

**MINUTES OF MEETING
PACIFIC ACE
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Pacific Ace Community Development District held a Public Hearing and Regular Meeting on August 25, 2021, at 2:00 p.m., at the Hampton Inn & Suites by Hilton, 2200 E Hwy 50, Clermont, Florida 34711.

Present were:

Stephen McConn	Chair
Casey Dare	Vice Chair
Wayne Ortiz	Assistant Secretary
Fred Wyborski	Assistant Secretary
Stephen Feccia	Assistant Secretary

Also present, were:

Craig Wrathell	District Manager
Kristen Suit	Wrathell, Hunt and Associates, LLC
Nika Hosseini (via telephone)	District Counsel
Jeremy Morton (via telephone)	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Wrathell called the meeting to order at 2:01 p.m. Supervisors McConn, Horowitz, Dare and Wyborski were present, in person. Supervisor Feccia was not present at roll call.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Supervisor Fred Wyborski *(the following to be provided in a separate package)*

Mr. Wrathell, a notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Wyborski. He distributed and briefly described the following items:

- A. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. **Membership, Obligations and Responsibilities**
- C. **Financial Disclosure Forms**
 - I. **Form 1: Statement of Financial Interests**
 - II. **Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - III. **Form 1F: Final Statement of Financial Interests**
- D. **Form 8B: Memorandum of Voting Conflict**

Mr. Feccia arrived at the meeting at 10:05. a.m.

FOURTH ORDER OF BUSINESS

Ratify Designation of Supervisor Fred Wyborski as Assistant Secretary

Mr. Wrathell asked for a motion to ratify Mr. Wyborski as an Assistant Secretary.

On MOTION by Mr. Horowitz and seconded by Mr. McConn, with all in favor, the designation of Supervisor Fred Wyborski as an Assistant Secretary, was ratified.

FIFTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2021/2022 Budget

- A. **Proof/Affidavit of Publication**

The affidavit of publication was included for informational purposes.

- B. **Consideration of Resolution 2021-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2021 and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Wrathell reviewed the proposed Fiscal Year 2022 budget.

On MOTION by Mr. Horowitz and seconded by Mr. McConn, with all in favor, the public hearing was opened.

No members of the public spoke.

On MOTION by Mr. Horowitz and seconded by Mr. McConn, with all in favor, the public hearing was closed.

Mr. Wrathell presented Resolution 2021-09.

On MOTION by Mr. Horowitz and seconded by Mr. McConn, with all in favor, Resolution 2021-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2021 and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

**Consideration of Fiscal Year 2021/2022
Budget Funding Agreement**

Mr. Wrathell presented the Fiscal Year 2021/2022 Budget Funding Agreement.

On MOTION by Mr. Horowitz and seconded by Mr. McConn, with all in favor, the Fiscal Year 2021/2022 Budget Funding Agreement, was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2021-03,
Designating the Primary Administrative
Office and Principal Headquarters of the
District; Designating the Location of the
Local District Records Office; and Providing
an Effective Date**

This item was deferred.

EIGHTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of July 31, 2021**

Mr. Wrathell presented the Unaudited Financial Statements as of July 31, 2021. In response to a question regarding when the CDD would commence making payments on the

infrastructure, Mr. Wrathell stated when that segment of improvements are completed, they would be conveyed over to the CDD and Staff would arrange to reimburse the Landowners/Developers for the actual cost.

Discussion ensued regarding recording the first and second plats, reviewing the plat language, conveyance timeline, common areas, entrance, ponds, monument and Maintenance Agreement.

Ms. Hosseini requested the language in order for her to commence drafting the plats for conveyance. Mr. Wrathell would email Mr. Mark Watts and copy the Chair.

On MOTION by Mr. Horowitz and seconded by Mr. McConn, with all in favor, the Unaudited Financial Statements as of July 31, 2021, were accepted.

NINTH ORDER OF BUSINESS

Consideration of May 26, 2021 Special Meeting Minutes

Mr. Wrathell presented the May 26, 2021 Special Meeting Minutes.

On MOTION by Mr. Dare and seconded by Mr. McConn, with all in favor, the May 26, 2021 Special Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Cobb Cole*

Ms. Hosseini asked to be copied on Management’s emails regarding the conveyances.

B. District Engineer: *Heidt Design*

Mr. Morton asked to be copied on Management’s emails regarding the conveyances.

C. District Manager: *Wrathell, Hunt and Associates, LLC*

Asked if it was necessary to have a broad motion authorizing Staff to coordinate with the Board Chair to effectuate the conveyances, Ms. Hossieni replied affirmatively.

On MOTION by Mr. Horowitz and seconded by Mr. McConn, with all in favor, authorizing District Staff to coordinate with the ,Chair to effectuate conveyance of certain property to the CDD, for ratification at a future meeting, and to effectuate conveyances to the County in advance of the next meeting, was approved.

I. 0 Registered Voters in District as of April 15, 2021

There were zero registered voters residing within the District as of April 15, 2021.

II. NEXT MEETING DATE: September 22, 2021 at 2:00 P.M.

The next meeting would be held on September 22, 2021.

ELEVENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There being no Board Members' comments or requests, the next item followed.

TWELFTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Dare and seconded by Mr. Horowitz, with all in favor, the meeting adjourned at 2:33 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair