

*Poinciana West  
Community Development District*

*Agenda Package*

*March 17, 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

March 10, 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, March 17, 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. Organizational Matters
  - A. Administration of Oaths of Office to Newly Elected Board Members
  - B. Election of Officers
  - C. Consideration of Resolution 2021-01 Electing Officers
4. Public Comment Period on Agenda Items
5. Approval of 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
6. Ratification of Agreements
  - A. First Amendment to Landscape Maintenance Agreement with Floralawn
  - B. Fiscal Year 2020 Auditing Services Agreement with Berger, Toombs, Elam, Gaines & Frank
  - C. Non-Ad Valorem Assessment Administration Agreement with Polk County Property Appraiser
  - D. Data Sharing and Usage Agreement with Polk County Property Appraiser
  - E. E-Verify System Memorandum of Understanding
7. Consideration of Amendment to Aquatic Maintenance Agreement with Clarke
8. Staff Reports
  - A. Attorney
  - B. Engineer

- C. District Manager
  - i. Approval of Check Register
  - ii. Balance Sheet and Income Statement
  - iii. Presentation of Arbitrage Rebate Calculation Report
- D. Field Manager
  - i. Field Manager's Report
  - ii. Customer Complaint Log
- 9. Supervisor's Requests
- 10. General Audience Comments
- 11. Other Business
- 12. Next Meeting Date - May 19, 2021
- 13. Adjournment

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

The third order of business is the Organizational Matters. Section A is the administration of the Oaths of Office to the newly elected Board members and Section B is the election of officers. Section C is the consideration of Resolution 2021-01 electing officers. A copy of the Resolution is enclosed for your review.

The fourth 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 fifth order of business is the approval of minutes. The referenced minutes are enclosed under Sections A-E for your review.

The sixth order of business is the ratification of agreements. The landscape maintenance agreement amendment is enclosed under Section A, the Fiscal Year 2020 auditing agreement is enclosed under Section B, the Property Appraiser agreements are enclosed under Sections C & D and the E-Verify MOU is enclosed under Section E for your review.

The seventh order of business is the consideration of amendment to aquatic maintenance agreement with Clarke. A copy of the proposed amendment is 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 arbitrage rebate calculation report for the Series 2017 bonds. A copy of the report 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*

Tricia Adams  
District Manager

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

Enclosures

# SECTION III

# SECTION C

**RESOLUTION 2021-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
POINCIANA WEST COMMUNITY DEVELOPMENT DISTRICT  
ELECTING THE OFFICERS OF THE DISTRICT AND  
PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Poinciana West Community Development District (the “District”) is a local unit of special purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

**WHEREAS**, the Board of Supervisors of the District (“Board”) desires to elect the Officers of the District.

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

**Section 1.** \_\_\_\_\_ is elected Chairperson.

**Section 2.** \_\_\_\_\_ is elected Vice-Chairperson.

**Section 3.** \_\_\_\_\_ is elected Secretary.

**Section 4.** \_\_\_\_\_ is elected Assistant Secretary.  
\_\_\_\_\_ is elected Assistant Secretary.  
\_\_\_\_\_ is elected Assistant Secretary.  
\_\_\_\_\_ is elected Assistant Secretary.

**Section 5.** \_\_\_\_\_ is elected Treasurer.

**Section 6.** \_\_\_\_\_ is elected Assistant Treasurer.

**Section 7.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this 17th day of March, 2021.

**ATTEST:**

**POINCIANA WEST COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson/Vice-Chairperson



# MINUTES

# SECTION A

MINUTES OF THE JOINT MEETING  
OF THE POINCIANA & POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Poinciana Community Development District and Poinciana West Community Development District was held on Wednesday, January 15, 2020 at 11:00 a.m. in the Starlite Ballroom, 384 Village Drive, Poinciana, Florida.

Present and constituting a quorum of the Poinciana CDD Board were:

Lita Epstein	Chairman
Michael Luddy	Vice Chairman
Tony Reed	Assistant Secretary
Robert Zimbardi	Assistant Secretary
Elizabeth Lambrides	Assistant Secretary

Present and constituting a quorum of the Poinciana West CDD Board were:

Peggy Gregory	Chairman
Roy LaRue	Vice Chairman by phone
Charles W. Case, III	Assistant Secretary
Maneck Master	Assistant Secretary
Joseph Clark	Assistant Secretary

Also present were:

George Flint	District Manager
Jan Carpenter	Poinciana CDD District Counsel
Scott Clark	Poinciana West CDD District Counsel
Kathy Leo	District Engineer
Clayton Smith	Field Manager
Tricia Adams	GMS
Residents	

*The following is a summary of the discussions and actions taken at the January 15, 2020 Joint Meeting of the Poinciana CDD and the Poinciana West CDD Board of Supervisors.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

**A. Poinciana CDD**

January 15, 2020

Poinciana CDD and Poinciana West CDD

Ms. Epstein called the Poinciana CDD meeting to order. Board Members introduced themselves and a quorum was established.

**B. Poinciana West CDD**

Ms. Gregory called the Poinciana West CDD meeting to order. Board Members introduced themselves and a quorum was established.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Public Comment Period on Agenda Items**

There being none, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Discussion of Potential Merger of Poinciana CDD and Poinciana West CDD**

Mr. Flint stated the purpose of this joint meeting was to discuss the potential merger. A memorandum was prepared by prior District Counsel for both Districts.

**A. Poinciana CDD**

**B. Poinciana West CDD**

Ms. Gregory stated the Poinciana West CDD believed it was a good idea to consider the merger but it was in their best interest to table the merger until after the November 2020 General Election because three seats were up for election. Since it is already January, there may not be enough time to complete the merger before the General Election. The West also had new Counsel. Mr. Clark recalled the last two mergers approved in Tallahassee took 11 to 12 months from the date of the filing of the petition to adoption of the final rule. In addition, a bill was filed last week in the legislature, transferring approval to the Department of Economic Opportunity. If it passed, there would be some interruption in the process or having to refile with a different department. Ms. Carpenter concurred, noting if the Districts did not merge now, they would not know how long the transition would take if the legislature passed the bill. So she hoped to file it quickly before the election or before the legislation goes into effect. Discussion ensued and the Board questioned the following:

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Poinciana CDD and Poinciana West CDD

- *Do you think there is a realistic possibility of merging prior to this legislation being adopted?* Ms. Carpenter stated that a recent expansion took a year, but a merger could take less time if the filing was ready and Polk County did not desire a separate hearing. The process involves filing a petition with the Florida Land and Water Adjudicatory Commission (FLWAC) and Polk County has the ability to also request a hearing. The goal is to get this on the first possible agenda and get it published.
- *Is it prudent to merge right now, since the election cycle was imminent; if there were new Board Members, there might be some change in direction.* Ms. Epstein recalled the documentation would designate the seats as part of the filing process.
- *With the estimated savings are also the costs of merger which are estimated in the \$100,000 range. What is the risk if there are legislative changes or if it is not completed by election.* Ms. Carpenter indicated \$30,000 of the \$100,000 were filing fees that would carry over to a new department. A new Board could withdraw the application if it was not completed. Mr. Case wanted to wait until after the election.
- *What is the situation with the bonds? Do bondholders have to be notified?* Ms. Carpenter would notify the bondholders; however, assessments supporting the bonds would not change. The obligation to pay would be assumed by the merged District. Mr. Clark noted it would be different for each District and there was a provision in the Poinciana West CDD indenture that concerned him and may require bondholder consent.

Mr. Zimbardi felt the Board should proceed with the merger judiciously and not waste money, as there was \$7,000 per month in duplicate costs by having two separate Boards and postponing until the election would be a waste of time. The Districts should move forward and verify the application will be grandfathered under the current system. Mr. LaRue disagreed with moving forward immediately as there were attorney's fees, which would not be recoverable if there was a change of direction after the election. Mr. LaRue stated the savings were actually \$6,000 per month but future Board members may not agree with the merger. Mr. Zimbardi believed most residents agreed with the merger, as they wanted the cost savings as soon as possible. Dr. Master stated that he agreed to voluntarily give up his seat in November if need be;

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however, instead of looking at the budgeted numbers, it is not clear the numbers are substantiated and that there would be engineering savings, for example. Boards should look at actual spending and estimate savings from there. Ms. Epstein asked Mr. Flint to discuss the numbers. Mr. Flint highlighted the following:

- For Supervisor Fees, 12 meetings were advertised for the Poinciana CDD and six meetings for the Poinciana West CDD.
  - Dr. Master recalled the Poinciana West CDD Board took action to reduce the number of meetings from 12 to 6, which reduced their budget by \$6,000. If Poinciana wanted to reduce costs, they should reduce their meetings.
  - Mr. Flint stated the analysis assumed meeting 12 times, but there would only be one Board meeting 12 times.
  - Ms. Epstein pointed out the Poinciana CDD Board planned for 12 meetings with the idea of cancelling if there were no items, but Poinciana had more ponds and issues than Poinciana West.
- There is one Dissemination Agent and fee versus two agreements.
- District Management is estimated to be about 2/3rds of the combined existing contracts. There would also be savings in advertising, printing and binding, advertising, auditing and insurance. However, there was no savings in Trustee Fees.
- Engineering would decrease due to the engineer attending less meetings and completing one Annual Report versus two.
- The prior estimate on the fees to merge was \$80,000 to \$120,000. During recent review it was narrowed down to \$100,000 in costs.
  - Mr. LaRue requested a detailed breakdown on the expenses because the numbers are not substantiated. Dr. Master stated whether there were one or two attorneys was immaterial. Ms. Epstein disagreed as each Board had their own attorney. Mr. LaRue wanted to get an idea of whether they were meeting the proposed cost budget for attorney's fees as well as other estimated fees. *There was Board consensus for Mr. Flint to provide a fee breakdown.*

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Poinciana CDD and Poinciana West CDD

Ms. Gregory asked if each District would pay \$15,000 for filing fees and preliminary documents, whether there was going to be four hearings or six hearings and what transpired from the time the Merger Agreement was filed that was so costly. Ms. Carpenter would provide a written summary, but it was a straightforward process.

1. The attorney would get information from the District Engineer and file with the \$15,000 fee to the state and Polk County.
2. Once filed, it would be handled by the Administrative Attorney. They sometimes have minor questions or request amended exhibits or more explanation. The time depends on the reviewer and FLWAC staff.
3. Once they had the petition and were comfortable with it, they would assign an Administrative Hearing Judge and hold a publicly noticed hearing. The attorneys must prepare for it, have proposed orders and testimony. Polk County also has the ability to hold a hearing, which would incur additional fees and notices. The timing depends on how quickly the Hearing Officer was appointed and how quickly the Hearing Officer can get to the area.
4. After the hearing, the Hearing Officer would provide an order to the attorneys. The attorneys would either accept everything or make changes and forward to FLWAC for their hearing with the Governor and Cabinet. It must be noticed in the state legislative notice, Florida Law Weekly. The hearing would be a rulemaking hearing.
5. Once the rule is enacted at the rulemaking and published, they must wait for the appeal period and then the merger is final. If it was assigned to a judge, it could happen in a couple of months or drag on for a year if it gets assigned to different people.

Mr. Case stated every member was anxious and willing and knows there is substantial savings of \$70,000 to \$80,000 or \$60,000, but it would cost \$100,000 plus or minus to go through the process. Both Boards must decide as a group, when they wanted to start spending money, whether they wanted to wait 10 months to solidify the Boards, knowing there were adequate time frames to go through the process. What happens if Board Members are not elected again?

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Poinciana CDD and Poinciana West CDD

Mr. Luddy did not think they would get hard numbers, so the Board must deal with estimates. Dr. Master stated he did not want hard numbers. Mr. LaRue suggested assigning a fee to spend on each task such as legal fees for a particular task. Then they can evaluate at a particular step whether they spent under or over so they could stay on budget. Ms. Lambrides felt whether they did it now or 11 months from now, the costs would be the same and largely based on what the government decides. Dr. Master stated estimates in the 2020 budget were being used to project savings; 2019 actuals should be used, not budgeted amounts. The only savings will be in administrative costs, not maintenance costs. The actual savings may be less and the cost to merge may be more.

Mr. Flint explained they used budget numbers and not actuals. Attorney's fees were hard to estimate because they were based on activity. The rest of the administrative costs, unless they enter into a new insurance policy, were consistent over time. The operational costs were not included because there is no anticipated savings. There would not be savings on Clarke's contract due to the same number of ponds, nor the Floralawn contract or capital repairs. The savings will be on the administrative side.

Ms. Epstein asked if the costs could be based on historical from prior mergers. Mr. Flint stated the actual costs from the last two mergers in other Florida Districts and were in the \$80,000 to \$120,000 range. Mr. LaRue said there should be a breakdown of those costs available. Ms. Lambrides was in favor of merging for the cost savings.

Ms. Gregory thanked Mr. Flint for preparing the cost estimate and felt that the Boards could make changes to it as most costs would be administrative and legal. Her concern is that the savings will take a while to recover and the process is at the mercy of the legislature. She was against merging at this time due to the election, as current Board Members could choose to not run and there could be three new Board members. Ms. Gregory questioned the urgency. Ms. Epstein stated the urgency was to have cost savings as quickly as possible.

Mr. Luddy was in favor of the merger and he did not want to wait until the November election. He questioned whether approval was needed by bondholders for PWCCDD and if that could impede the ability to merge.

Mr. Clark noted a provision in the Poinciana West CDD Trust Indenture, regarding the survival of the corporate entity that needed approval, but not the Poinciana CDD as it was the surviving District. Mr. Clark would consult with Bond Counsel. Mr. Luddy asked if this could



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be resolved by a phone call to the bondholders. Mr. Clark replied no, it is more complicated than that. Ms. Carpenter noted a provision where it was approved with 50% majority. If it was a company that owned the bonds, then it might not be a big deal getting approval, but if there were individual bondholders, it could take some time. Ms. Carpenter would research this matter.

Mr. LaRue stated there are three main objections: 1) more substantiated estimates for cost/ savings should be provided, 2) is bondholder consent required?, and 3) should we wait for the November elections? Ms. Lambrides asked instead of spending more time on cost savings analysis, what annual savings amount would they be comfortable with to merge the Boards. Dr. Master stated it was not only the annual cost savings but the initial costs of the merger that should be taken into consideration. Mr. LaRue stated the estimated savings for each District is about \$36,000 which is less than 10% of budget and is not a huge amount. The attorney fees to merge can add up quickly.

Ms. Epstein wanted to merge due to the cost savings and bringing the community together for making decisions about stormwater system management. Dr. Master indicated that bringing the community together is a different decision than a cost / benefit analysis. Ms. Epstein stated the purpose was to bring the community together.

Dr. Master restated that revised estimates were needed and the merger budget needs to be tracked. Discussion ensued and at the conclusion, Ms. Epstein felt that they were going around in circles and it was clear the Poinciana West CDD still had questions and needed to work through their issues. Therefore, she wanted to wait, until the Poinciana West CDD was ready to have another joint meeting. Discussion ensued regarding the approval process. Mr. Luddy reiterated his concern about the bondholders' approval being the largest stumbling block. Mr. Clark was working on the question and hoped to provide an answer in 30 days. Ms. Gregory pointed out that the Poinciana CDD did not have any potential liability with their bonds, but the Poinciana West CDD did and they wanted to ensure that they were not breaking any laws and could legally merge. Dr. Master stated that there was not enough time to start the merger process now, due to the November election, based on the merger cycle being 12 to 18 months based on experience.

## **FIFTH ORDER OF BUSINESS**

## **General Audience Comments**

Residents addressed the following:

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Poinciana CDD and Poinciana West CDD

- Mr. George Muller of Poinciana West stated there were many estimates and the only definite was the cost savings. If there was a delay, there would be no cost savings.
- Mr. Tom Paul of Poinciana West looks at Poinciana and Poinciana West separately. Poinciana was going to get an increase of \$126,000 and Poinciana West would receive an increase of \$149,000. Ms. Epstein stated those were the current costs. Mr. Paul understood they must pay \$100,000 to save \$72,000. Ms. Epstein explained they would be saving \$72,000 each year going forward. They would have a year-and-a-half to make up the initial cost and would have savings for the next 20 or 30 years.
- Mr. John L (could not understand last name on recording) of Poinciana East stated this is a pivotal point and the merger should happen based on the estimated savings even though there will be costs to merge.
- Ms. Sally Mae of Poinciana West requested the Boards commit to a date to meet. Ms. Epstein did not want to call for another joint meeting until the Poinciana West CDD Board was ready because the March meeting was too close to their election and there were costs to advertise and pay for staff. Mr. Zimbardi suggested assigning tasks. Mr. Clark stated he was already tasked with getting up to speed on the merger and finding out what the issues were, including solutions and trying to create a pathway forward and provide that information to the Board. Mr. Clark and Ms. Carpenter were reviewing the costs to try not to duplicate efforts.

After further discussion, Ms. Carpenter proposed, once Mr. Clark gets his research and was comfortable that the bond issue could be resolved, to work with Mr. Clark on the draft Merger Agreement, circulate to the Boards and prepare the petition. Ms. Gregory stated the Poinciana West CDD would make a decision at their meeting this afternoon. Discussion ensued. Dr. Maneck asked for the estimated saving per homeowner to be estimated which would be \$72,000 divided by the number of households. Mr. Flint stated that number was not calculated but it could easily be done.

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- Mr. Jessie Brooks felt that there was a house divided, even though they wanted a house united, and encouraged the Board to think about the original intent of merging. There needed to be common ground on why to do it and find a way to get it done in the most reasonable and timely way for the greater good of the community.
- Mr. Muller asked how the Boards would pay \$100,000 this year since neither Board budgeted for it. Mr. Flint stated both Boards had adequate reserves.
- Mr. Norm Gundel recalled the Poinciana CDD Board receiving bondholder approval in 2017, as part of the preparation for the amenities bond.

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**SIXTH ORDER OF BUSINESS**

**Adjournment**

**A. Poinciana CDD**

On MOTION by Mr. Reed seconded by Mr. Luddy with all in favor the meeting was adjourned.

**B. Poinciana West CDD**

On MOTION by Mr. Case seconded by Mr. Master with all in favor the meeting was adjourned.

**Poinciana CDD**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

**Poinciana West CDD**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

# SECTION B

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, May 20, 2020 at 9:30 a.m. via Zoom video conferencing, due to the COVID-19 virus.

Present and constituting a quorum were:

Roy LaRue	Vice Chairman
Charles W. Case	Assistant Secretary
Maneck Master	Assistant Secretary
Joseph Clark	Assistant Secretary

Also present were:

George Flint	District Manager
Tricia Adams	GMS
Scott Clark	District Counsel
Kathy Leo	District Engineer
Clayton Smith	Field Manager
Tim Gardner	Clarke Environmental
Residents	

*The following is a summary of the discussions and actions taken at the May 20, 2020 Poinciana West Community Development District's Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. LaRue called the meeting to order and Mr. Flint called the roll. A quorum was established. Ms. Gregory was not present.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Public Comment Period on Agenda Items**

Mr. Flint reported this meeting was being conducted pursuant to the Executive Orders, which were extended, allowing governments to conduct virtual meetings without a physical

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quorum of Board Members present to promote social distancing. Mr. Scott Clark provided legal opinions regarding this matter. The Zoom link and contact information were included in the advertisement for this meeting, so the public could provide comments to the District Manager in advance. A notice was posted on the website and in an e-blast sent by the HOA. There were no public comments.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the January 7, 2020 and January 15, 2020 Meetings**

On MOTION by Mr. Joseph Clark seconded by Mr. LaRue with all in favor the Minutes of the January 7, 2020 Meeting as presented were approved.

Mr. Flint noted on Page 1, “Mr. Case” called the meeting to order, not “Ms. Gregory” and Resident Norm Gundel was a “Florida attorney,” not a “former attorney.”

On MOTION by Mr. Case seconded by Mr. Joseph Clark with all in favor the Minutes of the January 15, 2020 Meeting were approved, as amended.

Mr. LaRue requested the minutes from the joint meeting be included in the next agenda package. Mr. Flint noted typically the joint meeting minutes were included on the next joint meeting agenda; however, there were no joint meetings scheduled.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-03 Designating Registered Agent & Office**

Mr. Flint reported typically the District Manager or District Counsel was designated Registered Agent to serve as a contact point for official communication from the State or in the event of lawsuit. This resolution changes the Registered Agent from Mr. Eckert to Mr. Scott Clark.

On MOTION by Dr. Master seconded by Mr. Joseph Clark with all in favor Resolution 2020-03 Designating Registered Agent and Office was adopted.

**SIXTH ORDER OF BUSINESS**

**Ratification of Settlement Agreement Regarding The Residents’ Amended Motion to Tax Costs**

May 20, 2020

Poinciana West CDD

Mr. Flint reported the Settlement Agreement was already approved and executed by the Chairman. This was only a formality.

On MOTION by Mr. LaRue seconded by Mr. Joseph Clark with all in favor the Settlement Agreement for the residents' amended motion to tax costs was approved.

## **SEVENTH ORDER OF BUSINESS**

### **Consideration of Resolution 2020-04 Approving the Proposed Fiscal Year 2021 Budget and Setting a Public Hearing**

Mr. Flint stated the District was required by Statute prior to June 15<sup>th</sup> of each year to approve the Proposed Budget, attached as Exhibit A, and transmit it to local governments for review and comments; however, the local governments did not have approval authority. This was the start of the budget process and it did not bind the Board from making any changes between now and the public hearing. It contemplates a per unit assessment amount of \$186.57, which was the same as last year. If it increased, there must be additional noticing requirements. The suggested date of the public hearing was July 22, 2020, at 9:30 a.m.

Mr. LaRue voiced concern about the accounting for legal expenses last year because attorney invoices for \$5,000 submitted September and a second for \$10,000 submitted on October 30 which were actually for the previous year's budget. There was also March, April, May, and June legal counsel invoices that were unpaid that were being held. Mr. LaRue requested that the Board is notified if any invoices are being held for review or if any payables are outstanding. Mr. Flint provided some background information for the Board on why the invoices were not promptly paid. In the past, expenses for amenity acquisition were tracked as '*Due from Developer*' in anticipation of Taylor Morrison reimbursing the District; however, there was miscommunication as the invoices for closing out the amenity acquisition were not scheduled to be reimbursed by the Developer. As soon as the District Manager was aware the invoices had been held, they were processed out of the general fund. The current process was for the Chair to review all legal bills prior to payment and Mr. Flint stated he will prepare a revised September 30<sup>th</sup> Statement of Revenue and Expenditures.

Mr. Flint provided an overview of the proposed budget and the date of the public hearing. He reiterated and that expenses were similar to the current year with slight changes. A spreadsheet on fund balances was presented. There is \$54,000 recognized as carry forward for



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the proposed budget. Mr. Flint clarified the amount of fund balance used to balance the budget will be \$13,000. Mr. LaRue requested the fund balance spreadsheet along with the General Fund Budget be sent to the Board.

Ms. Leo clarified the assets the District owned were stormwater ponds and the maintenance was minimal. The Poinciana West CDD was in a better position compared to the Poinciana CDD where there were more repairs as a result of that system being slightly older and catching up on maintenance. With good continued maintenance, there should not be catastrophic failures. Dr. Master noted that assets in the Poinciana West CDD were newer than the Poinciana CDD and there was a higher probability of failures in the Poinciana CDD than Poinciana West. Dr. Master also noted PCDD owns and maintains tunnels including the one under Marigold. Ms. Leo explained the tunnels in the Poinciana CDD were part of the Engineers Report and publicly funded, versus the Poinciana West CDD only owning the stormwater system. Even though the Poinciana CDD had more infrastructure, the risk was no different than the Poinciana West CDD. Mr. Flint anticipated the largest expense was for lake bank restoration for the stormwater systems.

On MOTION by Mr. LaRue seconded by Dr. Master with all in favor Resolution 2020-04 Approving the Proposed Fiscal Year 2021 Budget and Setting a Public Hearing for July 22, 2020, at 9:30 a.m. at this location was adopted.

## **EIGHTH ORDER OF BUSINESS**

### **Appointment of Audit Committee and Chair**

Mr. Flint stated that the District was required to have an annual independent audit. As part of the process of selecting an independent auditor, the Board must designate an Audit Committee to review and rank the audit proposals and provide a recommendation to the CDD Board. Due to a change in the last legislative session, at least one Board Member was required to serve on the Audit Committee. Mr. Flint suggested that the Board appoint itself as the Audit Committee and a Board member as the Chair of the Committee.

On MOTION by Mr. Case seconded by Mr. LaRue appointing the Board as the Audit Committee and Ms. Gregory to serve as Chair was approved.

Mr. Flint announced an Audit Committee meeting would be held after this meeting.

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

Mr. Scott Clark reported that based on direction from the January meeting, he tried to obtain a proposal from Bond Counsel to provide an opinion on whether bondholder approval was necessary to merge the two Districts, but was unsuccessful. In his opinion, the Board made a good decision to delay the merger, due to the current covid situation slowing down government. Mr. Case and other Board Members felt it was unacceptable to not receive a response in three months. Board Members expressed concern about not being notified that there was an issue contacting Bond Counsel. Mr. Flint and Mr. Clark will contact Mr. Bob Gang; if there is no response, they will obtain proposals from other firms for the July meeting. Mr. Clark will inform the Board on the status.

**B. Engineer**

Ms. Leo has had open communication with District and field staff on maintenance matters.

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

Mr. Flint presented the Check Registers from January 9, 2020 through March 9, 2020 totaling \$72,658.05 and March 9, 2020 through May 12, 2020 totaling \$148,870.34.

On MOTION by Mr. Case seconded by Mr. LaRue with all in favor the Check Registers as stated above were approved.

**ii. Balance Sheet and Income Statement**

Mr. Flint presented the Unaudited Financial Statements through April 30, 2020. The District was 99% collected on the on-roll assessments.

On MOTION by Dr. Master seconded by Mr. Joseph Clark with all in favor the unaudited financial statements through April 30, 2020 were approved.

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

Mr. Flint reported AMTEC prepared the Arbitrage Rebate Calculation Report for the Series 2017-1&2 bonds, as required under the Internal Revenue Service Code. There was negative rebate arbitrage of \$264,000.

On MOTION by Mr. Case seconded by Mr. LaRue with all in favor the Arbitrage Rebate Calculation Report was approved.

**iv. Presentation of Number of Registered Voters – 2,480**

Mr. Flint reported according to the Polk County Supervisor of Elections, as of April 15<sup>th</sup>, there were 2,480 registered voters within the boundaries of the District. No action was required by the Board.

**v. Discussion of Qualifying Period and Procedure**

Mr. Flint explained that seats held by Mr. Case, Dr. Master and Mr. Joseph Clark, expired in November. If any qualified electors within the boundaries of the District desired to run for those seats, the process was handled by the Polk County Supervisor of Elections. There was a \$25 filing fee and other qualifying requirements. The qualifying period was set to begin Noon on June 8, 2020 until Noon on June 12, 2020. If only one person qualified, they would be elected unopposed, but if more than one person qualified, they would be placed on the ballot for the November General Election.

**D. Field Manager**

**i. Field Manager's Report**

Mr. Smith presented the Field Manager's Report and a proposal from GMS to stabilize Pond 2 with rip-rap and clear debris from the access control grate on Pond 22, which were included in the agenda package. Mr. LaRue asked if Poinciana West CDD ponds had rip-rap. Mr. Smith confirmed no ponds in Poinciana West had rip-rap, but some ponds in Poinciana had rip-rap. GMS had in-house maintenance staff to address these items. Mr. LaRue requested each picture in Mr. Smith's report have a title and description. Mr. Flint felt the price from Mr. Smith was reasonable.

On MOTION by Mr. LaRue seconded by Dr. Master with all in favor the proposal from GMS to stabilize Pond 2 with rip-rap and clear debris from the access control grate on Pond 22 in the amount of \$1957.82 was approved.

Discussion ensued and the Board addressed the following issues:

- Mr. Case questioned how long the algae would last. Mr. Smith stated it depends on the bloom. Once identified, the treatment starts and there were subsequent treatments every two weeks.

Mr. Tim Gardner of Clarke Environmental explained contributing factors to algae blooms. Algae can be worse because of how shallow the ponds have been. Hydrilla took hold early in the year. Hydrilla treatments were more effective when they are at a particular growth stage to get the best results. Twenty-four ponds were treated for hydrilla earlier this month and follow up treatments were now taking place. Over the next few weeks, there should be improvement. Mr. Flint believed the low rainfall levels over the winter and hot temperatures created issues. Mr. Smith was performing spot checks. Once he was notified of a problem in a pond, the pond was checked regularly, and Clarke would treat it every two weeks until the problem was resolved. If residents had a problem with their pond, they should call him.

- Instead of waiting for complaints, Mr. Case wanted Mr. Smith to be more proactive by communicating with Clarke.
- Mr. LaRue reported Pond 9 was in bad shape and voiced concern that if was treated too much it would cause a fish kill. Mr. Gardner stated it could not be treated too much because the application is regulated. They routinely check oxygen levels and if they were not safe enough, they would not treat it.
- Mr. LaRue asked if the PW Monthly Treatment Report could be sorted by sequential pond numbers. Mr. Gardner would look into it.

## ii. Customer Complaint Log

Mr. Smith presented the Customer Complaint Log. Mr. LaRue requested customer contact information be removed.

## TENTH ORDER OF BUSINESS

## Supervisor's Requests

There being none, the next item followed.

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**ELEVENTH ORDER OF BUSINESS**

**General Audience Comments**

Mr. Norm Gundel (419 Fountain Valley Ln) believed Mr. Gang was not replying because when Mr. Gang worked on the amenity acquisition transaction, he was not paid because the bond was never issued. Mr. Case stated Mr. Gang agreed to this when he was engaged and if Mr. Gang did not respond, he would not be representing the District. Mr. Gundel recalled the Poinciana CDD had to get bondholder approval and it was easy to secure. Mr. Joseph Clark asked Mr. Scott Clark to verify number of bondholders needed for consent. Mr. Scott Clark stated the Underwriter could say whether the bonds were held by a few entities or many people.

**TWELFTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**THIRTEENTH ORDER OF BUSINESS**

**Next Meeting Date – July 22, 2020**

Mr. Flint announced that the next meeting was on July 22, 2020 at 9:30 a.m., a week later than normal.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

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

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

# SECTION C

MINUTES OF MEETING  
POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT

The Audit Committee meeting of the Board of Supervisors of the Poinciana West Community Development District was held on Wednesday, May 20, 2020 at 10:45 a.m. via Zoom video conferencing, due to the COVID-19 virus.

Present were:

Roy LaRue  
Charles W. Case  
Maneck Master  
Joseph Clark  
George Flint  
Tricia Adams  
Scott Clark  
Residents

*The following is a summary of the discussions and actions taken at the May 20, 2018 Poinciana West Community Development District's Audit Committee Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the Audit Committee meeting to order at 10:45 a.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Audit Services**

**A. Approval of Request for Proposals and Selection Criteria**

Mr. Flint presented the Instructions to Proposers, which was included in the agenda package. It was the standard document used in the past and was for five-year pricing. Typical pricing was for three years. There was also selection criteria. The Board had the discretion to request pricing, which was recommended by staff. Mr. Joseph Clark wanted to rank by price.

On MOTION by Mr. Joseph Clark seconded by Dr. Masters with all in favor the notice for Request for Proposals for audit services was approved.

**B. Approval of Notice of Request for Proposals for Audit Services**

On MOTION by Mr. LaRue seconded by Mr. Joseph Clark with all in favor the Request for Proposals and Selection Criteria was approved.

**C. Public Announcement of Opportunity to Provide Audit Services**

Mr. Flint announced the notice of RFP would be published in the newspaper and sent to five or six firms, so any qualified firms could provide independent auditing services to the District. There were instructions in the notice on how to respond. Any responses would be brought before the Board when they were sitting as the Audit Committee. The Audit Committee would rank the firms and the Board would make a decision.

Mr. Case recognized Ms. Adams for doing a great job. Mr. LaRue noted this demonstrated the capability to have Supervisors call into the meeting and questioned whether this meeting was recorded. Mr. Flint stated Zoom recorded the audio, which would be utilized by the transcriptionist to transcribe the minutes. The video must be edited. The HOA typically videotaped the meetings and placed on the HOA website. At the Board’s request, Mr. Flint would share the video of this meeting with the HOA.

**FOURTH ORDER OF BUSINESS**

**Adjournment**

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

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Chair



# SECTION D

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, July 22, 2020 at 9:50 a.m. via Zoom video conferencing, due to COVID-19.

Present and constituting a quorum were:

Peggy Gregory	Chair
Roy LaRue	Vice Chairman
Charles W. Case	Assistant Secretary
Maneck Master	Assistant Secretary
Joseph Clark	Assistant Secretary

Also present were:

George Flint	District Manager
Scott Clark	District Counsel
Kathy Leo	District Engineer
Clayton Smith	Field Manager
Tricia Adams	GMS
Residents	

*The following is a summary of the discussions and actions taken at the July 22, 2020 Poinciana West Community Development District's Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Gregory called the meeting to order and called the roll. A quorum was established.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was not recited due to not having a flag during the Zoom meeting.

**THIRD ORDER OF BUSINESS**

**Public Comment Period on Agenda Items**

Ms. Gregory asked for any public comments on the agenda. Mr. Flint noted that there were 13 attendees on the Zoom call and he asked for any comments. Seeing no raised hands on the Zoom call, the next item followed.

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**FOURTH ORDER OF BUSINESS****Approval of Minutes of the May 20, 2020 Meeting and January 15, 2020 Joint Meeting**

Ms. Gregory presented the May 20, 2020 meeting minutes and the January 15, 2020 joint meeting minutes. Mr. LaRue stated that he was unhappy with the minutes. He pointed out the paragraph on page 3 of the May 20, 2020 minutes that begins with, "Mr. LaRue voiced concern about the amount spent on legal expenses last year." Mr. LaRue stated that during that discussion he was less concerned about legal expenses, but that they were never shown on an ongoing basis.

Mr. LaRue stated it was accurate that George talked about the \$10,000 regarding the amenity acquisition issue, but in reality it was not the close out of the sale. Mr. LaRue noted that it was in reference to the lawsuit with Brenda Taylor and others regarding taxation for costs.

Mr. LaRue pointed out the last sentence of the same paragraph that said, "Mr. LaRue requested the accountant inform the Board about future outstanding bills." Mr. LaRue stated that there was no follow up comment where George agreed that they would do it that way.

Mr. LaRue asked that the minutes be re-written and corrected. He continued to page 4 in the first paragraph, "Ms. Leo clarified the assets of the District..." Mr. LaRue asked where that conversation started. He stated that it started with Dr. Master talking about the Poinciana assets. Mr. LaRue stated that there should be a topic sentence that defines how the conversation started, and then an accurate reflection of what was discussed.

On page 4 in the first paragraph, Mr. LaRue pointed out the sentence, "With good continued maintenance, there should not be catastrophic failures." He stated that he listened to the conversation three times the prior day and that was not in the conversations.

Mr. LaRue requested that after the meeting, there is a two week period where the minutes are typed. After the two weeks, there would be a one week period where the Board could comment and correct the meeting minutes and update them appropriately. After that week is up, then the minutes could be reissued. Mr. LaRue felt that then they could have accurate meeting minutes that were ready for the next meeting. Mr. LaRue also asked for a list of tasks that were assigned.

Ms. Gregory concurred that minutes should be circulated earlier for the Board to review, so the content of the meeting is fresh on the Board's mind. Mr. Flint noted that he had spoken with Mr. LaRue the day prior to the meeting about the minutes, and he had no problem sending draft minutes three weeks after the meeting. That would give the Board a week to review and give staff time to make revisions and have them correct well in advance of the meeting.

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Mr. LaRue inquired about adding a task list to the end of the summary minutes. Mr. Flint suggested putting a task list together, outside of the officially adopted minutes. He noted the task list could be disseminated after each meeting as well. Mr. LaRue stated that the task list should highlight who is assigned and it is part of the summary, and there was no reason it should be split up. Mr. Flint stated that they would put a task list in.

Board consensus was to correct the May 20, 2020 minutes and bring them back on the next meeting agenda for Board approval.

Ms. Gregory asked for comments, corrections, or changes to the January 15, 2020 joint meeting. Dr. Master requested specific inclusion in the joint meeting minutes that the estimated merger savings would be \$1 per household per month. Ms. Gregory stated that these were not audited or substantiated numbers being discussed, they were preliminary figures and estimates. Dr. Master agreed, but still noted that even at the estimate level they were talking about \$1 in savings per lot. Mr. LaRue stated he thought it was important to get the perspective out so residents can understand what the savings will be, which is estimated to be \$1 per household per month.

Mr. Flint noted the difference between verbatim and summary minutes. He stated that one Board member might feel something is important to include, and another Board member might not agree. Mr. Flint suggested sending draft joint meeting minutes to Board members prior to the meetings for them to provide feedback.

Mr. Flint noted that he will revise the January 15, 2020 joint meeting minutes to include Dr. Master's comment, and they would bring the minutes back to the next meeting.

Mr. LaRue asked that the meeting recordings be sent along with the meeting minutes. Mr. Flint agreed to send the recordings with the minutes.

On MOTION by Mr. Case seconded by Mr. LaRue with all in favor, Tabling the January 15, 2020 Joint Meeting Minutes and the May 20, 2020 Board of Supervisor Meeting Minutes, was approved.

## **FIFTH ORDER OF BUSINESS**

### **Public Hearing**

#### **A. Consideration of Resolution 2020-05 Adopting the Fiscal Year 2021 Budget and Relating to the Annual Appropriations**

Ms. Gregory presented Resolution 2020-05 and asked for any questions from the Board. Mr. Flint noted that the Board previously approved the proposed budget in the spring and set today as the date, place, and time for consideration of the final adoption. Mr. Flint stated that it was a

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public hearing, so they would need to open the hearing and take any public comments specific to the budget.

Mr. Flint opened the public hearing and Ms. Gregory asked for any public comments on Resolution 2020-05. No members of the public used the raised hand feature on the Zoom call, and hearing no comments the Board brought the item back for discussion amongst Board members.

Ms. Gregory asked Mr. Flint why there was a \$10,000 capital outlay for aeration systems. Mr. Smith, the field manager, provided an answer and noted that was budgeted in the event the Board decided they would like to go with aerators or fountains, they could. Mr. Smith stated that Poinciana West currently does not have any aeration systems but Poinciana does. Mr. Flint noted it was also a placeholder for any other capital outlay that may come up, it does not specifically need to be used for aerators. Mr. Flint noted if the funds are not used, they carry over into the next year.

Mr. LaRue asked Mr. Smith if there was reason to think that Poinciana West would need aeration in the future and if the systems had been effective in Poinciana CDD. Mr. Smith stated that it had been effective, but he would suggest going with a different style in Poinciana if the Board wanted to go forward with an aeration system. Mr. Smith did not feel that there was any specific reason that Poinciana CDD would need an aeration system at this point in time.

Mr. Flint pointed out a schedule on page 6 that was not in the prior budget. The schedule was an effort to show the Reserves and Fund Balance. He noted that the schedule shows they started the year with \$506,284 in the Beginning Fund Balance, and they will end the year with \$506,115. Mr. Flint noted that they are projecting to use \$169. For Fiscal Year 2021, they will start with \$506,115 and are projected to use \$41,552 to balance the budget leaving \$464,563. Mr. Flint noted that a portion of the \$464,563 is earmarked for an Operating Reserve. He noted that they are projected to use \$41,522 to balance the budget in Fiscal Year 2021 on paper, but in the current year \$39,000 was projected to balance the budget but they didn't actually have to use it because there were line items in the budget that were not used. Mr. LaRue noted that the Projected Fund Balance Analysis was very helpful and he appreciated George presenting the table.

Ms. Gregory stated she would like to discuss the "Other Current Charges" which were bank fees and deposit slips that went up to \$1,600 through June. She noted the proposed budget was \$800 and the actual through June 30<sup>th</sup> was \$1,629. She asked what caused that number to be higher than projected for the fiscal year. Ms. Gregory pointed out the "Legal Advertising" that went from

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\$2,000 to \$3,155 and asked if the \$700 check was advertising for the budget or the election. Mr. Flint stated that he would provide Ms. Gregory an accounting detail for both line items she had questions on.

Mr. Flint noted that they use the *Lakeland Ledger* to advertise, and they do not have many options for newspapers of general circulation. So, they are at the mercy to some of their advertising charges. Mr. Flint stated that they are only advertising what they are legally required to advertise. Mr. LaRue asked if there was a way to shorten the ads, with COVID-19 they were having to explain the Zoom meeting making the ads nearly three times longer. Previously the ad price was \$200 and it is now \$700 because the number of lines is higher. Mr. Flint stated that with the Governor's Executive Order, they had to include both the in person meeting and Zoom information. He noted that in August, if the governor does not extend the order then they will have to have an in person meeting. They've had to advertise both ways in case the orders are not extended.

Mr. Clark asked for clarification on if the Board was required to advertise in a circulated newspaper. Mr. Flint stated the Board is still required to do that. He noted there has been legislation proposed to allow CDD's to do that electronically, but the paper lobby had been successful in defeating that so far. Mr. Clark stated there is a paper in Kissimmee called the *Osceola News Gazette* and added that they are probably much less expensive than the *Lakeland Ledger* or the *Orlando Sentinel*. Mr. Flint stated that they would look at that, but they have to meet a certain printing requirement. Mr. Scott Clark explained that they used the *Lakeland Ledger* because it does meeting the statutory requirement and they would have to look at other options carefully. Mr. Scott Clark explained that if they meet in a physical location at the same place and same time, they can do one ad for the year. When there are Zoom meetings, there is a meeting code and address that is different for every meeting and they have to be advertised individually. Dr. Master brought up the possibility of having a recurring webinar link for Zoom. Mr. Flint and Mr. Scott Clark came to a consensus to talk after the meeting about the process to see if there was any efficiency they could gain. Ms. Gregory and Mr. Flint would discuss her other questions regarding legal advertising after the meeting.

On MOTION by Mr. LaRue seconded by Mr. Clark with all in favor, Resolution 2020-05 Adopting the Fiscal Year 2021 Budget and Relating to the Annual Appropriations, was approved.
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**B. Consideration of Resolution 2020-06 Imposing Special Assessments and Certifying an Assessment Roll**

Mr. Flint presented Resolution 2020-06 and noted it was contemplated that the per unit assessment amount would remain the same as it was in the current year. There would be no changes to the assessments. Ms. Gregory asked for any questions from the Board, hearing none she asked for a vote.

On MOTION by Dr. Master seconded by Mr. LaRue with all in favor, Resolution 2020-06 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

**SIXTH ORDER OF BUSINESS**

**Acceptance of Audit Committee Recommendation and Selection of #1 Ranked Firm to Provide Auditing Services**

Ms. Gregory asked for any comments or questions on the ranking from the Audit Committee. Mr. Flint noted the Audit Committee ranked Berger Toombs #1 and Grau & Associates #2. The Board had no questions on the rankings.

On MOTION by Mr. Clark seconded by Dr. Master with all in favor the, the Audit Committee Recommendation and Selection of Berger Toombs as the #1 Ranked Firm to Provide Auditing Services, was accepted.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Scott Clark noted that after the previous meeting at the Board’s direction, George and himself spoke with Bond Counsel regarding the need for bondholder consent for a merger due to language in the Trust Indenture. Bond Counsel indicated he thought it was okay, but he would need to give a written opinion if the Board wanted one. Counsel quoted a price of \$10,000 to obtain that written opinion. Mr. Scott Clark further discussed the contents of what Counsel’s written opinion would include. In Mr. Scott Clark’s opinion, it was more of a question for the Poinciana CDD than the Poinciana West CDD because the surviving entity will have the potential problem of whether there has been a violation of the Trust Indenture by not getting bondholder consent. Mr. Scott Clark stated they he did not think the Poinciana West Board should take any action on this topic at the moment. Ms. Gregory agreed with Mr. Scott Clark, and she stated that she was extremely against paying \$10,000 for a legal opinion. Mr. Clark agreed with Ms. Gregory as well, and noted that the topic should be discussed at the next joint meeting.

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**B. Engineer**

Ms. Leo noted she had nothing specific to report to the Board. She noted she had not been on site, but Clayton Smith had been on the property as her eyes and ears.

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

Mr. Flint presented the Check Register from May 12, 2020 through July 15, 2020 for the General Fund and Payroll, totaling \$39,711.63. Mr. LaRue requested a copy of the wording in the advertisement in the *Lakeland Ledger*, as the words are too small to read. Mr. Flint stated that he would provide the full size for the Board to review.

Mr. LaRue asked that the agenda package pages be numbered in the upper right corner. Mr. Flint made note of the request.

On MOTION by Mr. Case seconded by Ms. Gregory with all in favor, the Check Register totaling \$39,711.63, was approved.

**ii. Fiscal Year 2019 Balance Sheet and Income Statement Through September 30, 2019 Revised Per Fiscal Year 2019 Audit**

Mr. Flint noted that at the previous meeting there was a request that Staff provide an end of Fiscal Year 2019 adjusted financials to reflect the end of Fiscal Year 2019 as well as any audit adjustments. Mr. Flint presented the first set of financials going back to September 30, 2019 showing how they ended the prior year. Mr. Flint noted that the only audit adjustment that the auditors made was the \$10,000 in legal fees, which they booked back to the prior fiscal year. Mr. Flint noted the \$38,000 end of year actual reflects the \$10,000 of legal fees.

**iii. Fiscal Year 2020 Balance Sheet and Income Statement Through June 30, 2020**

Mr. Flint presented the Unaudited Financial Statements through June 30, 2020. He presented the combined balance sheet and the statements of expenditures. Mr. Flint noted that they are 100% collected for the on roll assessments, and their actual expenses are under the prorated expenses at this point in the year.

Mr. LaRue asked that the running Fund Balance be shown on page 4, because as is it looks like the Board is broke in October and November. Mr. Flint stated that they would add that.



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On MOTION by Mr. LaRue seconded by Ms. Gregory with all in favor, the Fiscal Year 2020 Balance Sheet and Income Statement through June 30, 2020, was approved.

**iv. Approval of Fiscal Year 2021 Meeting Schedule**

Mr. Flint noted that each year the Board is required to adopt an annual meeting notice. The proposed notice in the agenda packet has the Poinciana West Board meeting on the third Wednesday of November, January, March, May, July, and September at 9:30 a.m. in the Starlite Ballroom.

Ms. Gregory inquired about how many meetings the law requires the Board to have per year. Mr. Flint noted there is no law that specifies the number, but to meet the statutory requirements at least two meetings should be held.

On MOTION by Dr. Master seconded by Mr. Clark with all in favor, the Fiscal Year 2021 Meeting Schedule, was approved.

**D. Field Manager**

**i. Field Manager's Report**

Mr. Smith presented the Field Manager's Report. He noted there had been an algae bloom from the decaying Hydrilla. He stated the Hydrilla management was much more successful this year than last year. Mr. Smith met with Clark and they came up with plans going into next year on how to manage the hydrilla in additional ways. Mr. Smith noted that they would present that plan at the next meeting since those treatments would not start until 2021.

Mr. Smith noted that all the action items from the Engineer's list were completed.

Mr. LaRue asked how often the grates get checked. Mr. Smith stated he checks them regularly about once every two months, but the grate on Pond 21 tends to build up more quickly than others. Mr. LaRue suggested checking them at least once a month. Mr. Smith would ask Clark to add a column in the pond reports regarding checking the drainage structures monthly.

Dr. Master asked if Mr. Smith received the complaint he sent from a neighbor regarding the mowing around the ponds. Dr. Master noted he also had an issue with the mowing around the reservation he lives on. Dr. Master and Mr. Smith would discuss the complaint after the meeting on the phone.

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Mr. Smith presented the Clark treatment reports for May and June, which were itemized to have them numbered by pond.

**ii. Customer Complaint Log**

Mr. Smith presented the Customer Complaint Log. Mr. LaRue asked for clarification on Pond 16 ownership, if it was the CDD or Avatar.

Mr. LaRue requested that contact information be removed again, specifically the phone numbers. Mr. Smith stated that he would tell admin to take that information out.

**EIGHTH ORDER OF BUSINESS**

**Supervisor's Requests**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**General Audience Comments**

Ms. Susan Godlewski (658 Irvine Ranch Rd) noted that in the past the Board agreed to look into the benefits and cost of adding vegetation to the edge of the ponds to reduce midges, improve fish health, and possibly reduce algae. She asked what the status was of considering vegetation. Mr. LaRue asked when that was considered, as he did not remember that. The resident noted that Mr. Case was the one who said the Board would look into it, and Mr. Case noted that Clark did bring that up at one point. Mr. Flint noted that might have been an effort discussed prior to GMS being hired as District Management. He stated that information had been brought to the Board by the Engineer but due to cost and everything involved, the Board made a decision not to proceed.

Mr. Norm Gundel (419 Fountain Valley Ln) noted at the May meeting they discussed shortcutting the question of whether they needed bondholder approval by looking into if they could get the bondholder approval. He asked Mr. Flint if he found out how many bondholders there were. Mr. Flint stated that is not achievable, there are many bondholders it is not one or two institutional bondholders. Mr. Flint noted that they reached out to the Underwriter to confirm that there are many bondholders and that it would not be realistic to be able to get consent.

**TENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Next Meeting Date – September 16, 2020**

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Poinciana West CDD

Mr. Flint announced that the next meeting was on September 16, 2020 at 9:30 a.m. Mr. LaRue asked if the September meeting was needed. Mr. Flint noted that as the date got closer, he would get with Ms. Gregory to see if a meeting was necessary.

**TWELTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Gregory seconded by Mr. LaRue 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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Poinciana West CDD

## Task List:

- District Manager to review minutes for May 20, 2020 Board meeting and January 15, 2020 joint meeting and bring back to September Board meeting for consideration.
- Drafts of meeting minutes to be circulated to the Board three weeks after meeting and allow one week for review and input before publication in meeting agenda packet. The meeting recording will be included when the draft minutes are sent. A Task List will be attached to the minutes.
- Supervisor Master requested specific inclusion in the January 15, 2020 joint meeting minutes of his statement relative to estimated merger savings being equivalent \$1 per household per month.
- District Manager to send Chair Gregory the YTD expense summary for Legal Advertising and Other Current Charges.
- District Manager to review feasibility of advertising in the Osceola News Gazette and any potential savings.
- District Manager to confer with District Counsel to determine feasibility of one annual meeting notice with recurring webinar link and other possible efficiencies with advertising.
- District Manager to add page numbers on upper right corner of entire agenda packet in sequential order.
- District Manager to provide larger copy of ad from legal advertising in future agendas.
- District Manager to add fund balance to month to month schedule in monthly financials.
- Clarke to be requested to add column in pond reports regarding checking function of drainage structures.
- Field Manager to call Supervisor Master regarding mowing complaint.
- District Manager to remove resident contact information from complaint log.

# SECTION E

MINUTES OF MEETING  
POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT

The Audit Committee meeting of the Poinciana West Community Development District was held on Wednesday, July 22, 2020 at 9:30 a.m. via Zoom video conferencing, due to COVID-19.

Present were:

Peggy Gregory	Chair
Roy LaRue	
Charles W. Case	
Maneck Master	
Joseph Clark	
George Flint	
Tricia Adams	
Scott Clark	
Kathy Leo	
Clayton Smith	
Residents	

*The following is a summary of the discussions and actions taken at the July 22, 2018 Poinciana West Community Development District's Audit Committee Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Gregory called the Audit Committee meeting to order at 9:30 a.m. Board Members introduced themselves and a quorum was established.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the May 20, 2020 Meeting**

Ms. Gregory presented the minutes of the May 20, 2020 Audit Committee meeting and asked for any comments, corrections, or changes. The Board had no changes to the Audit Committee minutes.

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On MOTION by Mr. LaRue seconded by Dr. Master with all in favor, the Minutes of the May 20, 2020 Audit Committee Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Tally of Audit Committee Member Rankings and Selection of Auditor**

Ms. Gregory presented the Audit Committee member rankings. Mr. Flint noted that both Berger Toombs and Grau & Associates were very qualified and both have worked for the District in the past. Mr. Flint stated that Berger Toombs was the current independent auditor for the District. He noted that the price for the Berger Toombs proposal was slightly less than Grau’s proposal.

Mr. LaRue asked Mr. Flint if he had any problems with Berger Toombs, and Mr. Flint replied that he did not. He noted that GMS works with both Grau and Berger Toombs. Mr. Flint stated that Grau likely does the most CDD audits, but there are only 5 or 6 total firms that primarily do CDD audits. Mr. Flint noted that he did not have concerns about either of the companies.

Dr. Master stated that both companies seem to have the qualifications to do the job and the prices were not significantly different. His suggestion was to change the auditor since it is an external audit.

Mr. LaRue asked if more expenses would be incurred from GMS to start fresh with a new auditor. Mr. Flint answered no, he added that they worked with Grau enough that there would not be any start up effort.

Mr. Clark stated his opinion that both firms were qualified and experienced, and his inclination was opposite of Dr. Master’s. He noted they had done a good job in the past, and they should continue with them. He stated that they are also the Poinciana CDD auditor, and as they move down the road they could possibly be helpful. Mr. Case agreed and felt there was no need to change if staff was satisfied with Berger Toombs performance. Ms. Gregory also noted that she had no issues with Berger Toombs. The supervisors ranked the proposed auditors as follows;

- Ms. Gregory: Berger Toombs #1, Grau & Associates #2
- Mr. Clark: Berger Toombs #1, Grau & Associates #2
- Mr. Case: Berger Toombs #1, Grau & Associates #2
- Mr. LaRue: Berger Toombs #1, Grau & Associates #2

July 22, 2020

Poinciana West CDD

Dr. Master: Grau & Associates #1, Berger Toombs #2

Mr. Flint noted that the Board came to a consensus that Berger and Toombs be ranked #1 and Grau & Associates be ranked #2.

On MOTION by Mr. Case seconded by Ms. Gregory with all in favor, Ranking Berger Toombs#1 and Grau & Associates #2 , was approved.

**FIFTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Clark seconded by Dr. Master with all in favor the Audit Committee meeting was adjourned.



# SECTION VI

# SECTION A

**FIRST AMENDMENT TO AGREEMENT BETWEEN  
POINCIANA WEST COMMUNITY DEVELOPMENT DISTRICT  
AND FLORALAWN INC. REGARDING THE PROVISION OF  
LANDSCAPE MAINTENANCE SERVICES**

**THIS FIRST AMENDMENT** (“First Amendment”) is entered into by and between POINCIANA WEST COMMUNITY DEVELOPMENT DISTRICT, a Florida community development district (the “District”) and FLORALAWN, INC., a Florida For Profit Corporation (the “Contractor”).

A. On October 18, 2019, the District and the Contractor entered into that certain *Agreement Between Poinciana West Community Development District and Floralawn Inc. Regarding the Provision of Landscape Maintenance Services* (the “Agreement”) for landscape maintenance services within the District, subject to the terms and conditions more particularly spelled out in the Agreement.

B. Capitalized terms not otherwise defined herein shall have the same meaning ascribed to them in the Agreement.

C. The District and the Contractor desire to amend the Agreement as more particularly described herein.

**NOW, THEREFORE**, for and in exchange of good and valuable consideration, receipt and sufficiency of which being here acknowledged, the parties do hereby agree as follows:

1. **Recitals.** The foregoing recitals are incorporated herein by reference as if they are set forth below.

2. **Term.** Section 3.A. of the Agreement is hereby amended as follows.

“A. The initial term of this Agreement shall be from November 1, 2019, through October 31, 2020. The Agreement is hereby renewed for an additional one (1)-year term on the same terms provided in the Agreement, unless terminated earlier in accordance with the terms of the Agreement. The Agreement may be renewed for one (1) additional one (1)-year term on the same terms provided in the Agreement, in the District’s sole discretion.”

The remainder of Section 3 is unchanged.

3. **Notices.** Section 13.B. of the Agreement is hereby amended as follows:

“With a copy to:            Clark & Albaugh, LLP  
   700 W. Morse Blvd., Suite 101  
   Winter Park, FL 32789  
   Attn: Scott D. Clark, District Counsel

The remainder of Section 13 is unchanged.

4. **E-Verify Requirement.** The following is added as Section 27 of the Agreement:

“SECTION 27. E-VERIFY REQUIREMENT.

A. The District is subject to the requirements of section 448.095, Florida Statutes, pertaining to the use of the E-Verify system to confirm the work authorization status of all employees hired on or after January 1, 2021. By signing this Agreement Contractor acknowledges and confirms that it is registered with and uses the E-Verify system to confirm the work authorization

status of all new hires. Contractor further confirms that it shall only subcontract work to be performed under this Agreement to subcontractors who are registered with and use the E-Verify system and have provided to Contractor the affidavit described in section 448.095(2)(b). Contractor must maintain a copy of the subcontractor's affidavit for the duration of this Agreement.

B. Upon a good faith belief that Contractor has knowingly violated section 448.09(1), District shall terminate this Agreement. Such termination shall not constitute a breach by the District. In addition, Contractor may not thereafter be awarded a public contract for at least 1 year after the date on which this Agreement was terminated and shall be liable to District for any additional costs incurred thereby as a result of the termination.

C. Upon a good faith belief that any of Contractor's subcontractors have knowingly violated section 448.09(1), but the Contractor otherwise complied with this subsection, District shall promptly notify the Contractor and order the Contractor to immediately terminate its contract with the subcontractor."

5. Ratification. Except as modified herein, the Agreement remains unchanged and is in full force and effect. In the event of a conflict between the terms and provisions of this First Amendment and the Agreement, the terms and provisions of this First Amendment shall control and be given effect.

6. Execution. To facilitate execution, the parties hereto agree that this First Amendment may be executed and telecopied to the other party, and that the executed telecopy shall be binding and enforceable as an original. This First Amendment may be executed in as many counterparts as may be required, and it shall not be necessary that a signature of, or on behalf of, each party, or that the signatures of all persons required to bind any party, appear on each counterpart; it shall be sufficient that the signature of, or on behalf of, each party, or that the signatures of the persons required to bind any party, appear on one or more of such counterparts. All counterparts shall collectively constitute a single agreement.

[SIGNATURES ON NEXT PAGE]

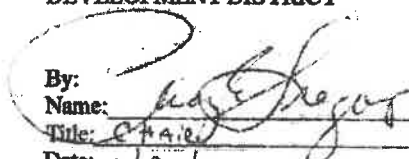
IN WITNESS WHEREOF, this First Amendment is entered into as of the date the last of the parties shall execute this First Amendment as set forth below.

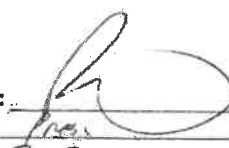
"DISTRICT"

"CONTRACTOR"

POINCIANA WEST COMMUNITY  
DEVELOPMENT DISTRICT

FLORALAWN, INC.

By:   
Name: \_\_\_\_\_  
Title: Chair  
Date: 1/20/21

By:   
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: 3-9-21

# SECTION B



# Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

772/461-6120 // 461-1155  
FAX: 772/468-9278

August 21, 2020

George Flint, District Manager  
Governmental Management Services, LLC  
219 E Livingston Street  
Orlando, FL 32801

## **The Objective and Scope of the Audit of the Financial Statements**

You have requested that we audit the financial statements of Poinciana West Community Development District, which comprise governmental activities and each major fund for the General Fund as of and for the years ended September 30, 2020, 2021, 2022, 2023, and 2024 which collectively comprise the basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter for the years ending September 30, 2020, 2021, 2022, 2023, and 2024.

Our audit will be conducted with the objective of our expressing an opinion on the financial statements.

## **The Responsibilities of the Auditor**

We will conduct the audit in accordance with auditing standards generally accepted in the United States of America and "Government Auditing Standards" issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with generally accepted auditing standards. Also, an audit is not designed to detect errors or fraud that are immaterial to the financial statements.

Fort Pierce / Stuart



Poinciana West Community Development District  
August 21, 2020  
Page 2

In making our risk assessments, we consider internal control relevant to Poinciana West Community Development District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

We will also communicate to the Board any fraud involving senior management and fraud that causes a material misstatement of the financial statements that becomes known to us during the audit, and any instances of noncompliance with laws and regulations that we become aware of during the audit.

