sub> tank. Unscheduled maintenance consists of shocking the pool, extra chlorine treatments, or unforeseen repairs.

DESCRIPTION	MONTHLY AMOUNT	ANNUAL AMOUNT
ROBERTS POOL SERVICE AND REPAIR INC	\$650	\$7,800
POOL MAINTENANCE & CHEMICALS		\$13,200
CONTINGENCY		\$12,902
		<hr/> \$33,902

**GROUNDS MAINTENANCE**

Scheduled maintenance consists of mowing turf, landscape maintenance, trash pickup on the common areas, and all regular landscaping maintenance activities. Unscheduled maintenance consists of repairs or replacement of damaged areas.

DESCRIPTION	ANNUAL AMOUNT
LANDSCAPE MAINTENANCE	\$33,000
IRRIGATION REPAIRS	\$1,500
CONTINGENCY	\$4,730
	<hr/> \$39,230

**GENERAL FACILITY MAINTENANCE**

Scheduled maintenance consists of cleaning the recreation center, replacing light bulbs for the tennis courts, performing any necessary general maintenance, painting, electrical and plumbing repairs, and repairing any other damages.

**REFUSE SERVICE**

Scheduled maintenance consists of regular trash removal.

**FIELD CONTINGENCY**

The current year contingency represents the potential excess of unscheduled maintenance expenses not included in budget categories or not anticipated in specific line items.

**OTHER SOURCES AND USES:**

**TRANSFER OUT - CAPITAL RESERVE**

Excess funds transfer out to Capital Reserve fund.

# Falcon Trace

## Community Development District

### Proposed Budget Capital Reserve

Description	Adopted Budget FY2023	Actuals Thru 3/31/23	Projected Next 6 Months	Projected Thru 9/30/23	Proposed Budget FY2024
<b>REVENUES:</b>					
Interest	\$50	\$11	\$10	\$21	\$50
Beginning Fund Balance	\$157,080	\$217,461	\$0	\$217,461	\$191,372
<b>TOTAL REVENUES</b>	<b>\$ 157,130</b>	<b>\$ 217,472</b>	<b>\$ 10</b>	<b>\$ 217,482</b>	<b>\$ 191,422</b>
<b>EXPENDITURES:</b>					
Landscape Improvements	\$15,000	\$3,650	\$11,350	\$15,000	\$15,000
Restroom Renovation	\$0	\$12,340	\$7,000	\$19,340	\$0
Parking Lot Sealing	\$0	\$0	\$0	\$0	\$6,000
Flooring	\$0	\$0	\$0	\$0	\$15,000
Fence/Security	\$0	\$26,770	\$15,000	\$41,770	\$0
Painting	\$10,000	\$0	\$10,000	\$10,000	\$10,000
Miscellaneous	\$10,000	\$228	\$9,772	\$10,000	\$10,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 35,000</b>	<b>\$ 42,988</b>	<b>\$ 53,122</b>	<b>\$ 96,110</b>	<b>\$ 56,000</b>
<b>OTHER SOURCES/(USES)</b>					
Transfer In - General Fund	\$70,000	\$0	\$70,000	\$70,000	\$70,000
<b>TOTAL OTHER SOURCES/(USES)</b>	<b>\$70,000</b>	<b>\$0</b>	<b>\$70,000</b>	<b>\$70,000</b>	<b>\$70,000</b>
<b>EXCESS REVENUES</b>	<b>\$ 192,130</b>	<b>\$ 174,484</b>	<b>\$ 16,888</b>	<b>\$ 191,372</b>	<b>\$ 205,422</b>



## SECTION VII

**FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT**

**FINANCIAL STATEMENTS**

September 30, 2022

DRAFT

**FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT**  
**FINANCIAL STATEMENTS**  
**September 30, 2022**

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INDEPENDENT AUDITORS' REPORT

To the Board of Supervisors  
Falcon Trace Community Development District  
Orange County, Florida

We have audited the accompanying financial statements of the governmental activities and each major fund of Falcon Trace Community Development District, Orange County, Florida ("District") as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2022, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Basis for Opinions**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

**Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

**Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions.

Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Other Reporting Required by Government Auditing Standards**

In accordance with Government Auditing Standards, we have also issued our report dated **March 22, 2023**, on our consideration of the Falcon Trace Community Development District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, rules, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the District's internal control over financial reporting and compliance.

### **Report on Other Legal and Regulatory Requirements**

We have also issued our report dated **March 22, 2023** on our consideration of the District's compliance with requirements of Section 218.415, Florida Statutes, as required by Rule 10.556(10) of the Auditor General of the State of Florida. The purpose of that report is to provide an opinion based on our examination conducted in accordance with attestation Standards established by the American Institute of Certified Public Accountants.

DiBartolomeo, McBee, Hartley & Barnes, P.A.  
Fort Pierce, Florida  
**March 22, 2023**

# **FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT**

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

September 30, 2022

Our discussion and analysis of Falcon Trace Community Development District, Orange County, Florida ("District") financial performance provides an overview of the District's financial activities for the fiscal year ended September 30, 2022. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

### **FINANCIAL HIGHLIGHTS**

- The assets of the District exceeded its liabilities at the close of the most recent fiscal year resulting in a net position balance of \$1,103,259.
- The change in the District's total net position in comparison with the prior fiscal year was (\$29,970), a decrease. The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2022, the District's governmental funds reported combined ending fund balances of \$602,328. A portion of fund balance is assigned to operating reserves and future capital repairs and replacement, and the remainder is unassigned fund balance which is available for spending at the District's discretion.

### **OVERVIEW OF FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as the introduction to the District's financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

#### **Government-Wide Financial Statements**

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

# **FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT**

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

September 30, 2022

The government-wide financial statements include all governmental activities that are principally supported by special assessment revenues. The District does not have any business-type activities. The governmental activities of the District include the general government (management) and maintenance and operations.

### **Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: governmental funds.

#### **Governmental Funds**

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions.

Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains one individual governmental fund. Information is presented in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund and capital projects fund. All funds are major funds. The District adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with the budget.

### **Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.



# FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT

## MANAGEMENT'S DISCUSSION AND ANALYSIS

September 30, 2022

### GOVERNMENT WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the District, assets exceeded liabilities at the close of the most recent fiscal year. A portion of the District's net position reflects its investment in capital assets (e.g. land, land improvements and infrastructure). These assets are used to provide services to residents; consequently, these assets are not available for future spending. The remaining balance of unrestricted net position may be used to meet the District's other obligations.

Key components of net position were as follows:

#### Statement of Net Position

	2022	2021
Current assets	\$ 621,075	\$ 639,122
Capital assets	500,931	524,943
Total assets	1,122,006	1,164,065
Current liabilities	18,747	30,836
Total liabilities	18,747	30,836
Net position		
Net investment in capital assets	500,931	524,946
Restricted for capital projects	217,461	-
Unrestricted	384,867	608,286
Total net position	\$ 1,103,259	\$ 1,133,232

The District's net position decreased during the most recent fiscal year. The majority of the change represents the degree to which ongoing cost of operations exceeded program revenues.

Key elements of the District's change in net position are reflected in the following table:

#### Change in Net Position

	2022	2021
Program revenues	\$ 363,789	\$ 365,020
General revenues	4,592	1,050
Total revenues	368,381	366,070
Expenses		
General government	90,534	95,711
Physical environment	307,817	313,435
Total expenses	398,351	409,146
Change in net position	(29,970)	(43,076)
Net position - beginning of year	1,133,229	1,176,305
Net position - end of year	\$ 1,103,259	\$ 1,133,229

# **FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT**

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

September 30, 2022

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2022 was \$398,351, which primarily consisted of costs associated with constructed and maintaining certain capital improvements. The costs of the District's activities were funded by special assessments.

### **GENERAL BUDGETING HIGHLIGHTS**

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2022.

The variance between budgeted and actual general fund revenues is not considered significant. The actual general fund expenditures for the current fiscal year were significantly lower than the original budgeted amounts due primarily to anticipated costs which were not incurred in the current fiscal year.

### **CAPITAL ASSETS**

At September 30, 2022, the District had \$500,930 invested in infrastructure and equipment for recreational facilities. More detailed information about the District's capital assets is presented in the notes of the financial statements.

### **ECONOMIC FACTORS, NEXT YEAR'S BUDGET AND OTHER INFORMATION**

For the fiscal year 2023, the District anticipates that the cost of general operations will remain fairly constant. In connection with the District's future infrastructure maintenance and replacement plan, the District Board has included in the budget, an estimate of those anticipated future costs and has assigned a portion of current available resources for that purpose.

### **CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, land owners, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact Falcon Trace Community Development District's Finance Department at 219 East Livingston Street Orlando, Florida 32801.

**FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT****STATEMENT OF NET POSITION**

September 30, 2022

	GOVERNMENTAL ACTIVITIES
<b>ASSETS</b>	
Cash and cash equivalents	\$ 433,724
Investments	159,518
Prepaid items	27,833
Capital assets:	
Depreciable	500,931
<b>TOTAL ASSETS</b>	<b>\$ 1,122,006</b>
<b>LIABILITIES</b>	
Accounts payable and accrued expenses	\$ 18,747
<b>TOTAL LIABILITIES</b>	<b>18,747</b>
<b>NET POSITION</b>	
Net investment in capital assets	500,931
Restricted for:	
Capital projects	217,461
Unrestricted	384,867
<b>TOTAL NET POSITION</b>	<b>\$ 1,103,259</b>

The accompanying notes are an integral part of this financial statement

# FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT

## STATEMENT OF ACTIVITIES Year Ended September 30, 2022

Functions/Programs	Expenses	Program Revenues		Net (Expense)
		Charges for	Operating	Revenues and
		Services	Contributions	Changes in Net
				Position
				Governmental
				Activities
Governmental activities				
General government	\$ 90,534	\$ 90,534	\$ -	\$ -
Physical environment	307,817	273,255	-	(34,562)
Total governmental activities	<u>\$ 398,351</u>	<u>\$ 363,789</u>	<u>\$ -</u>	<u>(34,562)</u>
General revenues:				
Investment earnings				1,467
Miscellaneous income				3,125
Total general revenues				<u>4,592</u>
Change in net position				<u>(29,970)</u>
Net position - October 1, 2021				<u>1,133,229</u>
Net position - September 30, 2022				<u>\$ 1,103,259</u>

The accompanying notes are an integral part of this financial statement

**FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT****BALANCE SHEET – GOVERNMENTAL FUNDS**

September 30, 2022

	MAJOR FUNDS		TOTAL
	GENERAL	CAPITAL PROJECTS	GOVERNMENTAL FUNDS
<b><u>ASSETS</u></b>			
Cash and cash equivalents	\$ 207,271	\$ 226,453	\$ 433,724
Investments	159,518	-	159,518
Due from other funds	8,992	-	8,992
Prepaid items	27,833	-	27,833
TOTAL ASSETS	<u>\$ 403,614</u>	<u>\$ 226,453</u>	<u>\$ 630,067</u>
<b><u>LIABILITIES AND FUND BALANCES</u></b>			
<b>LIABILITIES</b>			
Accounts payable and accrued expenses	\$ 18,747	\$ -	\$ 18,747
Due to other funds	-	8,992	8,992
TOTAL LIABILITIES	<u>18,747</u>	<u>8,992</u>	<u>27,739</u>
<b>FUND BALANCES</b>			
Nonspendable:			
Prepaid items	27,833	-	27,833
Restricted for:			
Capital projects	-	217,461	217,461
Unassigned	357,034	-	357,034
TOTAL FUND BALANCES	<u>384,867</u>	<u>217,461</u>	<u>602,328</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 403,614</u>	<u>\$ 226,453</u>	<u>\$ 630,067</u>

The accompanying notes are an integral part of this financial statement

**FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT**  
**RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES**  
**TO NET POSITION OF GOVERNMENTAL ACTIVITIES**  
September 30, 2022

Total Governmental Fund Balances in the Balance Sheet	\$ 602,328
---	------------

Amount reported for governmental activities in the Statement of Net  
Assets are different because:

Capital asset used in governmental activities are not financial  
resources and therefore are not reported in the governmental funds:

Governmental capital assets	1,949,869
Less accumulated depreciation	(1,448,938)
Net Position of Governmental Activities	<u>\$ 1,103,259</u>

The accompanying notes are an integral part of this financial statement

**FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCES – GOVERNMENTAL FUNDS**  
**Year Ended September 30, 2022**

	MAJOR FUNDS		TOTAL
	GENERAL	CAPITAL PROJECTS	GOVERNMENTAL FUNDS
<b>REVENUES</b>			
Special assessments	\$ 363,789	\$ -	\$ 363,789
Miscellaneous revenue	3,125	-	3,125
Investment earnings	1,444	23	1,467
<b>TOTAL REVENUES</b>	<u>368,358</u>	<u>23</u>	<u>368,381</u>
<b>EXPENDITURES</b>			
General government	90,534	-	90,534
Physical environment	228,720	7,632	236,352
Capital outlay	-	47,452	47,452
<b>TOTAL EXPENDITURES</b>	<u>319,254</u>	<u>55,084</u>	<u>374,338</u>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<u>49,104</u>	<u>(55,061)</u>	<u>(5,957)</u>
<b>OTHER SOURCES (USES)</b>			
Transfers in (out)	(19,045)	19,045	-
<b>TOTAL OTHER SOURCES (USES)</b>	<u>(19,045)</u>	<u>19,045</u>	<u>-</u>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES AND OTHER USES</b>	<u>30,059</u>	<u>(36,016)</u>	<u>(5,957)</u>
<b>FUND BALANCE</b>			
Beginning of year	354,808	253,477	608,285
End of year	<u>\$ 384,867</u>	<u>\$ 217,461</u>	<u>\$ 602,328</u>

The accompanying notes are an integral part of this financial statement

**FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES**  
**Year Ended September 30, 2022**

Net Change in Fund Balances - Total Governmental Funds	\$ (5,957)
--	------------

Amount reported for governmental activities in the Statement of Activities  
are different because:

Governmental funds report capital outlays as expenditures. However,  
in the Statement of Activities, the costs of those assets are depreciated  
over their estimated useful lives:

Capital outlay	47,452
Current year provision for depreciation	(71,465)
Change in Net Position of Governmental Activities	\$ (29,970)

The accompanying notes are an integral part of this financial statement



# **FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

September 30, 2022

### **NOTE A- NATURE OF ORGANIZATION AND REPORTING ENTITY**

Falcon Trace Community Development District ("District") was established on April 8, 1998 by the Board of County Commissioners of Orange County, Florida Ordinance 98-30 pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes. The Act provides among other things, the power to manage basic services for community development, power to borrow money and issue bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure.

The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors ("Board"), which is composed of five members. The Supervisors are elected on an at large basis by the qualified electors of the property within the District. The Board of Supervisors of the District exercise all powers granted to the District pursuant to Chapter 190, Florida Statutes.

The Board has the responsibility for:

1. Assessing and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing Improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statement 14, and Statement 39, an amendment of GASB Statement 14. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District Board of Supervisors is considered to be financially accountable, and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

### **NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

#### **Government-Wide and Fund Financial Statements**

The basic financial statements include both government-wide and fund financial statements. The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

# **FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

September 30, 2022

### **NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

#### **Government-Wide and Fund Financial Statements (continued)**

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment. Operating-type special assessments for maintenance and debt service are treated as charges for services and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other Items not included among program revenues are reported instead as general revenues.

#### **Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the economic financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures are recorded when a liability is incurred, as under accrual accounting.

#### **Assessments**

Assessments are non-ad valorem assessments on benefited lands within the District. Assessments are levied to pay for the operations and maintenance of the District. The fiscal year for which annual assessments are levied begins on October 1 with discounts available for payments through February 28 and become delinquent on April 1. The District's annual assessments for operations are billed and collected by the County Tax Collector. The amounts remitted to the District are net of applicable discounts or fees and include interest on monies held from the day of collection to the day of distribution.

Assessments and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. The portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

# **FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

September 30, 2022

### **NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

#### **Measurement Focus, Basis of Accounting and Financial Statement Presentation (continued)**

The District reports the following major governmental funds:

##### General Fund

The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

##### Capital Projects Fund

The capital projects fund accounts for the financial resources to be used for the acquisition or construction of major infrastructure with the District.

#### **Assets, Liabilities and Net Position or Equity**

##### Restricted Assets

These assets represent cash and investments set aside pursuant to contractual restrictions.

##### Deposits and Investments

The District's cash and cash equivalents are considered to be cash on hand and demand deposits (interest and non-interest bearing).

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

# FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT

## NOTES TO FINANCIAL STATEMENTS

September 30, 2022

### NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Assets, Liabilities and Net Position or Equity (continued)

The State Board of Administration's ("SBA") Local Government Surplus Funds Trust Fund ("Florida PRIME") is a "2a-7 like" pool. A "2a-7 like" pool is an external investment pool that is not registered with the Securities and Exchange Commission ("SEC") as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a-7 of the Investment Company Act of 1940, which comprises the rules governing money market funds. Thus, the pool operates essentially as a money market fund. The District has reported its investment in Florida PRIME at amortized cost for financial reporting purposes.

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due. In addition, surplus funds may be deposited into certificates of deposit which are insured and unspent Bond proceeds are required to be held in investments as specified in the Bond Indenture.

The District records all interest revenue related to investment activities in the respective funds and reports investments at amortized cost or reported at fair value as required by generally accepted accounting principles.

#### Inventories and Prepaid Items

Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

#### Capital Assets

Capital assets, which include property, plant and equipment, and infrastructure assets (e.g., roads, sidewalks and similar items) are reported in the government activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

# FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT

## NOTES TO FINANCIAL STATEMENTS

September 30, 2022

### NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Assets, Liabilities and Net Position or Equity (continued)

##### Capital Assets (continued)

Property, plant and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Infrastructure - recreation facilities	30
Equipment - recreation facilities	10

In the governmental fund financial statements, amounts incurred for the acquisition of capital assets are reported as fund expenditures. Depreciation expense is not reported in the governmental fund financial statements.

##### Unearned Revenue

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

##### Deferred Outflows/Inflows of Resources

The statement of net position reports, as applicable, a separate section for deferred outflows of resources. Deferred outflows of resources represent a consumption of net position that applies to future reporting period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until that time. For example, the District would record deferred outflows of resources related to debit amounts resulting from current and advance refundings resulting in the defeasance of debt (i.e. when there are differences between the reacquisition price and the net carrying amount of the old debt).

The statement of net position reports, as applicable, a separate section for deferred inflows of resources. Deferred inflows of resources represent an acquisition of net position that applies to future reporting period(s) and so will not be recognized as an inflow of resources (revenue) until that time. For example, when an asset is recorded in the governmental fund financial statements, but the revenue is not available, the District reports a deferred inflow of resources until such times as the revenue becomes available.

##### Fund Equity/Net Position

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

# **FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

September 30, 2022

### **NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

#### **Assets, Liabilities and Net Position or Equity (continued)**

##### **Fund Equity/Net Position (continued)**

Committed fund balance - Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Board of Supervisors. Commitments may be changed or lifted only by the Board of Supervisors taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

Assigned fund balance - Includes spendable fund balance amounts that are intended to be used for specific purposes that are neither considered restricted nor committed. The Board can assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

The District first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

##### **Fund Equity/Net Position (continued)**

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

#### **Other Disclosures**

##### **Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

# FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT

## NOTES TO FINANCIAL STATEMENTS

September 30, 2022

### NOTE C - BUDGETARY INFORMATION

The District is required to establish a budgetary system and an approved Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for the general fund. All annual appropriations lapse at fiscal year end.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the following October 1.
- b) Public hearings are conducted to obtain public comments.
- c) Prior to October 1, the budget is legally adopted by the District Board.
- d) All budget changes must be approved by the District Board.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriation for annually budgeted funds lapse at the end of the year.

### NOTE D – DEPOSITS AND INVESTMENTS

#### Deposits

The District's cash balances, including certificates of deposit, were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

#### Investments

Investment	Fair Value	Credit Risk	Maturities
Investment in Local Government Surplus Funds Trust Fund (Florida PRIME)	\$ 295,320	S&P AAAm	Weighted average maturity: 21 days
Total Investments	<u>\$ 295,320</u>		

# **FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

September 30, 2022

### **NOTE D – DEPOSITS AND INVESTMENTS (CONTINUED)**

#### **Investments (continued)**

Custodial credit risk - For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the District will not be able to recover the value of the investments or collateral securities that are in the possession of an outside party. The District has no formal policy for custodial risk. The investments listed in the schedule above are not evidenced by securities that exist in physical or book entry form.

Credit risk - For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings by investment type are included in the preceding summary of investments.

Concentration risk - The District places no limit on the amount the District may invest in anyone issuer.

Interest rate risk - The District does not have a formal policy that limits investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates.

Fair Value Measurement - When applicable, the District measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- Level 1: Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the District has the ability to access;
- Level 2: Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- Level 3: Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

Money market investments that have a maturity at the time of purchase of one year or less and are held by governments other than external investment pools should be measured at amortized cost. For external investment pools that qualify to be measured at amortized cost, the pool's participants should also measure their investments in that external investment pool at amortized cost for financial reporting purposes. Accordingly, the District's investments have been reported at amortized cost above.



# FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT

## NOTES TO FINANCIAL STATEMENTS

September 30, 2022

### NOTE D – DEPOSITS AND INVESTMENTS (CONTINUED)

#### Investments (continued)

The District participated in the following external investment pools:

The State Board of Administration for participation in the Local Government Investment Pool (Florida Prime™) created by Section 218.415, Florida Statutes is an investment pool that operates under investment guidelines established by Section 215.47, Florida Statutes. The District's investments in Florida Prime™, a qualified external investment pool, meet the requirements of GASB Statement No. 79 and are reported at amortized cost.

### NOTE E - CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2022 was as follows:

	Balance 10/01/2021	Increases	Decreases	Balance 09/30/2022
<b>Governmental activities:</b>				
Capital assets, being depreciated				
Infrastructure - recreational facilities	\$ 1,810,929	\$ -	\$ -	\$ 1,810,929
Equipment - recreational facilities	91,488	47,452	-	138,940
Total capital assets, being depreciated	1,902,417	47,452	-	1,949,869
Less accumulated depreciation for:				
Infrastructure - recreational facilities	1,352,905	60,364	-	1,413,269
Equipment - recreational facilities	24,568	11,101	-	35,669
Total accumulated depreciation	1,377,473	71,465	-	1,448,938
Total capital assets, being depreciated - net	524,944	(24,013)	-	500,931
Governmental activities capital assets - net	\$ 524,944	\$ (24,013)	\$ -	\$ 500,931

Depreciation expense was charged to physical environment.

### NOTE F - MANAGEMENT COMPANY

The District has contracted with a management company to perform services which include financial and accounting advisory services. Certain employees of the management company also serve as officers of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, computer and other administrative costs.

# **FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT**

## **NOTES TO FINANCIAL STATEMENTS**

September 30, 2022

### **NOTE G - RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; natural disasters; and environmental remediation. The District has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. Settled claims from these risks have not exceeded commercial insurance coverage over the past three years.

DRAFT

**FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT****STATEMENT OF REVENUES AND EXPENDITURES****BUDGET AND ACTUAL – GENERAL FUND**

Year Ended September 30, 2022

	<u>* BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)</u>
<b>REVENUES</b>			
Special assessments	\$ 355,855	\$ 363,789	\$ 7,934
Investment earnings	100	1,444	1,344
Miscellaneous revenue	100	3,125	3,025
TOTAL REVENUES	<u>356,055</u>	<u>368,358</u>	<u>12,303</u>
<b>EXPENDITURES</b>			
General government	113,458	90,534	22,924
Physical environment	268,564	228,720	39,844
TOTAL EXPENDITURES	<u>382,022</u>	<u>319,254</u>	<u>62,768</u>
TOTAL EXPENDITURES AND RESERVES	<u>382,022</u>	<u>319,254</u>	<u>62,768</u>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	(25,967)	49,104	75,071
<b>OTHER FINANCING SOURCES (USES)</b>			
Carry forward balance	45,012	-	(45,012)
Transfer out - capital reserve	<u>(19,045)</u>	<u>(19,045)</u>	<u>-</u>
TOTAL OTHER FINANCING SOURCES (USES)	25,967	(19,045)	(45,012)
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES AND OTHER SOURCES (USES)</b>	<u>\$ -</u>	30,059	<u>\$ 30,059</u>
<b>FUND BALANCES</b>			
Beginning of year		<u>354,808</u>	
End of year		<u>\$ 384,867</u>	

\* Original and final budget.

**FALCON TRACE COMMUNITY DEVELOPMENT DISTRICT**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget for the general fund. The District's budgeting process is based on estimates of cash receipts and cash expenditures which are approved by the Board. The budget approximates a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles).

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2022.

The variance between budgeted and actual general fund revenues is not considered significant. The actual general fund expenditures for the current fiscal year were significantly lower than the original budgeted amounts due primarily to anticipated costs which were not incurred in the current fiscal year.

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF  
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING  
STANDARDS*

To the Board of Supervisors  
Falcon Trace Community Development District  
Orange County, Florida

We have audited in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to the financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Falcon Trace Community Development District, as of September 30, 2022 and for the year ended, which collectively comprise the Falcon Trace Community Development District's basic financial statements and have issued our report thereon dated March 22, 2023.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### Purpose of this Report

This report is intended solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

DiBartolomeo, McBee, Hartley & Barnes, P.A.  
Fort Pierce, Florida  
March 22, 2023

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE REQUIREMENTS OF  
SECTION 218.415, FLORIDA STATUTES, REQUIRED BY RULE 10.556(10) OF THE  
AUDITOR GENERAL OF THE STATE OF FLORIDA

To the Board of Supervisors  
Falcon Trace Community Development District  
Orange County, Florida

We have examined the District's compliance with the requirements of Section 218.415, Florida Statutes with regards to the District's investments during the year ended September 30, 2022. Management is responsible for the District's compliance with those requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2022.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Board of Supervisors of Falcon Trace Community Development District, Orange County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

DiBartolomeo, McBee, Hartley & Barnes, P.A.  
Fort Pierce, Florida  
March 22, 2023

Management Letter

To the Board of Supervisors  
Falcon Trace Community Development District  
Orange County, Florida

**Report on the Financial Statements**

We have audited the financial statements of Falcon Trace Community Development District as of and for the fiscal year ended September 30, 2022, and have issued our report thereon dated March 22, 2023

**Auditor's Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Auditor General.

**Other Reporting Requirements**

We have issued our Independent Auditors' Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with Government Auditing Standards and Independent Accountants' Report on an examination conducted in accordance with AICPA Professional Standards, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated March 22, 2023, should be considered in conjunction with this management letter.

**Prior Audit Findings**

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no findings or recommendations made in the preceding annual financial report.

**Official Title and Legal Authority**

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. Refer to Note A in the notes to the financial statements.



## **Financial Condition and Management**

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the District did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the District. It is management's responsibility to monitor the District's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

## **Specific Information**

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6, Rules of the Auditor General, the Falcon Trace Community Development District reported:

- a. The total number of district employees compensated in the last pay period of the District's fiscal year as N/A.
- b. The total number of independent contractors to whom nonemployee compensation was paid in the last month of the district's fiscal year as 10.
- c. All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency as \$4,800.
- d. All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency as \$368,347.
- e. The District does not have any construction projects with a total cost of at least \$65,000 that are scheduled to begin on or after October 1 of the fiscal year being reported.
- f. The District did not amend its final adopted budget under Section 189.016(6), Florida Statutes.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)7, Rules of the Auditor General, the Falcon Trace Community Development District reported:

- a. The rate or rates of non-ad valorem special assessments imposed by the District is \$420 per residential unit.
- b. The total amount of special assessments collected by or on behalf of the District as \$363,789.
- c. The total amount of outstanding bonds issued by the district as N/A.

