

**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 21, 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 by telephone
Jarett Wright	Field Operations
Marcia Calleja	CALM

The following is a summary of the discussions and actions taken at the August 21, 2024 regular meeting of the Board of Supervisors of the Falcon Trace Community Development District.

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 17, 2024
Board of Supervisors Meeting**

Ms. Hurst moved to approve the minutes of the July 17, 2024 meeting. Ms. Miller seconded the motion. The motion passed on the following roll call vote:
Ms. Hurst yes.
Mr. Shaikh yes.
Mr. Kutlik yes.
Ms. Baron yes.
Ms. Miller yes.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2024-05
Declaring 2024 Vacant Seats**

Ms. Hurst moved to approve Resolution 2024-05. Ms. Miller seconded the motion. The motion passed on the following roll call vote:
Ms. Hurst yes.
Mr. Shaikh yes.
Mr. Kutlik yes.
Ms. Baron yes.
Ms. Miller yes.

FIFTH ORDER OF BUSINESS

**Discussion of Community Movie Night
Survey Results and Staff Plans**

Ms. Hurst outlined the discussion she had with the HOA for a movie night for the community and will report back on the number of participants once the results of the survey are received.

SIXTH ORDER OF BUSINESS

**Consideration of 2024/2025 Non-Ad Valorem
Agreement with OCPA**

Mr. Showe stated this is our annual renewal with the property appraiser, they prefer that we enter into an agreement every year.

Ms. Miller moved to approve the non-ad valorem assessment administration agreement with the Orange County Property Appraiser. Ms. Hurst 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.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being no comments, the next item followed.

B. Manager

i. Approval of Check Register

Mr. Kutlik moved to approve the check register. 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.

ii. Balance Sheet and Income Statement

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

C. Field Manager's Report

Mr. Wright updated the board on repairs and maintenance completed since the last meeting.

Mr. Showe gave an overview of the contract renewals.

- i. **Consideration of 2024/2025 Landscape Contract Renewal**
- ii. **Consideration of 2024/2025 Aquatic Weed Maintenance Contract Renewal**
- iii. **Consideration of 2024/2025 Pool Maintenance Contract Renewal**

Ms. Hurst moved to approve the 2025 contract renewals, subject to review by district counsel. 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.

D. Amenity Manager's Report

Ms. Calleja gave an overview of the amenity center activities.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Shaikh asked for a breakdown of invoices from GMS to be provided at the next meeting.

Ms. Hurst stated you should prepare a document with the request so that staff can be prepared and it can be included the next agenda package so that all the board members would have that information.

Has considered direct deposit for the supervisor fees.

Mr. Showe responded I will look into that.

NINTH ORDER OF BUSINESS

Next Meeting Date

Mr. Showe stated our next meeting is October 16, 2024.

TENTH ORDER OF BUSINESS

Adjournment

Ms. Baron moved to adjourn the meeting and Mr. Kutlik 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.



Secretary/Assistant Secretary

Sara Hurst

Chairman/Vice Chairman