The funds that you have told us are maintained by Poinciana West Community Development District and that are to be included as part of our audit are listed below:

1. General Fund
2. Debt Service Fund
3. Capital Projects Fund



Poinciana West Community Development District  
August 21, 2020  
Page 3

## **The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework**

Our audit will be conducted on the basis that management acknowledges and understands that it has responsibility:

1. For the preparation and fair presentations of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. To evaluate subsequent events through the date the financial statements are issued or available to be issued, and to disclose the date through which subsequent events were evaluated in the financial statements. Management also agrees that it will not evaluate subsequent events earlier than the date of the management representation letter referred to below;
3. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; and
4. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters;
  - b. Additional information that we may request from management for the purpose of the audit; and
  - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

As part of our audit, we will request certain written confirmation concerning representations made to us in connection with the audit including, among other items:

1. That management has fulfilled its responsibilities as set out in the terms of this letter; and
2. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.





Poinciana West Community Development District  
August 21, 2020  
Page 4

Management is responsible for identifying and ensuring that Poinciana West Community Development District complies with the laws and regulations applicable to its activities, and for informing us about all known material violations of such laws or regulations. In addition, management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the entity involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements. Management is also responsible for informing us of its knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, analysts, regulators, or others.

The Board is responsible for informing us of its views about the risks of fraud within the entity, and its knowledge of any fraud or suspected fraud affecting the entity.

Poinciana West Community Development District agrees that it will not associate us with any public or private securities offering without first obtaining our consent. Therefore, Poinciana West Community Development District agrees to contact us before it includes our reports or otherwise makes reference to us, in any public or private securities offering.

Because Berger, Toombs, Elam, Gaines & Frank will rely on Poinciana West Community Development District and its management and Board of Supervisors to discharge the foregoing responsibilities, Poinciana West Community Development District holds harmless and releases Berger, Toombs, Elam, Gaines & Frank, its partners, and employees from all claims, liabilities, losses and costs arising in circumstances where there has been a known misrepresentation by a member of Poinciana West Community Development District's management, which has caused, in any respect, Berger, Toombs, Elam, Gaines & Frank's breach of contract or negligence. This provision shall survive the termination of this arrangement for services.

### **Records and Assistance**

If circumstances arise relating to the condition of the Poinciana West Community Development District's records, the availability of appropriate audit evidence, or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment, prevent us from completing the audit or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including declining to express an opinion, issuing a report, or withdrawing from the engagement.

During the course of our engagement, we may accumulate records containing data that should be reflected in the Poinciana West Community Development District books and records. The District will determine that all such data, if necessary, will be so reflected. Accordingly, the District will not expect us to maintain copies of such records in our possession.



Poinciana West Community Development District  
August 21, 2020  
Page 5

The assistance to be supplied, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with Teresa Viscarra. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

### **Other Relevant Information**

In accordance with Government Auditing Standards, a copy of our most recent peer review report has been provided to you, for your information.

### **Fees, Costs and Access to Workpapers**

Our fees for the services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement, plus direct expenses. Invoices for fees will be submitted in sufficient detail to demonstrate compliance with the terms of this engagement. Billings are due upon submission. Our fee for the services described in this letter for the year ending September 30, 2020 and 2021 will not exceed \$3,310, our fee for the year ending September 30, 2022 will not exceed \$3,425, and our fee for the years ending September 30, 2023 and 2024 will not exceed \$3,650, unless the scope of the engagement is changed, the assistance which Poinciana West Community Development District has agreed to furnish is not provided, or unexpected conditions are encountered, in which case we will discuss the situation with you before proceeding. All other provisions of this letter will survive any fee adjustment. The two annual renewals must be mutually agreed and approved by the Board of Supervisors.

In the event we are requested or authorized by Poinciana West Community Development District or are required by government regulation, subpoena, or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for Poinciana West Community Development District, Poinciana West Community Development District will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

The audit documentation for this engagement is the property of Berger, Toombs, Elam, Gaines, & Frank and constitutes confidential information. However, you acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit staffs, and the U.S. Government Accountability Office shall have access to the audit documentation upon their request and that we shall maintain the audit documentation for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency. Access to requested documentation will be provided under the supervision of Berger, Toombs, Elam, Gaines, & Frank audit personnel and at a location designated by our Firm.



Poinciana West Community Development District  
August 21, 2020  
Page 6

### **Information Security – Miscellaneous Terms**

Berger, Toombs, Elam, Gaines & Frank is committed to the safe and confidential treatment of Poinciana West Community Development District's proprietary information. Berger, Toombs, Elam, Gaines & Frank is required to maintain the confidential treatment of client information in accordance with relevant industry professional standards which govern the provision of services described herein. Poinciana West Community Development District agrees that it will not provide Berger, Toombs, Elam, Gaines & Frank with any unencrypted electronic confidential or proprietary information, and the parties agree to utilize commercially reasonable measures to maintain the confidentiality of Poinciana West Community Development District's information, including the use of collaborate sites to ensure the safe transfer of data between the parties.

If any term or provision of this arrangement letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

### **Reporting**

We will issue a written report upon completion of our audit of Poinciana West Community Development District's financial statements no later than June 30, 2020. Our report will be addressed to the Board of Poinciana West Community Development District. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In addition to our report on Poinciana West Community Development District's financial statements, we will also issue the following types of reports:

- Reports on internal control and compliance with laws, regulations, and the provisions of contracts or grant agreements. We will report on any internal control findings and/or noncompliance which could have a material effect on the financial statements.
- Management letter pursuant to Chapter 10.550, Rules of the Auditor General.
- Attestation Report – compliance with Section 218.415, Florida Statutes.

This letter constitutes the complete and exclusive statement of agreement between Berger, Toombs, Elam, Gaines, & Frank and Poinciana West Creeks Community Development District, superseding all proposals, oral or written, and all other communications, with respect to the terms of the engagement between the parties.



Poinciana West Community Development District  
August 21, 2020  
Page 7

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

Sincerely,

*Berger Toombs Elam  
Gaines & Frank*

BERGER, TOOMBS, ELAM, GAINES & FRANK  
J. W. Gaines, CPA

Confirmed on behalf of the addressee:

*[Handwritten signature]*  
\_\_\_\_\_  
*1/14/21*  
\_\_\_\_\_



Judson B. Baggett MBA, CPA, CVA, Partner	📍 6815 Dairy Road Zephyrhills, FL 33542
Marci Reutimann CPA, Partner	📞 (813) 788-2155 📠 (813) 782-8606

## Report on the Firm's System of Quality Control

To the Partners

October 30, 2019

Berger, Toombs, Elam, Gaines & Frank, CPAs, PL  
and the Peer Review Committee of the Florida Institute of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, (the firm), in effect for the year ended May 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [aicpa.org/prsummary](http://aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control, and the firm's compliance therewith based on our review.

### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, in effect for the year ended May 31, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Berger, Toombs, Elam, Gaines & Frank, CPAs, PL has received a peer review rating of *pass*.

*Baggett, Reutimann & Associates, CPAs PA*  
BAGGETT, REUTIMANN & ASSOCIATES, CPAs, PA  
Signed Electronically by Baggett, Reutimann & Associates, CPAs PA. (C) 18183 0001 0001 0001 0001

**ADDENDUM TO ENGAGEMENT LETTER BETWEEN BERGER, TOOMBS,  
ELAM, GAINES AND FRANK AND POINCIANA WEST COMMUNITY  
DEVELOPMENT DISTRICT  
(DATED AUGUST 21, 2020)**

**Public Records.** Auditor shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:

- a. Keep and maintain public records required by the District to perform the services or work set forth in this Agreement; and
- b. Upon the request of the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the Auditor does not transfer the records to the District; and
- d. Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Auditor or keep and maintain public records required by the District to perform the service or work provided for in this Agreement. If the Auditor transfers all public records to the District upon completion of the Agreement, the Auditor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Auditor keeps and maintains public records upon completion of the Agreement, the Auditor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

Auditor acknowledges that any requests to inspect or copy public records relating to this Agreement must be made directly to the District pursuant to Section 119.0701(3), Florida Statutes. If notified by the District of a public records request for records not in the possession of the District but in possession of the Auditor, the Auditor shall provide such records to the District or allow the records to be inspected or copied within a reasonable time. Auditor acknowledges that should Auditor fail to provide the public records to the District within a reasonable time, Auditor may be subject to penalties pursuant to Section 119.10, Florida Statutes.


**IF THE AUDITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AUDITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, THE AUDITOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:**

**GMS-CF, LLC  
219 E LIVINGSTON STREET  
ORLANDO, FL 32801  
TELEPHONE: 407-841-5524  
EMAIL: GPLENTE@GMSCFLL.COM**

**Auditor: J.W. Gaines**

**District: Poinciana West CDD**

By:   
Title: Director

By:   
Title: District Manager

Date: August 21, 2020

Date: 1/14/21

# SECTION C




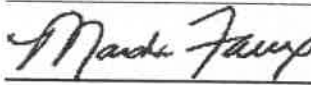
# CONTRACT AGREEMENT

This Agreement made and entered into on Monday, December 07, 2020 by and between the Poinciana West Community Development District, a local unit of special purpose government of the State of Florida hereinafter referred to as the 'Special District', and Marsha M. Faux, Polk County Property Appraiser, a Constitutional Officer of the State of Florida, whose address is 255 North Wilson Ave., Bartow, FL 33830, hereinafter referred to as the 'Property Appraiser'.

1. Section 197.3632 Florida Statutes, provides that special assessments of non-ad valorem taxes levied by the Special District may be included in the assessment rolls of the County and collected in conjunction with ad valorem taxes as assessed by the Property Appraiser. Pursuant to that option, the Property Appraiser and the Special District shall enter into an agreement providing for reimbursement to the Property Appraiser of administrative costs, including costs of inception and maintenance, incurred as a result of such inclusion.
2. The parties herein agree that, for the 2021 tax year assessment roll, the Property Appraiser will include on the assessment rolls such special assessments as are certified to her by the Poinciana West Community Development District.
3. The term of this Agreement shall commence on January 1, 2021 or the date signed below, whichever is later, and shall run until December 31, 2021, the date of signature by the parties notwithstanding. This Agreement shall not automatically renew.
4. The Special District shall meet all relevant requirements of Section 197.3632 & 190.021 Florida Statutes.
5. The Special District shall furnish the Property Appraiser with up-to-date data concerning its boundaries and proposed assessments, and other information as requested by the Property Appraiser to facilitate in administering the non-ad valorem assessment in question. Specifically, if assessments will be included on the 2021 TRIM Notice, the Special District shall provide **proposed assessments no later than Friday, July 16, 2021**. The Special District's assessments shall, as far as practicable, be uniform (e.g. one uniform assessment for maintenance, etc.) to facilitate the making of the assessments by the mass data techniques utilized by the Property Appraiser.
6. The Special District shall certify to the Property Appraiser the Special District's annual installment and levy **no later than Wednesday, September 15, 2021**. The Property Appraiser shall, using the information provided by the Special District, place the Special District's non ad-valorem special assessments on properties within the district for inclusion on the 2021 tax roll.
7. The Property Appraiser shall be compensated by the Special District for the administrative costs incurred in carrying out this Agreement at the rate of 1% of the amount levied on the TRIM Notice or if the TRIM Notice is not used, the rate shall be 1% of the amount levied on the 2021 tax roll. For the TRIM Notice, the Property Appraiser will require **payment on or before Wednesday, September 15, 2021** for processing within the Property Appraiser budget year (October 1st – September 30th).
8. If the actual costs of performing the services under this agreement exceed the compensation provided for in Paragraph 7, the amount of compensation shall be the actual costs of performing the services under this agreement.
9. If tax roll corrections are requested by the Special District, the Property Appraiser shall be compensated by the Special District for the administrative costs incurred at the rate of \$5.00 for each tax roll correction exceeding ten (10) corrections per tax year.

The Special District shall indemnify and hold harmless, to the extent permitted by Florida law and without waiving its right of any applicable sovereign immunity, the Property Appraiser and all respective officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the Property Appraiser and all respective officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the negligent or intentional acts or omissions of the Special District or its employees, agents, servants, partners, principals, or subcontractors arising out of, relating to, or resulting from the performance of the Agreement. The Special District shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the Property Appraiser where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorneys' fees which may issue thereon.

EXECUTED By:   
 Special District Representative  
George S. Flied  
 Print name  
1/14/21  
 Title \_\_\_\_\_ Date

Marsha M. Faux, CFA, ASA  
 Polk County Property Appraiser  
 By:   
 \_\_\_\_\_  
 Marsha M. Faux, Property Appraiser

# SECTION D



Marsha M. Faux, CFA, ASA  
Polk County Property Appraiser  
2021 Data Sharing and Usage Agreement

**POINCIANA WEST CDD**

This Data Sharing and Usage Agreement, hereinafter referred to as "Agreement," establishes the terms and conditions under which the **POINCIANA WEST CDD**, hereinafter referred to as **agency**, can acquire and use Polk County Property Appraiser data that is exempt from Public Records disclosure as defined in FS 119.071.

The confidentiality of personal identifying and location information including: names, physical/ mailing/ street addresses, parcel ID, legal property description, subdivision/ neighborhood name, lot number, GPS coordinates, or any other descriptive property information that may reveal identity or home address pertaining to parcels owned by individuals that have received exempt / confidential status, hereinafter referred to as **confidential information**, will be protected as follows:

1. The **agency** will not release **confidential information** that may reveal identifying and location information of individuals exempted from Public Records disclosure.
2. The **agency** will not present the **confidential information** in the results of data analysis (including maps) in any manner that would reveal personal identifying and location information of individuals exempted from Public Records disclosure.
3. The **agency** shall comply with all state laws and regulations governing the confidentiality and exempt status of personal identifying and location information that is the subject of this Agreement.
4. The **agency** shall ensure any employee granted access to **confidential information** is subject to the terms and conditions of this Agreement.
5. The **agency** shall ensure any third party granted access to **confidential information** is subject to the terms and conditions of this Agreement. Acceptance of these terms must be provided in writing to the **agency** by the third party before personal identifying and location information is released.

The term of this Agreement shall commence on **January 1, 2021** and shall run until **December 31, 2021**, the date of signature by the parties notwithstanding. **This Agreement shall not automatically renew.** A new agreement will be provided annually to ensure all responsible parties are aware of and maintain the terms and conditions of this Data Sharing and Usage Agreement.

In witness of their agreement to the terms above, the parties or their authorized agents hereby affix their signatures.

**POLK COUNTY PROPERTY APPRAISER**

**POINCIANA WEST CDD**

Signature: Marsha Faux

Signature: George S. Flierl

Print: Marsha M. Faux CFA, ASA

Print: George S. Flierl

Title: Polk County Property Appraiser

Title: District Manager

Date: December 1, 2020

Date: 1/14/21

Please email the signed agreement to [pataxroll@polk-county.net](mailto:pataxroll@polk-county.net).

# SECTION E

Company ID Number: 1634551

**THE E-VERIFY  
MEMORANDUM OF UNDERSTANDING  
FOR EMPLOYERS**

**ARTICLE I  
PURPOSE AND AUTHORITY**

The parties to this agreement are the Department of Homeland Security (DHS) and the Poinciana West Community Development District (Employer). The purpose of this agreement is to set forth terms and conditions which the Employer will follow while participating in E-Verify.

E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of Form I-9, Employment Eligibility Verification (Form I-9). This Memorandum of Understanding (MOU) explains certain features of the E-Verify program and describes specific responsibilities of the Employer, the Social Security Administration (SSA), and DHS.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). The Federal Acquisition Regulation (FAR) Subpart 22.18, "Employment Eligibility Verification" and Executive Order 12989, as amended, provide authority for Federal contractors and subcontractors (Federal contractor) to use E-Verify to verify the employment eligibility of certain employees working on Federal contracts.

**ARTICLE II  
RESPONSIBILITIES**

**A. RESPONSIBILITIES OF THE EMPLOYER**

1. The Employer agrees to display the following notices supplied by DHS in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system:
  - a. Notice of E-Verify Participation
  - b. Notice of Right to Work
2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted about E-Verify. The Employer also agrees to keep such information current by providing updated information to SSA and DHS whenever the representatives' contact information changes.
3. The Employer agrees to grant E-Verify access only to current employees who need E-Verify access. Employers must promptly terminate an employee's E-Verify access if the employer is separated from the company or no longer needs access to E-Verify.

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4. The Employer agrees to become familiar with and comply with the most recent version of the E-Verify User Manual.
  5. The Employer agrees that any Employer Representative who will create E-Verify cases will complete the E-Verify Tutorial before that individual creates any cases.
    - a. The Employer agrees that all Employer representatives will take the refresher tutorials when prompted by E-Verify in order to continue using E-Verify. Failure to complete a refresher tutorial will prevent the Employer Representative from continued use of E-Verify.
  6. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:
    - a. If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2(b)(1)(B)) can be presented during the Form I-9 process to establish identity.) If an employee objects to the photo requirement for religious reasons, the Employer should contact E-Verify at 888-464-4218.
    - b. If an employee presents a DHS Form I-551 (Permanent Resident Card), Form I-766 (Employment Authorization Document), or U.S. Passport or Passport Card to complete Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The Employer will use the photocopy to verify the photo and to assist DHS with its review of photo mismatches that employees contest. DHS may in the future designate other documents that activate the photo screening tool.
- Note: Subject only to the exceptions noted previously in this paragraph, employees still retain the right to present any List A, or List B and List C, document(s) to complete the Form I-9.
7. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.
  8. The Employer agrees that, although it participates in E-Verify, the Employer has a responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, including the obligation to comply with the antidiscrimination requirements of section 274B of the INA with respect to Form I-9 procedures.
    - a. The following modified requirements are the only exceptions to an Employer's obligation to not employ unauthorized workers and comply with the anti-discrimination provision of the INA: (1) List B identity documents must have photos, as described in paragraph 6 above; (2) When an Employer confirms the identity and employment eligibility of newly hired employee using E-Verify procedures, the Employer establishes a rebuttable presumption that it has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of that employee; (3) If the Employer receives a final nonconfirmation for an employee, but continues to employ that person, the Employer must notify DHS and the Employer is subject to a civil money penalty between \$550 and \$1,100 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) If the Employer continues to employ an employee after receiving a final nonconfirmation, then the Employer is subject to a rebuttable presumption that it has knowingly

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employed an unauthorized alien in violation of section 274A(a)(1)(A); and (5) no E-Verify participant is civilly or criminally liable under any law for any action taken in good faith based on information provided through the E-Verify.

b. DHS reserves the right to conduct Form I-9 compliance inspections, as well as any other enforcement or compliance activity authorized by law, including site visits, to ensure proper use of E-Verify.

9. The Employer is strictly prohibited from creating an E-Verify case before the employee has been hired, meaning that a firm offer of employment was extended and accepted and Form I-9 was completed. The Employer agrees to create an E-Verify case for new employees within three Employer business days after each employee has been hired (after both Sections 1 and 2 of Form I-9 have been completed), and to complete as many steps of the E-Verify process as are necessary according to the E-Verify User Manual. If E-Verify is temporarily unavailable, the three-day time period will be extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability.

10. The Employer agrees not to use E-Verify for pre-employment screening of job applicants, in support of any unlawful employment practice, or for any other use that this MOU or the E-Verify User Manual does not authorize.

11. The Employer must use E-Verify for all new employees. The Employer will not verify selectively and will not verify employees hired before the effective date of this MOU. Employers who are Federal contractors may qualify for exceptions to this requirement as described in Article II.B of this MOU.

12. The Employer agrees to follow appropriate procedures (see Article III below) regarding tentative nonconfirmations. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending. Further, when employees contest a tentative nonconfirmation based upon a photo mismatch, the Employer must take additional steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

13. The Employer agrees not to take any adverse action against an employee based upon the employee's perceived employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1(I)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification system to verify work authorization, a tentative nonconfirmation, a case in continuance (indicating the need for additional time for the government to resolve a case), or the finding of a photo mismatch, does not establish, and should not be interpreted as, evidence that the employee is not work authorized. In any of such cases, the employee must be provided a full and fair opportunity to contest the finding, and if he or she does so, the employee may not be terminated or suffer any adverse employment consequences based upon the employee's perceived employment eligibility status

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(including denying, reducing, or extending work hours, delaying or preventing training, requiring an employee to work in poorer conditions, withholding pay, refusing to assign the employee to a Federal contract or other assignment, or otherwise assuming that he or she is unauthorized to work) until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo mismatch or if a secondary verification is completed and a final nonconfirmation is issued, then the Employer can find the employee is not work authorized and terminate the employee's employment. Employers or employees with questions about a final nonconfirmation may call E-Verify at 1-888-464-4218 (customer service) or 1-888-897-7781 (worker hotline).

