

*Poinciana West  
Community Development District*

*Agenda Package*

*May 19, 2021*

# AGENDA

# *Poinciana West*

## *Community Development District*

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219 E. Livingston Street, Orlando, Florida 32801

Phone: 407-841-5524 – Fax: 407-839-1526

May 12, 2020

**Board of Supervisors  
Poinciana West Community  
Development District**

Dear Board Members:

The Board of Supervisors of Poinciana West Community Development District will meet **Wednesday, May 19, 2021 at 9:30 AM** at the **Starlite Ballroom, 384 Village Drive, Poinciana, Florida.**

**Zoom Information for Members of the Public:**

**Link: <https://zoom.us/j/94240027473>**

**Dial-in Number: (646) 876-9923**

**Meeting ID: 942 4002 7473**

Following is the advance agenda for the meeting:

1. Roll Call
2. Pledge of Allegiance
3. Public Comment Period on Agenda Items
4. Approval of Minutes of the March 17, 2021 Meeting
5. Consideration of Interim Services Agreement with Clarke Environmental Mosquito Management, Inc. for 2021 EMM Program
6. Consideration of Resolution 2021-02 Approving the Proposed Fiscal Year 2022 Budget and Setting a Public Hearing
7. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. District Manager
    - i. Approval of Check Register
    - ii. Balance Sheet and Income Statement
    - iii. Presentation of Number of Registered Voters – 2,524
  - D. Field Manager
    - i. Field Manager's Report
    - ii. Customer Complaint Log
8. Supervisor's Requests
9. General Audience Comments
10. Other Business
11. Next Meeting Date – July 21, 2021
12. Adjournment

The second order of business is the reciting of the Pledge of Allegiance.

The third order of business is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items.

The fourth order of business is the approval of minutes of the March 17, 2021 meeting. The minutes are enclosed for your review.

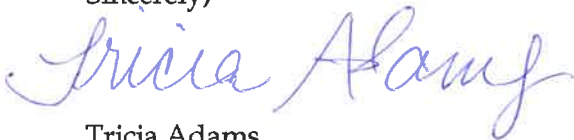
The fifth order of business is the consideration of the interim services agreement with Clark Environmental Mosquito Management, Inc. for the 2021 Environmental Mosquito Management (EMM) Program. A copy of the agreement is enclosed for your review.

The sixth order of business is the consideration of Resolution 2021-02 approving the proposed Fiscal Year 2022 budget and setting a public hearing. Once approved, the budget will be transmitted to the governing authorities at least 60 days prior to the final budget hearing. A copy of the resolution and proposed budget are enclosed for your review.

The eighth order of business is Staff Reports. Section C is the District Manager's Report. Sub-Section 1 includes the check register with invoices included for approval. Sub-Section 2 includes the balance sheet and income statement for your review. Sub-Section 3 is the presentation of the number of registered voters within the boundaries of the District. A copy of the letter from the Polk County Supervisor of Elections is enclosed for your review. Section D is the Field Manager's Report. The report containing the monthly treatment reports is enclosed for your review. Sub-Section 2 includes the customer complaint log for review.

The balance of the agenda will be discussed at the meeting. In the meantime, if you have any questions, please contact me.

Sincerely,



Tricia Adams  
District Manager

CC: Scott D. Clark, District Counsel  
Kathleen Leo, District Engineer  
Clayton Smith, Field Manager  
Darrin Mossing, GMS

Enclosures

# MINUTES

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 on Wednesday, March 17, 2021 at 9:30 a.m. at the Starlite Ballroom, 384 Village Drive, Poinciana, Florida.

Present and constituting a quorum were:

Roy LaRue	Vice Chairman
Mayra Skeet	Assistant Secretary
Maneck Master	Assistant Secretary
Joseph Clark	Assistant Secretary

Also present were:

Tricia Adams	GMS
Scott Clark <i>by Zoom</i>	District Counsel
Kathy Leo	District Engineer
Clayton Smith	Assistant Field Manager
Cherrief Jackson	Clarke
Tim Gardner	Clarke

*The following is a summary of the discussions and actions taken at the March 17, 2021 Poinciana West Community Development District's Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Adams called the meeting to order and called the roll. A quorum was established. Ms. Adams noted that they were holding a hybrid meeting noting they had an in person physical quorum and they also had Zoom attendees.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Administration of Oaths of Office to Newly Elected Board Members**

Ms. Adams reported that a general election was held in November and two of the Board members who had previously served on the Board have started a new four year term, Joseph Clark and Maneck Master. New Board member, Mayra Skeet, was welcomed to the Board. Mayra took her Oath of Office prior to the meeting and was sworn in and is fully able to participate in the meeting. Ms. Adams then administered the Oath to Supervisors Mr. Clark and Dr. Master.

### **B. Election of Officers**

Ms. Adams continued by stating the Board will appoint a slate of officers to hold seats within the Board including a Chairman, Vice Chairman, Assistant Secretaries, Secretary, and Treasurer. The current slate of officers are Peggy Gregory serving as Chairperson, Roy LaRue serving as Vice Chairperson, George Flint serving as Secretary, Maneck Master and Joseph Clark serving as Assistant Secretaries. They would need to make room for the newest Board member as an officer.

Ms. Adams asked that the GMS employees be appointed with George Flint as Secretary, Tricia Adams as Assistant Secretary, Jill Burns and Katie Costa as Treasurer and Assistant Treasurer. The Board has options on how they would like to consider officers and this Board chose to consider the Chairperson and Vice Chairperson and then take the slate of officers.

On MOTION by Mr. LaRue, seconded by Mr. Clark, with all in favor, Appointment of Peggy Gregory As Chairperson, was approved.

On MOTION by Dr. Master, seconded by Ms. Skeet, with all in favor, Appointment of Roy LaRue as Vice Chairperson, was approved.

### **C. Consideration of Resolution 2021-01 Electing Officers**

The remaining officers were appointed as George Flint as Secretary, Maneck Master, Joseph Clark, Mayra Skeet, and Tricia Adams as Assistant Secretaries, Jill Burns as Treasurer, and Katie Costa as Assistant Treasurer.

On MOTION by Mr. LaRue, seconded by Mr. Clark, with all in favor, Resolution 2021-01 Electing Officers, was approved.

## **FOURTH ORDER OF BUSINESS**

## **Public Comment Period on Agenda Items**

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Ms. Adams gave the public an opportunity to comment on items that were presented on the agenda and asked for the public to keep their comments to three minutes. There being no public comments, the next item followed.

## **FIFTH ORDER OF BUSINESS**

### **Approval of the Meeting Minutes**

- A. January 15, 2020 Joint Meeting**
- B. May 20, 2020 Board of Supervisors Meeting**
- C. May 20, 2020 Audit Committee Meeting**
- D. July 22, 2020 Board of Supervisors Meeting**
- E. July 22, 2020 Audit Committee Meeting**

Ms. Adams asked the Board if they would like to approve the minutes as a slate of approvals due to them having a number of meetings to approve the minutes after corrections. The meeting dates were a joint meeting on January 20, 2020, May 20, 2020 Board of Supervisor's Meeting, May 20, 2020 Audit Committee Meeting, July 22, 2020 Board of Supervisor's Meeting, and the July 22, 2020 Audit Committee Meeting.

Ms. Adams stated for the record that all of these minutes have been presented to Board members for comment. The July meeting minutes were circulated in August and they did not receive any comments or corrections at that time.

On MOTION by Mr. LaRue, seconded by Ms. Skeet, with all in favor, the January 15, 2020 Joint Meeting, May 20, 2020 BOS Meeting, May 20, 2020 Audit Committee Meeting, July 22, 2020 BOS Meeting, and July 22, 2020 Meeting Minutes, were approved.

## **SIXTH ORDER OF BUSINESS**

### **Ratification of Agreements**

- A. First Amendment to Landscape Maintenance Agreement with Floralawn**

Ms. Adams stated that this amendment extends the term of service with the contractor and it was prepared by District Counsel which includes a provision for the E-Verify system that will be included in any new contracts moving forward. This was executed by the Chairperson and reviewed by District Counsel. The Board had previously met and approved the budget including the compensation for Floralawn. In terms of protection for the District having an agreement in place is something that the Board would want to have in place.

On MOTION by Mr. LaRue, seconded by Ms. Skeet, with all in favor, the First Amendment to Landscape Maintenance Agreement with Floralawn, was Ratified.



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**B. Fiscal Year 2020 Auditing Services Agreement with Berger, Toombs, Elam, Gaines & Frank**

Ms. Adams stated that this was approved in order to get the audit for 2020 started. Ratification is now needed. Fiscal Year 2020 ended on September 30<sup>th</sup>. The Board selected the firm Berger Toombs to engage in auditing services. This is a statutory requirement and there is a deadline for the audit.

On MOTION by Dr. Master, seconded by Mr. Clark, with all in favor, the Fiscal Year 2020 Auditing Services Agreement with Berger, Toombs, Elam, Gaines & Frank, was ratified.

**C. Non-Ad Valorem Assessment Administration Agreement with Polk County Property Appraiser**

Ms. Adams stated that this is an agreement that is presented to the Board of Supervisors annually and it is an agreement with the Polk County property appraiser. It allows the District to put their debt service fees and operations and maintenance fees for the CDD in the non-ad valorem section of the property tax bill. The property appraisers can charge a fee for the assessment roll and that is typically a percentage of what's collect. In the adopted budget it shows the breakdown of how much is being collected as a gross collection and how much is payable to Polk County Property Appraiser as part of this agreement. The collection fee is also noted in the agreement.

On MOTION by Mr. Clark, seconded by Dr. Master, with all in favor, the Non-Ad Valorem Assessment Administration Agreement with Polk County Property Appraiser, was ratified.

**D. Data Sharing and Usage Agreement with Polk County Property Appraiser**

Ms. Adams noted that the Board has previously seen this agreement and reported that the State of Florida has made certain public sector employees exempt from disclosure of their public records. This agreement binds the District to participate in those exemptions.

On MOTION by Mr. LaRue, seconded by Dr. Master, with all in favor, the Data Sharing and Usage Agreement with Polk County Property Appraiser, was ratified.

**E. E-Verify System Memorandum of Understanding**

Ms. Adams noted that the State of Florida passed a law stating that Florida governments must comply with the E-Verify system created by the Department of Homeland Security regarding

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immigration and employment status. The new law went into effect January 1, 2021. The District must be enrolled in E-Verify and have their contractors moving forward be enrolled in the E-Verify system as well. Mr. Clark added that entering into new contracts and renewing or amending existing contracts will have special language that will have those working with the District required to comply with the E-Verify system. It does give the District the right to cancel contracts if there is a noncompliance component shielding the District from liability of those vendors not in compliance.

On MOTION by Mr. LaRue, seconded by Mr. Clark, with all in favor, the E-Verify System Memorandum of Understanding, was ratified.

## **SEVENTH ORDER OF BUSINESS**

### **Consideration of Amendment to Aquatic Maintenance Agreement with Clarke**

Ms. Adams presented the proposed agreement amendment from Clarke to the Board. Early in the 2020 budget process, staff presented the proposed service agreements for Clarke in terms of scope and compensation. A representative from Clarke was present at the meeting and discussed the justification for the proposed increase as an increase in price for weed kill. There has not been an increase to the cost since 2011 and the adjustment is to keep up with an increase in costs. The annual increase is \$855.

Ms. Adams added that any approval of the increase for Fiscal Year 2021 would be subject to District Counsel Scott Clark preparing the agreement including any additional language that would be brought back to the Board at a future time. This is approving the concept and the actual form of the agreement would be presented at a future meeting. The new agreement would be effective October 1, 2020 and had been discussed as part of the budgeting process and the CDD was budgeted for the increased amount for the current fiscal year. Ms. Adams will also research back to the Districts past records for previous aquatic maintenance services and costs over the past five or six years.

On MOTION by Mr. LaRue, seconded by Ms. Skeet, with all in favor, Approving the Amendment to Aquatic Maintenance with Clarke and Delegating Authority to Chairman to Execute, was approved.

## **EIGHTH ORDER OF BUSINESS**

### **Staff Reports**

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**A. Attorney**

Mr. Clark had nothing further to present to the Board and answered a question about in person versus Zoom meetings. There have been no changes that he has heard of and for the time being and they can expect to be meeting with the required three in the room quorum with either a fully public meeting or a hybrid like they are conducting now.

**B. Engineer**

Ms. Leo, District Engineer, gave a report. Ms. Adams offered information regarding the upcoming community informational workshop. It is being duly noticed so the Poinciana Community Development District Board of Supervisors will have an opportunity to meet and discuss the items. There will be no Board actions taken because it is a virtual meeting, but they will have the opportunity to discuss matters as there is keen interest from a community perspective. It is not a District matter other than the coordination of the roadways and tunnel construction. For the Board's information, in addition to Polk County Roads and Drainage, Central Florida Expressway has also been invited and confirmed their attendance regarding their proposed construction plans. Any resident or member of the public can log into the webinar using the information provided. The meeting will be held March 30<sup>th</sup> at 10:00 a.m.

**C. District Manager****i. Approval of Check Registers**

Ms. Adams presented the check register to the Board from July 16, 2020 to March 9, 2021. These are checks from the general fund and payroll in the amount of \$1,157,919.37. The detailed check run is included in the agenda package.

On MOTION by Mr. LaRue, seconded by Ms. Skeet, with all in favor, the Check Register totaling \$1,157,919.37, was approved.

**ii. Balance Sheet and Income Statement**

Ms. Adams stated that this does not require any Board action but historically, this District has made a motion to accept the unaudited financials for the current fiscal year through February 28, 2021. It is notable to state that the District is running under budget in terms of spending. The prorated amount for the general and field expenses is at about \$138,000 and the actual spending is \$98,000.

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On MOTION by Mr. Clark, seconded by Mr. LaRue, with all in favor, the Balance Sheet and Income Statement, was accepted.

**iii. Presentation of Arbitrage Rebate Calculation Report**

Ms. Adams noted that the IRS, for government issued bonds, requires proof that they are not earning more interest than they are paying. The report shows there is no arbitrage issue and the bonds are in compliance with IRS regulations for these tax-exempt bonds. Every 5 years the IRS requires an arbitrage calculation report, however, it is the same cost to do it once a year. This report is presented annually.

On MOTION by Dr. Master, seconded by Mr. Clark, with all in favor, the Arbitrage Rebate Calculation Report, was approved.

**D. Field Manager**

**i. Field Manager's Report**

Mr. Smith presented the Field Manager's Report, and the report can be found in the agenda package. In progress items include dry pond mowing, drain clearing, hydrilla treatments, and midge treatment changes. The Clarke representative went into great detail on the treatment changes for midge management and how they are going to move forward. They are looking at the best long-term approach and what products they are moving forward with. They are adapting to each individual pond and how the plants are responding. There are additional costs, but they are excited by the results. They also talked in length about midge management and there is also a schedule for management at the end of the field manager's report. A proposed new midge management agreement will be brought back to the Board for consideration at a future meeting.

**ii. Customer Complaint Log**

Mr. Smith presented the Customer Complaint Log that can be found in the agenda package. The complaints are logged from June 2020 to March 2021.

**NINTH ORDER OF BUSINESS**

**Supervisor's Requests**

Supervisor Clark initiated discussion to get Supervisor's positions on the merger of the PCDD and the PWCCD Districts. Overall, three Board members expressed concern regarding the proposed merger due to a lack of benefit compared to the potential cost to merge. Additional

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liability to maintain the tunnels and older ponds were cited as an additional concern. There was discussion that the current set up of having two separate Districts is effective.

There being no other Supervisor's requests, the next item followed.

# **TENTH ORDER OF BUSINESS**

## **General Audience Comments**

Resident (Sally Mae) was not sure where the CDD responsibility starts and the HOA responsibility starts, but she is concerned about the levels of the water in the lakes and ponds and the vegetation growing into her property. Staff will follow up with the resident.

There being no other audience comments, the next item followed.

# **ELEVENTH ORDER OF BUSINESS**

## **Other Business**

There being none, the next item followed.

# **TWELTH ORDER OF BUSINESS**

## **Next Meeting Date – May 19, 2021**

The next meeting date is scheduled for May 19, 2021 where the Board will be reviewing the draft budget for Fiscal Year 2022.

# **THIRTEENTH ORDER OF BUSINESS**

## **Adjournment**

On MOTION by Mr. LaRue, seconded by Mr. Clark, with all in favor, the meeting was adjourned.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

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Follow Up:

District Manager – research records and find vendors who have been contracted for aquatic services and annual amounts – provide table to BOS

Field Manager /District Manager - Review changes in Clarke's midge treatment compared to agreement; monitor effectiveness of revised treatment program

## SECTION V



**Clarke Environmental Mosquito Management, Inc.  
Professional Services Interim Outline For  
The 2021 Poinciana West Community Development District  
Environmental Mosquito Management (EMM) Program  
Addendum April – September 2021**

**Part I. General Service**

- A. Computer System and Record Keeping Database
- B. Public Relations and Educational Brochures
- C. Midge Hotline Citizen Response – (800) 443-2034
- D. Comprehensive Insurance Coverage Poinciana West Community Development District
- E. Program Consulting and Quality Control Staff
- F. Monthly Operational Reports, Periodic Advisories, and Annual Report
- G. Regulatory compliance on local, state, and federal levels

**Part II. Larval Midge Control**

- A. Prescription Larval Control will be performed with Abate pellets or other larvicide as described in the following sections.
  - 1. Larval Control: The program provides for backpack pre-hatch treatments as needed up to 42 acres. Larval treatments scheduled as needed to maximize effectiveness of aquatic midge control services.

**Part III. Adult Midge Control**

- A. Adulticiding in mosquito harborage areas:
  - 1. At least forty (40) scheduled truck/ATV Ultra Low Volume (ULV) treatments of up to 3 miles with a synthetic pyrethroid insecticide as needed to maximize effectiveness of aquatic midge control services.
  - 2. Up to 13 miles backpack barrier treatments as needed to reduce re-infestation using a pyrethroid insecticide for residual control of adult mosquitoes.
- B. Adulticiding Operational Procedures
  - 1. Notification of community contact.
  - 2. Weather limit monitoring and compliance.
  - 3. ULV particle size evaluation.
  - 4. Insecticide dosage and quality control analysis.

**EMM Payment Total Cost for Parts I, II, III**

**\$11,599.98**





**Clarke Environmental Mosquito Management, Inc.  
Professional Services Outline For  
The 2021 Poinciana West Community Development District  
Environmental Mosquito Management (EMM) Program  
Addendum April – September 2021**

- I. **Program Payment Plan:** For Parts I, II, III as specified in the 2021 Professional Services Cost Outline, the total for the program is \$11,599.98. The payments will be due on according to the payment schedule below. Any additional treatments beyond the core program will be invoiced when the treatment is completed.

II.

**PROGRAM PAYMENT PLAN**

Month	2021
April	\$1,933.33
May	\$1,933.33
June	\$1,933.33
July	\$1,933.33
August	\$1,933.33
September	\$1,933.33
<b>TOTAL</b>	<b>\$11,599.98</b>

III. **Approved Contract Period and Agreement**

Please check one of the following contract periods:

☐ **2021 Season**

(New areas to be covered in 2021 will be pro-rated  
To the program cost at the rates in effect at the time.)

**For Poinciana West Community Development District:**

Sign Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**For Clarke Environmental Mosquito Management, Inc.:**

Name: \_\_\_\_\_ Title: Control Consultant Date: \_\_\_\_\_  
Cherrief Jackson

## SECTION VI

## RESOLUTION 2021-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE POINCIANA WEST COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2021/2022 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors (**“Board”**) of the Poinciana West Community Development District (**“District”**) prior to June 15, 2021, proposed budgets (**“Proposed Budget”**) for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (**“Fiscal Year 2021/2022”**); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE POINCIANA WEST COMMUNITY DEVELOPMENT DISTRICT:**

**1. PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2021/2022 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

**2. SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE:	July 21, 2021
HOUR:	9:30 a.m.
LOCATION:	Starlite Ballroom 384 Village Drive Poinciana, Florida 34759

**3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Polk County at least 60 days prior to the hearing set above.

**4. POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 19<sup>th</sup> DAY OF MAY, 2021.**

ATTEST:

**POINCIANA WEST COMMUNITY  
DEVELOPMENT DISTRICT**

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

***Poinciana West***  
***Community Development District***

***Proposed Budget***  
***FY2022***



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**Poinciana West**  
**Community Development District**  
**Proposed Budget**  
**General Fund**

	Adopted Budget FY2021	Actuals Thru 3/31/21	Projected Next 6 Months	Total Projected 9/30/21	Proposed Budget FY2022
<b>Revenues</b>					
Special Assessments - Tax Collector	\$ 291,294	\$ 283,340	\$ 7,954	\$ 291,294	\$ 291,294
Interest	\$ 1,000	\$ 268	\$ 240	\$ 508	\$ 500
Carry Forward Balance	\$ 41,552	\$ 34,635	\$ -	\$ 34,635	\$ 50,003
<b>Total Revenues</b>	<b>\$ 333,846</b>	<b>\$ 318,243</b>	<b>\$ 8,194</b>	<b>\$ 326,437</b>	<b>\$ 341,797</b>
<b>Expenditures</b>					
<i>Administrative</i>					
Supervisors Fees	\$ 6,000	\$ 800	\$ 3,000	\$ 3,800	\$ 6,000
FICA Expense	\$ 459	\$ 61	\$ 230	\$ 291	\$ 459
Engineering	\$ 15,000	\$ 1,010	\$ 7,500	\$ 8,510	\$ 15,000
Attorney	\$ 30,000	\$ 2,507	\$ 15,000	\$ 17,507	\$ 30,000
Arbitrage	\$ 450	\$ 450	\$ -	\$ 450	\$ 450
Dissemination	\$ 5,500	\$ 2,700	\$ 2,800	\$ 5,500	\$ 5,500
Annual Audit	\$ 3,415	\$ -	\$ 3,310	\$ 3,310	\$ 3,310
Trustee Fees	\$ 7,050	\$ 7,004	\$ -	\$ 7,004	\$ 7,050
Assessment Administration	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
Management Fees	\$ 45,000	\$ 22,500	\$ 22,500	\$ 45,000	\$ 46,350
Information Technology	\$ 900	\$ 750	\$ 150	\$ 900	\$ 1,125
Website Maintenance	\$ 600	\$ -	\$ 600	\$ 600	\$ 750
Telephone	\$ 100	\$ -	\$ 50	\$ 50	\$ 100
Postage	\$ 1,250	\$ 112	\$ 625	\$ 737	\$ 1,250
Printing & Binding	\$ 1,000	\$ 4	\$ 500	\$ 504	\$ 1,000
Insurance	\$ 7,700	\$ 7,351	\$ -	\$ 7,351	\$ 8,100
Legal Advertising	\$ 2,500	\$ 589	\$ 1,250	\$ 1,839	\$ 2,500
Other Current Charges	\$ 1,000	\$ 412	\$ 500	\$ 912	\$ 2,400
Office Supplies	\$ 300	\$ 1	\$ 150	\$ 151	\$ 300
Property Appraiser	\$ 3,100	\$ -	\$ 3,100	\$ 3,100	\$ 3,100
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
<b>Total Administrative</b>	<b>\$ 136,499</b>	<b>\$ 51,426</b>	<b>\$ 61,265</b>	<b>\$ 112,690</b>	<b>\$ 139,919</b>
<i>Operations &amp; Maintenance</i>					
Field Services	\$ 10,000	\$ 5,000	\$ 5,000	\$ 10,000	\$ 10,300
Landscape Maintenance	\$ 59,868	\$ 28,147	\$ 28,147	\$ 56,294	\$ 61,713
Aquatic Control Maintenance	\$ 64,479	\$ 28,500	\$ 28,500	\$ 57,000	\$ 66,865
Aquatic Midge Maintenance	\$ 30,000	\$ 11,900	\$ 11,900	\$ 23,800	\$ 30,000
R&M Plant Replacement	\$ 3,000	\$ -	\$ 1,500	\$ 1,500	\$ 3,000
Storm Structure Repairs	\$ 10,000	\$ 150	\$ 5,000	\$ 5,150	\$ 10,000
Contingency	\$ 10,000	\$ -	\$ 5,000	\$ 5,000	\$ 10,000
Capital Outlay	\$ 10,000	\$ -	\$ 5,000	\$ 5,000	\$ 10,000
<b>Total Operations &amp; Maintenance</b>	<b>\$ 197,347</b>	<b>\$ 73,697</b>	<b>\$ 90,047</b>	<b>\$ 163,744</b>	<b>\$ 201,878</b>
<b>Total Expenditures</b>	<b>\$ 333,846</b>	<b>\$ 125,123</b>	<b>\$ 151,311</b>	<b>\$ 276,434</b>	<b>\$ 341,797</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ -</b>	<b>\$ 193,120</b>	<b>\$ (143,117)</b>	<b>\$ 50,003</b>	<b>\$ -</b>

Net Assessments	\$ 291,294
Collection Cost (6%)	\$ 18,593
Gross Assessments	\$ 309,887

Property Type	Platted Units	Gross Per Unit	Gross Total
Single Family	1650	\$186.57	\$307,841
Recreational	11	\$186.57	\$2,052
	<b>1661</b>		<b>\$309,893</b>

**Poinciana West**  
**Community Development District**  
**General Fund Budget**

**Revenues:**

**Special Assessments – Tax Collector**

The District will levy a non-ad valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the fiscal year.

**Interest**

The District earns interest income on their operating accounts and other investments.

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**Expenditures:**

**Administrative:**

**Supervisors Fees**

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings. The amount is based on 5 supervisors attending 12 meetings during the fiscal year.

**FICA Expense**

Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisor checks.

**Engineering**

The District's engineer, GAI Consultants, Inc., will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review of invoices and requisitions, preparation and review of contract specifications and bid documents, and various projects assigned as directed by the Board of Supervisors and the District Manager.

**Attorney**

The District's legal counsel, Clark & Albaugh, LLP, will be providing general legal services to the District, e.g. attendance and preparation for monthly meetings, preparation and review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

**Arbitrage**

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on the Series 2017 R1 & R2 Special Assessment Refunding Bonds. The District has contracted with AMTEC for this service.

**Dissemination**

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b)(5) which relates to additional reporting requirements for unrated bond issues.



**Poinciana West**  
**Community Development District**  
**General Fund Budget**

**Annual Audit**

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis. The District has contracted with Berger, Toombs, Elam, Gaines & Frank for this service.

**Trustee Fees**

The District will pay annual trustee fees for the Series 2017 R-1 & R-2 Special Assessment Refunding Bonds that are deposited with a Trustee at USBank.

**Assessment Administration**

The District has contracted with Governmental Management Services-CF, LLC to levy and administer the collection of non-ad valorem assessment on all assessable property within the District.

**Management Fees**

The District has contracted with Governmental Management Services-Central Florida, LLC to provide Management, Accounting and Recording Secretary Services for the District. The services include, but not limited to, recording and transcription of board meetings, budget preparation, all financial reporting, annual audit, etc.

**Information Technology**

Represents costs related to the District's information systems, which include but are not limited to video conferencing services, cloud storage services and servers, security, accounting software, etc.

**Website Maintenance**

Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc.

**Telephone**

Telephone and fax machine.

