

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

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

**Present:**

Jeff Myers	Assistant Secretary
Steve White	Assistant Secretary
Susan Carter	Assistant Secretary

**Also present:**

Kristen Suit	District Manager
Jordan Lansford	Wrathell, Hunt and Associates, LLC
Mary Grace Henley (via telephone)	District Counsel
Alex Makransky (via telephone)	Kilinski   Van Wyk
Alex Sorondo (via telephone)	District Engineer
Jorge Miranda (via telephone)	Empire Management
Oscar Trujillo	Empire Management

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Suit called the meeting to order at 2:00 p.m.

Supervisors Carter, White and Myers 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**

**Public Hearing on Adoption of Fiscal Year  
2025/2026 Budget**

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, the Public Hearing was opened.**

- A. Proof/Affidavit of Publication**
- B. Consideration of Resolution 2025-11, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Suit presented Resolution 2025-11. She reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes. Expenses will be funded from on-roll and off-roll assessments and Landowner contributions.

No affected property owners or members of the public spoke.

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, the Public Hearing was closed.**

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, Resolution 2025-11, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2025/2026, Pursuant to Florida Law**

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, the Public Hearing was opened.**

- A. Proof/Affidavit of Publication**
- B. Mailed Notice(s) to Property Owners**

- C. **Consideration of Resolution 2025-12, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2026; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

Ms. Suit presented Resolution 2025-12.

No other affected property owners or members of the public spoke.

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, the Public Hearing was closed.**

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, Resolution 2025-12, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2026; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Fiscal Year 2026 Budget Deficit Funding Agreement**

Ms. Suit presented the Fiscal Year 2026 Budget Deficit Funding Agreement.

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, the Fiscal Year 2026 Budget Deficit Funding Agreement, was approved.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Poulos & Bennett, LLC Work Authorization No.3**

Ms. Suit presented Work Authorization No. 3.

It was noted that this is related to on-call work that is needed; the CDD will only be billed when services are rendered at the request of the CDD. Ms. Henley stated that the CDD has a

Continuing Services Agreement with Poulos & Bennet that stipulates they cannot perform any work without a prior work authorization.

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, Poulos & Bennett, LLC Work Authorization No.3, was approved.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-13, Electing Officer(s) of the District and Providing for an Effective Date**

Ms. Suit presented Resolution 2025-13. The purpose of this Resolution is to add Jordan Lansford as an Assistant Secretary. All prior appointments by the Board remain unchanged by this Resolution.

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, Resolution 2025-13, Electing Officer(s) of the District and Providing for an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Ratification of The Car Store of West Orange, Inc. Towing Services Agreement**

The Towing Policy was discussed.

**On MOTION by Mr. White and seconded by Mr. Myers, with all in favor, The Car Store of West Orange, Inc. Towing Services Agreement, was ratified.**

**NINTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of May 31, 2025**

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, the Unaudited Financial Statements as of May 31, 2025, were accepted.**

**TENTH ORDER OF BUSINESS**

**Approval of May 15, 2025 Regular Meeting Minutes**

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, the May 15, 2025 Regular Meeting Minutes, as presented, were approved.**

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

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

Ms. Henley discussed the solar lighting damaged by Hurricane Milton and the Board’s prior decision to not keep the lights due to insurability issues related to the poles. A Demand Letter was received from RET. District Counsel’s recommendation is not to respond to or pay as District Counsel does not view it as a reasonable demand. She is asking the Board for authorization to proceed with obtaining quotes for removal of the lights, and to deny RET’s Demand for Payment and authorizing the Chair to work on executing a contract for removal of the lights and installation of lights by Duke. She thinks the insurance carrier stated removal would be covered but is unsure about installation of other lights.

**On MOTION by Mr. White and seconded by Mr. Myers, with all in favor, authorizing the Chair to work with Staff on obtaining quotes for removal of lights, and denying RET’s Demand for Payment, were approved.**

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

The District Engineer is Poulos & Bennett.

**C. Property Manager: Empire Management**

**I. Consideration of Community Boss Software**

- **Product Overview: HOA & Condo Solutions**

Ms. Suit clarified that that this is for the CDD.

- **Quote Number 1913 [Parking Boss for HOA]**

Mr. Trujillo discussed parking matters and potential issues, potential solutions or procedures and an amenity reservation and payment system since there is no longer any amenity staff.

Discussion ensued regarding where funding for these expenses could fall in the budget, the need to have a reservation system based on the rental requests.

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, authorizing an expenditure of not-to-exceed \$3,000 for a Clubhouse Scheduling System, was approved.**

**II. Consideration of Massey Services, Inc. Agreements**

- **Pest Prevention Monthly Agreement**
- **Subterranean Termite/Wood Destroying Insects Baiting Service Agreement**

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, the Massey Services, Inc. Pest Prevention Monthly Agreement and Subterranean Termite/Wood Destroying Insects Baiting Service Agreement, were approved.**

**III. Consideration of Master Electrical Services, Inc. Proposal [The Sanctuary Monument Lighting Upgrade]**

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, the Master Electrical Services, Inc. Proposal for The Sanctuary Monument Lighting Upgrade, was approved.**

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

- **426 Registered Voters as of April 15, 2025**
- **UPCOMING MEETINGS**
  - **August 21, 2025 at 2:00 PM**
  - **September 18, 2025 at 2:00 PM**
  - **QUORUM CHECK**

The August 21, 2025 meeting will be canceled.

There were no Board Members' comments or requests.

**THIRTEENTH ORDER OF BUSINESS**

**Public Comments**

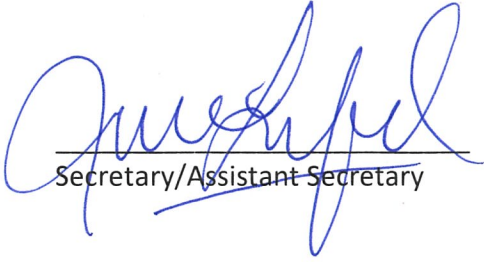
No members of the public spoke.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Myers and seconded by Mr. White, with all in favor, the meeting adjourned at 2:40 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair