

**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, **July 16, 2025** 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
Carole Miller
Sue Marchesi Baron
Perry Shaikh
Felix Kutlik

Chairperson
Vice Chairperson
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also Present were:

Jason Showe
Mike Eckert
Kubra Metin
Jarett Wright
Robbie Szozda
Ashley Hilyard
Marcia Calleja

District Manager
District Counsel *by telephone*
District Counsel *by telephone*
Field Operations
GMS
GMS
CALM

The following is a summary of the discussions and actions taken at the July 16, 2025 Falcon Trace Community Development District Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Showe called the meeting to order

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 May 21, 2025
Board of Supervisors Meeting**

Ms. Hurst moved to approve the minutes of the May 21, 2025 meeting Ms. Miller seconded the motion.
The motion passed on the following roll call vote:
Ms. Hurst yes.
Ms. Miller yes.
Mr. Kutlik yes.
Ms. Baron yes.
Mr. Shaikh yes.

FOURTH ORDER OF BUSINESS

Public Hearing

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

A. Consideration of Resolution 2024-03 Adopting the Fiscal Year 2025 Budget and Appropriating Funds

Mr. Showe stated Resolution 2025-03 adopts the proposed budget for Fiscal Year 2026. There is no assessment increase. The one line item we added this year was the CDD sponsored events and this doesn't approve the expenses it just allocates the funding. There being no one present from the public to comment; the Board took the following action.

Ms. Baron moved to approved Resolution 2024-03. Mr. Kutlik seconded the motion.
The motion passed on the following roll call vote.
Ms. Hurst yes.
Ms. Miller yes.
Mr. Kutlik yes.
Ms. Baron yes.
Mr. Shaikh yes.

B. Consideration of Resolution 2024-04 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Showe stated Resolution 2024-04 imposes the special assessments and certifies the assessment roll. Attached to this resolution will be the adopted budget and the spreadsheet that has a \$419.76 assessment for each home that will be provided to the tax collector.

Ms. Hurst moved to approve Resolution 2024-04. Ms. Miller seconded the motion.
The motion passed on the following roll call vote.
Ms. Hurst yes.
Ms. Miller yes.
Mr. Kutlik yes.
Ms. Baron yes.
Mr. Shaikh yes.

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

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Metin provided an attorney update for the Board.

B. Manager

i. Approval of Check Register

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

ii. Balance Sheet and Income Statement

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

iii. Approval of Fiscal Year 2026 Meeting Schedule

Mr. Kutlik moved to approve the fiscal year 2026 meeting schedule.
Ms. Baron seconded the motion.
The motion passed on the following roll call vote.
Ms. Hurst yes.
Ms. Miller yes.
Mr. Kutlik yes.
Ms. Baron yes.
Mr. Shaikh yes.

iv. District Goals and Objectives

a. Adoption of Fiscal Year 2026 Goals and Objections

b. Presentation of Fiscal Year 2025 Goals & Objectives Authorizing the Chair to Execute

Ms. Hurst moved to adopt the fiscal year 2026 goals and objectives and authorize the chair to execute the fiscal year 2025 goals and objectives. Ms. Miller seconded the motion.
The motion passed on the following roll call vote.
Ms. Hurst yes.
Ms. Miller yes.
Mr. Kutlik yes.
Ms. Baron yes.
Mr. Shaikh yes.

C. Field Manager's Report

Ms. Hilyard gave an overview of the field manager's report, copy of which was distributed at the meeting.

Ms. Baron moved to approve the CJS proposal for black soffit in an amount not to exceed \$5,000. Mr. Kutlik seconded the motion.
The motion passed on the following roll call vote.
Ms. Hurst yes.
Ms. Miller yes.
Mr. Kutlik yes.
Ms. Baron yes.

Mr. Shaikh yes.

D. Amenity Manager's Report

Ms. Calleja reviewed the amenity manager's report, copy of which was included in the agenda package.

SIXTH ORDER OF BUSINESS

Supervisor's Requests

Ms. Hurst asked can we get the signs for the meetings out earlier? Mr. Showe stated they were out and disappeared. Mr. Wright stated we are getting the metal ones.

SEVENTH ORDER OF BUSINESS

Next Meeting Date

Mr. Showe stated the next meeting is August 20, 2025 at 6:00 p.m. in the same location.

EIGHTH ORDER OF BUSINESS

Adjournment

Ms. Miller moved to adjourn the meeting at 6:31 p.m. and Ms. Baron seconded the motion.
The motion passed on the following roll call vote.
Ms. Hurst yes.
Ms. Miller yes.
Mr. Kutlik yes.
Ms. Baron yes.
Mr. Shaikh yes.


Secretary/Assistant Secretary


Chairman/Vice Chairman