**Additional Matters**

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

**Purpose of this Letter**

Our management letter is intended solely for the information and use of Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

DiBartolomeo, McBee, Hartley & Barnes, P.A.  
Fort Pierce, Florida  
March 22, 2023

## SECTION VIII

## SECTION B

# SECTION 1

# Falcon Trace Community Development District

## Summary of Check Register

March 6, 2023 to May 4, 2023

Fund	Date	Check No.'s		Amount
General Fund	3/8/23	4413-4418	\$	15,849.72
	3/17/23	4419	\$	4,979.99
	4/4/23	4420-4425	\$	3,220.06
	4/11/23	4426-4430	\$	9,322.57
	4/28/23	4431-4435	\$	17,524.13
	5/4/23	4436-4438	\$	5,514.05
Total Amount			\$	56,410.52



AP300R	YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER										RUN	5/05/23	PAGE	2	
*** CHECK DATES 03/06/2023 - 05/04/2023 ***														FALCON TRACE CDD -GENERAL FUND	
														BANK A FALCON TRACE CDD	
CHECK DATE	VEND#	.....INVOICE.....		...EXPENSED TO...			VENDOR NAME		STATUS	AMOUNT	....CHECK.....				
		DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS			AMOUNT		#		
3/08/23	00125	2/06/23	1162	202302	320-53800-47600				*	184.00					
		STAFF UNIFORMS					TOMMY'S TAGS INC.				184.00	004418			
-----															
3/17/23	00027	3/01/23	679	202303	310-51300-34000				*	4,791.33					
		MANAGEMENT FEES - MAR 23													
		3/01/23	679	202303	310-51300-35200				*	62.50					
		WEBSITE MANAGEMENT-MAR 23													
		3/01/23	679	202303	310-51300-35100				*	114.58					
		INFORMATION TECH - MAR 23													
		3/01/23	679	202303	310-51300-51000				*	.45					
		OFFICE SUPPLIES													
		3/01/23	679	202303	310-51300-42000				*	7.98					
		POSTAGE													
		3/01/23	679	202303	310-51300-42500				*	3.15					
		COPIES													
				GOVERNMENTAL MANAGEMENT SERVICES							4,979.99	004419			
-----															
4/04/23	00126	2/27/23	S88346	202303	320-53800-47600				*	183.00					
		GENERAL FACILITY MAINT													
				ACCESS CONTROL SYSTEMS LLC							183.00	004420			
-----															
4/04/23	00027	3/01/23	680	202303	320-53800-12000				*	1,795.58					
		FIELD MANAGMENT-MAR23													
		3/01/23	680	202303	320-53800-47600				*	111.26					
		GENERAL FACILITY MAINT													
		3/01/23	680	202303	310-51300-42000				*	11.39					
		POSTAGE													
		3/01/23	680	202303	310-51300-51000				*	31.65					
		OFFICE SUPPLIES													
				GOVERNMENTAL MANAGEMENT SERVICES							1,949.88	004421			
-----															
4/04/23	00113	3/15/23	3194312	202302	310-51300-31500				*	187.50					
		GENERAL COUNSEL - FEB23													
				KUTAK ROCK LLP							187.50	004422			
-----															
4/04/23	00019	12/31/22	06560069	202212	310-51300-48000				*	230.68					
		NOT AUDIT SELECT COMMITTEE													
		12/31/22	06560069	202212	310-51300-48000				*	196.92					
		NOT OF RULE DEV.-12/20/22													
		12/31/22	06560069	202212	310-51300-48000				*	358.18					
		NOT OF RULE MAKE 12/21/22													
				ORLANDO SENTINEL COMMUNICATIONS LLC							785.78	004423			
-----															
4/04/23	00022	3/18/23	397831	202304	320-53800-47400				*	30.00					
		TANK RENTAL FEE													
				SPIES POOL, LLC							30.00	004424			
-----															
				FALC	FALCON TRACE	CWRIGHT									





CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
4/28/23	00022	4/11/23 398941	202304 320-53800-47400	SULFURIC ACID 75 GALLONS	*	410.00	
		4/11/23 399047	202304 320-53800-47400	BULK BLEACH	*	600.00	
		4/18/23 399195	202304 300-15500-10000	TANK RENTAL FEE - MAY 23	*	30.00	
SPIES POOL, LLC							1,040.00 004434
4/28/23	00090	4/10/23 12561093	202304 300-15500-10000	SECURITY MONITORING MAY23	*	83.90	
SAFE TOUCH SECURITY SYSTEMS							83.90 004435
5/04/23	00047	4/14/23 48-60-02	202304 320-53800-47400	ANNUAL POOL PERMIT FY23	*	335.00	
FLORIDA DEPARTMENT OF HEALTH							335.00 004436
5/04/23	00027	2/01/23 677	202302 310-51300-34000	MANAGEMENT FEES - FEB 23	*	4,791.33	
		2/01/23 677	202302 310-51300-35200	WEBSITE ADMIN - FEB 23	*	62.50	
		2/01/23 677	202302 310-51300-35100	INFORMATION TECH - FEB 23	*	114.58	
		2/01/23 677	202302 310-51300-51000	OFFICE SUPPLIES	*	15.60	
		2/01/23 677	202302 310-51300-42000	POSTAGE	*	11.64	
		2/01/23 677	202302 310-51300-42500	COPIES	*	83.40	
GOVERNMENTAL MANAGEMENT SERVICES							5,079.05 004437
5/04/23	00125	4/17/23 1224	202304 320-53800-47600	STAFF UNIFORMS	*	100.00	
TOMMY'S TAGS INC.							100.00 004438
TOTAL FOR BANK A						56,410.52	
TOTAL FOR REGISTER						56,410.52	

## SECTION 2

***Falcon Trace***  
***Community Development District***

***Unaudited Financial Reporting***  
***March 31, 2023***



# Table of Contents

1	<u>Balance Sheet</u>
2-3	<u>General Fund</u>
4	<u>Capital Reserve Fund</u>
5	<u>Month to Month</u>
6	<u>Assessment Receipt Schedule</u>

**Falcon Trace**  
**Community Development District**  
**Combined Balance Sheet**  
**March 31, 2023**

	<i>General Fund</i>	<i>Capital Projects Fund</i>	<i>Totals Governmental Funds</i>
<b>Assets:</b>			
<u>Cash:</u>			
Operating Account	\$ 401,980	\$ 181,414	\$ 583,394
<u>Investments:</u>			
State Board Administration	\$ 162,929	\$ -	\$ 162,929
Due from Capital Reserve	\$ -	\$ -	\$ -
<b>Total Assets</b>	<b>\$ 564,909</b>	<b>\$ 181,414</b>	<b>\$ 746,323</b>
<b>Liabilities:</b>			
Accounts Payable	\$ 13,907	\$ 6,930	\$ 20,837
Due to General Fund	\$ -	\$ -	\$ -
<b>Total Liabilities</b>	<b>\$ 13,907</b>	<b>\$ 6,930</b>	<b>\$ 20,837</b>
<b>Fund Balance:</b>			
Assigned for:			
Capital Reserves	\$ -	\$ 174,484	\$ 174,484
Unassigned	\$ 551,002	\$ -	\$ 551,002
<b>Total Fund Balances</b>	<b>\$ 551,002</b>	<b>\$ 174,484</b>	<b>\$ 725,486</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 564,909</b>	<b>\$ 181,414</b>	<b>\$ 746,323</b>

**Falcon Trace**  
**Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2023**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/23	Thru 03/31/23	Variance
<b>Revenues:</b>				
Maintenance Assessments	\$ 355,855	\$ 329,256	\$ 329,256	\$ -
Miscellaneous Income	\$ 100	\$ 100	\$ 1,250	\$ 1,150
Interest Income	\$ 100	\$ 100	\$ 4,043	\$ 3,943
<b>Total Revenues</b>	<b>\$ 356,055</b>	<b>\$ 329,456</b>	<b>\$ 334,549</b>	<b>\$ 5,093</b>

**Expenditures:**

**General & Administrative:**

Supervisors Fees	\$ 8,000	\$ 4,000	\$ 5,000	\$ (1,000)
FICA Expense	\$ 612	\$ 306	\$ 383	\$ (77)
Engineering Fees	\$ 1,000	\$ 500	\$ -	\$ 500
Assessment Roll	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Attorney Fees	\$ 18,800	\$ 9,400	\$ 11,920	\$ (2,520)
Annual Audit	\$ 3,600	\$ -	\$ -	\$ -
Management Fees	\$ 57,496	\$ 28,748	\$ 28,748	\$ (0)
Information Technology	\$ 1,375	\$ 688	\$ 687	\$ 0
Website Maintenance	\$ 750	\$ 375	\$ 375	\$ -
Telephone	\$ 50	\$ 25	\$ -	\$ 25
Postage	\$ 800	\$ 400	\$ 56	\$ 344
Printing and Binding	\$ 600	\$ 300	\$ 451	\$ (151)
Insurance	\$ 14,242	\$ 14,242	\$ 12,825	\$ 1,417
Legal Advertising	\$ 2,500	\$ 1,250	\$ 1,273	\$ (23)
Contingency	\$ 2,000	\$ 1,000	\$ 60	\$ 940
Property Appraiser	\$ 1,000	\$ -	\$ -	\$ -
Office Supplies	\$ 350	\$ 175	\$ 76	\$ 99
Dues, Licenses, & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
<b>Subtotal General &amp; Administrative</b>	<b>\$ 118,350</b>	<b>\$ 66,583</b>	<b>\$ 67,029</b>	<b>\$ (445)</b>

**Falcon Trace**  
**Community Development District**  
**General Fund**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2023**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/23	Thru 03/31/23	Variance
<b><u>Operations &amp; Maintenance</u></b>				
Field Management	\$ 21,547	\$ 10,773	\$ 10,773	\$ (0)
Property Insurance	\$ 10,964	\$ 10,964	\$ 9,991	\$ 973
Pool Staff Payroll	\$ 83,047	\$ 41,523	\$ 13,364	\$ 28,159
Security	\$ 1,500	\$ 750	\$ 336	\$ 414
Telephone Expense	\$ 2,880	\$ 1,440	\$ 1,478	\$ (38)
Electric	\$ 18,150	\$ 9,075	\$ 9,497	\$ (422)
Irrigation/Water	\$ 14,850	\$ 7,425	\$ 6,823	\$ 602
Lake Maintenance	\$ 10,290	\$ 5,145	\$ 2,800	\$ 2,345
Pest Control	\$ 683	\$ 342	\$ -	\$ 342
Pool Maintenance	\$ 33,902	\$ 16,951	\$ 13,856	\$ 3,095
Grounds Maintenance	\$ 36,071	\$ 18,036	\$ 16,498	\$ 1,538
General Facility Maintenance	\$ 35,000	\$ 17,500	\$ 8,083	\$ 9,417
Refuse Service	\$ 6,700	\$ 3,350	\$ 4,869	\$ (1,519)
Field Contingency	\$ 6,000	\$ 3,000	\$ 3,016	\$ (16)
<b>Subtotal Operations &amp; Maintenance</b>	<b>\$ 281,584</b>	<b>\$ 146,274</b>	<b>\$ 101,385</b>	<b>\$ 44,889</b>
<b>Total Expenditures</b>	<b>\$ 399,934</b>	<b>\$ 212,857</b>	<b>\$ 168,414</b>	<b>\$ 44,444</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (43,879)</b>		<b>\$ 166,135</b>	
<b><u>Other Financing Sources/(Uses):</u></b>				
Transfer In/(Out) - Capital Reserve	\$ (70,000)	\$ -	\$ -	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ (70,000)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ (113,879)</b>		<b>\$ 166,135</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 113,879</b>		<b>\$ 384,867</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 551,002</b>	



**Falcon Trace**  
**Community Development District**  
**Capital Reserve Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2023**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/23	Thru 03/31/23	Variance
<b>Revenues</b>				
Interest	\$ 50	\$ 25	\$ 11	\$ (14)
<b>Total Revenues</b>	<b>\$ 50</b>	<b>\$ 25</b>	<b>\$ 11</b>	<b>\$ (14)</b>
<b>Expenditures:</b>				
Landscape Improvements	\$ 15,000	\$ -	\$ 3,650	\$ (3,650)
Restroom Renovation	\$ -	\$ -	\$ 12,340	\$ (12,340)
Fence/Security	\$ -	\$ -	\$ 26,770	\$ (26,770)
Painting	\$ 10,000	\$ -	\$ -	\$ -
Miscellaneous	\$ 10,000	\$ -	\$ 228	\$ (228)
<b>Total Expenditures</b>	<b>\$ 35,000</b>	<b>\$ -</b>	<b>\$ 42,988</b>	<b>\$ (42,988)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (34,950)</b>		<b>\$ (42,978)</b>	
<b>Other Financing Sources/(Uses)</b>				
Transfer In/(Out)	\$ 70,000	\$ -	\$ -	\$ -
<b>Total Other Financing Sources (Uses)</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ 35,050</b>		<b>\$ (42,978)</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 157,080</b>		<b>\$ 217,461</b>	
<b>Fund Balance - Ending</b>	<b>\$ 192,130</b>		<b>\$ 174,484</b>	

**Falcon Trace**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Revenues:</b>													
Maintenance Assessments	\$ -	\$ 15,601	\$ 75,093	\$ 158,747	\$ 59,530	\$ 20,286	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 329,256
Miscellaneous Income	\$ 620	\$ 50	\$ 50	\$ -	\$ -	\$ 530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,250
Interest Income	\$ 480	\$ 577	\$ 646	\$ 717	\$ 747	\$ 876	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,043
<b>Total Revenues</b>	<b>\$ 1,100</b>	<b>\$ 16,228</b>	<b>\$ 75,789</b>	<b>\$ 159,463</b>	<b>\$ 60,277</b>	<b>\$ 21,692</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 334,549</b>
<b>Expenditures:</b>													
<b>General &amp; Administrative:</b>													
Supervisors Fees	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
FICA Expense	\$ 77	\$ 77	\$ 77	\$ 77	\$ -	\$ 77	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 383
Engineering Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assessment Roll	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Attorney Fees	\$ 2,097	\$ 750	\$ 1,863	\$ 2,526	\$ 188	\$ 4,497	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,920
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Management Fees	\$ 4,791	\$ 4,791	\$ 4,791	\$ 4,791	\$ 4,791	\$ 4,791	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,748
Information Technology	\$ 115	\$ 115	\$ 115	\$ 115	\$ 115	\$ 115	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 687
Website Maintenance	\$ 63	\$ 63	\$ 63	\$ 63	\$ 63	\$ 63	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 375
Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage	\$ 6	\$ 3	\$ 8	\$ 7	\$ 12	\$ 19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56
Printing and Binding	\$ 0	\$ 29	\$ -	\$ 298	\$ 120	\$ 3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 451
Insurance	\$ 12,758	\$ -	\$ 67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,825
Legal Advertising	\$ -	\$ 488	\$ 786	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,273
Contingency	\$ -	\$ 39	\$ 3	\$ -	\$ 18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60
Property Appraiser	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ 0	\$ 13	\$ 0	\$ 15	\$ 16	\$ 32	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 76
Dues, Licenses, & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
<b>Subtotal General &amp; Administrative</b>	<b>\$ 26,082</b>	<b>\$ 7,366</b>	<b>\$ 8,771</b>	<b>\$ 8,892</b>	<b>\$ 5,321</b>	<b>\$ 10,597</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 67,029</b>
<b>Operations &amp; Maintenance</b>													
Field Management	\$ 1,796	\$ 1,796	\$ 1,796	\$ 1,796	\$ 1,796	\$ 1,796	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,773
Property Insurance	\$ 9,991	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,991
Pool Staff Payroll	\$ 4,696	\$ 2,889	\$ 1,203	\$ 2,273	\$ 2,303	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,364
Security	\$ 84	\$ 84	\$ 84	\$ 84	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 336
Telephone Expense	\$ 241	\$ 240	\$ 240	\$ 252	\$ 252	\$ 252	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,478
Electric	\$ 1,642	\$ 1,525	\$ 1,537	\$ 1,412	\$ 1,742	\$ 1,639	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,497
Irrigation/Water	\$ 1,063	\$ 1,713	\$ 908	\$ -	\$ 1,106	\$ 2,032	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,823
Lake Maintenance	\$ 800	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,800
Pest Control	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pool Maintenance	\$ 2,798	\$ 1,295	\$ 3,619	\$ 1,983	\$ 2,656	\$ 1,505	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,856
Grounds Maintenance	\$ 2,457	\$ 2,457	\$ 2,457	\$ 2,457	\$ 4,214	\$ 2,457	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,498
General Facility Maintenance	\$ 764	\$ 167	\$ 3,778	\$ 245	\$ 2,836	\$ 294	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,083
Refuse Service	\$ 816	\$ 820	\$ 825	\$ 820	\$ 794	\$ 795	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,869
Field Contingency	\$ -	\$ -	\$ 2,916	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,016
<b>Subtotal Operations &amp; Maintenance</b>	<b>\$ 27,148</b>	<b>\$ 13,386</b>	<b>\$ 19,762</b>	<b>\$ 11,721</b>	<b>\$ 18,199</b>	<b>\$ 11,170</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 101,385</b>
<b>Total Expenditures</b>	<b>\$ 53,229</b>	<b>\$ 20,752</b>	<b>\$ 28,534</b>	<b>\$ 20,613</b>	<b>\$ 23,520</b>	<b>\$ 21,766</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 168,414</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ (52,129)</b>	<b>\$ (4,524)</b>	<b>\$ 47,255</b>	<b>\$ 138,850</b>	<b>\$ 36,757</b>	<b>\$ (74)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 166,135</b>
<b>Other Financing Sources/Uses:</b>													
Transfer In/(Out) - Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Other Financing Sources/Uses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ (52,129)</b>	<b>\$ (4,524)</b>	<b>\$ 47,255</b>	<b>\$ 138,850</b>	<b>\$ 36,757</b>	<b>\$ (74)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 166,135</b>

**Falcon Trace**  
**Community Development District**  
**Special Assessment Receipts**  
**Fiscal Year 2023**

Gross Assessments   \$   378,569.40  
Net Assessments       \$   355,855.24

**ON ROLL ASSESSMENTS**

100.00%

<i>Date</i>	<i>Distribution</i>	<i>Gross Amount</i>	<i>Commissions</i>	<i>Discount/Penalty</i>	<i>Interest</i>	<i>Net Receipts</i>	<i>O&amp;M Portion</i>
11/1/22	1	\$ 3,272.88	\$ -	\$ (162.52)	\$ -	\$ 3,110.36	\$ 3,110.36
11/14/22	2	\$ 3,357.60	\$ -	\$ (134.32)	\$ -	\$ 3,223.28	\$ 3,223.28
11/21/22	3	\$ 9,657.90	\$ -	\$ (390.96)	\$ -	\$ 9,266.94	\$ 9,266.94
12/05/22	4	\$ 28,959.30	\$ -	\$ (1,158.51)	\$ -	\$ 27,800.79	\$ 27,800.79
12/12/22	5	\$ 31,057.80	\$ -	\$ (1,242.46)	\$ 151.61	\$ 29,966.95	\$ 29,966.95
12/19/22	6	\$ 18,047.10	\$ -	\$ (721.97)	\$ -	\$ 17,325.13	\$ 17,325.13
01/13/23	7	\$ 165,361.80	\$ -	\$ (6,615.26)	\$ -	\$ 158,746.54	\$ 158,746.54
02/03/23	8	\$ 58,864.55	\$ -	\$ (2,341.20)	\$ -	\$ 56,523.35	\$ 56,523.35
02/16/23	9	\$ 3,777.30	\$ -	\$ (770.72)	\$ -	\$ 3,006.58	\$ 3,006.58
03/16/23	10	\$ 19,527.37	\$ -	\$ (757.97)	\$ 1,516.25	\$ 20,285.65	\$ 20,285.65
TOTAL		\$ 341,883.60	\$ -	\$ (14,295.89)	\$ 1,667.86	\$ 329,255.57	\$ 329,255.57

**90%** Gross Percent Collected  
\$36,685.80 Balance Remaining to be Collected

## SECTION 3

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**BILL COWLES**  
Supervisor of Elections  
Orange County, Florida

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OUR MISSION IS TO:  
*Ensure the integrity of the electoral process.  
Enhance public confidence.  
Encourage citizen participation.*

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April 15, 2023

Jason Showe, District Manager  
Falcon Trace Community Development District  
Governmental Management Services  
219 E. Livingston Street  
Orlando FL 32801

Dear Mr. Showe:

Per the requirements of Chapter 190.006, Florida Statutes, the Orange County Supervisor of Elections Office Mapping Department has determined the number of registered voters in the Development District as of **April 15, 2023**. Our research is based on the most recent legal description provided to us by the District Office.

