

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

The regular meeting of the Board of Supervisors of the Peace Creek Village Community Development District was held on **Thursday, May 1, 2025** at 1:00 p.m. at the Lake Alfred Public Library, 245 N. Seminole Ave., Lake Alfred, Florida and via Zoom Webinar.

Present and constituting a quorum were:

David Matt	Chairman
John Blakely	Assistant Secretary
John McKay	Assistant Secretary
Allan Keen <i>by Zoom</i>	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Savannah Hancock <i>by Zoom</i>	District Counsel, Kilinski Van Wyk
Lauren Gentry <i>by Zoom</i>	District Counsel, Kilinski Van Wyk

The following is a summary of the discussions and actions taken at the May 1, 2025 Peace Creek Village Community Development District's regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 1:00 p.m. Three Supervisors were present in person constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns opened the public comment period. There being no comments, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the February 6, 2025
Board of Supervisors Meeting**

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Ms. Burns presented a draft of the minutes from the February 6, 2025 Board of Supervisors meeting. She asked for any questions, comments, or corrections. Hearing no changes from the Board, she asked for a motion to approve.

On MOTION by Mr. Matt, seconded by Mr. McKay, with all in favor, the Minutes of the February 6, 2025 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Ratification of District Management Services Agreement with Governmental Management Services – Central Florida, LLC

Ms. Burns stated this has already been executed by the Chair and offered to answer any questions.

** Mr. Keen joined the meeting via Zoom at this time.*

Mr. Blakely asked why there were switching to GMS. Mr. Matt stated they were dealing with back-office issues for a long time. He added the old District Managers were supposed to work through May, however they stopped their services immediately. Ms. Burns noted Mr. Matt had to sign the agreement without the rest of the Board because payments needed to be made. Mr. Blakely stated he would have like to have been made aware of the issue sooner. He expressed his frustrations with the lack of communication.

On MOTION by Mr. Blakely, seconded by Mr. Matt, with all in favor, the District Management Services Agreement with Government Management Services – Central Florida, LLC, was ratified.

FIFTH ORDER OF BUSINESS

Ratification of Resolution 2025-10 Providing for the Removal and Appointment of Officers of the District

Ms. Burns stated this resolution removes the prior management officers and replaces them with GMS Staff.

On MOTION by Mr. Blakely, seconded by Mr. Matt, with all in favor, Resolution 2025-10 Providing for the Removal and Appointment of Officers of the District, was ratified.

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SIXTH ORDER OF BUSINESS**Ratification of Resolution 2025-11 Appointing and Fixing Compensation of the District Manager**

Ms. Burns this will ratify GMS as the new management company. Mr. Blakely asked if they are paying the same for GMS as what was in the budget. Ms. Burns stated it will be an increase in the budget.

On MOTION by Mr. Matt, seconded by Mr. Blakely, with all in favor, Resolution 2025-11 Appointing and Fixing Compensation of the District manager, was ratified.

SEVENTH ORDER OF BUSINESS**Ratification of Resolution 2025-12 Establishing a Local Bank Account for the District and Appointing Signors on the Account**

Ms. Burns stated this would allow GMS to open an account with their bank. She noted they are still waiting on the funds to be transferred that will allow them to open the account.

On MOTION by Mr. Blakely, seconded by Mr. Matt, with all in favor, Resolution 2025-12 Establishing a Local Bank Account for the District and Appointing Signors on the Account, was ratified.

EIGHTH ORDER OF BUSINESS**Ratification of Assignment Documents and Demand Note**

Ms. Gentry stated this was executed in March and was originally between the developer and the engineer, however the District has now been added. She offered to answer any questions.

On MOTION by Mr. Matt, seconded by Mr. Blakely, with all in favor, the Assignment Documents and Demand Note, was ratified.

NINTH ORDER OF BUSINESS**Ratification of HOA Agreement**

Ms. Burns stated this is an agreement for the CDD's maintenance. Ms. Gentry noted this was approved previously in substantial form. Ms. Burns noted they can terminate this agreement

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to allow the District to take over the maintenance. She added the soonest they can make this change will be on June 30th.

On MOTION by Mr. Matt, seconded by Mr. Blakely, with all in favor, the HOA Agreement, was ratified.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2025-13 Approving the Proposed Fiscal Year 2025/2026 Budget (Suggested Date: August 7, 2025), Declaring Special Assessments, and Setting the Public Hearings on the Adoption of the Fiscal Year 2025/2026 Budget and the Imposition of Operations and Maintenance Assessments

Ms. Burns presented the resolution. She stated this resolution will ratify the proposed budget and set the public hearing date for adoption. She noted the date they suggested was August 7, 2025. She asked if all the Board members could attend on this day. The Board confirmed attendance.