14. The Employer agrees to comply with Title VII of the Civil Rights Act of 1964 and section 274B of the INA as applicable by not discriminating unlawfully against any individual in hiring, firing, employment eligibility verification, or recruitment or referral practices because of his or her national origin or citizenship status, or by committing discriminatory documentary practices. The Employer understands that such illegal practices can include selective verification or use of E-Verify except as provided in part D below, or discharging or refusing to hire employees because they appear or sound "foreign" or have received tentative nonconfirmations. The Employer further understands that any violation of the immigration-related unfair employment practices provisions in section 274B of the INA could subject the Employer to civil penalties, back pay awards, and other sanctions, and violations of Title VII could subject the Employer to back pay awards, compensatory and punitive damages. Violations of either section 274B of the INA or Title VII may also lead to the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

15. The Employer agrees that it will use the information it receives from E-Verify only to confirm the employment eligibility of employees as authorized by this MOU. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords), to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU, except for such dissemination as may be authorized in advance by SSA or DHS for legitimate purposes.

16. The Employer agrees to notify DHS immediately in the event of a breach of personal information. Breaches are defined as loss of control or unauthorized access to E-Verify personal data. All suspected or confirmed breaches should be reported by calling 1-888-464-4218 or via email at [E-Verify@dhs.gov](mailto:E-Verify@dhs.gov). Please use "Privacy Incident – Password" in the subject line of your email when sending a breach report to E-Verify.

17. The Employer acknowledges that the information it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a(i)(1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)). Any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

18. The Employer agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, which includes permitting DHS, SSA, their contractors and other agents, upon



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reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the Employer's use of E-Verify, and to respond in a prompt and accurate manner to DHS requests for information relating to their participation in E-Verify.

19. The Employer shall not make any false or unauthorized claims or references about its participation in E-Verify on its website, in advertising materials, or other media. The Employer shall not describe its services as federally-approved, federally-certified, or federally-recognized, or use language with a similar intent on its website or other materials provided to the public. Entering into this MOU does not mean that E-Verify endorses or authorizes your E-Verify services and any claim to that effect is false.

20. The Employer shall not state in its website or other public documents that any language used therein has been provided or approved by DHS, USCIS or the Verification Division, without first obtaining the prior written consent of DHS.

21. The Employer agrees that E-Verify trademarks and logos may be used only under license by DHS/USCIS (see [M-795 \(Web\)](#)) and, other than pursuant to the specific terms of such license, may not be used in any manner that might imply that the Employer's services, products, websites, or publications are sponsored by, endorsed by, licensed by, or affiliated with DHS, USCIS, or E-Verify.

22. The Employer understands that if it uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and termination of its participation in E-Verify according to this MOU.

## **B. RESPONSIBILITIES OF FEDERAL CONTRACTORS**

1. If the Employer is a Federal contractor with the FAR E-Verify clause subject to the employment verification terms in Subpart 22.18 of the FAR, it will become familiar with and comply with the most current version of the E-Verify User Manual for Federal Contractors as well as the E-Verify Supplemental Guide for Federal Contractors.

2. In addition to the responsibilities of every employer outlined in this MOU, the Employer understands that if it is a Federal contractor subject to the employment verification terms in Subpart 22.18 of the FAR it must verify the employment eligibility of any "employee assigned to the contract" (as defined in FAR 22.1801). Once an employee has been verified through E-Verify by the Employer, the Employer may not create a second case for the employee through E-Verify.

a. An Employer that is not enrolled in E-Verify as a Federal contractor at the time of a contract award must enroll as a Federal contractor in the E-Verify program within 30 calendar days of contract award and, within 90 days of enrollment, begin to verify employment eligibility of new hires using E-Verify. The Employer must verify those employees who are working in the United States, whether or not they are assigned to the contract. Once the Employer begins verifying new hires, such verification of new hires must be initiated within three business days after the hire date. Once enrolled in E-Verify as a Federal contractor, the Employer must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

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- b. Employers enrolled in E-Verify as a Federal contractor for 90 days or more at the time of a contract award must use E-Verify to begin verification of employment eligibility for new hires of the Employer who are working in the United States, whether or not assigned to the contract, within three business days after the date of hire. If the Employer is enrolled in E-Verify as a Federal contractor for 90 calendar days or less at the time of contract award, the Employer must, within 90 days of enrollment, begin to use E-Verify to initiate verification of new hires of the contractor who are working in the United States, whether or not assigned to the contract. Such verification of new hires must be initiated within three business days after the date of hire. An Employer enrolled as a Federal contractor in E-Verify must begin verification of each employee assigned to the contract within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever is later.
- c. Federal contractors that are institutions of higher education (as defined at 20 U.S.C. 1001(a)), state or local governments, governments of Federally recognized Indian tribes, or sureties performing under a takeover agreement entered into with a Federal agency under a performance bond may choose to only verify new and existing employees assigned to the Federal contract. Such Federal contractors may, however, elect to verify all new hires, and/or all existing employees hired after November 6, 1986. Employers in this category must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.
- d. Upon enrollment, Employers who are Federal contractors may elect to verify employment eligibility of all existing employees working in the United States who were hired after November 6, 1986, instead of verifying only those employees assigned to a covered Federal contract. After enrollment, Employers must elect to verify existing staff following DHS procedures and begin E-Verify verification of all existing employees within 180 days after the election.
- e. The Employer may use a previously completed Form I-9 as the basis for creating an E-Verify case for an employee assigned to a contract as long as:
- i. That Form I-9 is complete (including the SSN) and complies with Article II.A.6,
  - ii. The employee's work authorization has not expired, and
  - iii. The Employer has reviewed the Form I-9 information either in person or in communications with the employee to ensure that the employee's Section 1, Form I-9 attestation has not changed (including, but not limited to, a lawful permanent resident alien having become a naturalized U.S. citizen).
- f. The Employer shall complete a new Form I-9 consistent with Article II.A.6 or update the previous Form I-9 to provide the necessary information if:
- i. The Employer cannot determine that Form I-9 complies with Article II.A.6,
  - ii. The employee's basis for work authorization as attested in Section 1 has expired or changed, or
  - iii. The Form I-9 contains no SSN or is otherwise incomplete.

Note: If Section 1 of Form I-9 is otherwise valid and up-to-date and the form otherwise complies with

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Article II.C.5, but reflects documentation (such as a U.S. passport or Form I-551) that expired after completing Form I-9, the Employer shall not require the production of additional documentation, or use the photo screening tool described in Article II.A.5, subject to any additional or superseding instructions that may be provided on this subject in the E-Verify User Manual.

g. The Employer agrees not to require a second verification using E-Verify of any assigned employee who has previously been verified as a newly hired employee under this MOU or to authorize verification of any existing employee by any Employer that is not a Federal contractor based on this Article.

3. The Employer understands that if it is a Federal contractor, its compliance with this MOU is a performance requirement under the terms of the Federal contract or subcontract, and the Employer consents to the release of information relating to compliance with its verification responsibilities under this MOU to contracting officers or other officials authorized to review the Employer's compliance with Federal contracting requirements.

### **C. RESPONSIBILITIES OF SSA**

1. SSA agrees to allow DHS to compare data provided by the Employer against SSA's database. SSA sends DHS confirmation that the data sent either matches or does not match the information in SSA's database.

2. SSA agrees to safeguard the information the Employer provides through E-Verify procedures. SSA also agrees to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security numbers or responsible for evaluation of E-Verify or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).

3. SSA agrees to provide case results from its database within three Federal Government work days of the initial inquiry. E-Verify provides the information to the Employer.

4. SSA agrees to update SSA records as necessary if the employee who contests the SSA tentative nonconfirmation visits an SSA field office and provides the required evidence. If the employee visits an SSA field office within the eight Federal Government work days from the date of referral to SSA, SSA agrees to update SSA records, if appropriate, within the eight-day period unless SSA determines that more than eight days may be necessary. In such cases, SSA will provide additional instructions to the employee. If the employee does not visit SSA in the time allowed, E-Verify may provide a final nonconfirmation to the employer.

Note: If an Employer experiences technical problems, or has a policy question, the employer should contact E-Verify at 1-888-464-4218.

### **D. RESPONSIBILITIES OF DHS**

1. DHS agrees to provide the Employer with selected data from DHS databases to enable the Employer to conduct, to the extent authorized by this MOU:

a. Automated verification checks on alien employees by electronic means, and

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- b. Photo verification checks (when available) on employees.
2. DHS agrees to assist the Employer with operational problems associated with the Employer's participation in E-Verify. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.
3. DHS agrees to provide to the Employer with access to E-Verify training materials as well as an E-Verify User Manual that contain instructions on E-Verify policies, procedures, and requirements for both SSA and DHS, including restrictions on the use of E-Verify.
4. DHS agrees to train Employers on all important changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify User Manual. Even without changes to E-Verify, DHS reserves the right to require employers to take mandatory refresher tutorials.
5. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in E-Verify. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, U.S. Department of Justice.
6. DHS agrees to issue each of the Employer's E-Verify users a unique user identification number and password that permits them to log in to E-Verify.
7. DHS agrees to safeguard the information the Employer provides, and to limit access to such information to individuals responsible for the verification process, for evaluation of E-Verify, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security numbers and employment eligibility, to enforce the INA and Federal criminal laws, and to administer Federal contracting requirements.
8. DHS agrees to provide a means of automated verification that provides (in conjunction with SSA verification procedures) confirmation or tentative nonconfirmation of employees' employment eligibility within three Federal Government work days of the initial inquiry.
9. DHS agrees to provide a means of secondary verification (including updating DHS records) for employees who contest DHS tentative nonconfirmations and photo mismatch tentative nonconfirmations. This provides final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

### ARTICLE III

#### REFERRAL OF INDIVIDUALS TO SSA AND DHS

##### A. REFERRAL TO SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the notice as directed by E-Verify. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify

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case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.

2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.

3. After a tentative nonconfirmation, the Employer will refer employees to SSA field offices only as directed by E-Verify. The Employer must record the case verification number, review the employee information submitted to E-Verify to identify any errors, and find out whether the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security number, or any other corrected employee information that SSA requests, to SSA for verification again if this review indicates a need to do so.

4. The Employer will instruct the employee to visit an SSA office within eight Federal Government work days. SSA will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.

5. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.

6. The Employer agrees not to ask the employee to obtain a printout from the Social Security Administration number database (the Numident) or other written verification of the SSN from the SSA.

## **B. REFERRAL TO DHS**

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.

2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.

3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation.

4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will instruct the

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employee to contact DHS through its toll-free hotline (as found on the referral letter) within eight Federal Government work days.

5. If the Employer finds a photo mismatch, the Employer must provide the photo mismatch tentative nonconfirmation notice and follow the instructions outlined in paragraph 1 of this section for tentative nonconfirmations, generally.

6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo mismatch, the Employer will send a copy of the employee's Form I-551, Form I-766, U.S. Passport, or passport card to DHS for review by:

- a. Scanning and uploading the document, or
- b. Sending a photocopy of the document by express mail (furnished and paid for by the employer).

7. The Employer understands that if it cannot determine whether there is a photo match/mismatch, the Employer must forward the employee's documentation to DHS as described in the preceding paragraph. The Employer agrees to resolve the case as specified by the DHS representative who will determine the photo match or mismatch.

8. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.

9. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.

#### **ARTICLE IV SERVICE PROVISIONS**

##### **A. NO SERVICE FEES**

1. SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access E-Verify, an Employer will need a personal computer with Internet access.

#### **ARTICLE V MODIFICATION AND TERMINATION**

##### **A. MODIFICATION**

1. This MOU is effective upon the signature of all parties and shall continue in effect for as long as the SSA and DHS operates the E-Verify program unless modified in writing by the mutual consent of all parties.

2. Any and all E-Verify system enhancements by DHS or SSA, including but not limited to E-Verify checking against additional data sources and instituting new verification policies or procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes.

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## B. TERMINATION

1. The Employer may terminate this MOU and its participation in E-Verify at any time upon 30 days prior written notice to the other parties.
2. Notwithstanding Article V, part A of this MOU, DHS may terminate this MOU, and thereby the Employer's participation in E-Verify, with or without notice at any time if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established E-Verify procedures and/or legal requirements. The Employer understands that if it is a Federal contractor, termination of this MOU by any party for any reason may negatively affect the performance of its contractual responsibilities. Similarly, the Employer understands that if it is in a state where E-Verify is mandatory, termination of this by any party MOU may negatively affect the Employer's business.
3. An Employer that is a Federal contractor may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such cases, the Federal contractor must provide written notice to DHS. If an Employer that is a Federal contractor fails to provide such notice, then that Employer will remain an E-Verify participant, will remain bound by the terms of this MOU that apply to non-Federal contractor participants, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.
4. The Employer agrees that E-Verify is not liable for any losses, financial or otherwise, if the Employer is terminated from E-Verify.

## ARTICLE VI PARTIES

- A. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.
- B. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.
- C. The Employer may not assign, directly or indirectly, whether by operation of law, change of control or merger, all or any part of its rights or obligations under this MOU without the prior written consent of DHS, which consent shall not be unreasonably withheld or delayed. Any attempt to sublicense, assign, or transfer any of the rights, duties, or obligations herein is void.
- D. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.
- E. The Employer understands that its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to,

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Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).

F. The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively. The Employer understands that any inaccurate statement, representation, data or other information provided to DHS may subject the Employer, its subcontractors, its employees, or its representatives to: (1) prosecution for false statements pursuant to 18 U.S.C. 1001 and/or; (2) immediate termination of its MOU and/or; (3) possible debarment or suspension.

G. The foregoing constitutes the full agreement on this subject between DHS and the Employer.

**To be accepted as an E-Verify participant, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 1-888-464-4218.**





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**Approved by:**

<b>Employer</b> Poinciana West Community Development District	
Name (Please Type or Print) Darren De Santis	Title
Signature Electronically Signed	Date 01/27/2021
<b>Department of Homeland Security – Verification Division</b>	
Name (Please Type or Print)	Title
Signature Electronically Signed	Date



Company ID Number: 1634551

<b>Information Required for the E-Verify Program</b>	
<b>Information relating to your Company:</b>	
Company Name	Poinciana West Community Development District
Company Facility Address	219 E. Livingston St Orlando, FL 32801
Company Alternate Address	
County or Parish	ORANGE
Employer Identification Number	030610585
North American Industry Classification Systems Code	925
Parent Company	
Number of Employees	1 to 4
Number of Sites Verified for	1



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**Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:**

FLORIDA

1 site(s)



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**Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:**

Name Kelly Adams  
Phone Number (865) 717 - 7700  
Fax Number  
Email Address kadams@gmstnn.com

Name Darren A De Santis  
Phone Number (954) 721 - 8681 ext. 208  
Fax Number  
Email Address ddesantis@gmssf.com



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# SECTION VII



3036 Michigan Avenue  
Kissimmee, FL 34744  
407.944.0520 p  
407.944.0709 f  
www.clarke.com

September 22, 2020

GMS  
135 W Central Blvd  
Suite 320  
Orlando FL 32801  
Attn: Clayton Smith

**RE: PWCDD account # 088096**

Dear Clayton,

It is truly our pleasure to provide the Poinciana West Community Development District aquatic services. On behalf of the entire Clarke team, I would like to thank you for your continued business.

I would like to request that Clarke's current contract pricing be increased 1.5% in line with our discussion earlier this year. This is for the fiscal year of October 1<sup>st</sup>, 2020 through September 30<sup>th</sup>, 2021. This brings the current monthly service fee from \$4,750.00 to \$4,821.25 which is an increase of \$71.25 monthly totaling an annual increase of \$855.00. Therefore, the annual fee of \$57,000.00 increases to \$57,855.00.

Thank you in advance for your consideration as we look forward to serving PWCDD for years to come.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tim Gardner'.

Tim Gardner

# SECTION VIII



# SECTION C

# SECTION 1

## Poinciana West Community Development District

### Summary of Check Register

July 16, 2020 to March 9, 2021

Fund	Date	Check No.'s	Amount
General Fund	7/16/20	1701	\$ 295.16
	7/23/20	1702-1704	\$ 7,083.33
	7/29/20	1705-1706	\$ 646.00
	7/30/20	1707	\$ 14.00
	8/6/20	1708	\$ 570.00
	8/7/20	1709	\$ 5,206.13
	8/10/20	1710-1711	\$ 4,698.89
	8/13/20	1712	\$ 14,255.86
	8/20/20	1713	\$ 1,514.34
	8/28/20	1714-1716	\$ 7,175.83
	9/3/20	1717	\$ 7,351.00
	9/9/20	1718	\$ 5,146.75
	9/17/20	1719-1722	\$ 12,714.66
	9/23/20	1723	\$ 5,000.00
	10/15/20	1724-1726	\$ 10,017.22
	10/23/20	1727-1728	\$ 484.16
	10/30/20	1729-1731	\$ 7,073.08
	11/12/20	1732-1733	\$ 4,901.16
	11/19/20	1734-1735	\$ 7,601.94
	12/11/20	1736-1738	\$ 10,118.46
	12/18/20	1739	\$ 444,578.01
	12/29/20	1740	\$ 4,750.00
	1/22/21	1741-1744	\$ 23,214.22
	2/11/21	1745-1746	\$ 6,674.49
	2/19/21	1747-1748	\$ 5,956.42
2/24/21	1749	\$ 559,504.76	
3/5/21	1750	\$ 450.00	
		\$ 1,156,995.87	
Payroll			
	<u>July 2020</u>		
	Charles Case III	50084	\$ 184.70
	Joseph Clark	50085	\$ 184.70
	Maneck Master	50086	\$ 184.70
	Peggy Gregory	50087	\$ 184.70
	Roy LaRue	50088	\$ 184.70
			\$ 923.50
			\$ 1,157,919.37

AF300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 3/10/21 PAGE 1  
 \*\*\* CHECK DATES 07/16/2020 - 03/09/2021 \*\*\* POINCIANA WEST - GENERAL FUND  
 BANK A GENERAL FUND

CHECK DATE	VEND#	INVOICE DATE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT
7/16/20	00010	6/22/20	1039390	202006	310-51300-48000				*	295.16	295.16
								REQ.ANN.AUDIT SVC PROPSL			
7/23/20	00005	7/15/20	1012291	202007	320-53800-47100			MOSQUITO MGMT SERV JUL20	*	1,983.33	1,983.33
								THE LEDGER			
7/23/20	00020	7/15/20	7111	202007	320-53800-47000			CLARKE ENVIRONMENTAL MOSQUITO	*	4,750.00	1,983.33
								AQUATIC MAINT. SRVC JUL20			001702
7/23/20	00028	3/27/20	2	202003	310-51300-31300			CLARKE AQUATIC SERVICES, INC	*	250.00	4,750.00
								REV. AMORT SCHED 2017-2			001703
		3/27/20	2	202003	310-51300-31300				*	100.00	
								REV. AMORT SCHED 2017-1			
7/29/20	00008	7/21/20	7-070-96	202007	310-51300-42000			DISCLOSURE SERVICES, LLC	*	56.00	350.00
								DELIVERY 07/16/20			001704
								FEDEX			
7/29/20	00016	7/23/20	2153143	202007	310-51300-31100				*	590.00	56.00
								INTERIM ENG. SERVS-JUL20			001705
7/30/20	00001	7/27/20	77	202007	310-51300-49000			GAI CONSULTANTS, INC	*	14.00	590.00
								DOMAIN RENEWAL			001706
8/06/20	00033	8/01/20	17111	202007	310-51300-31500			GOVERNMENTAL MANAGEMENT SERVICES-CF	*	180.00	14.00
								REVIEW OF AGENDA PKG			001707
		8/01/20	17111	202007	310-51300-31500				*	390.00	
								ATTENDANCE AT BRD MEETING			
8/07/20	00001	8/01/20	78	202008	310-51300-34000			CLARK & ALBAUGH, LLP	*	3,750.00	570.00
								MANAGEMENT FEES AUG20			001708
		8/01/20	78	202008	310-51300-35200				*	125.00	
								INFORMATION TECH AUG20			
		8/01/20	78	202008	310-51300-31300				*	416.67	
								DISSEMINATION FEE AUG20			
		8/01/20	78	202008	310-51300-51000				*	15.33	
								OFFICE SUPPLIES			
		8/01/20	78	202008	310-51300-42000				*	5.50	
								POSTAGE			

POIW POIN WEST CDD KCOSTA

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 3/10/21 PAGE 2  
 \*\*\* CHECK DATES 07/16/2020 - 03/09/2021 \*\*\* POINCIANA WEST - GENERAL FUND  
 BANK A GENERAL FUND

CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO YRMO	DFT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT
8/01/20	78	202008	310-51300-42500						*	60.30	
8/01/20	79	202008	320-53800-12000						*	833.33	
GOVERNMENTAL MANAGEMENT SERVICES-CF											
8/10/20	00007	8/01/20	5311						*	4,691.16	5,206.13
LAWN MAINTENANCE AUG20											
8/10/20	00008	8/04/20	7-083-62					FLORALAWN 2, LLC	*	7.73	4,691.16
DELIVERY 07/21/20											
FEDEX											
8/13/20	00023	8/07/20	4651761						*	11,156.93	7.73
PROP. APPRAISER FEE											
8/07/20		8/07/20	4651762						*	3,098.93	
PROP. APPRAISER FEE											
POLK COUNTY PROPERTY APPRAISER											
8/20/20	00010	7/31/20	1040059						*	757.17	14,255.86
FY20 BDGT ADOPT/BOS MTG											
7/31/20		7/31/20	1040059						*	757.17	
RERUN BDGT/BOS MTG AD											
THE LEDGER											
8/28/20	00005	8/17/20	1013238						*	1,983.33	1,514.34
MOSQUITO MGMT SERV AUG20											
8/28/20	00020	8/17/20	7380						*	4,750.00	1,983.33
AQUATIC MAINT. SRVC AUG20											
CLARKE ENVIRONMENTAL MOSQUITO											
8/28/20	00016	8/25/20	2154277						*	442.50	4,750.00
INTERIM ENG. SERVS-AUG20											
CLARKE AQUATIC SERVICES, INC											
9/03/20	00031	8/28/20	11500						*	7,351.00	442.50
FY21 GEN.LIAB/PUBLIC OFFC											
GAI CONSULTANTS, INC											
9/09/20	00001	9/01/20	80						*	3,750.00	7,351.00
MANAGEMENT FEES SEP20											
9/01/20		9/01/20	80						*	125.00	
INFORMATION TECH SEP20											
EGIS INSURANCE & RISK ADVISORS											

POIW POIN WEST CDD KCOSTA

AP300R  
 \*\*\* CHECK DATES 07/16/2020 - 03/09/2021 \*\*\*  
 YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 3/10/21 PAGE 3  
 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
9/01/20	80	202009	310-51300-31300						*	416.67	
		DISSEMINATION FEE SEP20									
9/01/20	80	202009	310-51300-51000						*	.24	
		OFFICE SUPPLIES									
9/01/20	80	202009	310-51300-42000						*	10.11	
		POSTAGE									
9/01/20	80	202009	310-51300-42500						*	11.40	
		COPIES									
9/01/20	81	202009	320-53800-12000						*	833.33	
		FIELD MANAGEMENT SEP20									
GOVERNMENTAL MANAGEMENT SERVICES-CF											
9/17/20	00005	1013784	202009	320-53800-47100					*	1,983.33	5,146.75 001718
		MOSQUITO MGMT SERV SEP20									
CLARKE ENVIRONMENTAL MOSQUITO											
9/17/20	00020	7593	202009	320-53800-47000					*	4,750.00	1,983.33 001719
		AQUATIC MAINT. SRVC SEP20									
CLARKE AQUATIC SERVICES, INC											
9/17/20	00007	5409	202009	320-53800-46200					*	4,691.16	4,750.00 001720
		LAWN MAINTENANCE SEP20									
FLORALAWN 2, LLC											
9/17/20	00013	09172020	202009	300-20700-10000					*	12,447.10	4,691.16 001721
		FY20 DEBT SERVICE ASSESS									
9/17/20	09172020	202009	300-13100-10200						*	11,156.93-	
		FY20 PROP. APPRAISER FEE									
POINCIANA WEST CDD C/O USBANK											
9/23/20	00001	9/15/20	82	202009	300-15500-10000				*	5,000.00	1,290.17 001722
		FY21 ASSESSMENT ROLL CERT									
GOVERNMENTAL MANAGEMENT SERVICES-CF											
10/15/20	00028	9/28/20	3	202010	310-51300-31300				*	200.00	5,000.00 001723
		AMORT SCHEDULES									
DISCLOSURE SERVICES, LLC											
10/15/20	00007	10/01/20	5567	202010	320-53800-46200				*	4,691.16	200.00 001724
		LAWN MAINTENANCE OCT 20									
FLORALAWN 2, LLC											
10/15/20	00001	10/01/20	83	202010	310-51300-34000				*	3,750.00	4,691.16 001725
		MANAGEMENT FEES OCT 20									
10/01/20	83	202010	310-51300-35200						*	125.00	
		TECHNOLOGY FEES OCT 20									

POIW POIN WEST CDD KCOSTA

AF300R  
 \*\*\* CHECK DATES 07/16/2020 - 03/09/2021 \*\*\*  
 YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER  
 POINCIANA WEST - GENERAL FUND  
 BANK A GENERAL FUND  
 RUN 3/10/21 PAGE 4

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO	YRMO	DFT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK #
10/01/20	83	202010	310-51300-31300								*	416.67	
				DISSEMINATION SVC OCT 20									
10/01/20	83	202010	310-51300-51000								*	.06	
				OFFICE SUPPLIES									
10/01/20	83	202010	310-51300-42000								*	1.00	
				POSTAGE									
10/01/20	84	202010	320-53800-12000								*	833.33	
				FIELD MANAGEMENT OCT 20									
GOVERNMENTAL MANAGEMENT SERVICES-CF											5,126.06	001726	
10/23/20	00006	10/01/20	83232	202010 310-51300-54000							*	175.00	
				FY21 SPECIAL DISTRICT FEE									
DEPARTMENT OF ECONOMIC OPPORTUNITY											175.00	001727	
10/23/20	00010	9/30/20	1041514	202009 310-51300-48000							*	309.16	
				NOT CDD MEETING 9/24									
THE LEDGER											309.16	001728	
10/30/20	00005	10/15/20	00101412	202010 320-53800-47100							*	1,983.33	
				MOSQUITO MANAGEMENT OCT									
CLARKE ENVIRONMENTAL MOSQUITO											1,983.33	001729	
10/30/20	00020	10/15/20	00000778	202010 320-53800-47000							*	4,821.25	
				AQUATIC MAINTENANCE OCT									
CLARKE AQUATIC SERVICES, INC											4,821.25	001730	
10/30/20	00033	10/01/20	17181	202009 310-51300-31500							*	268.50	
				GENERAL COUNSEL SEPT 20									
CLARK & ALBAUGH, LLP											268.50	001731	
11/12/20	00033	11/03/20	17225	202010 310-51300-31500							*	210.00	
				ATTORNEY FEES 10/6/20									
CLARK & ALBAUGH, LLP											210.00	001732	
11/12/20	00007	11/01/20	5657-R	202011 320-53800-46200							*	4,691.16	
				LAWN MAINTENANCE NOV 20									
FLORALAWN 2, LLC											4,691.16	001733	
11/19/20	00007	9/24/20	5527	202009 320-53800-49000							*	1,225.00	
				POND TRIMMING SEPT 20									
9/29/20	5564	202009	320-53800-49000								*	1,225.00	
				RETENTION POND CUT SEPT20									
FLORALAWN 2, LLC											1,225.00	001734	
11/19/20	00001	11/01/20	85	202011 310-51300-34000							*	3,750.00	
				MANAGEMENT FEES NOV 20									
POIW POIN WEST CDD KCOSTA											3,750.00	001734	

AF300R CHECK DATES 07/16/2020 - 03/09/2021 \*\*\* YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 3/10/21 PAGE 5  
 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
11/01/20	85	202011	310-51300-35200	INFORMATION TECH NOV 20	*	125.00						
11/01/20	85	202011	310-51300-31300	DISSEMINATION SVCS NOV 20	*	416.67						
11/01/20	85	202011	310-51300-42000	POSTAGE NOV 20	*	26.94						
11/01/20	86	202011	320-53800-12000	FIELD MANAGEMENT NOV 20	*	833.33						
12/11/20	00033	12/01/20	17258	IN PERSON MTG 11/12/20	*	297.00		GOVERNMENTAL MANAGEMENT SERVICES-CF				5,151.94 001735
12/11/20	00007	12/01/20	5748	LAWN MAINTENANCE DEC 20	*	4,691.16		CLARK & ALBAUGH, LLP				297.00 001736
12/11/20	00001	12/01/20	87	MANAGEMENT FEES DEC 20	*	3,750.00		FLORALAWN 2, LLC				4,691.16 001737
12/01/20	87	202012	310-51300-35200	INFORMATION TECH DEC 20	*	125.00						
12/01/20	87	202012	310-51300-31300	DISSEMINATION SVC DEC 20	*	416.67						
12/01/20	87	202012	310-51300-51000	OFFICE SUPPLIES DEC 20	*	.30						
12/01/20	87	202012	310-51300-42000	POSTAGE DEC 20	*	5.00						
12/01/20	88	202012	320-53800-12000	FIELD MANAGEMENT DEC 20	*	833.33						
12/18/20	00013	12/17/20	121720	ASSESSMENT TXFER - S2017	*	444,578.01		GOVERNMENTAL MANAGEMENT SERVICES-CF				5,130.30 001738
12/29/20	00020	12/15/20	8126	AQUATIC MAINTENANCE DEC20	*	4,750.00		POINCIANA WEST CDD C/O USBANK				444,578.01 001739
1/22/21	00005	11/16/20	1014247	MOSQUITO MANAGEMENT NOV20	*	1,983.33		CLARKE AQUATIC SERVICES, INC				4,750.00 001740
1/15/21	1014419	202101	320-53800-47100	MOSQUITO MANAGEMENT JAN21	*	1,983.33						
								CLARKE ENVIRONMENTAL MOSQUITO				3,966.66 001741
								POIW POIN WEST CDD KCOSTA				



AP300R  
 \*\*\* CHECK DATES 07/16/2020 - 03/09/2021 \*\*\* YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 3/10/21 PAGE 6  
 POINCIANA WEST - GENERAL FUND  
 BANK A GENERAL FUND

CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK #
1/22/21	00020	11/16/20	8027	202011	320-53800-47000		AQUATIC MANAGEMENT NOV 20	*	4,678.75	
1/15/21	8188	202101	320-53800-47000				AQUATIC MANAGEMENT JAN 21	*	4,750.00	
1/22/21	00007	1/01/21	5917	202101	320-53800-46200		CLARKE AQUATIC SERVICES, INC LAWN MAINTENANCE JAN 21	*	4,691.16	9,428.75 001742
1/22/21	00001	1/01/21	89	202101	310-51300-34000		FLORALAWN 2, LLC MANAGEMENT FEES JAN 21	*	3,750.00	4,691.16 001743
1/01/21	89	202101	310-51300-35200				INFORMATION TECH JAN 21	*	125.00	
1/01/21	89	202101	310-51300-31300				DISSEMINATION SVCS JAN 21	*	416.67	
1/01/21	89	202101	310-51300-51000				OFFICE SUPPLIES JAN 21	*	.15	
1/01/21	89	202101	310-51300-42000				POSTAGE JAN 21	*	2.50	
1/01/21	90	202101	320-53800-12000				FIELD MANAGEMENT JAN 21	*	833.33	
2/11/21	00005	12/15/20	1014387	202012	320-53800-47100		GOVERNMENTAL MANAGEMENT SERVICES-CF MOSQUITO MANAGEMENT DEC20	*	1,983.33	5,127.65 001744
2/11/21	00007	2/01/21	6007	202102	320-53800-46200		CLARKE ENVIRONMENTAL MOSQUITO LAWN MAINTENANCE FEB 21	*	4,691.16	1,983.33 001745
2/19/21	00033	2/02/21	17333	202101	310-51300-31500		FLORALAWN 2, LLC GENERAL COUNSEL JAN 21	*	829.50	4,691.16 001746
2/19/21	00001	2/01/21	91	202102	310-51300-34000		CLARK & ALBAUGH, LLP MANAGEMENT FEES FEB 21	*	3,750.00	829.50 001747
2/01/21	91	202102	310-51300-35200				INFORMATION TECH FEB 21	*	125.00	
2/01/21	91	202102	310-51300-31300				DISSEMINATION SVCS FEB 21	*	416.67	
2/01/21	91	202102	310-51300-51000				OFFICE SUPPLIES FEB 21	*	.09	
2/01/21	91	202102	310-51300-42000				POSTAGE FEB 21	*	1.53	

POIW POIN WEST CDD KCOSTA

AP300R CHECK DATES 07/16/2020 - 03/09/2021 \*\*\* YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 3/10/21 PAGE 7  
 POINCIANA WEST - GENERAL FUND  
 BANK A GENERAL FUND

CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO YRMO	DFT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK#
2/01/21	91	202102	310-51300-42500					*	.30	
			COPIES FEB 21							
2/01/21	92	202102	320-53800-12000					*	833.33	
			FIELD MANAGEMENT FEB 21							
2/24/21	00013	2/24/21	02242021	202102	300-20700-10000		GOVERNMENTAL MANAGEMENT SERVICES-CF	*	559,504.76	5,126.92 001748
			ASSESSMENT TRANSFER-SER17							
3/05/21	00018	2/11/21	5517-02- BOND SERIES 2017-2	202102	310-51300-31200		POINCIANA WEST CDD C/O USBANK	*	450.00	559,504.76 001749
										450.00 001750
TOTAL FOR BANK A									1,156,995.87	
TOTAL FOR REGISTER									1,156,995.87	

POIW POIN WEST CDD KCOSTA

**The Ledger NEWS CHIEF**

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

<b>1 BILLING PERIOD</b>		<b>2 ADVERTISER / CLIENT NAME</b>	
06/01/20 - 06/30/20		POINCIANA WEST CDD	
<b>23 TOTAL AMOUNT DUE</b>		<b>*UNAPPLIED AMOUNT</b>	<b>3 TERMS OF PAYMENT</b>
295.16			NET 15 DAYS
<b>21 CURRENT AMOUNT DUE</b>	<b>22 30 DAYS</b>	<b>60 DAYS</b>	<b>OVER 90 DAYS</b>
295.16	.00	.00	.00

**ADVERTISING INVOICE and STATEMENT**

<b>24 INVOICE NUMBER</b>	<b>4 PAGE #</b>	<b>5 BILLING DATE</b>	<b>6 BILLED ACCOUNT NUMBER</b>	<b>7 ADVERTISER / CLIENT NUMBER</b>
1039390	1	06/30/20		

8 - 170  
 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



210103939000000295164

**PLEASE DETACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE**

10 DATE	11 NEWSPAPER REFERENCE	12/13/14 DESCRIPTION - OTHER COMMENTS/CHARGES	15/16 SAU SIZE BILLED UNITS	17/18 TIMES RUN RATE	19 GROSS AMOUNT	20 NET AMOUNT
05/31 06/16 ✓06/22	1693 L060G0J9NF LEGAL LINE AD	BALANCE FORWARD Payment on Account POINCIANA WEST COMMU NITY DEVELOPMENT DI LKL/FULL, LNET/FULL 0001 L060G0J9NF Stacie	1x61L	1	295.16	992.62 -992.62 295.16
<div data-bbox="613 1035 912 1241" data-label="Image"> </div>						
#10 910513.48						
WE APPRECIATE YOUR CONTINUED BUSINESS. CONTACT YOUR ACCT REP DIRECTLY REGARDING AD BILLING DISCREPANCIES.						

**STATEMENT OF ACCOUNT** AGING OF PAST DUE ACCOUNTS

<b>21 CURRENT NET AMOUNT DUE</b>	<b>22 30 DAYS</b>	<b>60 DAYS</b>	<b>OVER 90 DAYS</b>	<b>*UNAPPLIED AMOUNT</b>	<b>23 TOTAL AMOUNT DUE</b>
295.16	.00	.00	.00		295.16

**The Ledger NEWS CHIEF**

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



<b>24 INVOICE NUMBER</b>	<b>25 1 BILLING PERIOD</b>	<b>6 BILLED ACCOUNT NUMBER</b>	<b>7 ADVERTISER / CLIENT NUMBER</b>	<b>2 ADVERTISER / CLIENT NAME</b>
1039390	06/01/20 - 06/30/20			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, the owner of The Ledger, a daily newspaper published at Lakeland in Polk County, Florida; that the attached copy of advertisement, being a

### PUBLIC NOTICE

In the matter of REQUEST FOR PROPOSALS

Concerning POINCIANA WEST CDD

was published in newspaper and on-line in the issues of

6-22: 2020

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.

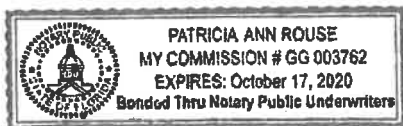
Signed *Olga L. Rodriguez Martin*  
Olga L. Rodriguez Martin  
Advertising Account Executive  
Who is personally known to me.

Sworn to and subscribed before me this 24th day of June, A.D. 2020

*Patricia Ann Rouse*

Notary Public

(Seal)



**POINCIANA WEST  
COMMUNITY DEVELOPMENT  
DISTRICT  
REQUEST FOR PROPOSALS  
FOR ANNUAL AUDIT SERVICES**

The Poinciana West Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the fiscal year ending September 30, 2020, with an option for four additional annual terminals. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in Polk County and has a general administrative operating fund and a debt service fund.

The Auditing entity submitting a proposal must be duly licensed under Chapter 179, Florida Statutes and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide seven (7) copies and one (1) electronic copy of their proposal to GMS - CF, LLC, District Manager, 219 E. Livingston Street, Orlando, FL 32801, telephone (407) 841-5524, in an envelope marked on the outside "Auditing Services - Poinciana West Community Development District." Proposals must be received by Friday, July 10, 2020, 2:00 P.M., at the office of the District Manager. Please direct all questions regarding this Notice to the District Manager.

George S. Flint  
Governmental Management Services  
- Central Florida, LLC  
District Manager  
6-22: 2020 JONF

**POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES**

The Poinciana West Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the Fiscal Year ending September 30, 2020, with an option for four additional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in Polk County and has a general administrative operating fund and a debt service fund.

The Auditing entity submitting a proposal must be duly licensed under Chapter 173, Florida Statutes and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide seven (7) copies and one (1) electronic copy of their proposal to GMS - CF, LLC, District Manager, 219 E. Livingston Street, Orlando, FL 32801, telephone (407) 841-5524, in an envelope marked on the outside "**Auditing Services - Poinciana West Community Development District.**" Proposals must be received by **Friday, July 10, 2020, 2:00 P.M.**, at the office of the District Manager. Please direct all questions regarding this Notice to the District Manager.