**Postage**

The District incurs charges for mailing of agenda packages, overnight deliveries, checks for vendors and other required correspondence.

**Printing & Binding**

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

# Poinciana West Community Development District General Fund Budget

## Insurance

The District's general liability and public officials liability insurance coverage is provided by Public Risk Insurance. Public Risk Insurance specializes in providing insurance coverage to governmental agencies.

## Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings, etc in a newspaper of general circulation.

## Other Current Charges

Represents any miscellaneous expenses incurred during the fiscal year such as bank fees, deposit slips, stop payments, etc.

## Office Supplies

The District incurs charges for office supplies that need to be purchased during the fiscal year.

## Property Appraiser

Represents a fee charged by Polk County Property Appraiser's office for assessment administration services.

## Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

## **Operations & Maintenance:**

### Field Services

Provide onsite field management of contracts for the District such as landscape and lake maintenance. Services to include onsite inspections, meetings with contractors, monitoring of utility accounts, attend Board meetings and receive and respond to property owner phone calls and emails.

### Landscape Maintenance

The District will maintain the lake bank maintenance that include mowing of no less than once every 7 days during the months of April 1<sup>st</sup> to October 31<sup>st</sup> and no less than once every 14 days from November 1<sup>st</sup> to March 31<sup>st</sup>. The District has contracted with Floralawn 2, LLC for this service.

Description	Monthly	Annual
Landscape Maintenance	\$4,785	\$57,420
3% Increase		\$1,723
Contingency		\$2,570
<b>Total</b>		<b>\$61,713</b>

## Poinciana West Community Development District General Fund Budget

### Aquatic Control Maintenance

Represents cost for maintenance to the ponds located within the District. Services include, but are not limited to, treatment removal and offsite disposal of nuisance vegetation and algae treatment. The District has contracted with Clarke Aquatic Services, Inc. for these services.

<b>Description</b>	<b>Monthly</b>	<b>Annual</b>
Aquatic Maintenance	\$4,821	\$57,855
2% Increase		\$1,157
Contingency		\$7,853
<b>Total</b>		<b>\$66,865</b>

### Aquatic Midge Management

Represents costs for aquatic midge control (blind mosquitoes, weekly ATV aerosol & monthly aerial larva side.)

<b>Description</b>	<b>Monthly</b>	<b>Annual</b>
Aquatic Midge Control	\$1,983	\$23,800
Contingency		\$6,200
<b>Total</b>		<b>\$30,000</b>

### R&M – Plant Replacement

Represents estimated cost for the replacement of aquatic plants and tree replacement around the ponds.

### Storm Structure Repairs

Represents estimated repair and maintenance cost to the storm structures maintained by the District.

### Contingency

Represents any additional field expense that may not have been provided for in the budget.

### Capital Outlay

Represents estimated cost for any capital related projects.

# Poinciana West

## Community Development District

### Projected Fund Balance Analysis

#### **FY 2021 Projected Ending Fund Balance**

Actual Beginning Fund Balance	\$ 519,559
Less: cash to balance budget	\$ -
Plus: projected excess revenue	<u>\$ 15,368</u>
Projected Ending Fund Balance	<u><u>\$ 534,927</u></u>

#### **FY 2022 Estimated Ending Fund Balance**

Projected Beginning Fund Balance	\$ 534,927
Less: cash to balance budget	<u>\$ (50,003)</u>
Projected Ending Fund Balance	<u><u>\$ 484,924</u></u>

#### **FY 2022 Estimated Reserves (Ending Fund Balance)**

Operating Reserve (3 months)	\$ 85,449
Unreserved Fund Balance	<u>\$ 399,474</u>
	<u><u>\$ 484,924</u></u>

**Poinciana West**  
**Community Development District**  
**Proposed Budget**  
**Debt Service Fund**

	Adopted Budget FY2021	Actuals Thru 3/31/21	Projected Next 6 Months	Total Projected 9/30/21	Proposed Budget FY2022
<b>Revenues</b>					
Assessments - Tax Collector	\$ 1,048,751	\$ 1,019,402	\$ 29,349	\$ 1,048,751	\$ 1,046,815
Assessments - Prepayments	\$ -	\$ 14,251	\$ -	\$ 14,251	\$ -
Interest	\$ 1,000	\$ 20	\$ -	\$ 20	\$ -
Carry Forward Surplus	\$ 287,459	\$ 299,105	\$ -	\$ 299,105	\$ 282,975
<b>Total Revenues</b>	<b>\$ 1,337,210</b>	<b>\$ 1,332,778</b>	<b>\$ 29,349</b>	<b>\$ 1,362,127</b>	<b>\$ 1,329,790</b>
<b>Expenditures</b>					
<b>Administrative</b>					
Property Appraiser	\$ 11,200	\$ -	\$ 11,200	\$ 11,200	\$ 11,200
<b>Series 2017 R-1</b>					
Interest - 11/1	\$ 184,950	\$ 184,869	\$ -	\$ 184,869	\$ 178,771
Special Call - 11/1	\$ -	\$ 15,000	\$ -	\$ 15,000	\$ -
Principal - 5/1	\$ 415,000	\$ -	\$ 415,000	\$ 415,000	\$ 425,000
Interest - 5/1	\$ 184,950	\$ -	\$ 184,569	\$ 184,569	\$ 178,771
Special Call - 5/1	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -
<b>Series 2017 R-2</b>					
Interest - 11/1	\$ 69,324	\$ 69,324	\$ -	\$ 69,324	\$ 66,075
Special Call - 11/1	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -
Principal - 5/1	\$ 90,000	\$ -	\$ 90,000	\$ 90,000	\$ 95,000
Interest - 5/1	\$ 69,324	\$ -	\$ 69,190	\$ 69,190	\$ 66,075
Special Call - 5/1	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -
<b>Total Expenditures</b>	<b>\$ 1,024,749</b>	<b>\$ 274,193</b>	<b>\$ 804,959</b>	<b>\$ 1,079,152</b>	<b>\$ 1,020,893</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$ 312,461</b>	<b>\$ 1,058,585</b>	<b>\$ (775,610)</b>	<b>\$ 282,975</b>	<b>\$ 308,897</b>

<b>Series 2017 R-1</b>	
Interest - 11/1/22	\$172,396
<b>Series 2017 R-2</b>	
Interest - 11/1/22	\$63,522
Net Assessments	\$ 1,046,815
Collection Cost (6%)	\$ 66,818
Gross Assessments	<b>\$ 1,113,633</b>

Property Type	Platted Units	Gross Per Unit	Gross Total
Single Family	1611	\$686.58	\$1,106,080
Recreational	11	\$686.58	\$7,552
	<b>1622</b>		<b>\$1,113,633</b>

**Poinciana West**  
**Community Development District**  
**Series 2017R1 Special Assessment Refunding Bonds**  
**Amortization Schedule**

Date	Balance	Principal	Interest	Total
11/01/21	\$ 9,085,000.00	\$ -	\$ 178,771.25	\$ 357,542.50
05/01/22	\$ 9,085,000.00	\$ 425,000.00	\$ 178,771.25	
11/01/22	\$ 8,660,000.00	\$ -	\$ 172,396.25	\$ 776,167.50
05/01/23	\$ 8,660,000.00	\$ 440,000.00	\$ 172,396.25	
11/01/23	\$ 8,220,000.00	\$ -	\$ 165,521.25	\$ 777,917.50
05/01/24	\$ 8,220,000.00	\$ 450,000.00	\$ 165,521.25	
11/01/24	\$ 7,770,000.00	\$ -	\$ 158,208.75	\$ 773,730.00
05/01/25	\$ 7,770,000.00	\$ 465,000.00	\$ 158,208.75	
11/01/25	\$ 7,305,000.00	\$ -	\$ 150,071.25	\$ 773,280.00
05/01/26	\$ 7,305,000.00	\$ 485,000.00	\$ 150,071.25	
11/01/26	\$ 6,820,000.00	\$ -	\$ 141,341.25	\$ 776,412.50
05/01/27	\$ 6,820,000.00	\$ 500,000.00	\$ 141,341.25	
11/01/27	\$ 6,320,000.00	\$ -	\$ 132,091.25	\$ 773,432.50
05/01/28	\$ 6,320,000.00	\$ 520,000.00	\$ 132,091.25	
11/01/28	\$ 5,800,000.00	\$ -	\$ 122,341.25	\$ 774,432.50
05/01/29	\$ 5,800,000.00	\$ 540,000.00	\$ 122,341.25	
11/01/29	\$ 5,260,000.00	\$ -	\$ 111,541.25	\$ 773,882.50
05/01/30	\$ 5,260,000.00	\$ 565,000.00	\$ 111,541.25	
11/01/30	\$ 4,695,000.00	\$ -	\$ 99,888.13	\$ 776,429.38
05/01/31	\$ 4,695,000.00	\$ 590,000.00	\$ 99,888.13	
11/01/31	\$ 4,105,000.00	\$ -	\$ 87,719.38	\$ 777,607.50
05/01/32	\$ 4,105,000.00	\$ 615,000.00	\$ 87,719.38	
11/01/32	\$ 3,490,000.00	\$ -	\$ 75,035.00	\$ 777,754.38
05/01/33	\$ 3,490,000.00	\$ 640,000.00	\$ 75,035.00	
11/01/33	\$ 2,850,000.00	\$ -	\$ 61,275.00	\$ 776,310.00
05/01/34	\$ 2,850,000.00	\$ 670,000.00	\$ 61,275.00	
11/01/34	\$ 2,180,000.00	\$ -	\$ 46,870.00	\$ 778,145.00
05/01/35	\$ 2,180,000.00	\$ 695,000.00	\$ 46,870.00	
11/01/35	\$ 1,485,000.00	\$ -	\$ 31,927.50	\$ 773,797.50
05/01/36	\$ 1,485,000.00	\$ 725,000.00	\$ 31,927.50	
11/01/36	\$ 760,000.00	\$ -	\$ 16,340.00	\$ 773,267.50
05/01/37	\$ 760,000.00	\$ 760,000.00	\$ 16,340.00	\$ 776,340.00
		\$ 9,085,000.00	\$ 3,681,448.75	\$ 12,766,448.75

**Poinciana West**  
**Community Development District**  
**Series 2017 R2 Special Assessment Refunding Bonds**  
**Amortization Schedule**

Date	Balance	Principal	Interest	Total
11/01/21	\$ 2,380,000.00	\$ -	\$ 66,075.00	\$ 132,150.00
05/01/22	\$ 2,380,000.00	\$ 95,000.00	\$ 66,075.00	
11/01/22	\$ 2,285,000.00	\$ -	\$ 63,521.88	\$ 224,596.88
05/01/23	\$ 2,285,000.00	\$ 100,000.00	\$ 63,521.88	
11/01/23	\$ 2,185,000.00	\$ -	\$ 60,834.38	\$ 224,356.25
05/01/24	\$ 2,185,000.00	\$ 105,000.00	\$ 60,834.38	
11/01/24	\$ 2,080,000.00	\$ -	\$ 58,012.50	\$ 223,846.88
05/01/25	\$ 2,080,000.00	\$ 115,000.00	\$ 58,012.50	
11/01/25	\$ 1,965,000.00	\$ -	\$ 54,921.88	\$ 227,934.38
05/01/26	\$ 1,965,000.00	\$ 120,000.00	\$ 54,921.88	
11/01/26	\$ 1,845,000.00	\$ -	\$ 51,696.88	\$ 226,618.75
05/01/27	\$ 1,845,000.00	\$ 125,000.00	\$ 51,696.88	
11/01/27	\$ 1,720,000.00	\$ -	\$ 48,337.50	\$ 225,034.38
05/01/28	\$ 1,720,000.00	\$ 135,000.00	\$ 48,337.50	
11/01/28	\$ 1,585,000.00	\$ -	\$ 44,709.38	\$ 228,046.88
05/01/29	\$ 1,585,000.00	\$ 140,000.00	\$ 44,709.38	
11/01/29	\$ 1,445,000.00	\$ -	\$ 40,946.88	\$ 225,656.25
05/01/30	\$ 1,445,000.00	\$ 145,000.00	\$ 40,946.88	
11/01/30	\$ 1,300,000.00	\$ -	\$ 37,050.00	\$ 222,996.88
05/01/31	\$ 1,300,000.00	\$ 155,000.00	\$ 37,050.00	
11/01/31	\$ 1,145,000.00	\$ -	\$ 32,632.50	\$ 224,682.50
05/01/32	\$ 1,145,000.00	\$ 165,000.00	\$ 32,632.50	
11/01/32	\$ 980,000.00	\$ -	\$ 27,930.00	\$ 225,562.50
05/01/33	\$ 980,000.00	\$ 175,000.00	\$ 27,930.00	
11/01/33	\$ 805,000.00	\$ -	\$ 22,942.50	\$ 225,872.50
05/01/34	\$ 805,000.00	\$ 185,000.00	\$ 22,942.50	
11/01/34	\$ 620,000.00	\$ -	\$ 17,670.00	\$ 225,612.50
05/01/35	\$ 620,000.00	\$ 195,000.00	\$ 17,670.00	
11/01/35	\$ 425,000.00	\$ -	\$ 12,112.50	\$ 224,782.50
05/01/36	\$ 425,000.00	\$ 205,000.00	\$ 12,112.50	
11/01/36	\$ 220,000.00	\$ -	\$ 6,270.00	\$ 223,382.50
05/01/37	\$ 220,000.00	\$ 220,000.00	\$ 6,270.00	\$ 226,270.00
		\$ 2,380,000.00	\$ 1,357,402.50	\$ 3,737,402.50

## SECTION VII



## SECTION C

# SECTION 1

## Poinciana West Community Development District

### Summary of Check Register

March 10, 2021 to May 11, 2021

Fund	Date	Check No.'s	Amount
General Fund	3/17/21	1751-1754	\$ 16,564.93
	4/1/21	1755	\$ 63.30
	4/16/21	1756-1760	\$ 12,324.12
	4/21/21	1761-1765	\$ 45,454.20
	5/11/21	1766-1770	\$ 18,534.82
			<hr/> \$ 92,941.37
Payroll	<u>March 2021</u>		
	Joseph Clark	50089	\$ 184.70
	Maneck Master	50090	\$ 184.70
	Mayra Skeete	50091	\$ 184.70
	Roy LaRue	50092	\$ 184.70
			<hr/> \$ 738.80
			<hr/> \$ 93,680.17

AP300R *** CHECK DATES 03/10/2021 - 05/11/2021 ***										YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER		RUN 5/12/21		PAGE 1	
POINCIANA WEST - GENERAL FUND BANK A GENERAL FUND															
CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DFT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #			
3/17/21	00005	2/15/21	1014469	202102	320	53800	47100		CLARKE ENVIRONMENTAL MOSQUITO	*	1,983.33	1,983.33	001751		
			MOSQUITO MAINT FEB 21												
3/17/21	00020	2/15/21	8283	202102	320	53800	47000		AQUATIC MAINT FEB 21	*	4,750.00	4,750.00			
3/17/21	00007	3/01/21	6122	202103	320	53800	46200		CLARKE AQUATIC SERVICES, INC	*	4,691.16	4,691.16	001752		
			LANDSCAPE MAINT MAR 21												
3/17/21	00001	3/01/21	93	202103	310	51300	34000		FLORALAWN 2, LLC	*	3,750.00	3,750.00	001753		
			MANAGEMENT FEES MAR 21												
3/01/21	93	202103	310-51300-35200						INFORMATION TECH MAR 21	*	125.00	125.00			
3/01/21	93	202103	310-51300-31300						DISSEMINATION SVC MAR 21	*	416.67	416.67			
3/01/21	93	202103	310-51300-51000						OFFICE SUPPLIES MAR 21	*	.36	.36			
3/01/21	93	202103	310-51300-42000						POSTAGE MAR 21	*	11.63	11.63			
3/01/21	93	202103	310-51300-42500						COPIES MAR 21	*	3.45	3.45			
3/01/21	94	202103	320-53800-12000						FIELD MANAGEMENT MAR 21	*	833.33	833.33			
4/01/21	00008	3/16/21	7-308-22	202103	310	51300	42000		GOVERNMENTAL MANAGEMENT SERVICES-CF	*	5,140.44	5,140.44	001754		
			DELIVERIES 3/10/21												
4/16/21	00033	4/01/21	17423	202103	310	51300	31500		FEDEX	*	63.30	63.30	001755		
			GENERAL COUNSEL MAR 21												
4/16/21	00028	4/09/21	4	202104	310	51300	31300		CLARK & ALBAUGH, LLP	*	1,170.00	1,170.00	001756		
			AMORT SER 2017 & 2017-2												
4/16/21	00007	4/01/21	6220	202104	320	53800	46200		DISCLOSURE SERVICES, LLC	*	200.00	200.00	001757		
			LANDSCAPE MAINT APR 21												
4/16/21	00001	4/01/21	95	202104	310	51300	34000		FLORALAWN 2, LLC	*	4,691.16	4,691.16	001758		
			MANAGEMENT FEES APRIL 21												

POIW POIN WEST CDD KCOSTA

AP300R												
YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER												
POINCIANA WEST - GENERAL FUND												
BANK A GENERAL FUND												
CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
4/01/21	95	202104	310-51300-35200							*	125.00	
			INFORMATION TECH APRIL 21									
4/01/21	95	202104	310-51300-31300							*	416.67	
			DISSEMINATION SVC APR 21									
4/01/21	95	202104	310-51300-51000							*	15.00	
			OFFICE SUPPLIES PARIL 21									
4/01/21	95	202104	310-51300-42000							*	4.41	
			POSTAGE APRIL 21									
4/01/21	95	202104	310-51300-42500							*	108.15	
			COPIES APRIL 21									
4/01/21	96	202104	320-53800-12000							*	833.33	
			FIELD MANAGEMENT APRIL 21									
GOVERNMENTAL MANAGEMENT SERVICES-CF												
4/06/21	00016	4/06/21	2161244	202103	310-51300-31100					*	1,010.40	5,252.56 001759
			ENGINEER SVCS MAR 21									
GAI CONSULTANTS, INC												
4/21/21	00035	3/17/21	03172021	202103	310-51300-49000					*	125.00	1,010.40 001760
			BALLROOM CHARGE									
SOLIVITA CLUB-AVATAR PROPERTIES												
4/21/21	00001	3/31/21	97	202103	320-53800-48100					*	150.00	125.00 001761
			STORMWATER GRATE CLEANING									
GOVERNMENTAL MANAGEMENT SERVICES-CF												
4/21/21	00010	3/31/21	1045930	202103	310-51300-48000					*	589.16	150.00 001762
			NOT BOS MTG 3/10/21									
THE LEDGER												
4/21/21	00013	4/27/21	04272021	202104	300-20700-10000					*	37,586.29	589.16 001763
			ASSESSMENT TSFR SER2017									
POINCIANA WEST CDD C/O USBANK												
4/21/21	00017	2/25/21	6045816	202102	310-51300-32300					*	4,669.17	37,586.29 001764
			TRUSTEE FEES FY21									
2/25/21	6045816	202102	300-15500-10000							*	2,334.58	
			TRUSTEE FEES FY22									
U.S. BANK												
5/11/21	00005	3/15/21	1014525	202103	320-53800-47100					*	1,983.33	7,003.75 001765
			MOSQUITO MGMT SVC MAR 21									
4/15/21	1014694	202104	320-53800-47100							*	1,983.33	
			MOSQUITO MAINT APRIL 21									
CLARKE ENVIRONMENTAL MOSQUITO												
												3,966.66 001766
POIW POIN WEST CDD KCOSTA												

AP300R  
 \*\*\* CHECK DATES 03/10/2021 - 05/11/2021 \*\*\*  
 YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER  
 POINCIANA WEST - GENERAL FUND  
 BANK A GENERAL FUND  
 RUN 5/12/21 PAGE 3

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
5/11/21	00020	3/15/21	8384	202103	320-53800-47000					*	4,750.00	
		4/15/21	8724	202104	320-53800-47000					*	4,750.00	
									CLARKE AQUATIC SERVICES, INC			9,500.00 001767
5/11/21	00033	5/01/21	17474	202104	310-51300-31500					*	57.00	
									GENERAL COUNSEL APRIL 21			
									CLARK & ALBAUGH, LLP			57.00 001768
5/11/21	00007	5/01/21	6467	202105	320-53800-46200					*	4,691.16	
									LANDSCAPE MAINT MAY 21			
									FLORALAWN 2, LLC			4,691.16 001769
5/11/21	00016	5/04/21	2162249	202104	310-51300-31100					*	320.00	
									ENGINEER SVCS APRIL 21			
									GAI CONSULTANTS, INC			320.00 001770
									TOTAL FOR BANK A		92,941.37	
									TOTAL FOR REGISTER		92,941.37	

POIW POIN WEST CDD KCOSTA



# INVOICE

www.clarke.com  
TOLL-FREE: 800-323-5727  
PHONE: 630-694-2000  
AR Email: [accountsreceivable@clarke.com](mailto:accountsreceivable@clarke.com),  
Ext.: 3139



Customer #: P07800  
Customer PO #: NA

Invoice #: 001014469  
Invoice Date: 02/15/21  
Terms: Net 30 Days  
Due Date: 03/17/21

B  
I  
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L  
T  
O  
Poinciana West Community Dev. Dist.  
6200 Lee Vista Blvd.  
Suite 300  
Orlando, FL 32822-5149  
Stacie Vanderfillt

Agreement no 1000002502

Consultant Cherrief Jackson

Description	Total
CLARKE ENVIRONMENTAL MOSQUITO MANAGEMENT SERVICE	
W9's can be found on our website at <a href="http://www.clarke.com">www.clarke.com</a>	
Service for February 2021	
Order total	1,983.33

1-5  
320 538 471

Clarke Environmental Mosquito Management, Inc. is a Clarke Company

*** We accept ACH Payments ***	Total:	1,983.33
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Clarke will charge applicable sales taxes unless a valid exemption certificate is Emailed to: [accountsreceivable@clarke.com](mailto:accountsreceivable@clarke.com) or faxed to: 630-672-7439

Helping make communities around the world more livable, safe and comfortable.

a

Page: 1(1)



# INVOICE

www.clarke.com  
TOLL-FREE: 800-323-5727  
PHONE: 630-694-2000  
AR Email: accountsreceivable@clarke.com,  
AR Dept Ext.: 3139

Customer #: 088096  
Customer PO #: NA

Invoice #: 000008283  
Invoice Date: 02/15/21  
Terms: Net 30 Days  
Due Date: 03/17/21

B  
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T  
O

Poinciana West Community Dev. Dist.  
6200 Lee Vista Blvd.  
Suite 300  
Orlando, FL 32822-5149

Stacie Vanderbilt

Agreement no 1000002499

Consultant Tim Gardner

Description	Total
CLARKE AQUATIC MAINTENANCE SERVICES	
W9's can be found on our website at <a href="http://www.clarke.com">www.clarke.com</a>	
Service for February 2021	
Invoice 5 of 12	
Invoice Due February 2021	
<b>Order total</b>	<b>4,750.00</b>

1-20  
320 538 47

Clarke Aquatic Services, Inc. is a Clarke Company

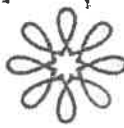
*** We accept ACH Payments ***	Total:	4,750.00
--------------------------------	--------	----------

Clarke will charge applicable sales taxes unless a valid exemption certificate is Emailed to: [accountsreceivable@clarke.com](mailto:accountsreceivable@clarke.com) or faxed to: 630-672-7439

Helping make communities around the world more livable, safe and comfortable.

a




**floralawn2, LLC**

Premier Lawn &amp; Pest

P.O. Box 91597

Lakeland, FL 33804

# Invoice

Date	Invoice #
3/1/2021	6122

<b>Bill To</b>
Poinciana West Community Development Dist c/o Governmental Management Services Central Florida, LLC 9145 Narcoossee Road Suite A206 Orlando, FL 32827

## RECEIVED

### MAR 01 2021

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
1	Monthly Lawn Maintenance per original contract - November 2016 - Poinciana West CDD  Billing for March 2021  1-7 320 538 462	4,691.16	4,691.16
Thank you for your business.		<b>Total</b>	\$4,691.16
Corporate Office	Solvita Fax	E-mail	Web Site
(863) 668-0494	(863) 225-9565	info@floralawn.com	www.floralawn.com

**GMS-Central Florida, LLC**  
 1001 Bradford Way  
 Kingston, TN 37763

# Invoice

**Bill To:**

Polnciana West CDD  
 219 E. Livingston St.  
 Orlando, FL 32801

**Invoice #:** 93

**Invoice Date:** 3/1/21

**Due Date:** 3/1/21

**Case:**

**P.O. Number:**

Description	Hours/Qty	Rate	Amount
Management Fees - March 2021 310 573 34		3,750.00	3,750.00
Information Technology - March 2021 352		125.00	125.00
Dissemination Agent Services - March 2021 313		416.67	416.67
Office Supplies 51		0.36	0.36
Postage 42		11.63	11.63
Copies 425		3.45	3.45
1-1			
<b>Total</b>			<b>\$4,307.11</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$4,307.11</b>

**GMS-Central Florida, LLC**  
 1001 Bradford Way  
 Kingston, TN 37763

# Invoice

**Invoice #:** 94  
**Invoice Date:** 3/1/21  
**Due Date:** 3/1/21  
**Case:**  
**P.O. Number:**

**Bill To:**  
 Poinciana West CDD  
 219 E. Livingston St.  
 Orlando, FL 32801

Description	Hours/Qty	Rate	Amount
Field Management - March 2021		833.33	833.33
320 538 12 1-1			
<b>Total</b>			<b>\$833.33</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$833.33</b>



Invoice Number	Invoice Date	Account Number	Page
7-308-22874	Mar 16, 2021		1 of 3

FedEx Tax ID: 71-0427007

**Billing Address:**

POINCIANA WEST CDD  
1408 HAMLIN AVE UNIT E  
SAINT CLOUD FL 34771-8588

**Shipping Address:**

POINCIANA WEST CDD  
135 W CENTRAL BLVD STE 320  
ORLANDO FL 32801-2435

**Invoice Questions?**

Contact FedEx Revenue Services

Phone: 800.645.9424

M-F 7-5 (CST)

Internet: fedex.com/usgovt

**Invoice Summary**

**FedEx Express Services**

Total Charges	USD	\$63.30
<b>TOTAL THIS INVOICE</b>	<b>USD</b>	<b>\$63.30</b>

Other discounts may apply.

To pay your FedEx invoice, please go to [www.fedex.com/payment](http://www.fedex.com/payment). Thank you for using FedEx.

1-8  
310 513 42

RECEIVED

MAR 22 2021

REC  
MAR 19 2021  
BY

Detailed descriptions of surcharges can be located at [fedex.com](http://fedex.com)

To ensure proper credit, please return this portion with your payment to FedEx. Please do not staple or fold. Please make check payable to FedEx.