Ms. Burns stated this will be a first time O&M levy that will be developer funded. She noted the Phase 1 townhomes are \$662.89 gross per unit based on this assessment and the single-family is \$1,325.78. She added they mirrored the ERUs per debt assessments.

Mr. McKay asked if they worked with the previous District manager to make this budget. Ms. Burns noted they had not had any communication with the last District manager.

Ms. Burned noted the \$15,000 in the budget is to generate the assessment methodology for the bond issuance. She added this fee will not be in place unless the Board decides to add another bond issuance.

On MOTION by Mr. Blakely, seconded by Mr. Matt, with all in favor, Resolution 2025-13, Approving the Proposal Fiscal Year 2025/2026 Budget and Setting the Public Hearing Date for the Adoption of the Fiscal Year 2025/2026 Budget and the Imposition of Operations and Maintenance Assessments on August 7, 2025, was approved.

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**ELEVENTH ORDER OF BUSINESS Consideration of Resolution 2025-14
Ratifying Series 2025 Bonds**

Ms. Burns stated the district closed the bonds on March 28th and this resolution ratifies the actions taken by staff. She offered to take any questions.

On MOTION by Mr. Matt, seconded by Mr. Blakely, with all in favor, Resolution 2025-14 Ratifying Series 2025 Bonds, was approved.

**TWELFTH ORDER OF BUSINESS Consideration of Disclosure of Public
Financing**

Ms. Burns stated this was drafted by District counsel and will be put into public records for potential property owners.

On MOTION by Mr. Blakely, seconded by Mr. Matt, with all in favor, the Disclosure of Public Financing, was approved.

**THIRTEENTH ORDER OF BUSINESS Consideration of Resolution 2025-15
Authorizing the Use of Electronic Documents
and Signatures**

Ms. Burns stated this will allow the District to utilize DocuSign. She noted some documents may need to be notarized and will therefor require a real signature.

On MOTION by Mr. Blakely, seconded by Mr. Matt, with all in favor, Resolution 2025-15 Authorizing the Use of Electronic Documents and Signatures, was approved.

**FOURTEENTH ORDER OF BUSINESS Consideration of Resolution 2025-16 Re-
Designating a Registered Agent for the
District**

Ms. Burns stated this would name herself as the Registered Agent for the district. The state will send any documents to the office in Orlando.

On MOTION by Mr. Blakely, seconded by Mr. Matt, with all in favor, Resolution 2025-16 Re-Designating a Registered Agent for the District, was approved.

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FIFTEENTH ORDER OF BUSINESS**Consideration of Resolution 2025-17 Re-Designating the Primary Administrative Office and Principal Headquarters of the District**

Ms. Burns stated the primary administrative office will be GMS's office in Orlando at 219 E. Livingston Street. She noted the Principal Headquarters must be in Polk County. She asked the Board if they have had one designated before. Mr. Matt stated it had previously been the engineer's office.

On MOTION by Mr. Matt, seconded by Mr. Blakely, with all in favor, Resolution 2025-17, Re-Designating the Primary Administrative Office and Principal Headquarters of the District, was approved.

SIXTEENTH ORDER OF BUSINESS**Consideration of Resolution 2025-18 Appointing an Assistant Secretary**

Ms. Burns stated Mr. Keen was sworn in but has not received a position as an officer. This resolution will appoint Mr. Keen as an Assistant Secretary.

On MOTION by Mr. Matt, seconded by Mr. Blakely, with all in favor, Resolution 2025-18 Appointing the Mr. Keen as an Assistant Secretary, was approved.

SEVENTEENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Hancock reminded the board of the required ethics training that is due by the end of the year. She added the board will received the final legislative newsletter that will highlight the bills that have passed this session. Mr. Blakely stated he did not receive the email referencing the ethics training.

B. Engineer

Ms. Burns stated the engineer is not present at the meeting.

C. District Manager's Report

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i. Presentation of Number of Registered Voters – 0

Ms. Burns stated there are currently no registered voters in the District.

EIGHTEENTH ORDER OF BUSINESS Other Business

There being no comments, the next item followed.

**NINETEENTH ORDER OF BUSINESS Supervisors Requests and Audience
Comments**

Mr. Blakely stated he may resign from the Board due to his frustrations with the lack of communication across the District. He added if he stays, he would like to change legal counsel.

TWENTIETH ORDER OF BUSINESS Adjournment

Ms. Burns asked for a motion to adjourn the meeting.

On MOTION by Mr. Matt, seconded by Mr. Keen, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

DocuSigned by:

David Matt

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Chairman/Vice Chairman