

**MINUTES OF MEETING
POINCIANA WEST
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Poinciana West Community Development District was held Wednesday, December 13, 2017 at 11:30 a.m. in the Starlite Ballroom, located at 384 Village Drive, Poinciana, Florida.

Present and constituting a quorum were:

Charles Case	Chairman
Sidney Rosenberg	Assistant Secretary
Shirley Bzdewka	Assistant Secretary

Also present were:

Robert Koncar	District Manager
Michael Eckert	District Counsel
Michael Dell'Isola	District Engineer
Residents	

The following is a summary of the discussions and actions taken at the December 13, 2017 Meeting of the Board of Supervisors of the Poinciana West Community Development District.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Case called the meeting to order and called the roll. A quorum was established.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was previously recited.

THIRD ORDER OF BUSINESS

Audience Comments

Hearing no comments from the audience, the next order of business followed.

FOURTH ORDER OF BUSINESS

Approval of the October 18, 2017 Meeting Minutes

Mr. Case stated each Board member received a copy of the minutes of the October 18, 2017 meeting and requested any additions, corrections or deletions.

There not being any,

On MOTION by Ms. Bzdewka seconded by Mr. Rosenberg with all in favor the minutes of the October 18, 2017 meeting were approved.

FIFTH ORDER OF BUSINESS

Consideration of Amendment to Agreement with Floralawn, Inc. Regarding Revised Maintenance Scope

Mr. Eckert commented the pricing is the same as last year. This is an amendment to an existing agreement.

On MOTION by Mr. Rosenberg seconded by Ms. Bzdewka with all in favor the Amendment to Agreement with Floralawn, Inc. Regarding Revised Maintenance Scope was approved.

SIXTH ORDER OF BUSINESS

Consideration of District Management Agreement with Governmental Management Services-Central Florida, LLC

Mr. Eckert addressed two items that are not in the agreement. The Website Administration in the amount of \$1,500 per year and the Dissemination Agent Services in the amount of \$5,000 per year. Both fees were consistent with the proposal. The Addenda will be brought back in the next meeting for ratification.

On MOTION by Mr. Rosenberg seconded by Ms. Bzdewka with all in favor the District Manager's Agreement with Governmental Management Services-Central Florida, LLC was approved.

On MOTION by Ms. Bzdewka seconded by Mr. Rosenberg with all in favor the Addenda for the Website Administration in the amount of \$1,500 per year and the Dissemination of Agent Services in the amount of \$5,000 per year with Governmental Management Services-Central Florida, LLC was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2018-06,
Removing and Appointment of Officers
of the District**

On MOTION by Mr. Rosenberg seconded by Ms. Bzdewka with all in favor Resolution 2018-06, Removing and Appointment of Officers of the District was adopted.

EIGHTH ORDER OF BUSINESS

District Manager's Report

A. Presentation of Financial Statements

The Financial Report and Check Register for the period ending October 31, 2017 were presented.

There being no questions, the next item followed.

B. Appointment of an Audit Committee and Scheduling of Initial Audit Committee Meeting

On MOTION by Ms. Bzdewka seconded by Mr. Rosenberg with all in favor the Appointment of the current Board Members as the Audit Committee was approved.

Mr. Eckert recommended setting two Audit Committee Meetings, one on December 18, 2017 based on the availability of the room and Notice being submitted; and another on January 3, 2018.

On MOTION by Mr. Rosenberg seconded by Ms. Bzdewka with all in favor the two Audit Committee Meetings On December 18, 2017 and January 3, 2018 at 11:00 a.m. were approved.

On MOTION by Ms. Bzdewka seconded by Mr. Rosenberg with all in favor Amending the Time for the Audit Committee Meeting on January 3, 2018 to 11:30 a.m. was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

- Mr. Eckert reported he has been working with the incoming and existing Managers to allow a smooth transition. The official transition is scheduled for January 25, 2017.

- Inframark will be preparing the agenda package for the January meeting.
- Mr. Eckert will review the report provided by Mr. Koncar to indicate how the services will be prorated.
- A quorum could not be obtained for December 18, 2017. Therefore, the Audit Committee Meeting will be held on January 3, 2018.

B. Engineer

Mr. Dell'Isola reported he is working on obtaining an accurate list of the Ponds the CDD is maintaining.

C. Field Manager

- Field Reports were included in the agenda packages.

TENTH ORDER OF BUSINESS

Supervisor Comments

There not being any, the next order of business followed.

ELEVENTH ORDER OF BUSINESS

Audience Comments

- A Resident presented a question regarding Floralawn running over his sprinkler heads. He wished to know who is responsible for the fee of replacing them. Ms. Bzdewka responded to his question by stating it is in the contract that Floralawn is responsible for them.

TWELFTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Ms. Bzdewka seconded by Mr. Rosenberg with all in favor the meeting was adjourned at approximately 12:00 p.m.



Assistant Secretary



Charles W. Case, III
Chairman