

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

The Board of Supervisors of the Pacific Ace Community Development District held a Regular Meeting on September 25, 2024 at 2:00 p.m., at the Hampton Inn & Suites by Hilton, 2200 E Hwy 50, Clermont, Florida 34711.

**Present:**

Steve White	Assistant Secretary
Aaron Reid	Assistant Secretary
Jeff Myers	Assistant Secretary

**Also present:**

Kristen Suit	District Manager
Clif Fischer	Wrathell, Hunt and Associates, LLC
Jennifer Kilinski (via telephone)	District Counsel
Mary Grace Henley (via telephone)	Kilinski   Van Wyk PLLC
Jorge Miranda (via telephone)	Empire Management
Oscar Trujillo	Empire Management
Rachelle Kirkley (via telephone)	Empire Management

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Suit called the meeting to order at 2:11 p.m.

Supervisors Reid, Myers and White were present. Supervisors McConn and Dare were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Presentation of Supplemental Engineer's Report**

Ms. Kilinski stated that the decision was made to defer the Third, Fourth and Fifth Orders of Business and continue this meeting to October 10, 2024 at 2:00 p.m., at the Hampton Inn & Suites by Hilton, 2200 E Hwy 50, Clermont, Florida 34711.

This item was deferred.

**FOURTH ORDER OF BUSINESS**

**Presentation of Supplemental Special Assessment Methodology Report**

This item was deferred.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-12, Delegation Resolution**

This item was deferred.

**SIXTH ORDER OF BUSINESS**

**Consideration of Fiscal Year 2024/2025 Budget Deficit Funding Agreement**

Ms. Suit presented the Fiscal Year 2024/2025 Budget Deficit Funding Agreement. Ms. Kilinski stated that the Agreement is modeled after the one for the Bellaviva at Westside CDD.

**Mr. Jorge Miranda joined the meeting at 2:13 p.m.**

**On MOTION by Mr. White and seconded by Mr. Reid, with all in favor, the Fiscal Year 2024/2025 Budget Deficit Funding Agreement with KB Home Orlando LLC, was approved.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Envera Quotation Q-14748-2 [Amenity – Active and Passive Video Solution]**

Mr. Trujillo distributed and presented a revised Envera quote which, after negotiations, only exceeds the budgeted amount for Fiscal Year 2025 by \$4,131.74. It also extends the term from three years to five years. The newly revised quote equates to \$16,661.74 for installation and \$15,470 for the annual service fee.

Discussion ensued regarding the project scope, service, equipment and pricing. It was noted that similar vendors do not offer active monitoring services with the ability to pursue trespassers and ability to finance project.

This item was deferred to the continued meeting, while negotiations to reduce the monitoring fee continue.

**EIGHTH ORDER OF BUSINESS**

**Presentation of Audited Annual Financial Report for Fiscal Year Ended September 30, 2023, Prepared by Berger, Toombs, Elam, Gaines and Frank**

Ms. Suit presented the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

**A. Consideration of Resolution 2024-13, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023**

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, Resolution 2024-13, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023, was adopted.**

**NINTH ORDER OF BUSINESS**

**Consideration of Goals and Objectives Reporting [HB7013 – Special Districts Performance Measures and Standards Reporting]**

Ms. Suit presented the Memorandum explaining the requirement for the CDD to develop goals and objectives and the Reporting form. The Performance Measures/Standards & Annual Reporting Form developed for the CDD, explains how the CDD will meet the goals.

**On MOTION by Mr. Reid and seconded by Mr. Myers, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, were approved.**

**TENTH ORDER OF BUSINESS**

**Resolution 2024-14, to Designate the Date, Time and Place of Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules Relating to Overnight Parking and Parking Enforcement**

Ms. Kilinski reviewed the Rules structure. The main option to govern off street parking is to implement a towing policy, which has very specific signage requirements. She can present samples of signage and locations at the public hearing.

Mr. Trujillo reviewed the proposed signage areas on the map. He anticipates posting only two signs in the community.

**On MOTION by Mr. Reid and seconded by Mr. Myers, with all in favor, Resolution 2024-14, to Designate November 21, 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 Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules Relating to Overnight Parking and Parking Enforcement, was adopted.**

- **Consideration of Resolution 2024-16, Electing and Removing Officers of the District and Providing for an Effective Date**

**This item was an addition to the agenda.**

Ms. Suit distributed and presented Resolution 2024-16. This Resolution adds Mr. Clifton Fischer as an Assistant Secretary. All prior appointments by the Board remain unaffected by this Resolution.

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, Resolution 2024-16, Electing, and Removing Officers of the District and Providing for an Effective Date, was adopted.**

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-15, Ratifying the Actions of the District**

**Manager in Redesignating the Date for Landowners’ Meeting; Providing for Publication, Providing for an Effective Date**

**On MOTION by Mr. Myers and seconded by Mr. Reid, with all in favor, Resolution 2024-15, Ratifying the Actions of the District Manager in Redesignating November 21, 2024 at 2:00 p.m., at the Hampton Inn & Suites by Hilton, 2200 E Hwy 50, Clermont, Florida 34711, as the Date for Landowners’ Meeting; Providing for Publication, Providing for an Effective Date, was adopted.**

**TWELFTH ORDER OF BUSINESS**

**Ratification Items**

Discussion ensued regarding the following proposals and agreement exceeding budget and whether the expenses will be offset via the Deficit Funding Agreement:

**A. Weber Environmental Services, LLC Items**

**I. Amenity/Pool Area Bismarck Palm Trimming Proposal**

Proposal amount is \$2,125.

**II. Retention Tree Replacement Proposal**

Proposal amount is \$16,880.

**III. Landscape Maintenance Services Agreement**

Proposal amount is \$147,360.

**On MOTION by Mr. White and seconded by Mr. Myers, with all in favor, the Weber Environmental Services, LLC, Amenity/Pool Area Bismarck Palm Trimming Proposal, in the amount of \$2,125; Retention Tree Replacement Proposal, in the amount of \$16,880; and the Landscape Maintenance Services Agreement, in the amount of \$147,360, were ratified.**

**B. The Sanctuary Property Owners Association of Lake County, Inc. License Agreement Regarding the use of District Property**

Ms. Kilinski presented the Agreement for approval, not ratification. The Agreement formally allows the HOA to use the District’s Amenities Facilities for the specific community events outlined on Exhibit B.

**On MOTION by Mr. Myers and seconded by Mr. Reid, with all in favor, the Sanctuary Property Owners Association of Lake County, Inc. License Agreement Regarding the use of District Property, was approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of FMSbonds, Inc. Rule G-17 Disclosure Letter**

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, the FMSbonds, Inc. Rule G-17 Disclosure Letter, was approved.**

**FOURTEENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of August 31, 2024**

**On MOTION by Mr. Reid and seconded by Mr. Myers, with all in favor, the Unaudited Financial Statements as of August 31, 2024, were accepted.**

**FIFTEENTH ORDER OF BUSINESS**

**Approval of June 26, 2024 Public Hearings and Regular Meeting Minutes**

**On MOTION by Mr. White and seconded by Mr. Myers, with all in favor, the June 26, 2024 Public Hearings and Regular Meeting Minutes, as presented, were approved.**

**SIXTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Kilinski | Van Wyk PLLC**

Ms. Kilinski stated that she is working with the District Engineer and Staff on the financing documents for the next meeting.

**B. District Engineer: Heidt Design, LLC**

**C. Property Manager: Empire Management**

There were no District Engineer or Property Manager reports.

Regarding the ratification items presented earlier, Mr. Miranda recommended deferring the landscape improvements/replacement projects until there is permanent power and irrigation at the back entrance.

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

- **NEXT MEETING DATE: October 17, 2024 at 2:00 PM**
  - **QUORUM CHECK**

This meeting will be continued to October 10, 2024 at 2:00 p.m. The next regularly scheduled meeting will be held on October 17, 2024, unless canceled.

**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**

**On MOTION by Mr. White and seconded by Mr. Reid, with all in favor, the meeting recessed at 2:52 p.m., and was continued to October 10, 2024 at 2:00 p.m., at the Hampton Inn & Suites by Hilton, 2200 E Hwy 50, Clermont, Florida 34711.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair