MINUTES OF MEETING
PACIFIC ACE
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Pacific Ace Community Development District held a Regular Meeting on April 17, 2025 at 2:00 p.m., at the Hampton Inn & Suites by Hilton, 2200 E Hwy 50, Clermont, Florida 34711.

Present:

Casey Dare	Vice Chair
Susan Carter	Assistant Secretary
Jeff Myers	Assistant Secretary
Steve White	Assistant Secretary

Also present:

Kristen Suit	District Manager
Mary Grace Henley (via telephone)	Kilinski | Van Wyk PLLC
Alex Sorondo (via telephone)	District Engineer
Jorge Miranda (via telephone)	Empire Management
Oscar Trujillo	Empire Management
Steve McConn	Supervisor-Elect

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Ms. Suit called the meeting to order at 2:02 p.m. Supervisors Dare, Carter, White, Myers and Supervisor-Elect McConn were present.

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Administration of Oath of Office to Stephen McConn [Seat 1] (the following will be provided in a separate package)**

Ms. Suit, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Steve McConn. Mr. McConn is familiar with the following:

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

FOURTH ORDER OF BUSINESS **Consideration of Resolution 2025-06, Electing and Removing Officers of the District and Providing for an Effective Date**

Ms. Suit presented Resolution 2025-06. Mr. McConn nominated the following slate:

Stephen McConn	Chair
Casey Dare	Vice Chair
Susan Carter	Assistant Secretary
Jeff Myers	Assistant Secretary
Steve White	Assistant Secretary

No other nominations were made.

The Resolution removes the following from the Board:

Clifton Fischer	Assistant Secretary

The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Kristen Suit	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Dare and seconded by Mr. White, with all in favor, Resolution 2025-06, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS **Discussion: Amenity Facility Hours of Operation**

Mr. Trujillo discussed and recommended the following hours of operation:

Clubhouse Rental Area	9:00 a.m. – 5:00 p.m.
Amenity Facility (fitness side)	5:00 a.m. – 11:00 p.m.
Pool	Dawn to dusk

Discussion ensued regarding the proposed hours of operation; after-hours restroom access; security controls and monitoring, etc.

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, setting the Amenity Facility Fitness Side hours of operation as 5:00 a.m. to 11:00 p.m., and the pool hours as dawn to dusk, was approved.

SIXTH ORDER OF BUSINESS **Updates: Parking and Towing Policies**

A. Review of Amended Rules Relating to Overnight Parking and Parking Enforcement

Discussion ensued regarding the Amended Rules Relating to Overnight Parking and Parking Enforcement; potential changes to the street parking, guest parking; implementing a guest parking pass registration system; monitoring/enforcement of illegal parking; towing illegally parked vehicles; signage requirements; limiting street parking to only guests and not allowing resident street parking at any time; and whether to allow exceptions to families with more vehicles than their property can hold.

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, allowing only guest parking on the street and requiring guests to have a guest pass, was approved.

B. Consideration of Resolution 2025-07, Adopting Amended Rules Relating to Overnight Parking and Parking Enforcement; and Providing for Severability and an Effective Date

This item was deferred.

C. Consideration of The Car Store of West Orange, Inc. Towing Services Agreement

This item was deferred.

SEVENTH ORDER OF BUSINESS **Consideration of The Poop Bandit Items**

A. General Services Agreement

Ms. Henley stated that the Board can just approve the proposal price but does not need to approve the Agreement provided by the vendor, as she will prepare an Agreement on the CDD's standard form of Agreement.

B. Quote for Pet Waste Stations

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, the General Services Agreement with The Poop Bandit, in the amount set forth, subject to District Counsel finalizing the Agreement on the CDD's standard form of Agreement, and The Poop Bandit Quote for Pet Waste Stations, in the amount of $3,840, were approved.

EIGHTH ORDER OF BUSINESS Ratification Items

A. Poulos & Bennett, LLC Items

I. Agreement for Professional Engineering Services

II. Work Authorization No. 1 Amenity Center Permit Review $5,500

III. Work Authorization No. 2 Amenity Center Permit Review $12,000

B. Envera Quotation Q-15667-1 and Agreement for Security Surveillance Services*

***Note: In accordance with Section 119.071(3)(a) and 286.0113(1), Florida Statutes, a portion of the meeting may be closed to the public, as it relates to details of the District's security system plan. The closed session may occur at any time during the meeting and is expected to last approximately thirty (30) minutes but may end earlier and extend longer. This item is not in the agenda package as it is exempt from disclosure under Florida's public records laws.**

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, the Poulos & Bennett, LLC Agreement for Professional Engineering Services, Work Authorization No. 1 Amenity Center Permit Review for $5,500 and Work Authorization No. 2 Amenity Center Permit Review for $12,000; and Envera Quotation Q-15667-1 and Agreement for Security Surveillance Services, were ratified.

NINTH ORDER OF BUSINESS Acceptance of Unaudited Financial Statements as of February 28, 2025

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, the Unaudited Financial Statements as of February 28, 2025, were accepted.

TENTH ORDER OF BUSINESS Approval of Meeting Minutes

A. November 21, 2024 Landowners' Meeting

B. November 21, 2024 Public Hearing and Regular Meeting

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, the November 21, 2024 Landowners' Meeting Minutes and the November 21, 2024 Public Hearing and Regular Meeting Minutes, both as presented, were approved.

ELEVENTH ORDER OF BUSINESS Staff Reports

A. District Counsel: Kilinski | Van Wyk PLLC

Ms. Henley stated that work on the acquisition documents is underway.

B. District Engineer: Heidt Design, LLC

C. Property Manager: Empire Management

There were no District Engineer or Property Manager reports.

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

- **NEXT MEETING DATE: May 15, 2025 at 2:00 PM**
  - **QUORUM CHECK**

TWELFTH ORDER OF BUSINESS Board Members' Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS Public Comments

No members of the public spoke.

FOURTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. McConn and seconded by Mr. Myers, with all in favor, the meeting adjourned at 2:39 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

____
Secretary/Assistant Secretary

____
Chair/Vice Chair