

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

The Board of Supervisors of the Pacific Ace Community Development District held a Regular Meeting on February 22, 2023, at 2:00 p.m., at the Hampton Inn & Suites by Hilton, 2200 E Hwy 50, Clermont, Florida 34711.

Present were:

Casey Dare	Vice Chair
Fred Wyborski	Assistant Secretary
Dan Eshleman	Assistant Secretary

Also present, were:

Kristen Suit	District Manager
Mark Watts (via telephone)	District Counsel
Nika Hosseini (via telephone)	Cobb Cole
Tim Plate (via telephone)	District Engineer
Oscar Trujillo	Empire Management
Jorge Miranda (via telephone)	Empire Management
Bill Crawford	Supervisor-Appointee

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 2:10 p.m. Supervisors Wyborski, Eshleman and Dare were present. Supervisors McConn and Feccia were not present.

Ms. Suit stated, for quorum purposes, the Oath of Office was administered to Mr. Dare and Mr. Wyborski before the meeting.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Elected Supervisors, Casey Dare [SEAT 4] and Fred

Wyborski [SEAT 5] *(the following will be provided in a separate package)*

- 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**

This item was addressed before the meeting.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date

Ms. Suit presented Resolution 2023-01. She reported the results of the Landowners’ Election, as follows:

Seat 3	Stephen Feccia	223 Votes	4-year Term
Seat 4	Casey Dare	223 Votes	4-year Term
Seat 5	Fred Wyborski	221 Votes	2-year Term

On MOTION by Mr. Wyborski and seconded by Mr. Dare, with all in favor, Resolution 2023-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Acceptance of Resignation of Supervisor Stephen Feccia [SEAT 3]; Term Expires November 2026

Ms. Suit presented the resignation of Mr. Stephen Feccia from Seat 3.

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

SIXTH ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 3

Mr. Dare nominated Mr. Bill Crawford to fill Seat 3.

No other nominations were made.

On MOTION by Mr. Dare and seconded by Mr. Eshleman, with all in favor, the appointment of Mr. Bill Crawford to fill Seat 3, was approved.

• **Administration of Oath of Office to Appointed Supervisor**

Ms. Suit, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Bill Crawford. She explained the items listed in the Third Order of Business. Mr. Watts asked Mr. Crawford to contact his office with any questions.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-02, Designating Certain Officers of the District, and Providing for an Effective Date

Ms. Suit presented Resolution 2023-02. The following slate of officers was nominated:

Chair	Steve McConn
Vice Chair	Casey Dare
Assistant Secretary	Dan Eshleman
Assistant Secretary	Fred Wyborski
Assistant Secretary	Bill Crawford
Assistant Secretary	Kristen Suit

No other nominations were made.

Prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer remain unaffected by this Resolution.

On MOTION by Mr. Dare and seconded by Mr. Wyborski, with all in favor, Resolution 2023-02, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Ratification of Light My Christmas, LLC Invoice #2021-0096 for Holiday Lights

Ms. Suit presented the Light My Christmas, LLC Invoice #2021-0096 for Holiday Lights.

On MOTION by Mr. Dare and seconded by Mr. Wyborski, with all in favor, Light My Christmas, LLC Invoice #2021-0096 for Holiday Lights, in the amount of \$1,649, was ratified.

NINTH ORDER OF BUSINESS

Consideration of Poop Bandit, LLC, Pet Waste Station Installation Quote/Service Agreement

Ms. Suit presented the Poop Bandit, LLC, Quote/Service Agreement.

On MOTION by Mr. Dare and seconded by Mr. Eshleman, with all in favor, the Poop Bandit, LLC, Pet Waste Station Installation Quote/Service Agreement, in the amount of \$1,440, was approved.

TENTH ORDER OF BUSINESS

Discussion: Revised/Updated Engineer's Report to include Amenities and Roads

Mr. Plate stated the costs for the roadways are being compiled; the project will be separated into Phases to allow each Phase to be deeded and dedicated to the CDD as it is completed. An addendum to the Report will be forthcoming in the next week. A Supplemental Report to include the Amenity Center within the CDD's ownership and maintenance responsibilities, will be presented at the next meeting.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-03, Approving the Correction of a Mistake on a Plat Dedicating Certain Lands to the Pacific Ace Community Development District; Ratifying the Quitclaim Deed of Such Property as Described Herein Back to the Applicable Entity; and Authorizing Such Other Actions as are Necessary in Furtherance of Correcting the Plat Error; And Providing An Effective Date

Mr. Watts presented Resolution 2023-03. In December, Staff was informed that one tract was mistakenly labeled as an “open space” tract.

On MOTION by Mr. Wyborski and seconded by Mr. Crawford, with all in favor, Resolution 2023-03, Approving the Correction of a Mistake on a Plat Dedicating Certain Lands to the Pacific Ace Community Development District; Ratifying the Quitclaim Deed of Such Property as Described Herein Back to the Applicable Entity; and Authorizing Such Other Actions as are Necessary in Furtherance of Correcting the Plat Error; And Providing An Effective Date, was adopted.

TWELFTH ORDER OF BUSINESS

Consideration of Resolution 2023-04, Approving the Conveyance of Certain Lands to the Pacific Ace Community Development District; and Authorizing Such Other Actions as are Necessary in Furtherance of Such Conveyance; and Providing an Effective Date

Mr. Watts presented Resolution 2023-04. Staff is coordinating with the adjacent Avalon Groves CDD regarding conveyance of a right-of-way to Pacific Ace CDD.

On MOTION by Mr. Wyborski and seconded by Mr. Dare, with all in favor, Resolution 2023-04, Approving the Conveyance of Certain Lands to the Pacific Ace Community Development District; and Authorizing Such Other Actions as are Necessary in Furtherance of Such Conveyance; and Providing an Effective Date, was adopted.

THIRTEENTH ORDER OF BUSINESS

Consideration of Quit Claim Deed [Avalon Groves CDD to Pacific Ace CDD] *in substantial form*

Mr. Watts stated the form requested by Avalon Groves CDD was reviewed.

On MOTION by Mr. Wyborski and seconded by Mr. Dare, with all in favor, the Quit Claim Deed from Avalon Groves CDD to Pacific Ace CDD, in substantial form and pending Staff review, was approved.

FOURTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of January 31, 2023

Ms. Suit presented the Unaudited Financial Statements as of January 31, 2023.

On MOTION by Mr. Wyborski and seconded by Mr. Dare, with all in favor, the Unaudited Financial Statements as of January 31, 2023, were accepted.

FIFTEENTH ORDER OF BUSINESS

Approval of Minutes

Ms. Suit presented the following:

- A. August 24, 2022 Public Hearing and Regular Meeting**
- B. November 1, 2022 Landowners' Meeting**

On MOTION by Mr. Dare and seconded by Mr. Crawford, with all in favor, the August 24, 2022 Public Hearing and Regular Meeting and November 1, 2022 Landowners' Meeting Minutes, as presented, were approved.

SIXTEENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: *Cobb Cole***
There was no report.
- B. District Engineer: *Heidt Design***
There was no report.

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

- **NEXT MEETING DATE: March 22, 2023 at 2:00 P.M.**
 - **QUORUM CHECK**

The March 22, 2023 meeting was canceled. The next meeting will be April 26, 2023.

Discussion ensued regarding the amenity center.

Construction of the amenity center will begin in March and take 12 months to complete; therefore, there is time to develop amenity rules and rates.

SEVENTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

EIGHTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

NINETEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

<p>On MOTION by Mr. Dare and seconded by Mr. Wyborski, with all in favor, the meeting adjourned at 2:29 p.m.</p>

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair