

**MINUTES OF MEETING
PEACE CREEK
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Peace Creek Community Development District was held on Tuesday, **August 13, 2024**, at 10:30 a.m. at the Lake Alfred Public Library, 245 N. Seminole Ave., Lake Alfred, Florida and via Zoom Webinar.

Present and constituting a quorum were:

Adam Morgan	Chairman
Rob Bonin	Vice Chairman
Steve Green	Assistant Secretary
Carrie Dazzo	Assistant Secretary
Kayla Word	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Tricia Adams	District Manager, GMS
Bryan Hunter	District Engineer, Hunter Engineering
Allen Bailey	Field Services Manager, GMS

The following is a summary of the discussions and actions taken at the August 13, 2024 Peace Creek Community Development District's regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 10:35 a.m. Five Supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns noted that this is the portion of the agenda for public comment on any agenda items listed. There will be a separate public hearing on the budget adoption.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the May 14, 2024
Board of Supervisors Meeting**

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Peace Creek CDD

Ms. Burns presented the minutes from the May 14, 2024 Board of Supervisors meeting. She asked for any questions, comments, or corrections to the minutes.

On MOTION by Mr. Morgan, seconded by Ms. Dazzo, with all in favor, the Minutes of the May 14, 2024, Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS Public Hearings

A. Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget

Ms. Burns stated this public hearing has been advertised in the paper as required by Florida statute. A mailed notice was also sent regarding the increase. She asked for a motion to open the public hearing.

On MOTION by Mr. Morgan, seconded by Ms. Dazzo, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns asked for any public comments on the budget.

Resident (Rob Freene, 1430 Austin) – asked for clarification of the proposed gross assessment amount \$1,111.47, increase of \$310 annually. They asked if that is proposed or is that set in stone. Ms. Burns noted it is the proposed amount and the most the Board can adopt. It is being considered today so it has not been approved yet.

Ms. Burns noted the proposed increase amount is \$310 annually. There are a couple items that were increased. The largest being the capital reserve transfer of \$75K. Water & sewer line item had a large increase based on the actuals in the community. Slight increase in security. Mr. Morgan asked if they are using potable water for irrigation. Mr. Bonin stated yes.

i. Consideration of Resolution 2024-05 Adopting the District’s Fiscal Year 2024/2025 Budget and Appropriating Funds

On MOTION by Mr. Morgan, seconded by Mr. Bonin, with all in favor, Resolution 2024-05 Adopting the District’s Fiscal Year 2024/2025 Budget and Appropriating Funds, was approved.

Ms. Burns asked for a motion to close the public hearing.

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On MOTION by Mr. Morgan, seconded by Ms. Word, with all in favor, Closing the Public Hearing, was approved.

B. Public Hearing on the Imposition of Operations and Maintenance Special Assessments

Ms. Burns stated this public hearing has been advertised in the paper. She asked for a motion to open the public hearing.

On MOTION by Mr. Morgan, seconded by Ms. Word, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns noted now that the budget has been approved, they have to certify assessments for collection so there is a way to fund the budget. This hearing is only for questions or comments on certifying the assessments for collection. Hearing no comments, Ms. Burns asked for a motion to close the public hearing.

On MOTION by Mr. Morgan, seconded by Ms. Dazzo, with all in favor, Closing the Public Hearing, was approved.

i. Consideration of Resolution 2024-06 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Burns noted they will certify the assessments based on the budget that the Board just approved and will be certified and submitted to Polk County. She asked for any questions.

On MOTION by Mr. Morgan, seconded by Mr. Green, with all in favor, Resolution 2024-06 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-07 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024/2025

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Ms. Burns stated the schedule included in the agenda package is the same as the current year. She would be happy to answer any questions regarding the schedule.

On MOTION by Mr. Morgan, seconded by Ms. Dazzo, with all in favor, Resolution 2024-07 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024/2025, was approved.

SIXTH ORDER OF BUSINESS

Consideration of the Adoption of Goals and Objectives for the District

Ms. Burns noted there was a recent change in Florida Statute that requires Districts to adopt goals and objectives annually. We will review them to make sure they have been met. Given the short turnaround time, staff has put together some goals and objectives for the Board to consider. Approving these goals & objectives will satisfy the statutory requirement that is in place with the state.

On MOTION by Mr. Morgan, seconded by Ms. Dazzo, with all in favor, the Adoption of Goals and Objectives for the District, was approved.

SEVENTH ORDER OF BUSINESS

Presentation of Fiscal Year 2023 Audit Report

Ms. Burns noted the District is required to have an annual independent audit. The report to management is on page 68 of the agenda package. It is a clean audit and was submitted to the state by the June 30th deadline.

On MOTION by Mr. Morgan, seconded by Ms. Word, with all in favor, the Fiscal Year 2023 Audit Report, was approved.

EIGHTH ORDER OF BUSINESS

Ratification of Remaining Conveyance Documents for Phase 3

Ms. Burns stated these have already been approved by the Chair and just need to be ratified by the Board. Ms. Kobitter drafted them if you have any questions.

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On MOTION by Mr. Morgan, seconded by Ms. Dazzo, with all in favor, the Remaining Conveyance Documents for Phase 3, was ratified.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Nothing additional to report at this time.

B. Engineer

Mr. Hunter had nothing to add but will answer if any questions. Mr. Morgan asked if he signed off on all of Phase 3. Mr. Hunter replied that yes, it is done.

C. Field Manager’s Report

Mr. Bailey presented the Field Manager’s report. Mr. Morgan asked how the landscaping is doing. Mr. Bailey noted its green, doing good. Mr. Bonin asked if the dry ponds in Phase 3 are being disced. Mr. Bailey noted yes. Mr. Bonin questioned how often they disc the ponds and the amount of growth. Mr. Bailey noted they disc every month. He will get some pictures when onsite and email them to Mr. Bonin.

i. Consideration of Proposal to Add Solar Lights at Mailboxes at Phase 1

Mr. Bailey presented a proposal for two sets of solar lights at the mail kiosk for \$745.

On MOTION by Mr. Morgan, seconded by Ms. Dazzo, with all in favor, the GMS Proposal to Add Solar Lights at Mailboxes in Phase 1, was approved.

ii. Consideration of Proposal to Add Enclosed Community Announcement Corkboard at Amenity Center

a) Option 1 – 2’x3’ size

b) Option 2 – 4’x3’ size

Mr. Bailey noted residents have requested an enclosed corkboard to be installed at the amenity center. The 2’ x 3’ size would be \$743 to install and a 4’ x 3’ size would be \$1,104. It is for residents to post information from the CDD and HOA.

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On MOTION by Mr. Morgan, seconded by Ms. Dazzo, with all in favor, the Proposal to Add Enclosed Community Announcement Corkboard at Amenity Center, Option 1 the 2' x 3' Corkboard, was approved.

iii. Consideration of Proposal to Add Irrigation to Entrance Plants from Prince & Sons, Inc.

Mr. Bailey noted Prince would like to install a drip line down the main entrance. There is a single line already there. They want to install a secondary drip line for backup which would be \$1,430. It would come out of the landscape enhancement line.

On MOTION by Mr. Morgan, seconded by Mr. Green, with all in favor, the Proposal to Add Irrigation to Entrance Plants from Prince & Sons, Inc., was approved.

iv. Consideration of Proposal to Replace Elm Trees

- a) Option 1 – 30g
- b) Option 2 – 45g

Mr. Bailey presented proposals from Prince & Sons for elm tree replacement. Option 1 is the 30 gallon at \$715 for two. Option 2 is for the 45 gallon at \$1,625 for two. The landscape enhancement line item can handle either one of these.

On MOTION by Mr. Morgan, seconded by Ms. Dazzo, with all in favor, the Proposal from Prince & Sons, Option 2 – 45g Elm Trees, was approved.

v. Consideration of Increase to Pool Maintenance Services Contract with Resort Pool Services

Mr. Bailey stated there is a price increase for the pool services for 2025. The cost would go to \$1,470. It is a 5% monthly increase due to the chemicals and just inflation. This was planned for.

On MOTION by Mr. Morgan, seconded by Ms. Word, with all in favor, the Increase to Pool Maintenance Services Contract with Resort Pool Service, was approved.

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D. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register for Board review. She would be happy to answer any questions on the invoices. Mr. Morgan asked if the discing is billed separately or billed under landscape maintenance. Mr. Bailey noted it was built into the whole price.

On MOTION by Mr. Morgan, seconded by Mr. Green, with all in favor, the Check Register, was approved.

ii. Balance Sheet & Income Statement

Ms. Burns noted the financial statements through June are included in the agenda package for review. There is no action necessary. Mr. Morgan asked if the construction fund is zeroed out. Ms. Burns noted yes.

iii. Presentation of Updated Number of Registered Voters – 33

Ms. Burns noted the initial number that came back for the registered voters within the District appeared to be off. They re-ran the numbers and provided the updated number of voters at 33.

E. Project Development Update

i. Status of Property Conveyance

ii. Status of Permit Transfers

Ms. Burns noted everything is finally finished on this.

TENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Audience Comments:

- Resident (Debbie, 684 Reggie Rd) – Her deed says she lives in Winter Haven and she having issues receiving mail that is addressed to Winter Haven, but she receives mail that is addressed to Lake Wales. Ms. Burns stated this Board doesn’t have any authority or ability to change what the US Postal Service is using as your address for routing mail.

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- Resident – Stated no one here speaks Spanish with a community not getting proper documentation or correspondence via the CDD, Lennar, or the HOA. Ms. Burns noted if residents have questions regarding the CDD, they can reach out to our office to get someone who speaks Spanish to answer their questions. Multiple people in the office speak Spanish.
- Rob Freen – Thanked the Board for installing speed limit signs. Proposed additional signs as well as crosswalks by pool area, maybe speed humps later. Complimented Ms. Erica on her security duties at the amenity. Mr. Bonin asked Allen to get proposals for additional speed limit signage.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Morgan, seconded by Ms. Dazzo, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

DocuSigned by:

Adam Morgan

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Chairman/Vice Chairman