

**MINUTES OF MEETING
FALCON TRACE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Falcon Trace Community Development District was held Wednesday, **August 16, 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
Sue Marchesi Baron	Assistant Secretary
Perry Shaikh	Assistant Secretary

Also Present were:

Jason Showe	District Manager
Kate John	District Counsel <i>by telephone</i>
Jarett Wright	Field Operations
Marcia Calleja	CALM

The following is a summary of the discussions and actions taken at the August 16, 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 no comments, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the July 19, 2023
Board of Supervisors Meeting**

Ms. Hurst moved to approve the minutes of the July 19, 2023 meeting as amended. Ms. Miller seconded the motion. The motion passed on the following roll call vote:
 Ms. Hurst yes.
 Mr. Shaikh yes.
 Ms. Baron yes.
 Ms. Miller yes.

FOURTH ORDER OF BUSINESS

Public Hearing

Ms. Hurst moved to open the public hearing. Ms. Baron seconded the motion. The motion passed on the following roll call vote:
 Ms. Hurst yes.
 Mr. Shaikh yes.
 Ms. Baron yes.
 Ms. Miller yes.

A. Consideration of Resolution 2023-07 Adopting the Fiscal Year 2024 Budget and Relating to Annual Appropriations

Mr. Showe stated Resolution 2023-07 adopts the fiscal year 2024 budget, there are no assessment increases. We expect about \$200,000 in the capital projects fund at the end of the next fiscal year.

No members of the public were present to provide comment.

Ms. Hurst moved to approve Resolution 2023-07. Ms. Miller seconded the motion. The motion passed on the following roll call vote:
 Ms. Hurst yes.
 Mr. Shaikh yes.
 Ms. Baron yes.
 Ms. Miller yes.

B. Consideration of Resolution 2023-08 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Showe stated Resolution 2023-08 is the second part of the budget process and attached to this resolution will be the budget you just adopted and the assessment roll and this is what gets transmitted to the Orange County tax collector and those assessments will be on the individual property tax bills.

There are no members of the public present to provide comment.

Ms. Hurst stated I thought we had one homeowner who prepaid.

Mr. Showe stated they prepaid the debt service so they only get the O&M assessment on their tax bill.

Ms. Hurst moved to approve Resolution 2023-08. Ms. Miller seconded the motion. The motion passed on the following roll call vote:
Ms. Hurst yes.
Mr. Shaikh yes.
Ms. Baron yes.
Ms. Miller yes.

Ms. Hurst moved to close the public hearing. Ms. Baron seconded the motion. The motion passed on the following roll call vote:
Ms. Hurst yes.
Mr. Shaikh yes.
Ms. Baron yes.
Ms. Miller yes.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Manager

i. Approval of Check Register

Mr. Shaikh asked when do we have an opportunity to look at the invoices?

Mr. Showe responded those are sent out with the agenda package.

Mr. Shaikh asked who evaluates the invoice?

Mr. Showe responded whichever staff member is responsible for the work, in many cases it is Jarett, he will review the invoice and make sure the work has been completed and that it is in accordance with our contract.

Ms. Miller stated every project we entertain we look at it, it is documented, we approve it and then the field staff ensures the work is done.

Ms. Miller moved to approve the check register. Ms. Baron seconded the motion. The motion passed on the following roll call vote:
Ms. Hurst yes.
Mr. Shaikh yes.
Ms. Baron yes.
Ms. Miller yes.

iii. Balance Sheet and Income Statement

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

iv. Review of Fiscal Year 2024 Meeting Schedule

Mr. Showe stated we kept the same meeting schedule and included that in the agenda package.

Ms. Hurst moved to approve the fiscal year 2024 meeting schedule. Ms. Baron seconded the motion. The motion passed on the following roll call vote:
Ms. Hurst yes.
Mr. Shaikh yes.
Ms. Baron yes.
Ms. Miller yes.

C. Field Manager's Report

Mr. Wright gave an overview of the field manager's report, copy of which was included in the agenda package and the board discussed the types, size, and proposed locations of benches.

- i. Consideration of Fiscal Year 2024 Landscape Maintenance Proposals**
 - a. Blade Runners**
 - b. United Land**
 - c. Yellowstone Landscaping**

Mr. Wright presented the landscape maintenance proposals and after discussion the board took the following action.

Ms. Hurst moved to approve the landscape maintenance proposal from Blade Runners. Ms. Miller seconded the motion. The motion passed on the following roll call vote:
 Ms. Hurst yes.
 Mr. Shaikh yes.
 Ms. Baron yes.
 Ms. Miller yes.

Mr. Showe stated we will work with counsel on getting the agreement drafted and we will follow-up with our current vendor to make sure they are aware of the timing.

- ii. Consideration of Fiscal Year 2024 Agreement Renewal with Roberts Pools**

This item tabled.

- iii. Consideration of Pickleball Addition to Tennis Court - GMS**

Mr. Wright stated if you choose the two-court option, I recommend you buy the nets and paddles that are sold in sets and they can check them out from the pool attendant.

Ms. Miller stated for now let's go with one and take it from there.

Ms. Hurst stated option one sounds good.

Ms. Hurst moved to approve the proposal from GMS in the amount of \$815 to convert one tennis court to a pickleball court. Ms. Miller seconded the motion. The motion passed on the following roll call vote:
 Ms. Hurst yes.
 Mr. Shaikh yes.
 Ms. Baron yes.
 Ms. Miller yes.

iv. Consideration of Sidewalk Lifting Proposals

- a. Alpha Foundations**
- b. LRE Foundations**
- c. Ram Jack**

Mr. Wright presented the proposals for sidewalk repair and stated the lowest cost is LRE at \$1,844.29.

Ms. Hurst moved to approve the proposal from LRE Foundations in the amount of \$18,44.29. Ms. Miller seconded the motion. The motion passed on the following roll call vote:
 Ms. Hurst yes.
 Mr. Shaikh yes.
 Ms. Baron yes.
 Ms. Miller yes.

D. Amenity Manager’s Report

Ms. Calleja gave an overview of the amenity manager’s report and the board discussed the ongoing issue with off-leash dogs.

SIXTH ORDER OF BUSINESS

Supervisor’s Requests

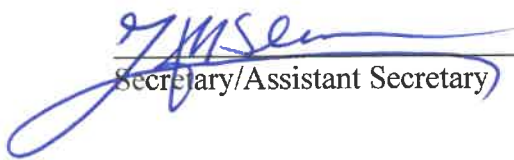
Mr. Shaikh stated I would like to know the attendance at the amenity.

Mr. Showe stated it was in last month’s report and will be in next month’s report, but I will send it to you.

SEVENTH ORDER OF BUSINESS

Adjournment

Ms. Miller moved to adjourn at 6:51 p.m. Ms. Hurst seconded the motion. The motion passed on the following roll call vote.
 Ms. Hurst yes.
 Mr. Shaikh yes.
 Ms. Baron yes.
 Ms. Miller yes.



 Secretary/Assistant Secretary



 Chairman/Vice Chairman