

**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, March 10, 2026** at 1:05 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

Also, present were:

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

The following is a summary of the discussions and actions taken at the March 10, 2026 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 1:05 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

Organizational Matters

A. Swearing in Newly Appointed Supervisor Thomas Franklin, Sr. (*appointed at January 13, 2026 Board Meeting*)

Ms. Burns stated Mr. Franklin was not present at the meeting and this item would be tabled to a future meeting agenda.

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FOURTH ORDER OF BUSINESS

Approval of Minutes of the January 13, 2026 Board of Supervisors Meeting

Ms. Burns presented the minutes from the January 13, 2026 Board of Supervisors meeting and asked for any questions, comments, or corrections. Hearing no changes from the Board, she asked for a motion to approve.

On MOTION by Mr. McKay, seconded by Ms. Kristen Matt, with all in favor, the Minutes of the January 13, 2026 Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Adoption of Amended and Restated Rules of Procedure for the District

Ms. Burns stated the public hearing had been advertised and asked for a motion to open the public hearing.

On MOTION by Mr. David Matt, seconded by Ms. Kristen Matt, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2026-06 Adopting Amended and Restated Rules of Procedure for the District

Ms. Burns presented Resolution 2026-06 and noted that the Rules of Procedure have not changed since they were reviewed at the meeting where the public hearing was set. She noted that this is just updating for recent statutory changes and minor cleanup items.

On MOTION by Mr. David Matt, seconded by Ms. Kristen Matt, with all in favor, Resolution 2026-06 Adopting Amended and Restated Rules of Procedure for the District, was approved.

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

On MOTION by Mr. David Matt, seconded by Ms. Kristen Matt, with all in favor, Closing the Public Hearing, was approved.

B. Public Hearing on the Adoption of Amenity Policies & Rates for the District

Ms. Burns stated this hearing had been advertised and she asked for a motion to open the public hearing.

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On MOTION by Mr. David Matt, seconded by Mr. McKay, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2026-07 Adopting Amenity Policies & Rates for the District

Ms. Burns stated Resolution 2026-07 sets the amenity policies and rates for Peace Creek Village Community Development District. While the pool is not yet open, policies for the pickleball court, lakes, ponds, and playgrounds are being adopted. Standard rules for current and planned amenities are included, along with specific rates and fees. The non-resident user fee, which allows outsiders to access amenities, is set within a range up to \$4,500, with a typical approved fee between \$2,500 and \$3,000.

Ms. Hancock was asked what the administrative fee is for. She stated the administrative fee is charged to residents who must go through a disciplinary hearing due to violations of amenity policies, such as suspension hearings or legal actions. This fee helps cover any additional legal or administrative costs incurred by the District or its management and can also be used to recover costs for property damage caused by residents. Ms. Burns noted that the rules provide that residents receive their initial cards at no charge. If a card is lost, a replacement fee applies. Additionally, there is a \$50 fee for returned checks related to any of these issues. The rules can be changed by the Board at any time without another hearing, except for suspension, termination, or rates set higher than previously advertised, which require a hearing. The Board can adjust rules or fees, such as setting the non-resident user fee at \$3,000, at future meetings as needed. The Board made a motion to set the non-resident user fee at \$3,000.

On MOTION by Mr. David Matt, seconded by Ms. Kristen Matt, with all in favor, Resolution 2026-07 Adopting Amenity Policies & Rates for the District, was approved.

Ms. Burns asked for a motion to close the Public Hearing.

On MOTION by Mr. David Matt, seconded by Ms. Kristen Matt, with all in favor, Closing the Public Hearing, was approved.

SIXTH ORDER OF BUSINESS

Ratification of Resolution R-25-14 Confirming the Acceptance of Improvements,

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Infrastructure, and Dedications in Favor of the Public/City of Winter Haven

Ms. Burns presented Resolution R-25-14. This resolution is confirming the acceptance of improvements, infrastructure and dedications in favor of the city of Winter Haven. This has already been approved.

On MOTION by Mr. David Matt, seconded by Mr. McKay, with all in favor, Resolution R-25-14 Confirming the Acceptance of Improvements, Infrastructure, and Dedications in Favor of the Public/City of Winter Haven, was ratified.

SEVENTH ORDER OF BUSINESS

Consideration/Ratification of Conveyance Documents

Ms. Burns reviewed conveyance documents included in the meeting package, noting that common areas have been conveyed to the District.

On MOTION by Mr. David Matt, seconded by Ms. Kristen Matt, with all in favor, the Consideration/Ratification of Conveyance Documents, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of 2026 Contract Agreement with Polk County Property Appraiser

Ms. Burns stated this is just the annual renewal that they require each year

On MOTION by Mr. David Matt, seconded by Mr. McKay, with all in favor, the 2026 Contract Agreement with Polk County Property Appraiser, was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hancock reminded Board members to complete the ethics training for this calendar year by December 31, 2026. She stated the legislative session is expected to extend beyond Friday due to a lack of a finalized budget. Updates on relevant legislative actions for local governments will be provided through newsletters, and questions can be directed to Jennifer or herself.

B. Engineer

The Engineer was not present at the meeting.

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C. Field Manager’s Report

Mr. Bailey stated the District currently has no major outstanding issues. Efforts are underway to install policy signage for the playground and pickleball amenities. The ponds are in good condition, and the new landscaper account manager is familiarizing himself with the District. A recent walkthrough addressed the need to seed certain tracks, and a proposal for seeding and increased maintenance has been received.

Ms. Burns asked the estimated timing on the pool. Mr. Bailey stated they’re starting to build now, so they estimated August-September. Ms. Burns stated that security is not needed for the area, since seasonal coverage typically occurs from Memorial Day to Labor Day, and the pool will not be open before September.

i. Consideration of Proposals for Landscape Services

a) Adding Additional Mowing Area to Contract

Mr. Bailey stated new account manager understood the need to maintain the tracts, including the front and behind the homes, emphasizing that mowing must continue despite challenges. The maintenance cost for adding two areas is \$5,200, to be incorporated into the current contract. Ms. Burns explains that Ms. Hancock can amend their contract to include an additional \$5,200, but mowing will not begin until new growth is established. Therefore, expenses for mowing will not be incurred until the grass grows, likely later in the year.

On MOTION by Mr. David Matt, seconded by Ms. Kristen Matt, with all in favor, Adding Additional Mowing Area to Contract, was approved.

b) Seeding Areas in Tract I and Tract N

Mr. Bailey stated this proposal involves seeding Tract I and Tract N, and another difficult section, with a quoted price of \$7,375 which was much lower than the original sod estimate. Ms. Burns acknowledged that there is typically a recommended time of year for the work in question. They suggest approving the project but deferring to Prince to determine the timing for the work.

On MOTION by Mr. David Matt, seconded by Ms. Kristen Matt, with all in favor, Seeding Areas in Tract I and Tract N, was approved.

D. District Manager’s Report

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i. Approval of Check Register

Ms. Burns presented the check register totaling \$666,724.93 from October 1, 2025 through February 28, 2026 which includes some transfers of tax bill receipts.

On MOTION by Mr. David Matt, seconded by Ms. Kristen Matt, with all in favor, the Check Register, was approved.

ii. Balance Sheet & Income Statement

Ms. Burns reviewed the balance sheet and income statement.

TENTH ORDER OF BUSINESS

Other Business

Ms. Burns noted that the preliminary budget planning is expected to be presented in April, with meetings likely to be held at that time. If necessary, the meetings can be moved to May, but April is the currently scheduled timeframe.

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 Mr. David Matt, seconded by Ms. Kristen Matt, with all in favor, the meeting was adjourned.

Jill Burns
Secretary/Assistant Secretary

DocuSigned by:
David Matt
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Chairman/Vice Chairman