As of **April 15, 2023**, there are **1,930 registered voters** in the  
Falcon Trace Community Development District

A map and list of addresses can be provided upon request. If you have any questions or corrections, please contact the Mapping Department at 407-254-6554.

Sincerely,

Mapping Department  
Orange County Supervisor of Elections  
Phone: 407-254-6554  
119 W. Kaley St  
Orlando, FL 32806  
soemapping@ocfelections.gov

# SECTION C

# Falcon Trace CDD

## Field Management Report



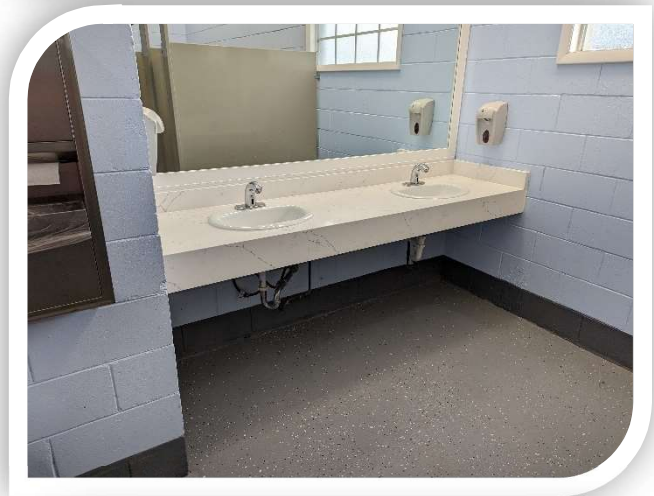
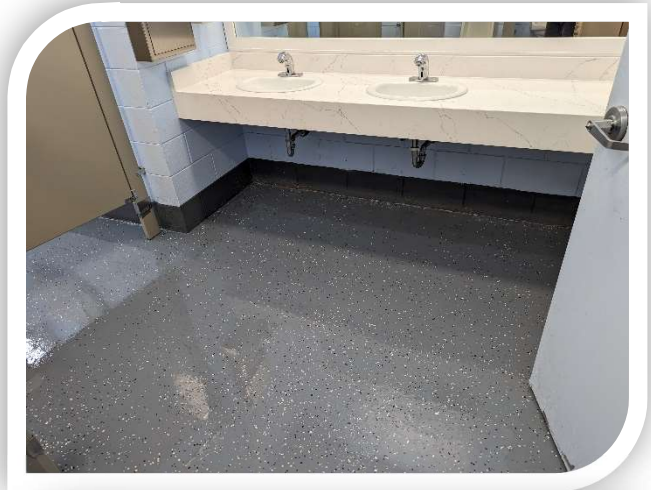
May 17th, 2023  
Jarett Wright  
Assistant Field Manager  
GMS



# Completed

## Bathroom Renovations

- ✚ Epoxy flooring and Quartz countertops were installed in both bathrooms.
- ✚ Expected lifetime of the flooring is 5-10 years with proper maintenance.





# Completed

## Tree Cleaning

✚ Broken branches were removed, and a general lifting of the trees took place.



# Completed

## Facility Upgrades and Repairs

- ✚ Broken irrigation piping under the sidewalk was repaired.



# InProgress

## Pool Repair and Landscape Enhancement

- ✚ Pool controller in the pool house has died and is being replaced.
- ✚ REW cut down the diseased palm trees. The replacements and sod installation are scheduled for May 17<sup>th</sup>.



# Conclusion

For any questions or comments regarding the above information, please contact me by phone at 407-750-3599, or by email at [JWright@gmscfl.com](mailto:JWright@gmscfl.com). Thank you.

Respectfully,  
Jarett Wright

# SECTION D

# **BIG HAWK LAKE RECREATION CENTER**

**JAN - MAR  
2023**



# **QUARTERLY REPORT**

**PROVIDED BY C.A.L.M.**

## TOTAL RENTALS

JAN - 1

FEB - 1

MAR - 5

### **HOURS OF OPERATION:**

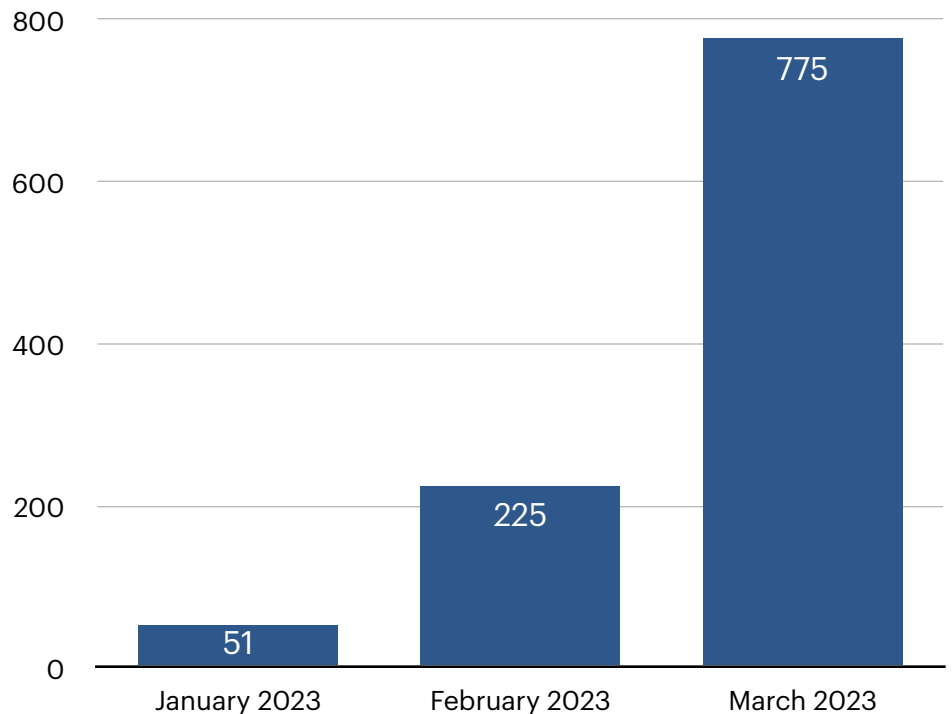
#### **Jan/Feb:**

Sat/Sun 10-5

#### **Mar:**

M, W, Th, Fr, Sa, Su 10-8

### **Pool Usage per Family** Big Hawk Lake Usage Report



## **PENDING ITEMS:**

- New computer for amenity office/ Ordered; will be picked up when new software and printer arrives.
- New access control software for new computer/ Ordered; will install when new printer arrives.
- New printer for for access cards/ Ordered; will be installed with computer and software. Estimated to arrive in May/ June.

#### Next Steps/ Timing:

- Schedule IT and software technician to install computer and software with printer simultaneously.
- Coordinate with ACT/E-merge to have database transferred to the new software.
- Train staff.
- *Expected to be completed within the next 45 days.*