

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

The Board of Supervisors of the Pacific Ace Community Development District held a Regular Meeting on March 27, 2024, at 2:00 p.m., at the Hampton Inn & Suites by Hilton, 2200 E Hwy 50, Clermont, Florida 34711.

Present:

Steve McConn
Casey Dare
Paul Thomas

Chair
Assistant Secretary
Assistant Secretary

Also present:

Kristen Suit
Lauren Gentry (via telephone)
Mary Grace Henley (via telephone)
Jorge Miranda (via telephone)
Oscar Trujillo
Aaron Reid
Steven White

District Manager
District Counsel
Kilinski | Van Wyk PLLC
Empire Management
Empire Management
Supervisor-Appointee
Supervisor-Appointee

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 2:02 p.m. Supervisors McConn, Dare and Thomas were present. Supervisors Harvey and Crawford were absent. She noted that the Oath of Office was administered to Mr. Thomas prior to the meeting for the purpose of establishing a quorum.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Supervisor Paul Thomas [Seat 5] (the following will also be provided in a separate package)

- A. **Required Ethics Training and Disclosure Filing**
 - **Sample Form 1 2023/Instructions**
- B. **Membership, Obligations and Responsibilities**
- C. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. **Form 8B – Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

This item was addressing during the First Order of Business.

FOURTH ORDER OF BUSINESS

**Acceptance of Resignation of Chad Harvey
[Seat 2]**

Ms. Suit presented Mr. Chad Harvey’s resignation.

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the resignation of Mr. Chad Harvey from Seat 2, was accepted.

FIFTH ORDER OF BUSINESS

**Consider Appointment to Fill Unexpired
Term of Seat 2; Term Expires November
2024**

Mr. McConn nominated Mr. Aaron Reid to fill Seat 2. No other nominations were made.

On MOTION by Mr. McConn and seconded by Mr. Thomas, with all in favor, the appointment of Mr. Aaron Reid to Seat 2, was approved.

- **Administration of Oath of Office**

Ms. Suit, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Aaron Reid.

SIXTH ORDER OF BUSINESS

**Acceptance of Resignation of Paul Thomas
[Seat 5]**

Ms. Suit presented Mr. Paul Thomas’ resignation.

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the resignation of Mr. Paul Thomas from Seat 5, was accepted.

SEVENTH ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 5; Term Expires November 2024

Mr. McConn nominated Mr. Stephen White to fill Seat 5. No other nominations were made.

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the appointment of Mr. Stephen White to Seat 5, was approved.

- **Administration of Oath of Office**

Ms. Suit, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Stephen White.

EIGHTH ORDER OF BUSINESS

Acceptance of Resignation of Bill Crawford [Seat 3]

Ms. Suit presented Mr. Bill Crawford's resignation.

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the resignation of Mr. Bill Crawford from Seat 3, was accepted.

NINTH ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 3; Term Expires November 2026

- **Administration of Oath of Office**

This item was deferred.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2024-04, Appointing and Removing Officers of the District, and Providing for an Effective Date

Ms. Suit presented Resolution 2024-04. Mr. McConn nominated the following slate:

Chair	Stephen McConn
Vice Chair	Casey Dare
Assistant Secretary	Steve White
Assistant Secretary	Aaron Reid

No other nominations were made. This Resolution removes Chad Harvey, Paul Thomas and Bill Crawford from the Board. Prior appointments by the Board for Secretary, Treasurer, Assistant Treasurer and Assistant Secretary Kristen Suit remain unaffected by this Resolution.

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, Resolution 2024-04, Appointing, as nominated, and Removing Officers of the District, and Providing for an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-03, To Designate the Date, Time and Place of a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Amended and Restated Rules of Procedure and Amenity Rules, Rates, and Disciplinary Rule; and Providing an Effective Date

Ms. Suit presented Resolution 2024-03. Minor revisions are still being made; all documents will be in final form prior to adoption at the next meeting. She received confirmation on the Amenity Rates, as follows

Annual Non-Resident User Fee	\$2,500
Replacement Access Card	\$50
Clubhouse Rental	\$100

- A. Amended and Restated Rules of Procedure**
- B. Draft Amenity Policies and Rates**
- C. Notice of Rules Development and Rulemaking**

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, Resolution 2024-03, To Designate May 22, 2024, at 2:00 p.m., at the Hampton Inn & Suites by Hilton, 2200 E Hwy 50, Clermont, Florida 34711, as the Date, Time and Place of a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Amended and Restated Rules of Procedure and Amenity Rules, Rates, and Disciplinary Rule; and Providing an Effective Date, was adopted.

TWELFTH ORDER OF BUSINESS

Consideration of Amenity Area Proposals

Ms. Suit presented the following:

A. Pool Maintenance Services

- I. Arinton**
- II. Resort Pool Services**

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the Resort Pool Services proposal, in the amount of \$22,200 annually, was approved.

B. Janitorial Services

- I. Brabham’s Cleaning Solutions Inc.**
- II. Clean Star Services of Central Florida Inc.**

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the Clean Star Services of Central Florida Inc. proposal for Janitorial Services, was approved.

THIRTEENTH ORDER OF BUSINESS

Consideration of Acquisition Package for Phase 1 Real Property and Phase 2 Real Property and Improvements

Ms. Suit presented the Acquisition Package for Phase 1 Real Property and Phase 2 Real Property and Improvements. Ms. Gentry recommended approval, in substantial form.

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the Acquisition Package for Phase 1 Real Property and Phase 2 Real Property and Improvements, in substantial form, was approved.

FOURTEENTH ORDER OF BUSINESS

Consideration of Proposals for Snakes and Alligator Signs

Ms. Suit presented the proposals for 40 additional snakes and alligator signs.

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the Signage Plus Proposal for 40 “Snakes and Alligator” signs, in a not-to-exceed amount of \$8,800, was approved.

FIFTEENTH ORDER OF BUSINESS

Discussion: Use of CDD Property for Events (CDD, HOA & Resident Events)

Ms. Suit stated a question arose regarding the use of CDD property for events. It was noted that the HOA does not have common areas but the CDD does. Ms. Gentry stated CDDs oftentimes grant HOAs an ongoing license agreement to use CDD property for events. A Board Member stated the details must be determined. Mr. Miranda and Mr. Trujillo will draft a summary and a recommendation for presentation at the next meeting.

This item was tabled to the April meeting.

SIXTEENTH ORDER OF BUSINESS

Ratification Items

- A. Petition for Consent to Exercise of Special Powers**
- B. Meadowbrook Acres of South-Central Florida, Inc. Items**
 - I. Work Authorization for Irrigation Clock Replacement**
 - II. Landscape Maintenance Services Agreement [Phases 1-4, Does Not Include Amenity]**
 - III. Aquatic Weed Control, Inc. Aquatic Management Services Agreement**

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the Petition for Consent to Exercise of Special Powers and the Meadowbrook Acres of South-Central Florida, Inc. Work Authorization for Irrigation Clock Replacement, Landscape Maintenance Services Agreement for Phases 1-4 that does not include the amenity and the Aquatic Weed Control, Inc. Aquatic Management Services Agreement, were ratified.

SEVENTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of February 29, 2024

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the Unaudited Financial Statements as of February 29, 2024, were accepted.

EIGHTEENTH ORDER OF BUSINESS

Approval of January 24, 2024 Regular Meeting Minutes

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the January 24, 2024 Regular Meeting Minutes, as presented, were approved.

NINETEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kilinski | Van Wyk PLLC

B. District Engineer: Heidt Design, LLC

There were no reports from District Counsel or the District Engineer.

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

- **NEXT MEETING DATE: April 24, 2024 at 2:00 PM.**
 - **QUORUM CHECK**

TWENTIETH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members comments or requests.

TWENTY-FIRST ORDER OF BUSINESS

Public Comments

No members of the public spoke.

TWENTY-SECOND ORDER OF BUSINESS

Adjournment

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the meeting adjourned at 2:24 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair