

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

The Board of Supervisors of the Peace Creek Village Community Development District held a Public Hearing, Regular Meeting and Audit Committee Meeting on August 1, 2024 at 1:00 p.m., at the Lake Alfred Public Library, 245 N Seminole Avenue, Lake Alfred, Florida 33850.

**Present at the meeting:**

David Matt	Chair
Kristen Matt (via telephone)	Vice Chair
John Blakley	Assistant Secretary
John McKay	Assistant Secretary
Pete Williams (via telephone)	Assistant Secretary

**Also present:**

Ernesto Torres	District Manager
Jennifer Kilinski (via telephone)	District Counsel
Savannah Hancock (via telephone)	Kilinski Van Wyk PLLC
Steve Sloan (via telephone)	District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Torres called the meeting to order at 1:02 p.m. Supervisors David Matt, Blakley and McKay were present. Supervisors Kristen Matt and Williams attended via telephone.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year  
2024/2025 Budget**

**A. Affidavit of Publication**

Ms. Hancock stated that there was an error in the affidavit, which was corrected.

**B. Consideration of Resolution 2024-44, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Torres presented 2024-44 and reviewed the proposed Fiscal Year 2025 budget.

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

No affected property owners or members of the public spoke.

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

**On MOTION by Mr. Williams and seconded by Mr. Blakley, with all in favor, Resolution 2024-44, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

#### **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-45, Confirming a Prior Determination of Benefit and Providing for the Collection and Enforcement of Debt Service 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**

Mr. Torres presented 2024-45.

**On MOTION by Mr. Blakley and seconded by Mr. McKay, with all in favor, Resolution 2024-44, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

#### **FIFTH ORDER OF BUSINESS**

**Consideration of Fiscal Year 2025 Budget Funding Agreement**

Mr. Torres presented the Fiscal Year 2025 Budget Funding Agreement between the CDD and ERPC Peace Creek, LLC.

**On MOTION by Mr. Williams and seconded by Mr. Blakley, with all in favor, the Fiscal Year 2025 Budget Funding Agreement, was approved.**

**SIXTH ORDER OF BUSINESS****Recess Regular Meeting/Commencement  
of Audit Selection Committee Meeting**

Mr. Torres recessed the Regular Meeting and commenced the Audit Selection Committee Meeting.

**SEVENTH ORDER OF BUSINESS****Review of Response to Request for  
Proposals (RFP) for Annual Audit Services****A. Affidavit of Publication****B. RFP Package****C. Respondents****I. Berger, Toombs, Elam, Gaines & Frank****II. Grau & Associates**

Discussion ensued regarding the difference in the Fee Schedules and bond issuances.

**D. Auditor Evaluation Matrix/Ranking**

The Board completed the Auditor Evaluation Matrix.

Discussion ensued regarding Grau & Associate completing audits in a timely fashion.

Mr. Williams stated, if the Board rank Grau & Associates #1, a stipulation specifying that a draft audit must be completed and submitted to the Board by May 1<sup>st</sup> should be included.

Mr. Torres tabulated the scores and reported the following results:

#1	Grau & Associates	100 points
#2	Berger, Toombs, Elam, Gaines & Frank	95 points

**EIGHTH ORDER OF BUSINESS****Termination of Audit Selection Committee  
Meeting/Reconvene Regular Meeting**

Mr. Torres terminated the Audit Selection Committee Meeting and reconvened the Regular Meeting.

**NINTH ORDER OF BUSINESS****Consider Recommendation of Audit  
Selection Committee**

- **Award of Contract**

**On MOTION by Mr. Blakley and seconded by Mr. McKay, with all in favor, accepting the Audit Selection Committee's scores, ranking and recommendation, as its own, ranking Grau & Associates as the #1 ranked respondent to the RFP for Annual Audit Services, and awarding the Annual Audit Services contract to Grau & Associates, with the stipulation that the draft audit must be completed and submitted to the Board by May 1<sup>st</sup>, was approved.**

**TENTH ORDER OF BUSINESS**

**Discussion/Consideration:                      Section  
189.0694, Florida Statutes (Performance  
Measures and Standards Reporting)**

Ms. Hancock presented the Memorandum explaining the requirement for the CDD to develop goals and objectives. District Counsel and the District Manager coordinated to develop goals and objectives; all of the goals proposed are already being carried out by the District and are achievable. She presented the Performance Measures/Standards & Annual Reporting Form developed for the CDD, which explains how the CDD will meet the goals.

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

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-42,  
Designating Dates, Times and Locations for  
Regular Meetings of the Board of  
Supervisors of the District for Fiscal Year  
2024/2025 and Providing for an Effective  
Date**

Mr. Torres presented Resolution 2024-42. The following will be inserted into the Fiscal Year 2025 Meeting Schedule:

DATES: October 3, 2024; November 7, 2024; December 5, 2024; January 2, 2024; February 6, 2024; March 6, 2024; April 3, 2024; May 1, 2024; June 5, 2024; July 3, 2024; August 7, 2024 and September 4, 2024

TIME: 1:00 PM

On MOTION by Mr. Blakley and seconded by Mr. McKay, with all in favor, Resolution 2024-42, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025, as amended, and Providing for an Effective Date, was adopted.

**TWELFTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of June 30, 2024**

On MOTION by Mr. Williams and seconded by Mr. Blakley, with all in favor, Unaudited Financial Statements as of June 30, 2024, were accepted.

**THIRTEENTH ORDER OF BUSINESS**

**Approval of May 1, 2024 Regular Meeting Minutes**

On MOTION by Mr. McKay and seconded by Mr. Blakley, with all in favor, the May 1, 2024 Regular Meeting Minutes, as presented, were approved.

**FOURTEENTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel: Kilinski | Van Wyk PLLC
- B. District Engineer: Sloan Engineering Group, Inc.
- C. District Manager: Wrathell, Hunt and Associates, LLC

There were no Staff reports.

- **NEXT MEETING Date: TBD**
  - **Quorum Check**

**FIFTEENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**SIXTEENTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**SEVENTEENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Blakley and seconded by Mr. Matt, with all in favor, the meeting adjourned at 1:21 a.m.

  
Secretary/Assistant Secretary

  
Chair/Vice Chair