

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

The regular meeting of the Board of Supervisors of the Falcon Trace Community Development District was held Wednesday, **January 17, 2024** 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
Felix Kutlik	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 January 17, 2024 regular meeting of the Board of Supervisors of the Falcon Trace Community Development District.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Showe call 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 October 18, 2023 Meeting

Ms. Hurst moved to approve the minutes of the October 18, 2023 meeting Ms. Baron seconded the motion. The motion passed on the following roll call vote:
Ms. Hurst yes.
Ms. Miller yes.
Mr. Shaikh yes.
Mr. Kutlik yes.
Ms. Baron yes.

FOURTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. Review of Ethics Training Memo

Ms. John gave an overview of the ethics training memorandum, copy of which was included in the agenda package.

B. Manager

i. Approval of Check Register

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.
Ms. Miller yes.
Mr. Shaikh yes.
Mr. Kutlik yes.
Ms. Baron yes.

iii. Balance Sheet and Income Statement

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

C. Field Manager's Report

Mr. Wright stated the parking lot has been sealed, the benches came in last week and they are now installed at the tennis court and basketball court.

i. Consideration of Flooring Proposals

Mr. Wright stated we are gathering more proposals for flooring for the meeting room and office.

Mr. Wright gave an overview of maintenance items that were completed since the last meeting.

ii. Consideration of Playground Mulch Proposal from Blade Runners

Ms. Hurst moved to approve the proposal from Blade Runners for the playground mulch in the amount of \$4,125 Ms. Miller seconded the motion. The motion passed on the following roll call vote.
Ms. Hurst yes.
Ms. Miller yes.
Mr. Shaikh yes.
Mr. Kutlik yes.
Ms. Baron yes.

iii. Review of Planned Changes for Plant Replacement

This item deferred.

D. Amenity Manager’s Report

Ms. Calleja gave an overview of the amenity manager’s report, copy of which was included in the agenda package.

FIFTH ORDER OF BUSINESS

Supervisor’s Requests

There being no comments, the next item followed.

SIXTH ORDER OF BUSINESS

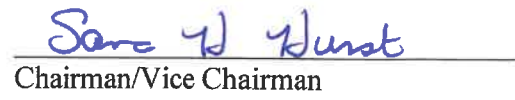
Adjournment

Ms. Hurst moved to adjourn the meeting at 6:27 p.m. Ms. Miller seconded the motion. The motion passed on the following roll call vote.
Ms. Hurst yes.
Ms. Miller yes.
Mr. Shaikh yes.
Mr. Kutlik yes.
Ms. Baron yes.

January 17, 2024

Falcon Trace CDD


Secretary/Assistant Secretary


Chairman/Vice Chairman