Invoice Number	Invoice Amount	Account Number
7-308-22874	USD \$63.30	

**Remittance Advice**

Your payment is due by Apr 30, 2021

0035466 01AB0.425 \*\*AUTO H5 1 1074 34771-858877 -C01-P35501-11



POINCIANA WEST CDD  
1408 HAMLIN AVE UNIT E  
SAINT CLOUD FL 34771-8588



FedEx  
P.O. Box 371461  
Pittsburgh PA 15250-7461



61006740008286

1074-01-00-0035466-0002-0064753



Invoice Number	Invoice Date	Account Number	Page
7-308-22874	Mar 16, 2021		3 of 3

Ship Date: Mar 10, 2021

Payor: Third Party

- Fuel Surcharge - FedEx has applied a fuel surcharge of 7.00% to this shipment.
- Distance Based Pricing, Zone 2
- Package sent from: 32827 zip code
- Package Delivered to Recipient Address - Release Authorized

Cust. Ref.: Poinciana West CDD

Ref.#:

Ref.#2:

Automation INET  
Tracking ID 773127006458  
Service Type FedEx Standard Overnight  
Package Type FedEx Pak  
Zone 02  
Packages 1  
Rated Weight 2.0 lbs, 0.9 kgs  
Delivered Mar 11, 2021 12:26  
Svc Area A3  
Signed by see above  
FedEx Use 00000000/134425/02

Sender  
George Flint  
GMS - CF, LLC  
219 E Livingston Street  
ORLANDO FL 32801 US

Recipient  
Maneck Master  
759 SAN RAPHAEL ST  
KISSIMMEE FL 34759 US

Transportation Charge	6.89
Fuel Surcharge	0.81
Residential Delivery	4.65
Third Party Billing	0.31
<b>Total Charge</b>	<b>USD \$12.66</b>

Ship Date: Mar 10, 2021

Payor: Third Party

- Fuel Surcharge - FedEx has applied a fuel surcharge of 7.00% to this shipment.
- Distance Based Pricing, Zone 2
- Package sent from: 32827 zip code
- Package Delivered to Recipient Address - Release Authorized

Cust. Ref.: Poinciana West CDD

Ref.#:

Ref.#2:

Automation INET  
Tracking ID 773127010634  
Service Type FedEx Standard Overnight  
Package Type FedEx Pak  
Zone 02  
Packages 1  
Rated Weight 2.0 lbs, 0.9 kgs  
Delivered Mar 11, 2021 13:10  
Svc Area A3  
Signed by see above  
FedEx Use 00000000/134425/02

Sender  
George Flint  
GMS - CF, LLC  
219 E Livingston Street  
ORLANDO FL 32801 US

Recipient  
Joseph Clark  
308 MOORPARK WAY  
KISSIMMEE FL 34759 US

Transportation Charge	6.89
Fuel Surcharge	0.81
Residential Delivery	4.65
Third Party Billing	0.31
<b>Total Charge</b>	<b>USD \$12.66</b>

Ship Date: Mar 10, 2021

Payor: Third Party

- Fuel Surcharge - FedEx has applied a fuel surcharge of 7.00% to this shipment.
- Distance Based Pricing, Zone 2
- Package sent from: 32827 zip code
- Package Delivered to Recipient Address - Release Authorized

Cust. Ref.: Poinciana West CDD

Ref.#:

Ref.#2:

Automation INET  
Tracking ID 773127051222  
Service Type FedEx Standard Overnight  
Package Type FedEx Pak  
Zone 02  
Packages 1  
Rated Weight 2.0 lbs, 0.9 kgs  
Delivered Mar 11, 2021 12:39  
Svc Area A3  
Signed by see above  
FedEx Use 00000000/134425/02

Sender  
George Flint  
GMS - CF, LLC  
219 E Livingston Street  
ORLANDO FL 32801 US

Recipient  
Mayra Skeeto  
469 BEL AIR WAY  
KISSIMMEE FL 34759 US

Transportation Charge	6.89
Fuel Surcharge	0.81
Residential Delivery	4.65
Third Party Billing	0.31
<b>Total Charge</b>	<b>USD \$12.66</b>

<b>Third Party Subtotal</b>	<b>USD \$63.30</b>
<b>Total FedEx Express</b>	<b>USD \$63.30</b>

**Clark & Albaugh, LLP**  
 700 W. Morse Blvd., Suite 101  
 Winter Park, Florida 32789

1-33  
 310 513 315

Phone: (407) 647-7600

Fax: (407) 647-7622

Poinciana West Community Development District  
 Governmental Management Services  
 9145 Narcoossee Road, Suite A206  
 Orlando, FL 32827

April 1, 2021

**RECEIVED**

**Attention:** George S. Flint, District Manager

APR 05 2021

File # 7784-001  
 Invoice # 17423

**RE:** General matters

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Mar-16-21	review of agenda package	0.80	240.00	SDC
Mar-17-21	attendance at meeting (video)	1.60	480.00	SDC
Mar-19-21	correspondence with Supervisor LaRue; telephone call with Supervisor LaRue and followup review of merger provisions; correspondence with manager regarding social media posts; followup correspondence	0.70	210.00	SDC
Mar-25-21	conference call with district manager	0.30	90.00	SDC
Mar-30-21	telephone call with Jan Carpenter and telephone call with Sup Larue	0.50	150.00	SDC
	Totals	3.90	\$1,170.00	
	<b>Total Fee &amp; Disbursements</b>			<b>\$1,170.00</b>
	Previous Balance			829.50
	Previous Payments			829.50
	<b>Balance Now Due</b>			<b>\$1,170.00</b>

Disclosure Services LLC

1005 Bradford Way  
Kingston, TN 37763

# Invoice

Date	Invoice #
4/9/2021	4

Bill To
Poinciana West CDD c/o GMS

**RECEIVED**

APR 14 2021

Terms	Due Date
Net 30	5/9/2021

Description	Amount
Amortization Schedule Series 2017-1 5-1-21 Prepay \$10,000	100.00
Amortization Schedule Series 2017-2 5-1-21 Prepay \$25,000	100.00
<p>1-2Y 310 513 313</p>	

<b>Total</b>	\$200.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$200.00

Phone #
865-717-0976

E-mail
tcarter@disclosureservices.info



Premier Lawn &amp; Pest

P.O. Box 91597  
Lakeland, FL 33804

**Invoice**

Date	Invoice #
4/1/2021	6220

<b>Bill To</b>
Poinciana West Community Development Dist c/o Governmental Management Services Central Florida, LLC 9145 Narcoossee Road Suite A206 Orlando, FL 32827

**RECEIVED**

APR 02 2021

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
1	Monthly Lawn Maintenance per original contract - November 2016 - Poinciana West CDD  Billing for April 2021  <div style="text-align: center; font-size: 2em; transform: rotate(-15deg);">           1-7 320 538 462         </div>	4,691.16	4,691.16

Thank you for your business.

**Total****\$4,691.16**

Corporate Office	Solvita Fax	E-mail	Web Site
(863) 668-0494	(863) 225-9565	info@floralawn.com	www.floralawn.com



**GMS-Central Florida, LLC**  
 1001 Bradford Way  
 Kingston, TN 37763

# Invoice

**Bill To:**  
 Poinciana West CDD  
 219 E. Livingston St.  
 Orlando, FL 32801

**Invoice #:** 95  
**Invoice Date:** 4/1/21  
**Due Date:** 4/1/21  
**Case:**  
**P.O. Number:**

Description	Hours/Qty	Rate	Amount
Management Fees - April 2021 310 513 34		3,750.00	3,750.00
Information Technology - April 2021 352		125.00	125.00
Dissemination Agent Services - April 2021 51 313		416.67	416.67
Office Supplies 42		15.00	15.00
Postage 425		4.41	4.41
Copies		108.15	108.15

1-1  
**RECEIVED**

APR 05 2021

<b>Total</b>	<b>\$4,419.23</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$4,419.23</b>

**GMS-Central Florida, LLC**  
 1001 Bradford Way  
 Kingston, TN 37763

# Invoice

Invoice #: 96  
 Invoice Date: 4/1/21  
 Due Date: 4/1/21  
 Case:  
 P.O. Number:

**Bill To:**  
 Polinciana West CDD  
 219 E. Livingston St.  
 Orlando, FL 32801

Description	Hours/Qty	Rate	Amount
Field Management - April 2021		833.33	833.33
<p style="text-align: center;">1-1 320 538 12</p> <p style="text-align: center;"><b>RECEIVED</b></p> <p style="text-align: center;">APR 05 2021</p>			
<b>Total</b>			<b>\$833.33</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$833.33</b>



# INVOICE

Orlando  
618 E. South Street, Suite 700  
Orlando, FL 32801

T 407.423.8398  
F 407.843.1070

George Flint  
Governmental Management Services  
1408 Hamlin Ave Unit E  
St. Cloud, FL 34771

April 6, 2021  
Project No: A171207.00  
Invoice No: 2161244

Project A171207.00 Poinciana West Community Development District Engineering Services

**Professional Services Through March 27, 2021**

Task 005 2021 General Support

Sub-Task 001 COM

**Professional Personnel**

	Hours	Rate	Amount
Principal			
Leo, Kathleen	3.00	320.00	960.00
Totals	3.00		960.00
<b>Total Labor</b>			<b>960.00</b>

**Reimbursable Expenses**

Gas Expense & Mileage		50.40	
<b>Total Reimbursables</b>	<b>1.0 times</b>	<b>50.40</b>	<b>50.40</b>
<b>Total this Sub-Task</b>			<b>\$1,010.40</b>
<b>Total this Task</b>			<b>\$1,010.40</b>
<b>Total this Invoice</b>			<b>\$1,010.40</b>

1-16  
310 513 311

**RECEIVED**

APR 05 2021

[gaiconsultants.com](http://gaiconsultants.com)

Project	A171207.00	Poinciana West Community Development Dis	Invoice	2161244
---------	------------	--	---------	---------

## Billing Backup

Tuesday, April 6, 2021

GAI Consultants, Inc.

Invoice 2161244 Dated 4/6/2021

12:17:35 PM

Project	A171207.00	Poinciana West Community Development District Engineering Services
---------	------------	--

Task	005	2021 General Support
------	-----	----------------------

Sub-Task	001	COM
----------	-----	-----

### Professional Personnel

			Hours	Rate	Amount	
Principal						
04136	Leo, Kathleen	3/17/2021	3.00	320.00	960.00	
	CDD Meeting					
	Totals		3.00		960.00	
	<b>Total Labor</b>					<b>960.00</b>

### Reimbursable Expenses

Gas Expense & Mileage

EX	0095601	3/17/2021	Leo, Kathleen / To CDD Meeting	50.40	
	<b>Total Reimbursables</b>		<b>1.0 times</b>	<b>50.40</b>	<b>50.40</b>
			<b>Total this Sub-Task</b>		<b>\$1,010.40</b>
			<b>Total this Task</b>		<b>\$1,010.40</b>
			<b>Total this Project</b>		<b>\$1,010.40</b>
			<b>Total this Report</b>		<b>\$1,010.40</b>

gaiconsultants.com

Page 2

Solivita Club – Avatar Properties, Inc.  
 395 Village Dr., Ste. C, Kissimmee, FL 34759  
 Phone 863-427-7129



DATE: MARCH 17, 2021

BILL TO	SHIP TO	INSTRUCTIONS
PWCDD	Same as recipient	

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Room Charge – Ballroom	125.00	125.00

1-41  
 310 513 49

RECEIVED

MAR 23 2021

SUBTOTAL	125.00
SALES TAX	
SHIPPING & HANDLING	
<b>TOTAL DUE</b>	<b>125.00</b>

**GMS-Central Florida, LLC**  
 1001 Bradford Way  
 Kingston, TN 37763

# Invoice

**RECEIVED**

APR 20 2021

**Bill To:**

Poinciana West CDD  
 219 E. Livingston St.  
 Orlando, FL 32801

Invoice #: 97  
 Invoice Date: 3/31/21  
 Due Date: 3/31/21  
 Case:  
 P.O. Number: 232

Description	Hours/Qty	Rate	Amount
Stormwater Grate Clearing Cleared grates on pond 21			
Labor & Mobilization		150.00	150.00
<div>1-1</div> <div>320 538 481</div>			
<b>Total</b>			<b>\$150.00</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$150.00</b>

# The Ledger NEWS CHIEF

LAKELAND, FL • WINTER HAVEN, FL  
TEL: (866) 470-7133 • FAX: (863) 802-7825  
FEDERAL ID#: 47-2464860

1 BILLING PERIOD	2 ADVERTISER / CLIENT NAME
03/01/21 - 03/31/21	POINCIANA WEST CDD
23 TOTAL AMOUNT DUE	24 UNAPPLIED AMOUNT
589.16	
21 CURRENT AMOUNT DUE	22 30 DAYS
589.16	.00
3 TERMS OF PAYMENT	4 NET 15 DAYS
	5 60 DAYS
	6 OVER 90 DAYS
	.00

## ADVERTISING INVOICE and STATEMENT

24 INVOICE NUMBER	4 PAGE #	5 BILLING DATE	6 BILLED ACCOUNT NUMBER	7 ADVERTISER / CLIENT NUMBER
1045930	1	03/31/21		

8

8 - 187  
STACIE VANDERBILT  
POINCIANA WEST CDD  
219 E LIVINGSTON ST  
ORLANDO FL 32801-1508



9 REMITTANCE ADDRESS

THE LEDGER / NEWS CHIEF  
P.O. BOX 913004  
ORLANDO, FL 32891-3004

210104593000000589165

1-10  
310 513 48

PLEASE DETACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

10 DATE	11 NEWSPAPER REFERENCE	12/13/14 DESCRIPTION - OTHER COMMENTS/CHARGES	15 SAU SIZE 16 BILLED UNITS	17 TIMES RUN 18 RATE	19 GROSS AMOUNT	20 NET AMOUNT
02/28 03/10	LO60GOJHWG LEGAL LINE AD	BALANCE FORWARD NOTICE OF REGULAR BO ARD OF SUPERVISORS M LKL/FULL, LNET/FULL 0001 LO60GOJHWG STACIE	1x124L	1	589.16	.00 589.16
<div style="text-align: center;">   </div>						
<div style="text-align: center;"> </div>						
<p>WE APPRECIATE YOUR CONTINUED BUSINESS. CONTACT YOUR ACCT REP DIRECTLY REGARDING AD BILLING DISCREPANCIES.</p>						

## STATEMENT OF ACCOUNT AGING OF PAST DUE ACCOUNTS

21 CURRENT NET AMOUNT DUE	22 30 DAYS	60 DAYS	OVER 90 DAYS	*UNAPPLIED AMOUNT	23 TOTAL AMOUNT DUE
589.16	.00	.00	.00		589.16

The Ledger NEWS CHIEF

Questions on this Invoice call:  
Tel: (866) 470-7133 Fax: (863) 802-7825

GateHouse Media

24 INVOICE NUMBER	25 1 BILLING PERIOD	6 BILLED ACCOUNT NUMBER	7 ADVERTISER / CLIENT NUMBER	2 ADVERTISER / CLIENT NAME
1045930	03/01/21 - 03/31/21	758309		POINCIANA WEST CDD

# AFFIDAVIT OF PUBLICATION THE LEDGER Lakeland, Polk County, Florida

STATE OF FLORIDA)  
COUNTY OF POLK)

Before the undersigned authority personally appeared Olga L. Rodriguez Martin, who on oath says that she is an Account Executive for Advertising at The Ledger and the News Chief, daily newspapers published at Lakeland in Polk County, Florida; that the attached copy of advertisement, being a

## PUBLIC NOTICE

In the matter of REGULAR BOARD MEETING

Concerning POINCIANA WEST CDD

as published in said newspaper and on-line in the issues of

3-10: 2021

Affiant further says that said The Ledger is a newspaper published at Lakeland, in said Polk County, Florida, and that the said newspaper has heretofore been continuously published in said Polk County Florida, daily, and has been entered as second class matter at the post office in Lakeland, in said Polk County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Signed Olga L. Rodriguez Martin

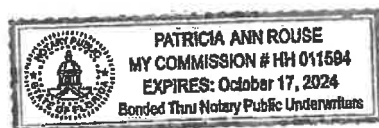
Olga L. Rodriguez Martin  
Advertising Account Executive  
Who is personally known to me.

Sworn to and subscribed before me this 10th day of March, 2021 A.D.

*Patricia Ann Rouse*

Notary Public

(Seal)



## NOTICE OF REGULAR BOARD OF SUPERVISORS MEETING FOR POINCIANA WEST COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given that the Board of Supervisors (Board) of the Poinciana West Community Development District (District) will hold a regular meeting of the Board of Supervisors on Wednesday, March 17, 2021 at 9:30 a.m. via Zoom communications media technology and in person at the Starline Ballroom, 384 Village Drive, Polk County, FL 34789. Others not attending in person will be able to participate using the Zoom options specified below, which allow for public participation and comment. Attendance via Zoom is strongly encouraged in lieu of in-person attendance.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. A copy of the agenda for this meeting may be obtained by contacting the District Manager by mail at 219 E. Livingston Street, Orlando, FL 32801, by telephone at 407-841-5624, or by visiting the District website, <http://poinciana-west.com>. This meeting may be continued to a date, time, and place to be specified on the record at the meeting.

As a public health precaution, all those attending the meeting in person will be asked to wear a mask and maintain social distancing. The District fully encourages public participation in a safe and efficient manner in light of the COVID-19 public health emergency. To that end, the District recommends that any member of the public interested in listening to and participating in the meeting remotely do so by logging into Zoom via their computer at <https://zoom.us/j/84240027437> and entering the meeting ID of 842 4002 7437 or by dialing in telephonically at (848) 876-8922 and entering the meeting ID of 842 4002 7437. Questions and comments can be submitted to the District Manager at [tdadams@pmcsd.com](mailto:tdadams@pmcsd.com) by Tuesday, March 16, 2021 at 3:00 p.m. In advance of the meeting to facilitate the Board's consideration and/or discussion of such questions and comments during the meeting.

In the event that the COVID-19 public health emergency prevents the meeting from occurring in-person, the District may conduct the meeting entirely by telephone or video conferencing communications media technology pursuant to governmental orders, including but not limited to any relevant Executive Orders issued by Governor DeSantis, and any extensions or supplements thereto, and pursuant to Section 120.64(5)(b)2, Florida Statutes. Information about how the meeting will occur, assistance connecting to the meeting or arranging further accommodations for participation, and any other questions can be addressed by contacting the District Manager's office at the phone numbers, e-mail, and regular mail addresses above or by visiting the District website.

One or more Supervisors, staff or other individuals are anticipated to participate by Zoom. Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting or to obtain access to the telephonic, video conferencing, or other communications media technology used to conduct this meeting is asked to advise the District Office at least forty-eight (48) hours prior to the meeting by contacting the District Manager at 219 E. Livingston Street, Orlando, FL 32801; 407-841-5624. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Tricia Adams  
Governmental Management Services  
in Central Florida, LLC  
District Manager  
3-10: 2021 JHWW



**CHECK REQUEST FORM**

---

**DISTRICT/ASSOCIATION:** Poinciana West CDD **DATE:** 4/27/21

**PAYABLE TO:** Poinciana West CDD c/o USBank V#13

**AMOUNT REQUESTED:** \$37,586.29

**REQUESTED BY:** Katie Costa

**ACCOUNT #** [REDACTED]

**DESCRIPTION OF NEED:** Assessment Transfer - Series 2017 - \$37,586.29

---

**Poinciana West**  
**Community Development District**  
**Special Assessment Receipts**  
**Fiscal Year 2021**

**MAINTENANCE ASSESSMENTS**

Gross Assessments \$ 309,892.74  
 Certified Net Assessments \$ 288,200.25  
 100.00%

Date	Distribution	Gross Assessments		Discounts/Penalties	Commissions Paid	Interest Income	Net Assessments	
		Received					Received	General Fund
11/16/20	ACH	\$1,492.56		(\$59.68)	(\$28.66)	\$0.00	\$1,404.22	\$1,404.22
11/20/20	ACH	\$4,766.82		(\$241.12)	(\$90.51)	\$0.00	\$4,435.19	\$4,435.19
11/23/20	ACH	\$30,410.91		(\$1,215.98)	(\$583.90)	\$0.00	\$28,611.03	\$28,611.03
12/01/20	ACH	\$40,672.26		(\$1,626.28)	(\$780.92)	\$0.00	\$38,265.06	\$38,265.06
12/11/20	ACH	\$55,411.29		(\$2,215.62)	(\$1,063.91)	\$0.00	\$52,131.76	\$52,131.76
12/18/20	ACH	\$134,516.97		(\$5,378.66)	(\$2,582.77)	\$0.00	\$126,555.54	\$126,555.54
01/15/21	ACH	\$21,892.99		(\$669.57)	(\$424.47)	\$0.00	\$20,798.95	\$20,798.95
02/01/21	ACH	\$0.00		\$0.00	\$0.00	\$18.33	\$18.33	\$18.33
02/16/21	ACH	\$7,043.94		(\$129.64)	(\$138.29)	\$0.00	\$6,776.01	\$6,776.01
03/15/21	ACH	\$4,479.21		(\$46.73)	(\$88.65)	\$0.00	\$4,343.83	\$4,343.83
04/15/21	ACH	\$6,173.97		\$0.00	(\$123.48)	\$0.00	\$6,050.49	\$6,050.49
<b>Total Collected</b>		<b>\$ 306,860.92</b>	<b>\$</b>	<b>(11,583.28)</b>	<b>\$</b>	<b>(5,905.56)</b>	<b>\$ 289,390.41</b>	<b>\$ 289,390.41</b>
<b>Percentage Collected</b>								<b>100%</b>

**DEBT SERVICE ASSESSMENTS**

Gross Assessments \$ 1,115,692.50  
 Certified Net Assessments \$ 1,037,594.02  
 100%

Date	Distribution	Gross Assessments		Discounts/Penalties	Commissions Paid	Interest Income	Net Assessments	
		Received					Received	Debt Service Fund
11/16/20	ACH	\$4,806.06		(\$192.22)	(\$92.28)	\$0.00	\$4,521.56	\$4,521.56
11/20/20	ACH	\$17,541.92		(\$887.44)	(\$333.09)	\$0.00	\$16,321.39	\$16,321.39
11/23/20	ACH	\$107,793.06		(\$4,311.22)	(\$2,069.64)	\$0.00	\$101,412.20	\$101,412.20
12/01/20	ACH	\$142,808.64		(\$5,711.68)	(\$2,741.94)	\$0.00	\$134,355.02	\$134,355.02
12/11/20	ACH	\$199,794.78		(\$7,990.86)	(\$3,836.08)	\$0.00	\$187,967.84	\$187,967.84
12/18/20	ACH	\$488,158.38		(\$19,524.06)	(\$9,372.69)	\$0.00	\$459,261.63	\$459,261.63
01/15/21	ACH	\$79,192.59		(\$2,415.42)	(\$1,535.54)	\$0.00	\$75,241.63	\$75,241.63
02/01/21	ACH	\$0.00		\$0.00	\$0.00	\$65.83	\$65.83	\$65.83
02/16/21	ACH	\$25,921.75		(\$477.19)	(\$508.89)	\$0.00	\$24,935.67	\$24,935.67
03/15/21	ACH	\$15,797.03		(\$164.82)	(\$312.64)	\$0.00	\$15,319.57	\$15,319.57
04/15/21	ACH	\$22,721.14		\$0.00	(\$454.42)	\$0.00	\$22,266.72	\$22,266.72
<b>Total Collected</b>		<b>\$ 1,104,535.35</b>	<b>\$</b>	<b>(41,674.91)</b>	<b>\$</b>	<b>(21,257.21)</b>	<b>\$ 1,041,669.06</b>	<b>\$ 1,041,669.06</b>
<b>Percentage Collected</b>								<b>100%</b>

	Net Amount Assessed	Assessments Collected	Assessments Transferred	Amount To be Trans.
O & M	\$288,200.25	\$ 289,390.41	(\$289,390.41)	\$0.00
Debt Service 2017	\$1,037,594.02	\$ 1,041,669.06	(\$1,004,082.77)	\$ 37,586.29
<b>Total</b>	<b>\$1,325,794.27</b>	<b>\$1,331,059.47</b>	<b>(\$1,293,473.18)</b>	<b>\$37,586.29</b>



Corporate Trust Services  
EP-MN-WN3L  
60 Livingston Ave.  
St. Paul, MN 55107

Invoice Number: 6045816  
Account Number: 274037000  
Invoice Date: 02/25/2021  
Direct Inquiries To: STACEY JOHNSON  
Phone: 407-835-3805

POINCIANA WEST CDD  
C/O GOVERNMENTAL MANAGEMENT SERVICES  
1408 HAMLIN AVENUE UNIT E  
ST.CLOUD FL 34771

1-17  
310 513 323  
8 mth - 4,669.17  
4 mth - 2,334.58

POINCIANA WEST CDD 2017

The following is a statement of transactions pertaining to your account. For further information, please review the attached.

STATEMENT SUMMARY

PLEASE REMIT BOTTOM COUPON PORTION OF THIS PAGE WITH CHECK PAYMENT OF INVOICE.

TOTAL AMOUNT DUE

\$7,003.75

All Invoices are due upon receipt.

Please detach at perforation and return bottom portion of the statement with your check, payable to U.S. Bank.

POINCIANA WEST CDD 2017

Invoice Number: 6045816  
Account Number: 274037000  
Current Due: \$7,003.75  
Direct Inquiries To: STACEY JOHNSON  
Phone: 407-835-3805



Please mail payments to:  
U.S. Bank  
CM-9690  
PO BOX 70870  
St. Paul, MN 55170-9690





Corporate Trust Services  
EP-MN-WN3L  
60 Livingston Ave.  
St. Paul, MN 55107

Invoice Number: 6045816  
Invoice Date: 02/25/2021  
Account Number: 274037000  
Direct Inquiries To: STACEY JOHNSON  
Phone: 407-835-3805

POINCIANA WEST CDD 2017

Accounts Included  
In This Relationship:



**CURRENT CHARGES SUMMARIZED FOR ENTIRE RELATIONSHIP**

Detail of Current Charges	Volume	Rate	Portion of Year	Total Fees
04200 Trustee	1.00	3,750.00	100.00%	\$3,750.00
04200 Trustee	1.00	2,750.00	100.00%	\$2,750.00
<b>Subtotal Administration Fees - In Advance 02/01/2021 - 01/31/2022</b>				<b>\$6,500.00</b>
Incidental Expenses	6,500.00	0.0775		\$503.75
<b>Subtotal Incidental Expenses</b>				<b>\$503.75</b>
<b>TOTAL AMOUNT DUE</b>				<b>\$7,003.75</b>

The fees shown on this invoice are reflective of the most recent fee schedule or notice of fee adjustment provided by U.S. Bank.





# INVOICE



Customer #: P07800  
Customer PO #: NA

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Poinciana West Community Dev. Dist.  
6200 Lee Vista Blvd.  
Suite 300  
Orlando, FL 32822-5149  
Stacie Vanderflit

Invoice #: 001014525  
Invoice Date: 03/15/21  
Terms: Net 30 Days  
Due Date: 04/14/21

1-5  
320 538 471

Agreement no 1000002502

Consultant Cherrief Jackson

Description	Total
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CLARKE ENVIRONMENTAL MOSQUITO MANAGEMENT SERVICE

W9's can be found on our website at [www.clarke.com](http://www.clarke.com)

Service for March 2021

Order total

1,983.33

Clarke Environmental Mosquito Management, Inc. is a Clarke Company

\*\*\* We accept ACH Payments \*\*\*

Total:

1,983.33

Clarke will charge applicable sales taxes unless a valid exemption certificate is Emailed to: [accountsreceivable@clarke.com](mailto:accountsreceivable@clarke.com) or faxed to: 630-672-7439

Helping make communities around the world more livable, safe and comfortable.

a



# INVOICE



Customer #: P07800

Customer PO #: NA

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Poinciana West Community Dev. Dist.

6200 Lee Vista Blvd.

Suite 300

Orlando, FL 32822-5149

Stacie Vanderfil

Invoice #: 001014694

Invoice Date: 04/15/21

Terms: Net 30 Days

Due Date: 05/14/21

1-5  
320 538 471

Agreement no 1000002502

Consultant Cherrief Jackson

Description	Total
-------------	-------

CLARKE ENVIRONMENTAL MOSQUITO MANAGEMENT SERVICE

W9's can be found on our website at [www.clarke.com](http://www.clarke.com)

Service for April 2021

Order total

1,983.33

Clarke Environmental Mosquito Management, Inc. is a Clarke Company

\*\*\* We accept ACH Payments \*\*\*

Total:

1,983.33

Clarke will charge applicable sales taxes unless a valid exemption certificate is Emailed to: [accountsreceivable@clarke.com](mailto:accountsreceivable@clarke.com) or faxed to: 630-672-7439

*Helping make communities around the world more livable, safe and comfortable.*



# INVOICE

www.clarke.com  
TOLL-FREE: 800-323-5727  
PHONE: 630-694-2000  
AR Email: accountsreceivable@clarke.com  
AR Dept. Ext.: 3139



Customer #: 088096  
Customer PO #: NA

Invoice #: 000008724  
Invoice Date: 04/15/21  
Terms: Net 30 Days  
Due Date: 05/14/21

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Poinciana West Community Dev. Dist.  
6200 Lee Vista Blvd.  
Suite 300  
Orlando, FL 32822-5149

Stacie Vanderbilt

1-20  
320 538 47

Agreement no 1000002499

Consultant Tim Gardner

Description	Total
-------------	-------

CLARKE AQUATIC MAINTENANCE SERVICES

W9's can be found on our website at [www.clarke.com](http://www.clarke.com)

Service for April 2021  
Invoice 7 of 12  
Invoice Due April 2021

Order total:

4,750.00

Clarke Aquatic Services, Inc. is a Clarke Company

\*\*\* We accept ACH Payments \*\*\*

Total:

4,750.00

Clarke will charge applicable sales taxes unless a valid exemption certificate is Emailed to: [accountsreceivable@clarke.com](mailto:accountsreceivable@clarke.com) or faxed to: 630-672-7439

*Helping make communities around the world more livable, safe and comfortable.*



**INVOICE**

www.clarke.com  
TOLL-FREE: 800-323-5727  
PHONE: 630-894-2000  
AR Email: accountsreceivable@clarke.com  
AR Dept. Ext.: 3139



Customer #: 088096  
Customer PO #: NA

Invoice #: 000008384  
Invoice Date: 03/15/21  
Terms: Net 30 Days  
Due Date: 04/14/21

B  
I Poinciana West Community Dev. Dist.  
L 6200 Lee Vista Blvd.  
L Suite 300  
T Orlando, FL 32822-5149  
O Stacie Vanderbilt

**RECEIVED**

1-20 APR 26 2021  
320 538 47

Agreement no 1000002499

Consultant Tim Gardner

Description	Total
-------------	-------

CLARKE AQUATIC MAINTENANCE SERVICES

W9's can be found on our website at [www.clarke.com](http://www.clarke.com)

Service for March 2021  
Invoice 6 of 12  
Invoice Due March 2021

**Order total: 4,750.00**

Clarke Aquatic Services, Inc. is a Clarke Company

*** We accept ACH Payments ***	<b>Total: 4,750.00</b>
--------------------------------	------------------------

Clarke will charge applicable sales taxes unless a valid exemption certificate is Emailed to: [accountsreceivable@clarke.com](mailto:accountsreceivable@clarke.com) or faxed to: 630-672-7439



**RECEIVED**

MAY 03 2021

**Clark & Albaugh, LLP**  
700 W. Morse Blvd., Suite 101  
Winter Park, Florida 32789

1-33  
310 513 315

Phone: (407) 647-7600

Fax: (407) 647-7622

Poinciana West Community Development District  
6200 Lee Vista Blvd., Suite 300  
Orlando, FL 32822

May 1, 2021

**Attention:** George S. Flint, District Manager

File # 7784-001  
Invoice # 17474

**RE:** General matters

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Apr-01-21	Research pertaining to SB 72 and its application to CDDs.	0.10	28.50	MEA
Apr-02-21	Drafting memorandum evaluating CDD's liability protections afforded by SB 72.	0.10	28.50	MEA
	Totals	0.20	\$57.00	
	<b>Total Fee &amp; Disbursements</b>			<b>\$57.00</b>
	Previous Balance			1,170.00
	Previous Payments			1,170.00
	<b>Balance Now Due</b>			<b>\$57.00</b>

TAX ID Number 26-1572385


**floralawn2, LLC**

Premier Lawn &amp; Pest

 P.O. Box 91597  
 Lakeland, FL 33804

# Invoice

Date	Invoice #
5/1/2021	6467

<b>Bill To</b>
Poinciana West Community Development Dist c/o Governmental Management Services Central Florida, LLC 9145 Narcoossee Road Suite A206 Orlando, FL 32827

**RECEIVED**

MAY 03 2021

 1-7  
 320 538 462

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
1	Monthly Lawn Maintenance per original contract - November 2016 - Poinciana West CDD  Billing for May 2021	4,691.16	4,691.16

Thank you for your business.

**Total**

\$4,691.16

Corporate Office	Solivita Fax	E-mail	Web Site
(863) 668-0494	(863) 225-9565	info@floralawn.com <sup>32</sup>	www.floralawn.com



# INVOICE

Orlando T 407.423.8398  
618 E. South Street, Suite 700 F 407.843.1070  
Orlando, FL 32801

1-16  
310 513 311

George Flint  
Governmental Management Services  
1408 Hamlin Ave Unit E  
St. Cloud, FL 34771

May 4, 2021  
Project No: A171207.00  
Invoice No: 2162249

Project A171207.00 Poinciana West Community Development District Engineering Services

**Professional Services Through April 24, 2021**

Task 005 2021 General Support  
Sub-Task 001 COM

**Professional Personnel**

	Hours	Rate	Amount
Principal			
Leo, Kathleen	1.00	320.00	320.00
Totals	1.00		320.00
<b>Total Labor</b>			<b>320.00</b>
<b>Total this Sub-Task</b>			<b>\$320.00</b>
<b>Total this Task</b>			<b>\$320.00</b>
<b>Total this Invoice</b>			<b>\$320.00</b>

**Outstanding Invoices**

Number	Date	Balance
2161244	4/6/2021	1,010.40
<b>Total</b>		<b>1,010.40</b>

RECEIVED

MAY 06 2021

Project	A171207.00	Poinciana West Community Development Dis	Invoice	2162249
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## Billing Backup

GAI Consultants, Inc.

Invoice 2162249 Dated 5/4/2021

Tuesday, May 4, 2021

11:53:39 AM

Project	A171207.00	Poinciana West Community Development District Engineering Services
Task	005	2021 General Support
Sub-Task	001	COM

### Professional Personnel

			Hours	Rate	Amount
Principal					
04136	Leo, Kathleen	3/30/2021	1.00	320.00	320.00
	Polk Co Workshop				
	Totals		1.00		320.00
	<b>Total Labor</b>				<b>320.00</b>

**Total this Sub-Task \$320.00**

**Total this Task \$320.00**

**Total this Project \$320.00**

**Total this Report \$320.00**

## SECTION 2

***Poinciana West***  
***Community Development District***

***Unaudited Financial Reporting***  
***March 31, 2021***



# Table of Contents

1	<u>Balance Sheet</u>
2	<u>General Fund</u>
3	<u>Debt Service</u>
4	<u>Month to Month</u>
5	<u>Assessment Receipt Schedule</u>

**Poinciana West**  
**Community Development District**  
**Combined Balance Sheet**  
**March 31, 2021**

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Totals Governmental Funds</i>
<b>Assets:</b>			
<u>Cash</u>			
Operating Account - Suntrust	\$ 282,058	\$ -	\$ 282,058
Money Market Account	\$ 493,307	\$ -	\$ 493,307
Due From General Fund	\$ -	\$ 15,320	\$ 15,320
<u>Investments</u>			
Series 2017			
Reserve R1	\$ -	\$ 392,347	\$ 392,347
Reserve R2	\$ -	\$ 121,829	\$ 121,829
Revenue	\$ -	\$ 1,004,087	\$ 1,004,087
Redemption R1	\$ -	\$ 11,280	\$ 11,280
Redemption R2	\$ -	\$ 27,899	\$ 27,899
<b>Total Assets</b>	<b>\$ 775,365</b>	<b>\$ 1,572,761</b>	<b>\$ 2,348,126</b>
<b>Liabilities:</b>			
Accounts Payable	\$ 16,845	\$ -	\$ 16,845
Due to Debt Service	\$ 15,320	\$ -	\$ 15,320
<b>Total Liabilities</b>	<b>\$ 32,165</b>	<b>\$ -</b>	<b>\$ 32,165</b>
<b>Fund Balances:</b>			
Unassigned	\$ 678,045	\$ -	\$ 678,045
Operating Reserves	\$ 65,156	\$ -	\$ 65,156
Debt Service	\$ -	\$ 1,572,761	\$ 1,572,761
<b>Total Fund Balances</b>	<b>\$ 743,201</b>	<b>\$ 1,572,761</b>	<b>\$ 2,315,961</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 775,365</b>	<b>\$ 1,572,761</b>	<b>\$ 2,348,126</b>



**Poinciana West**  
**Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2021**

	Adopted Budget	Prorated Budget Thru 03/31/21	Actual Thru 03/31/21	Variance
<b>Revenues</b>				
Special Assessments - Tax Collector	\$ 291,294	\$ 283,340	\$ 283,340	\$ -
Interest	\$ 1,000	\$ 500	\$ 268	\$ (232)
<b>Total Revenues</b>	<b>\$ 292,294</b>	<b>\$ 283,840</b>	<b>\$ 283,608</b>	<b>\$ (232)</b>
<b>Expenditures:</b>				
<b>General &amp; Administrative:</b>				
Supervisors Fees	\$ 6,000	\$ 3,000	\$ 800	\$ 2,200
FICA Expense	\$ 459	\$ 230	\$ 61	\$ 168
Engineering	\$ 15,000	\$ 7,500	\$ 1,010	\$ 6,490
Attorney	\$ 30,000	\$ 15,000	\$ 2,507	\$ 12,494
Arbitrage	\$ 450	\$ 450	\$ 450	\$ -
Dissemination	\$ 5,500	\$ 2,750	\$ 2,700	\$ 50
Annual Audit	\$ 3,415	\$ -	\$ -	\$ -
Trustee Fees	\$ 7,050	\$ 7,050	\$ 7,004	\$ 46
Assessment Administration	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Management Fees	\$ 45,000	\$ 22,500	\$ 22,500	\$ -
Information Technology	\$ 1,500	\$ 750	\$ 750	\$ -
Telephone	\$ 100	\$ 50	\$ -	\$ 50
Postage	\$ 1,250	\$ 625	\$ 112	\$ 513
Printing & Binding	\$ 1,000	\$ 500	\$ 4	\$ 496
Insurance	\$ 7,700	\$ 7,700	\$ 7,351	\$ 349
Legal Advertising	\$ 2,500	\$ 1,250	\$ 589	\$ 661
Other Current Charges	\$ 1,000	\$ 500	\$ 412	\$ 88
Office Supplies	\$ 300	\$ 150	\$ 1	\$ 149
Property Appraiser	\$ 3,100	\$ 1,550	\$ -	\$ 1,550
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
<b>Total General &amp; Administrative:</b>	<b>\$ 136,499</b>	<b>\$ 76,730</b>	<b>\$ 51,426</b>	<b>\$ 25,304</b>
<b>Operations and Maintenance Expenses</b>				
<b>Maintenance:</b>				
Field Services	\$ 10,000	\$ 5,000	\$ 5,000	\$ 0
Landscape Maintenance	\$ 59,868	\$ 29,934	\$ 28,147	\$ 1,787
Aquatic Control Maintenance	\$ 64,479	\$ 32,240	\$ 28,500	\$ 3,740
Aquatic Midge Management	\$ 30,000	\$ 15,000	\$ 11,900	\$ 3,100
R&M Plant Replacement	\$ 3,000	\$ 1,500	\$ -	\$ 1,500
Storm Structure Repairs	\$ 10,000	\$ 5,000	\$ 150	\$ 4,850
Contingency	\$ 10,000	\$ 5,000	\$ -	\$ 5,000
Capital Outlay	\$ 10,000	\$ -	\$ -	\$ -
<b>Total Operations and Maintenance Expenses</b>	<b>\$ 197,347</b>	<b>\$ 93,673</b>	<b>\$ 73,697</b>	<b>\$ 19,977</b>
<b>Total Expenditures</b>	<b>\$ 333,846</b>	<b>\$ 170,403</b>	<b>\$ 125,123</b>	<b>\$ 45,280</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ (41,552)</b>		<b>\$ 158,485</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 41,552</b>		<b>\$ 519,559</b>	
<b>Fund Balance - Ending</b>	<b>\$ 0</b>		<b>\$ 678,045</b>	

**Poinciana West**  
**Community Development District**  
**Debt Service Fund Series 2016**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2021**

	Adopted Budget	Prorated Budget Thru 03/31/21	Actual Thru 03/31/21	Variance
<b>Revenues</b>				
Special Assessments - Tax Collector	\$ 1,048,751	\$ 1,019,402	\$ 1,019,402	\$ -
Special Assessments - Prepayments	\$ -	\$ -	\$ 14,251	\$ 14,251
Interest Income	\$ 1,000	\$ 500	\$ 20	\$ (480)
<b>Total Revenues</b>	<b>\$ 1,049,751</b>	<b>\$ 1,019,902</b>	<b>\$ 1,033,673</b>	<b>\$ 13,771</b>
<b>Expenditures:</b>				
Property Appraiser	\$ 11,200	\$ -	\$ -	\$ -
<b>Series 2017 R-1</b>				
Interest - 11/1	\$ 184,950	\$ 184,950	\$ 184,869	\$ 81
Special Call - 11/1	\$ -	\$ -	\$ 15,000	\$ (15,000)
Principal - 5/1	\$ 415,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 184,950	\$ -	\$ -	\$ -
<b>Series 2017 R-2</b>				
Interest - 11/1	\$ 69,324	\$ 69,324	\$ 69,324	\$ -
Special Call - 11/1	\$ -	\$ -	\$ 5,000	\$ (5,000)
Principal - 5/1	\$ 90,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 69,324	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 1,024,749</b>	<b>\$ 254,274</b>	<b>\$ 274,193</b>	<b>\$ (19,919)</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ 25,002</b>		<b>\$ 759,480</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 287,459</b>		<b>\$ 813,281</b>	
<b>Fund Balance - Ending</b>	<b>\$ 312,461</b>		<b>\$ 1,572,761</b>	

**Poinciana West**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
<b>Revenues</b>													
Special Assessments - Tax Collector	\$ -	\$ 34,450	\$ 216,952	\$ 20,799	\$ 6,794	\$ 4,344	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 283,340
Interest	\$ 42	\$ 41	\$ 47	\$ 49	\$ 44	\$ 44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 268
<b>Total Revenues</b>	<b>\$ 42</b>	<b>\$ 34,492</b>	<b>\$ 217,000</b>	<b>\$ 20,848</b>	<b>\$ 6,838</b>	<b>\$ 4,388</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 283,608</b>
<b>Expenditures:</b>													
<b>General &amp; Administrative:</b>													
Supervisors Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800
FICA Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61
Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,010	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,010
Attorney	\$ 210	\$ 297	\$ -	\$ 830	\$ -	\$ 1,170	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,507
Arbitrage	\$ -	\$ -	\$ -	\$ -	\$ 450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450
Dissemination	\$ 617	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,700
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trustee Fees	\$ -	\$ -	\$ -	\$ -	\$ 7,004	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,004
Assessment Administration	\$ 5,000	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,500
Management Fees	\$ 3,750	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Information Technology	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750
Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage	\$ 1	\$ 27	\$ 5	\$ 3	\$ 2	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 112
Printing & Binding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4
Insurance	\$ 7,351	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,351
Legal Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 589	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 589
Other Current Charges	\$ 49	\$ 46	\$ 49	\$ 50	\$ 46	\$ 173	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 412
Office Supplies	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0
Property Appraiser	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
<b>Total General &amp; Administrative:</b>	<b>17,277</b>	<b>4,661</b>	<b>4,346</b>	<b>5,174</b>	<b>11,793</b>	<b>8,174</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>51,426</b>
<b>Operations and Maintenance Expenses</b>													
<b>Maintenance:</b>													
Field Services	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Landscape Maintenance	\$ 4,691	\$ 4,691	\$ 4,691	\$ 4,691	\$ 4,691	\$ 4,691	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,147
Aquatic Control Maintenance	\$ 4,821	\$ 4,679	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,500
Aquatic Midge Management	\$ 1,983	\$ 1,983	\$ 1,983	\$ 1,983	\$ 1,983	\$ 1,983	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,900
R&M Plant Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Storm Structure Repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Operations and Maintenance Expenses</b>	<b>\$ 12,329</b>	<b>\$ 12,187</b>	<b>\$ 12,258</b>	<b>\$ 12,258</b>	<b>\$ 12,258</b>	<b>\$ 12,408</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>73,697</b>
<b>Total Expenditures</b>	<b>\$ 29,606</b>	<b>\$ 16,848</b>	<b>\$ 16,604</b>	<b>\$ 17,432</b>	<b>\$ 24,051</b>	<b>\$ 20,582</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>125,123</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ (29,564)</b>	<b>\$ 17,644</b>	<b>\$ 200,396</b>	<b>\$ 3,416</b>	<b>\$ (17,213)</b>	<b>\$ (16,194)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>153,485</b>

**Poinciana West**  
Community Development District  
Special Assessment Receipts  
Fiscal Year 2021

**MAINTENANCE ASSESSMENTS**

Gross Assessments \$ 309,892.74  
Certified Net Assessments \$ 288,200.25  
100.00%

Date	Distribution	Gross Assessments			Interest Income	Net Assessments	
		Received	Discounts/Penalties	Commissions Paid		Received	General Fund
11/16/20	ACH	\$1,492.56	(\$59.68)	(\$28.66)	\$0.00	\$1,404.22	\$1,404.22
11/20/20	ACH	\$4,766.82	(\$241.12)	(\$90.51)	\$0.00	\$4,435.19	\$4,435.19
11/23/20	ACH	\$30,410.91	(\$1,215.98)	(\$583.90)	\$0.00	\$28,611.03	\$28,611.03
12/01/20	ACH	\$40,672.26	(\$1,626.28)	(\$780.92)	\$0.00	\$38,265.06	\$38,265.06
12/11/20	ACH	\$55,411.29	(\$2,215.62)	(\$1,063.91)	\$0.00	\$52,131.76	\$52,131.76
12/18/20	ACH	\$134,516.97	(\$5,378.66)	(\$2,582.77)	\$0.00	\$126,555.54	\$126,555.54
01/15/21	ACH	\$21,892.99	(\$669.57)	(\$424.47)	\$0.00	\$20,798.95	\$20,798.95
02/01/21	ACH	\$0.00	\$0.00	\$0.00	\$18.33	\$18.33	\$18.33
02/16/21	ACH	\$7,043.94	(\$129.64)	(\$138.29)	\$0.00	\$6,776.01	\$6,776.01
03/15/21	ACH	\$4,479.21	(\$46.73)	(\$88.65)	\$0.00	\$4,343.83	\$4,343.83
<b>Total Collected</b>		<b>\$ 300,686.95</b>	<b>\$ (11,583.28)</b>	<b>\$ (5,782.08)</b>	<b>\$ 18.33</b>	<b>\$ 283,339.92</b>	<b>\$ 283,339.92</b>
<b>Percentage Collected</b>							<b>98%</b>

**DEBT SERVICE ASSESSMENTS**

Gross Assessments \$ 1,115,692.50  
Certified Net Assessments \$ 1,037,594.02  
100%

Date	Distribution	Gross Assessments			Interest Income	Net Assessments	
		Received	Discounts/Penalties	Commissions Paid		Received	Debt Service Fund
11/16/20	ACH	\$4,806.06	(\$192.22)	(\$92.28)	\$0.00	\$4,521.56	\$4,521.56
11/20/20	ACH	\$17,541.92	(\$887.44)	(\$333.09)	\$0.00	\$16,321.39	\$16,321.39
11/23/20	ACH	\$107,793.06	(\$4,311.22)	(\$2,069.64)	\$0.00	\$101,412.20	\$101,412.20
12/01/20	ACH	\$142,808.64	(\$5,711.68)	(\$2,741.94)	\$0.00	\$134,355.02	\$134,355.02
12/11/20	ACH	\$199,794.78	(\$7,990.86)	(\$3,836.08)	\$0.00	\$187,967.84	\$187,967.84
12/18/20	ACH	\$488,158.38	(\$19,524.06)	(\$9,372.69)	\$0.00	\$459,261.63	\$459,261.63
01/15/21	ACH	\$79,192.59	(\$2,415.42)	(\$1,535.54)	\$0.00	\$75,241.63	\$75,241.63
02/01/21	ACH	\$0.00	\$0.00	\$0.00	\$65.83	\$65.83	\$65.83
02/16/21	ACH	\$25,921.75	(\$477.19)	(\$508.89)	\$0.00	\$24,935.67	\$24,935.67
03/15/21	ACH	\$15,797.03	(\$164.82)	(\$312.64)	\$0.00	\$15,319.57	\$15,319.57
<b>Total Collected</b>		<b>\$ 1,081,814.21</b>	<b>\$ (41,674.91)</b>	<b>\$ (20,802.79)</b>	<b>\$ 65.83</b>	<b>\$ 1,019,402.34</b>	<b>\$ 1,019,402.34</b>
<b>Percentage Collected</b>							<b>98%</b>

## SECTION 3



April 27, 2021

Stacie Vanderbilt – Recording Secretary  
Poinciana West Community Dev. District  
219 E. Livingston Street  
Orlando, Florida 32801-1508

**RE: Poinciana West Community Development District Registered Voters**

Dear Ms. Vanderbilt,

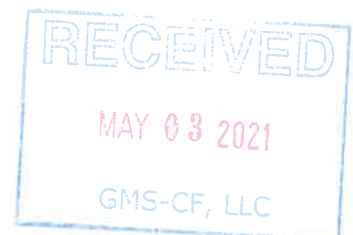
In response to your request, there are currently **2,524** voters within the Poinciana West Community Development District. This number of registered voters in said District is as of **April 15, 2021**.

Please do not hesitate to contact us if we can be of further assistance.

Sincerely,

A handwritten signature in black ink that reads "Lori Edwards".

Lori Edwards  
Supervisor of Elections  
Polk County, Florida



P.O. Box 1460, Bartow, FL 33831  
PHONE: (863) 534-5888 Fax: (863) 845-2718  
**PolkElections.com**

## SECTION D

# SECTION 1



# Poinciana West Community Development District



May 19, 2021  
Clayton Smith - Field Services Manager  
GMS

## Hydrilla Treatments

Figure 1 – Pond Treated for Hydrilla



Figure 2 – Slight Algae bloom due to Hydrilla Treatment



- ✚ Hydrilla treatments appear to be effective.
- ✚ Contractor has identified ponds due for treatment this year.
- ✚ Some Different techniques and approaches are being used this year due to some failed treatments last year.

## Midge Treatment Changes

- ✚ There have been some changes in products available. Therefore, some changes in midge treatments will occur.
- ✚ Program appears to be having positive results.

Figure 6 Chironomid Midge



# Conclusion

For any questions or comments regarding the above information, please contact me by phone at 407-201-1514, or by email at [csmith@gmscfl.com](mailto:csmith@gmscfl.com). Thank you.

Respectfully,  
Clayton Smith



## PW Monthly Treatment Report

Date between : 4/01/2021 and 4/30/2021

Customer Site ID	Treatment Date	Condition/Weeds Treated
4A	4/13/21	Clean
16A	4/13/21	Clean
1	4/12/21	Shoreline Grasses
2	4/12/21	Shoreline Grasses
3	4/22/21	Filamentous
4	4/22/21	Filamentous
5	4/22/21	Clean
6	4/22/21	Filamentous
7	4/12/21	Shoreline Grasses
8	4/12/21	Shoreline Grasses
9	4/12/21	Shoreline Grasses
10	4/12/21	Shoreline Grasses
11	4/12/21	Shoreline Grasses
12	4/12/21	Shoreline Grasses
13	4/13/21	Shoreline Grasses
15	4/28/21	Clean
16	4/28/21	Clean
17	4/28/21	Clean
18	4/13/21	Shoreline Grasses
20	4/22/21	Filamentous
21	4/22/21	Filamentous
22	4/22/21	Filamentous





Run By: cchallacombe

## All Services By Customer Summary

Page 1 of 1  
Monday, May 03, 2021  
12:59:21 PM

Poinciana West Community Dev. Dist. (P07800)

Filter Date between 04/01/2021 and 04/30/2021

Customer	Work Type	Service Item	Service Item Description	Start Date	End Date	Used Quantity	Unit Of Measure
P07800 - Poinciana West Community Dev. Dist.	Municipal Back Dust	KIS1769 - Midge BP Abate Pellets		04/12/2021	04/12/2021	6.50	acr
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2715 - Blomist 4+4 ATV/ULV		04/02/2021	04/02/2021	2.40	mi
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2827 - Blomist 4+4 Truck ULV		04/05/2021	04/05/2021	2.20	mi
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2827 - Blomist 4+4 Truck ULV		04/12/2021	04/12/2021	2.20	mi
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2827 - Blomist 4+4 Truck ULV		04/19/2021	04/19/2021	2.10	mi
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2827 - Blomist 4+4 Truck ULV		04/26/2021	04/26/2021	2.10	mi
						11.00	
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2715 - Blomist 4+4 ATV/ULV		04/08/2021	04/08/2021	2.50	mi
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2715 - Blomist 4+4 ATV/ULV		04/15/2021	04/15/2021	2.40	mi
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2715 - Blomist 4+4 ATV/ULV		04/22/2021	04/22/2021	2.40	mi
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2715 - Blomist 4+4 ATV/ULV		04/29/2021	04/29/2021	2.40	mi
						9.70	

## SECTION 2

Customer Complaint Log Poinciana West CDD

Date	Resident	Address	Pond	Complaint	Assigned To	Resolution	Date Resolved
3/24/21	Rochelle Quinn	586 Villa Park Road	P-6	Midge Control	Clayton Smith	Sprayed	3/17/21
3/23/21	Bruce Menzies	532 Villa Park Road	P-6	Midge Control	Clayton Smith	Sprayed	3/17/21
4/1/21	Edward Pahalek	669 Villa Park Road	P-5	Weeds in pond	Clayton Smith	Sprayed	4/8/21
5/5/21	Florence Mazzei	388 Scripps Ranch Rd	P-3	Algae in pond	Clayton Smith	Sprayed	4/8/21
5/10/21	Margaret Ackley	794 Shorehaven Drive	P-D7	Trim Hedges	Clayton Smith	TBD	