

**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 **Tuesday, October 14, 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
Kristen Matt	Vice Chairperson
John McKay	Assistant Secretary
Mariellen Jewers	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Savannah Hancock <i>by Zoom</i>	District Counsel, Kilinski Van Wyk
Allen Bailey	Field Manager, GMS
Steve Sloan <i>by Zoom</i>	District Engineer, Sloan Engineering

The following is a summary of the discussions and actions taken at the October 14, 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. Four 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 August 7, 2025
Board of Supervisors Meeting**

Ms. Burns presented the minutes from the August 7, 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.

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On MOTION by Ms. Matt, seconded by Ms. Jewers, with all in favor, the Minutes of the August 7, 2025 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2026-01
Amending the Fiscal Year 2025 Budget**

Ms. Burns presented Resolution 2026-01 and discussed re-adopting the budget due to minor overages, primarily from the CDD covering field expenses for the last month and unanticipated boundary amendment expenditures. A \$25,000 contingency was added to account for any late invoices.

On MOTION by Ms. Matt, seconded by Ms. Jewers, with all in favor, Resolution 2026-01 Amending the Fiscal Year 2025 Budget, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2026-02
Spending Authorization Resolution**

Ms. Burns presented Resolution 2026-02 to establish spending authorization outside of meetings. The District Manager can approve expenses up to \$2,500, the Chair or Vice Chair up to \$10,000, and both together up to \$25,000, typically for emergencies like hurricane repairs or damaged entrance signs. It was stated that no previous resolution existed, and this standard framework allows timely action, with most costs later recouped through insurance.

On MOTION by Ms. Jewers, seconded by Ms. Matt, with all in favor, Resolution 2026-02 Spending Authorization Resolution, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Proposal for Arbitrage Rebate
Services for Series 2024 Bonds & Series 2025
Bonds from AMTEC**

Ms. Burns presented the proposal for Arbitrage Rebate Services for Series 2024 Bonds & Series 2025 Bonds from AMTEC. She stated these are required reports, costing \$450 annually per series, and ensure the District does not earn more interest than it pays on the bonds, avoiding potential tax liabilities.

On MOTION by Ms. Jewers, seconded by Mr. McKay, with all in favor, the Proposal for Arbitrage Rebate Services for Series 2024 Bonds & Series 2025 Bonds from AMTEC, were approved.

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SEVENTH ORDER OF BUSINESS**Ratification of Audit Services Engagement Letter for Fiscal Year 2025 Audit**

Ms. Burns presented Audit Services Engagement Letter for Fiscal Year 2025 Audit. She stated that the Board authorized either a 3- or 5-year audit; this is for 2025 and is not to exceed \$6,300.

On MOTION by Ms. Matt, seconded by Ms. Jewers, with all in favor, the Audit Services Engagement Letter for Fiscal Year 2025 Audit, was ratified.

EIGHTH ORDER OF BUSINESS**Ratification of Memorandum of Understanding**

Ms. Burns presented a Memorandum of Understanding, which transfers maintenance responsibilities for first-phase district-owned property from the HOA to the CDD. Funds previously collected by the HOA for this maintenance have been transmitted to the CDD to cover the remainder of the fiscal year. The items were originally funded through CDD bonds, and the HOA had maintained them under a contract, which has now been terminated.

On MOTION by Ms. Matt, seconded by Ms. Jewers, with all in favor, the Memorandum of Understanding, was ratified.

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

Ms. Hancock reminded the Board of the ethics training due by December 31, 2025. She offered to resend the links to anyone who needs them and answer any questions. There were no questions from the Board.

B. Engineer

Mr. Sloan stated he had nothing to report but can answer questions if any. There were no questions from the Board.

C. Field Manager's Report

Mr. Smith stated that landscape maintenance is now being handled by Prince and Sons, the amenities remain in good condition, and the playground and ponds are being properly maintained with vegetation under control. It was confirmed there are no outstanding punch list items, and preparation will get started of the necessary documents to formally convey common area parcels to the CDD.

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D. District Manager's Report

- i. Ratification of Funding Requests #5 through #8**
- ii. Presentation of Funding Requests #9 and #10**
- iii. Balance Sheet & Income Statement**

Ms. Burns suggested that the Board table items i through iii to a future meeting agenda.

TENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

Adjournment

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

On MOTION by Ms. Matt, seconded by Ms. Jewers, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

DocuSigned by:

David Matt

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Chairman/Vice Chairman