George S. Flint  
Governmental Management Services - Central Florida, LLC  
District Manager



INVOICE

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



Customer #: P07800  
Customer PO #: NA

Invoice #: 001012291  
Invoice Date: 07/15/20  
Terms: Net 30 Days  
Due Date: 08/14/20

Poinciana West Community Dev. Dist.  
1408 Hamlin Ave, Unit E

St. Cloud, FL 34771-8588

George Flint



Agreement no 1000002502

Consultant Pete Deglomine - Salesman



CLARKE ENVIRONMENTAL MOSQUITO MANAGEMENT SERVICE

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

Service for July 2020

#Shhd

320-576-4721



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 #:

Invoice #: 000007111  
Invoice Date: 07/15/20  
Terms: Net 30 Days  
Due Date: 08/14/20



Poinciana West Community Dev. Dist.  
1408 Hamlin Avenue  
Unit E  
St. Cloud, FL 34771-8588

George Flint



Agreement no 1000002499

Consultant Tim Gardner



CLARKE AQUATIC MAINTENANCE SERVICES

W9's can be found on our website at [www.clarke.com](http://www.clarke.com)  
Service for July 2020

#2040  
320 SB.47

Order total

4,750.00

Clarke Aquatic Services, Inc. is a Clarke Company

*** We accept ACH Payments ***		<b>Total:</b>	<b>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

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

Disclosure Services LLC

1005 Bradford Way  
Kingston, TN 37763

# Invoice

Date	Invoice #
3/27/2020	2

<b>Bill To</b>
Poinciana West CDD c/o GMS

Terms	Due Date
Net 30	4/26/2020

Description	Amount
Amortization Schedule Series 2017-2 5-1-20 Prepay \$30,000 001-310-S1300-31300 REV AMORT SCHED 2017-2	250.00
Amortization Schedule Series 2017-1 5-1-20 Prepay \$15,000 001-310-S1300-31300 REV AMORT SCHED 2017-1	100.00
<b>Total</b> \$350.00	
<b>Payments/Credits</b> \$0.00	
<b>Balance Due</b> \$350.00	

<b>Phone #</b>
865-717-0976

<b>E-mail</b>
tcarter@disclosureservices.info





<b>Invoice Number</b> 7-070-96524	<b>Invoice Date</b> Jul 21, 2020	<b>Account Number</b> [REDACTED]	Page 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	\$56.00
<b>TOTAL THIS INVOICE</b>	<b>USD</b>	<b>\$56.00</b>

Other discounts may apply.

001-310-51300-42000  
DES  
DELIVERY 071

BY: [Signature]

Detailed descriptions of surcharges can be located at 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.

<b>Invoice Number</b> 7-070-96524	<b>Invoice Amount</b> USD \$56.00	<b>Account Number</b> [REDACTED]
--------------------------------------	--------------------------------------	-------------------------------------

**Remittance Advice**

Your payment is due by Sep 04, 2020

7070965244000005600287432627530000000000000000560020

0032164 01 AB 0.416 \*\*ALTO TO 3 1202 34771-858877 -C01-P32196-11



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



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



61022020017795

<b>Invoice Number</b> 7-070-96524	<b>Invoice Date</b> Jul 21, 2020	<b>Account Number</b> [REDACTED]
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**FedEx Express Shipment Detail By Payor Type (Original)**

**Ship Date:** Jul 16, 2020      **Cust. Ref.:** Poinciana West CDD      **Ref.#2:**  
**Payor:** Third Party      **Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 1.50% to this shipment.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

<b>Automation</b>	INET	<b>Sender</b>	<b>Recipient</b>	
<b>Tracking ID</b>	770966674664	George Flint	Peggy Gregory	
<b>Service Type</b>	FedEx Standard Overnight	GMS - CF, LLC	742 SAN RAPHAEL ST	
<b>Package Type</b>	FedEx Pak	219 E Livingston Street	KISSIMMEE FL 34759 US	
<b>Zone</b>	02	ORLANDO FL 32801 US		
<b>Packages</b>	1			
<b>Rated Weight</b>	2.0 lbs, 0.9 kgs	<b>Transportation Charge</b>		6.63
<b>Delivered</b>	Jul 17, 2020 16:17	<b>Fuel Surcharge</b>		0.17
<b>Svc Area</b>	A3	<b>Residential Delivery</b>		4.40
<b>Signed by</b>	see above	<b>Third Party Billing</b>		0.00
<b>FedEx Use</b>	000000000/127469/02	<b>Total Charge</b>		<b>USD \$11.20</b>

**Ship Date:** Jul 16, 2020      **Cust. Ref.:** Poinciana West CDD      **Ref.#2:**  
**Payor:** Third Party      **Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 1.50% to this shipment.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

<b>Automation</b>	INET	<b>Sender</b>	<b>Recipient</b>	
<b>Tracking ID</b>	770966735497	George Flint	Roy LaRue	
<b>Service Type</b>	FedEx Standard Overnight	GMS - CF, LLC	211 SAN VICENTE LN	
<b>Package Type</b>	FedEx Pak	219 E Livingston Street	KISSIMMEE FL 34759 US	
<b>Zone</b>	02	ORLANDO FL 32801 US		
<b>Packages</b>	1			
<b>Rated Weight</b>	2.0 lbs, 0.9 kgs	<b>Transportation Charge</b>		6.63
<b>Delivered</b>	Jul 17, 2020 16:12	<b>Fuel Surcharge</b>		0.17
<b>Svc Area</b>	A3	<b>Residential Delivery</b>		4.40
<b>Signed by</b>	see above	<b>Third Party Billing</b>		0.00
<b>FedEx Use</b>	000000000/127469/02	<b>Total Charge</b>		<b>USD \$11.20</b>



**FedEx® Billing Online**

FedEx Billing Online allows you to efficiently manage and pay your FedEx invoices online. It's free, easy and secure. FedEx Billing Online helps you streamline your billing process. With all your FedEx shipping information available in one secure online location, you never have to worry about misplacing a paper invoice or sifting through reams of paper to find information for past shipments. Go to [fedex.com](http://fedex.com) to sign up today!



<b>Invoice Number</b> 7-070-96524	<b>Invoice Date</b> Jul 21, 2020	<b>Account Number</b> [REDACTED]	<b>Page</b> 3 of 3
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**Ship Date:** Jul 16, 2020

**Cust. Ref.:** Poinciana West CDD

**Ref.#2:**

**Payor:** Third Party

**Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 1.50% to this shipment.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

<b>Automation</b>	INET	<b>Sender</b>	<b>Recipient</b>	
<b>Tracking ID</b>	770966755683	George Flint	Charles W. Case, III	
<b>Service Type</b>	FedEx Standard Overnight	GMS - CF, LLC	642 TAPATIO LN	
<b>Package Type</b>	FedEx Pak	219 E Livingston Street	KISSIMMEE FL 34759 US	
<b>Zone</b>	02	ORLANDO FL 32801 US		
<b>Packages</b>	1			
<b>Rated Weight</b>	2.0 lbs, 0.9 kgs	<b>Transportation Charge</b>		6.63
<b>Delivered</b>	Jul 17, 2020 16:10	<b>Fuel Surcharge</b>		0.17
<b>Svc Area</b>	A3	<b>Residential Delivery</b>		4.40
<b>Signed by</b>	see above	<b>Third Party Billing</b>		0.00
<b>FedEx Use</b>	00000000/127469/02	<b>Total Charge</b>	<b>USD</b>	<b>\$11.20</b>

**Ship Date:** Jul 16, 2020

**Cust. Ref.:** Poinciana West CDD

**Ref.#2:**

**Payor:** Third Party

**Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 1.50% to this shipment.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

<b>Automation</b>	INET	<b>Sender</b>	<b>Recipient</b>	
<b>Tracking ID</b>	770966778515	George Flint	Joseph Clark	
<b>Service Type</b>	FedEx Standard Overnight	GMS - CF, LLC	306 MOORPARK WAY	
<b>Package Type</b>	FedEx Pak	219 E Livingston Street	KISSIMMEE FL 34759 US	
<b>Zone</b>	02	ORLANDO FL 32801 US		
<b>Packages</b>	1			
<b>Rated Weight</b>	2.0 lbs, 0.9 kgs	<b>Transportation Charge</b>		6.63
<b>Delivered</b>	Jul 17, 2020 15:17	<b>Fuel Surcharge</b>		0.17
<b>Svc Area</b>	A3	<b>Residential Delivery</b>		4.40
<b>Signed by</b>	see above	<b>Third Party Billing</b>		0.00
<b>FedEx Use</b>	00000000/127469/02	<b>Total Charge</b>	<b>USD</b>	<b>\$11.20</b>

**Ship Date:** Jul 16, 2020

**Cust. Ref.:** Poinciana West CDD

**Ref.#2:**

**Payor:** Third Party

**Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 1.50% to this shipment.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

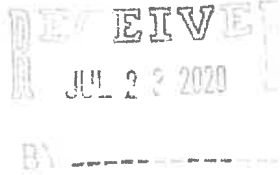
<b>Automation</b>	INET	<b>Sender</b>	<b>Recipient</b>	
<b>Tracking ID</b>	770966785127	George Flint	Maneck Master	
<b>Service Type</b>	FedEx Standard Overnight	GMS - CF, LLC	759 SAN RAPHAEL ST	
<b>Package Type</b>	FedEx Pak	219 E Livingston Street	KISSIMMEE FL 34759 US	
<b>Zone</b>	02	ORLANDO FL 32801 US		
<b>Packages</b>	1			
<b>Rated Weight</b>	2.0 lbs, 0.9 kgs	<b>Transportation Charge</b>		6.63
<b>Delivered</b>	Jul 17, 2020 16:16	<b>Fuel Surcharge</b>		0.17
<b>Svc Area</b>	A3	<b>Residential Delivery</b>		4.40
<b>Signed by</b>	see above	<b>Third Party Billing</b>		0.00
<b>FedEx Use</b>	00000000/127469/02	<b>Total Charge</b>	<b>USD</b>	<b>\$11.20</b>

<b>Third Party Subtotal</b>	<b>USD</b>	<b>\$56.00</b>
<b>Total FedEx Express</b>	<b>USD</b>	<b>\$56.00</b>



# INVOICE

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



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

July 23, 2020  
 Project No: A171207.00  
 Invoice No: 2153143

Project A171207.00 Poinclana West Community Development District Engineering Services  
**Professional Services Through July 18, 2020**

Task 004 2020 General Support

**Professional Personnel**

	Hours	Rate	Amount
Engineering Director/Senior Director			
Leo, Kathleen	2.00	295.00	590.00
<b>Totals</b>	<b>2.00</b>		<b>590.00</b>
<b>Total Labor</b>			<b>590.00</b>

**Billing Limits**

	Current	Prior	To-Date
Total Billings	590.00	9,019.70	9,609.70
Limit			10,000.00
Remaining			390.30

**Total this Task \$590.00**

**Total this Invoice \$590.00**

001-310-51300-31100

DES  
 INTERIM ENG. 5/11/20 - 7/18/20

Project A171207.00 Poinciana West Community Development Dis Invoice 2153143

**Billing Backup**

Thursday, July 23, 2020

GAI Consultants, Inc.

Invoice 2153143 Dated 7/23/2020

5:07:15 PM

Project A171207.00 Poinciana West Community Development District Engineering Services  
 Task 004 2020 General Support

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
	Engineering Director/Senior Director					
04136	Leo, Kathleen	6/24/2020	1.00	295.00	295.00	
	Annual Cert letter					
04136	Leo, Kathleen	6/30/2020	.50	295.00	147.50	
	emals					
04136	Leo, Kathleen	7/13/2020	.50	295.00	147.50	
	meeting prep					
	Totals		2.00		590.00	
	<b>Total Labor</b>					<b>590.00</b>
				<b>Total this Task</b>		<b>\$590.00</b>
				<b>Total this Project</b>		<b>\$590.00</b>
				<b>Total this Report</b>		<b>\$590.00</b>

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

**RECEIVED**  
 JUL 30 2020

**Invoice**

BY: \_\_\_\_\_

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

**Invoice #:** 77  
**Invoice Date:** 7/27/20  
**Due Date:** 7/27/20  
**Case:**  
**P.O. Number:** CF0718

Domain Renewal	Description	Hours/Qty	Rate	Amount
	#1 001 310 51300 49000 DOMAIN RENEWAL		14.00	14.00

<b>Total</b>	<b>\$14.00</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$14.00</b>

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



Phone: (407) 647-7600

Fax: (407) 647-7622

Poinciana West Community Development District  
 Governmental Management Services  
 1408 Hamlin Avenue, Unit E  
 St. Cloud, FL 34771

August 1, 2020

Attention: George S. Flint, District Manager

File # 7784-001  
 Invoice # 17111

RE: General matters

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Jul-21-20	review of agenda package	0.60	180.00	SDC
Jul-22-20	attendance at board meeting (video)	1.30	390.00	SDC
	Totals	1.90	\$570.00	
	<b>Total Fee &amp; Disbursements</b>			<b>\$570.00</b>
	Previous Balance			178.50
	Previous Payments			178.50
	<b>Balance Now Due</b>			<b>\$570.00</b>

TAX ID Number 26-1572385

001-310-51300-31500 178.50  
 REVIEW OF AGENDA PKG  
 001-310-51300-31500 178.50  
 ATTENDANCE BOARD MEETING

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

# Invoice

**Invoice #:** 78  
**Invoice Date:** 8/1/20  
**Due Date:** 8/1/20  
**Case:**  
**P.O. Number:**

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

Description	Hours/Qty	Rate	Amount
Management Fees - August 2020		3,750.00	3,750.00
Information Technology - August 2020		125.00	125.00
Dissemination Agent Services - August 2020		416.67	416.67
Office Supplies		15.33	15.33
Postage		5.50	5.50
Copies		60.30	60.30
<b>Total</b>			<b>\$4,372.80</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$4,372.80</b>



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

# Invoice

**Invoice #:** 79  
**Invoice Date:** 8/1/20  
**Due Date:** 8/1/20  
**Case:**  
**P.O. Number:**

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

Description	Hours/Qty	Rate	Amount
Field Management - August 2020		833.33	833.33
<b>Total</b>			<b>\$833.33</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$833.33</b>



# Invoice

Date	Invoice #
8/1/2020	5311

<b>Bill To</b>
Poinciana West Community Development Dist c/o Governmental Management Services Central Florida, LLC 1408 Hamlin Avenue Unit E St. Cloud, FL 34771

RECEIVED  
AUG 03 2020

BY: \_\_\_\_\_

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 August 2020  <i>001-320-53800-46200 LAWN MAINTENANCE AUG 20</i>	4,691.16	4,691.16
Thank you for your business.			<b>Total</b> \$4,691.16

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



Invoice Number	Invoice Date	Account Number	Page
7-083-62124	Aug 04, 2020	[REDACTED]	1 of 2

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	\$7.73
<b>TOTAL THIS INVOICE</b>	<b>USD</b>	<b>\$7.73</b>

Other discounts may apply.

**Account Summary as of Aug 04, 2020**

Previous Balance	56.00
Payments	0.00
Adjustments	0.00
New Charges	7.73
<b>New Account Balance</b>	<b>\$63.73</b>

RECEIVED  
 AUG 07 2020

5% -----

001-310-51 00 - 1000  
 DELIVER 07/21/20

**FedEx News!**

Your FedEx invoice has been enhanced to provide you additional details and make it easier to read. For more information regarding the changes, please go to [fedex.com/invoicechanges](http://fedex.com/invoicechanges). If you have any questions, please contact the FedEx Revenue Services Department at 1.800.622.1147. Thank you for using FedEx. - FedEx Revenue Services Department

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	Account Balance
7-083-62124	USD \$7.73	[REDACTED]	USD \$63.73

**Remittance Advice**

Your payment is due by Sep 18, 2020

708362124800000077328743262753000006373500000077320

0043330 01 AB 0.416 \*\*AUTO T6 3 1216 34771-858877 -C01-P43373-11



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



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



62310160010903

<b>Invoice Number</b> 7-083-62124	<b>Invoice Date</b> Aug 04, 2020	<b>Account Number</b> [REDACTED]	Page 2 of 2
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**FedEx Express Shipment Detail By Payor Type (Original)**

**Ship Date:** Jul 24, 2020      **Cust. Ref.:** Peincians West CDD      **Ref.#2:**  
**Payor:** Third Party      **Ref.#3:**      **RMA #:** 1112

- Fuel Surcharge - FedEx has applied a fuel surcharge of 1.50% to this shipment.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

<b>Automation</b>	INET	<b>Sender</b>	<b>Recipient</b>	
<b>Tracking ID</b>	791066490051	Peggy Gregory	Stacie Vanderbilt	
<b>Service Type</b>	FedEx Standard Overnight	null	GMS - CF, LLC	
<b>Package Type</b>	FedEx Pak	742 SAN RAPHAEL ST	219 E Livingston Street	
<b>Zone</b>	02	KISSIMMEE FL 34759 US	ORLANDO FL 32801 US	
<b>Packages</b>	1			
<b>Rated Weight</b>	2.0 lbs, 0.9 kgs			
<b>Delivered</b>	Jul 27, 2020 10:20	<b>Transportation Charge</b>		6.63
<b>Svc Area</b>	A1	<b>Fuel Surcharge</b>		0.10
<b>Signed by</b>	see above	<b>Print Return Label</b>		1.00
<b>FedEx Use</b>	000000000/127469/02	<b>Total Charge</b>		<b>\$7.73</b>
			<b>USD</b>	
			<b>Third Party Subtotal</b>	<b>USD \$7.73</b>
			<b>Total FedEx Express</b>	<b>USD \$7.73</b>



**FedEx® Billing Online**

FedEx Billing Online allows you to efficiently manage and pay your FedEx invoices online. It's free, easy and secure. FedEx Billing Online helps you streamline your billing process. With all your FedEx shipping information available in one secure online location, you never have to worry about misplacing a paper invoice or sifting through reams of paper to find information for past shipments. Go to [fedex.com](http://fedex.com) to sign up today!

# Polk County Property Appraiser

MARSHA FAUX PROPERTY APPRAISER  
 255 N WILSON AVE  
 BARTOW FL 33830-3951  
 Phone: (863)534-4775

## INVOICE: 4651761

\*\*\*\*\* CUSTOMER \*\*\*\*\*

POINCIANA WEST CDD  
 1408 HAMLIN AVE UNIT E  
 ST CLOUD FL 34771

\*\*\*\*\* DELIVER TO \*\*\*\*\*

Invoice Date	Due Date	Ship Via	FOB	Terms	Reference	
08/07/2020	08/07/2020			Net Upon Rpt	1% ADM FEE	
Contact		Customer No	Phone	Fax	For	
Darrin Mossing Jr		458	(407)347-4103		1% ADMIN FEE	
Quantity	UOM	Description			Unit Price	Extended
1.00		Poinciana West CDD Debt 1% Admin Fee			11,156.9300	11,156.93
<i>001-300-13160-16200</i>					<b>SUBTOTAL:</b>	11,156.93
					<b>TOTAL DUE:</b>	11,156.93

RECEIVED  
 AUG 17 2020  
 E/-----

Detach and Return With Payment

Send Payment To:

Invoice: 4651761  
 Customer: 458  
 POINCIANA WEST CDD  
 1408 HAMLIN AVE UNIT E  
 ST CLOUD FL 34771

Polk County Property Appraiser  
 MARSHA FAUX PROPERTY APPRAISER  
 255 N WILSON AVE  
 BARTOW FL 33830-3951

TOTAL DUE: \$11,156.93  
 AMOUNT PAID: \_\_\_\_\_

# Polk County Property Appraiser

MARSHA FAUX PROPERTY APPRAISER  
 255 N WILSON AVE  
 BARTOW FL 33830-3951  
 Phone: (863)534-4775

## INVOICE: 4651762

\*\*\*\*\* CUSTOMER \*\*\*\*\*

POINCIANA WEST CDD  
 1408 HAMLIN AVE UNIT E  
 ST CLOUD FL 34771

\*\*\*\*\* DELIVER TO \*\*\*\*\*

Invoice Date	Due Date	Ship Via	FOB	Terms	Reference	
08/07/2020	08/07/2020			Net Upon Rpt	1% ADM FEE	
Contact		Customer No	Phone	Fax	For	
Darrin Mossing Jr		458	(407)347-4103		1% ADMIN FEE	
Quantity	UOM	Description			Unit Price	Extended
1.00		Poinciana West CDD Maint 1% Admin Fee			3,098.9300	3,098.93
					<b>SUBTOTAL:</b>	3,098.93
					<b>TOTAL DUE:</b>	3,098.93

RECEIVED  
 AUG 12 2020  
 BY: \_\_\_\_\_

001-316 5100-49100

Detach and Return With Payment

Send Payment To:

Invoice: 4651762  
 Customer: 458  
 POINCIANA WEST CDD  
 1408 HAMLIN AVE UNIT E  
 ST CLOUD FL 34771

Polk County Property Appraiser  
 MARSHA FAUX PROPERTY APPRAISER  
 255 N WILSON AVE  
 BARTOW FL 33830-3951

TOTAL DUE: \$3,098.93  
 AMOUNT PAID: \_\_\_\_\_

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

1 BILLING PERIOD		2 ADVERTISER / CLIENT NAME	
07/01/20 - 07/31/20		POINCIANA WEST CDD	
23 TOTAL AMOUNT DUE		3 TERMS OF PAYMENT	
1,514.34		NET 15 DAYS	
21 CURRENT AMOUNT DUE	22 30 DAYS	60 DAYS	OVER 90 DAYS
1,514.34	.00	.00	.00

**ADVERTISING INVOICE and STATEMENT**

24 INVOICE NUMBER	4 PAGE #	5 BILLING DATE	6 BILLED ACCOUNT NUMBER	7 ADVERTISER / CLIENT NUMBER
1040059	1	07/31/20		



8 - 180  
 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

210104005900001514343

001-310-51300-47006

PLEASE DETACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

10 DATE	11 NEWSPAPER REFERENCE	12/13/14 DESCRIPTION - OTHER COMMENTS/CHARGES	15/16 SAU SIZE BILLED UNITS	17 TIMES RUN RATE	18 GROSS AMOUNT	20 NET AMOUNT
06/30		BALANCE FORWARD				295.16
07/21	1701	Payment on Account				-295.16
07/01	L060G0J9YS LEGAL LINE AD	POINCIANA WEST COMMU NITY DEVELOPMENT DI LKL/FULL, LNET/FULL 0001 L060G0J9YS Stacie V	1x160L	1	757.17	757.17
07/08	L060G0J9YS LEGAL LINE AD	POINCIANA WEST COMMU NITY DEVELOPMENT DI LKL/FULL, LNET/FULL 0001 L060G0J9YS Stacie V	1x160L	1	757.17	757.17

RECEIVED  
 AUG 07 2020  
 GMS-CF, LLC

WE APPRECIATE YOUR CONTINUED BUSINESS. CONTACT YOUR ACCT REP DIRECTLY REGARDING AD BILLING DISCREPANCIES.

**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
1,514.34	.00	.00	.00		1,514.34

24 INVOICE NUMBER	25 BILLING PERIOD	6 BILLED ACCOUNT NUMBER	7 ADVERTISER / CLIENT NUMBER	2 ADVERTISER / CLIENT NAME
1040059	07/01/20 - 07/31/20			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, the owner of The Ledger, a daily newspaper published at Lakeland in Polk County, Florida; that the attached copy of advertisement, being a

### PUBLIC NOTICE

In the matter of BUDGET HEARING

Concerning PONCIANA WEST CDD

was published in newspaper and on-line in the issues of

7-1, 7-8, 2020

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.

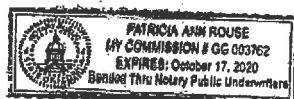
Signed *Olga L. Rodriguez Martin*  
Olga L. Rodriguez Martin  
Advertising Account Executive  
Who is personally known to me.

Sworn to and subscribed before me this 8<sup>th</sup> day of July, A.D. 2020

*Patricia Ann Rouse*

Notary Public

(Seal)



**PONCIANA WEST COMMUNITY DEVELOPMENT DISTRICT**  
**NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR BUDGETS; NOTICE OF REGULAR BOARD OF SUPERVISORS MEETING; AND NOTICE OF AUDIT COMMITTEE MEETING.**  
The Board of Supervisors ("Board") of the Ponciana West Community Development District ("District") will hold a public hearing and meetings on Wednesday, July 22, 2020 at 9:30 a.m. to be conducted by the following means of communications - media technology: Zoom Video Communications (URL: zoom.us)  
Currently there is in place federal, state, and local emergency declarations ("Declarations"). In the event the Declarations remain in effect and if future orders or designations as a public health emergency are issued, the meeting will be conducted remotely, using communications media technology pursuant to Executive Orders 20-22 and 20-58 issued by Governor DeSantis on March 8, 2020, and March 23, 2020 (as amended by Executive Orders 20-115, 20-125, 20-136 and 20-150), as such orders may be extended, respectively, and pursuant to Section 150.05(5)(b), Florida Statutes. If conditions allow the meeting to occur in person, the meeting will be held at the District Office, 304 Village Drive, Ponciana, FL 33424. Information regarding participation in any remote hearing may be found at the District's website [www.ponciawestcd.org](http://www.ponciawestcd.org) or by contacting the District Manager at 407-841-5524.  
Anyone wishing to participate in the meeting telephonically on the above date and time must call (848) 578-8020 and when prompted, enter webinar ID: 677 8361 1088 or via computer <https://zoom.us/j/6778361088>. Additional information regarding this meeting may be obtained from the District's website [www.ponciawestcd.org](http://www.ponciawestcd.org) or by contacting the District Manager, George Pitt, at [gpitt@ponciawestcd.com](mailto:gpitt@ponciawestcd.com) or by calling 407-841-5524. The meeting is being held for the necessary public purpose of hearing comments and objections on the adoption of the proposed budgets ("Proposed Budget") of the District for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("Fiscal Year 2020/2021"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. Immediately preceding the Board of Supervisors meeting will be an Audit Committee Meeting of the Ponciana West Community Development District.  
While it may be necessary to hold the above referenced meeting of the District's Board of Supervisors utilizing communications media technology due to the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. To assist that end, participants are strongly encouraged to submit questions and comments to the District Manager at [gm@ponciawestcd.com](mailto:gm@ponciawestcd.com) by Tuesday, July 21, 2020 at 12:00 p.m. in advance of the meeting to facilitate the Board's consideration and/or discussion of such questions and comments during the meeting. Participants may also submit questions or comments to the District Manager by telephoning by calling 407-841-5524 by the same time noted above.  
A copy of the agenda and Proposed Budget may be obtained from the District's website [www.ponciawestcd.org](http://www.ponciawestcd.org) or by contacting the District Manager located at 219 E. Livingston Street, Orlando, Florida 32801, Phone: (407) 841-5524 ("District Manager's Office"), during normal business hours. The public hearing and meetings are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meetings may be continued to a date, time, and place to be specified on the record at the meeting.  
Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-368-6771 (TDD) / 1-800-368-6770 (Voice), for assistance in contacting the District Manager's Office.  
As indicated above, this meeting will be conducted by media communications technology. Anyone requiring assistance in order to obtain access to the telephonic, video conferencing, or other communications media technology being utilized to conduct this meeting should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. Similarly, any person requiring or that otherwise may need assistance accessing or participating in this meeting because of a disability or physical impairment is strongly encouraged to contact the District Manager's Office at least forty-eight (48) hours in advance so that arrangements may be made.  
Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person will need a record of 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.  
George S. Pitt  
District Manager  
7-1, 7-8, 2020 J0Y8



**POINCIANA WEST COMMUNITY DEVELOPMENT DISTRICT**

**NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2020/2021 BUDGETS; NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING; AND NOTICE OF AUDIT COMMITTEE MEETING.**

The Board of Supervisors ("**Board**") of the Poinciana West Community Development District ("**District**") will hold a public hearing and meetings on **Wednesday, July 22, 2020 at 9:30 a.m.** to be conducted by the following means of communications media technology: Zoom Video Communications (URL: zoom.us).

Currently there is in place federal, state, and local emergency declarations ("Declarations"). In the event the Declarations remain in effect and if future orders or declarations so authorize, the meeting will be conducted remotely, using communications media technology pursuant to Executive Orders 20-52 and 20-69 issued by Governor DeSantis on March 9, 2020, and March 20, 2020 (as extended by Executive Orders 20-112, 20-123, 20-139 and 20-150), as such orders may be extended, respectively, and pursuant to Section 120.54(5)(b)2, Florida Statutes. If conditions allow the meeting to occur in person, the meeting will be held at the Starlite Ballroom, 384 Village Drive, Poinciana, FL 34759. Information regarding participation in any remote hearing may be found at the District's website [www.poincianawestcdd.org](http://www.poincianawestcdd.org) or by contacting the District Manager at 407-841-5524.

Anyone wishing to participate in the meeting telephonically on the above date and time must call (646) 876-9923 and when prompted, enter webinar ID: 977 8351 1089 or via computer at <https://zoom.us/j/97783511089>. Additional information regarding this meeting may be obtained from the District's website [www.poincianawestcdd.org](http://www.poincianawestcdd.org) or by contacting the District Manager, George Flint, at [gflint@gmscfl.com](mailto:gflint@gmscfl.com) or *by calling* 407-841-5524. The meeting is being held for the necessary public purpose of hearing comments and objections on the adoption of the proposed budgets ("**Proposed Budget**") of the District for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("**Fiscal Year 2020/2021**"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. Immediately preceding the Board of Supervisors meeting will be an Audit Committee Meeting of the Poinciana West Community Development District.

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A copy of the agenda and Proposed Budget may be obtained from the District's website [www.poincianawestcdd.org](http://www.poincianawestcdd.org) or by contacting the District Manager located at 219 E. Livingston Street, Orlando, Florida 32801, Phone: (407) 841-5524 ("**District Manager's Office**"), during normal business hours. The public hearing and meetings are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meetings may be continued to a date, time, and place to be specified on the record at the meeting.

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*As indicated above, this meeting will be conducted by media communications technology. Anyone requiring assistance in order to obtain access to the telephonic, video conferencing, or other communications media technology being utilized to conduct this meeting should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. Similarly, any person requiring or that otherwise may need assistance accessing or participating in this meeting because of a disability or physical impairment is strongly encouraged to contact the District Manager's Office at least forty-eight (48) hours in advance so that arrangements may be made.*

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meetings is advised that person will need a record of 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.

George S. Flint  
Governmental Management Services – Central Florida, LLC  
District Manager



INVOICE

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



Customer #: P07800  
Customer PO #: NA

Invoice #: 001013238  
Invoice Date: 08/17/20  
Terms: Net 30 Days  
Due Date: 09/16/20

Poinciana West Community Dev. Dist.  
1408 Hamlin Ave, Unit E

St. Cloud, FL 34771-8588

Stacie Vanderflit

Agreement no 1000002502

Consultant Pete Deglomine - Salesman



CLARKE ENVIRONMENTAL MOSQUITO MANAGEMENT SERVICE

#5  
320.58.491

W9's can be found on our website at [www.clarke.com](http://www.clarke.com)  
Service for August 2020



1,983.33

Midge Management  
8/24/20

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.*



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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 #:

Invoice #: 000007380  
Invoice Date: 08/17/20  
Terms: Net 30 Days  
Due Date: 09/16/20



Poinciana West Community Dev. Dist.  
1408 Hamlin Avenue  
Unit E  
St. Cloud, FL 34771-8588

Stacie Vanderbilt

Agreement no 1000002499

Consultant Tim Gardner

1	Description	Total
---	-------------	-------

CLARKE AQUATIC MAINTENANCE SERVICES

W9's can be found on our website at [www.clarke.com](http://www.clarke.com)  
Service for August 2020

Order Total

4,750.00

Aquatic Maintenance  
8/24/20

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

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

T 407.423.8398  
F 407.843.1070

#16  
Interim Eng. Servs - Aug 20  
310-513-311

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

August 25, 2020  
Project No: A171207.00  
Invoice No: 2154277

Project A171207.00 Poinciana West Community Development District Engineering Services

**Professional Services Through August 15, 2020**

Task 004 2020 General Support

**Professional Personnel**

	Hours	Rate	Amount
Engineering Director/Senior Director			
Leo, Kathleen	1.50	295.00	442.50
Totals	1.50		442.50
<b>Total Labor</b>			<b>442.50</b>
<b>Billing Limits</b>			
Total Billings	442.50	9,609.70	10,052.20
Limit			12,000.00
Remaining			1,947.80
		<b>Total this Task</b>	<b>\$442.50</b>
		<b>Total this Invoice</b>	<b>\$442.50</b>

Project A171207.00 Poinciana West Community Development Dis Invoice 2154277

# Billing Backup

Thursday, August 27, 2020

GAI Consultants, Inc.

Invoice 2154277 Dated 8/25/2020

3:04:57 PM

Project A171207.00 Poinciana West Community Development District Engineering Services  
 Task 004 2020 General Support

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
	Engineering Director/Senior Director					
04136	Leo, Kathleen	7/22/2020	1.00	295.00	295.00	
	CDD Meeting					
04136	Leo, Kathleen	8/6/2020	.50	295.00	147.50	
	emails					
	Totals		1.50		442.50	
	<b>Total Labor</b>					<b>442.50</b>
				<b>Total this Task</b>		<b>\$442.50</b>
				<b>Total this Project</b>		<b>\$442.50</b>
				<b>Total this Report</b>		<b>\$442.50</b>

# INVOICE



<b>Customer</b>	Poinciana West Community Development District
<b>Acct #</b>	972
<b>Date</b>	08/28/2020
<b>Customer Service</b>	Kristina Rudez
<b>Page</b>	1 of 1

Poinciana West Community Development District  
 c/o Government Management Services, LLC  
 219 E Livingston St  
 Orlando, FL 32801

Payment Information	
<b>Invoice Summary</b>	\$ 7,351.00
<b>Payment Amount</b>	
<b>Payment for:</b>	Invoice#11500
100120358	

Thank You

Please detach and return with payment



Customer: Poinciana West Community Development District

Invoice	Effective	Transaction	Description	Amount
11500	10/01/2020	Renew policy	Policy #100120358 10/01/2020-10/01/2021 Florida Insurance Alliance Package - Renew policy Due Date: 8/28/2020  #31 Sgt Gen. Siro/ Public Offc 300-188-1	7,351.00
<b>RECEIVED</b>  AUG 28 2020				
				<b>Total</b>
				\$ 7,351.00

Thank You

**FOR PAYMENTS SENT OVERNIGHT:**  
 Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453

Remit Payment To: Egis Insurance Advisors, LLC Lockbox 234021 PO Box 84021 Chicago, IL 60689-4002	(321)233-9939	<b>Date</b>
	scimer@egisadvisors.com	08/28/2020

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

# Invoice

**Invoice #:** 80  
**Invoice Date:** 9/1/20  
**Due Date:** 9/1/20  
**Case:**  
**P.O. Number:**

**Bill To:**

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

Description	#	Hours/Qty	Rate	Amount
Management Fees - September 2020	310513-314		3,750.00	3,750.00
Information Technology - September 2020	352		125.00	125.00
Dissemination Agent Services - September 2020	313		416.67	416.67
Office Supplies	51		0.24	0.24
Postage	42		10.11	10.11
Copies	425		11.40	11.40
<b>Total</b>				<b>\$4,313.42</b>
<b>Payments/Credits</b>				<b>\$0.00</b>
<b>Balance Due</b>				<b>\$4,313.42</b>



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

# Invoice

**Invoice #:** 81  
**Invoice Date:** 9/1/20  
**Due Date:** 9/1/20  
**Case:**  
**P.O. Number:**

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

Description #	Hours/Qty	Rate	Amount
Field Management - September 2020 320.518.12		833.33	833.33
<b>Total</b>			<b>\$833.33</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$833.33</b>



INVOICE

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



Customer #: P07800  
Customer PO #: NA

Invoice #: 001013784  
Invoice Date: 09/15/20  
Terms: Net 30 Days  
Due Date: 10/15/20

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Poinciana West Community Dev. Dist.  
1408 Hamlin Ave, Unit E  
St. Cloud, FL 34771-8588  
Stacie Vanderfilt

Agreement no 1000002502      Consultant Pete Deglomine - Salesman

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 September 2020

Order total 1,983.33

Aquatic Midge Management Services  
9.21.20

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.*



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



Customer #: 088096  
Customer PO #:

Invoice #: 000007593  
Invoice Date: 09/15/20  
Terms: Net 30 Days  
Due Date: 10/15/20

B  
I Poinciana West Community Dev. Dist.  
L 1408 Hamlin Avenue  
L Unit E  
T St. Cloud, FL 34771-8588  
O Stacie Vanderbilt

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 September 2020

Order total 4,750.00

Aquatic Control Services  
9.21.20

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

Date	Invoice #
9/1/2020	5409

<b>Bill To</b>
Poinciana West Community Development Dist c/o Governmental Management Services Central Florida, LLC 1408 Hamlin Avenue Unit E St. Cloud, FL 34771

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 September 2020    Landscape Maintenance 9.21.20	4,691.16	4,691.16

Thank you for your business.	<b>Total</b>	\$4,691.16
------------------------------	--------------	------------

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

# CHECK REQUEST FORM

DISTRICT/ASSOCIATION: Poinciana West CDD DATE: 9/17/20

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

AMOUNT REQUESTED: \$1,290.17

REQUESTED BY: J. Uiscan

ACCOUNT: 

DESCRIPTION OF NEED: FY20 Debt Service Assessments \$12,447.10  
less: FY20 Property Appraiser Fee (\$11,156.93)

APPROVED BY: A. Lovera

SIGNATURE: 

**Poinciana West  
COMMUNITY DEVELOPMENT DISTRICT**

**SPECIAL ASSESSMENTS FY2020 RECEIPTS**

**MAINTENANCE**

GROSS ASSESSMENTS \$ 309,892.74  
CERTIFIED NET ASSESSMENTS \$ 291,299.18  
100%

DATE	DISTRIBUTION	GROSS ASSESSMENTS RECEIVED	DISCOUNTS	COMMISSIONS PAID	INTEREST INCOME	NET ASSESSMENTS RECEIVED	GENERAL FUND
11/14/19	ACH	\$ 1,119.42	\$ 44.76	\$ 21.49	\$ -	\$ 1,053.17	\$ 1,053.17
11/18/19	ACH	\$ 4,841.30	\$ 241.25	\$ 92.00	\$ -	\$ 4,508.05	\$ 4,508.05
11/22/19	ACH	\$ 13,197.45	\$ 523.62	\$ 253.48	\$ -	\$ 12,420.35	\$ 12,420.35
11/29/19	ACH	\$ 45,709.65	\$ 1,827.70	\$ 877.64	\$ -	\$ 43,004.31	\$ 43,004.31
12/6/19	ACH	\$ 73,601.61	\$ 2,940.64	\$ 1,413.22	\$ -	\$ 69,247.75	\$ 69,247.75
12/13/19	28900	\$ 591.80	\$ -	\$ -	\$ -	\$ 591.80	\$ 591.80
12/16/19	ACH	\$ 137,922.50	\$ 5,514.39	\$ 2,648.16	\$ -	\$ 129,759.95	\$ 129,759.95
1/15/20	ACH	\$ 15,447.45	\$ 469.69	\$ 299.56	\$ -	\$ 14,678.20	\$ 14,678.20
1/31/20	ACH	\$ -	\$ -	\$ -	\$ 156.26	\$ 156.26	\$ 156.26
2/14/20	ACH	\$ 6,347.75	\$ 128.24	\$ 124.39	\$ -	\$ 6,095.12	\$ 6,095.12
3/13/20	ACH	\$ 1,865.70	\$ 37.05	\$ 13.11	\$ -	\$ 1,815.54	\$ 1,815.54
4/15/20	ACH	\$ 6,514.63	\$ -	\$ 130.29	\$ -	\$ 6,384.34	\$ 6,384.34
4/30/20	ACH	\$ -	\$ -	\$ -	\$ 12.44	\$ 12.44	\$ 12.44
5/15/20	ACH	\$ 1,113.56	\$ -	\$ 22.27	\$ -	\$ 1,091.29	\$ 1,091.29
6/15/20	ACH	\$ 1,153.02	\$ -	\$ 23.06	\$ -	\$ 1,129.96	\$ 1,129.96
7/8/20	ACH	\$ 779.88	\$ -	\$ 15.60	\$ -	\$ 764.28	\$ 764.28
7/30/20	ACH	\$ 389.94	\$ -	\$ 7.80	\$ -	\$ 382.14	\$ 382.14
7/31/20	ACH	\$ -	\$ -	\$ -	\$ 2.26	\$ 2.26	\$ 2.26
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL COLLECTED</b>		<b>\$ 310,595.66</b>	<b>\$ 11,727.34</b>	<b>\$ 5,942.07</b>	<b>\$ 170.96</b>	<b>\$ 293,097.21</b>	<b>\$ 293,097.21</b>
<b>PERCENTAGE COLLECTED</b>							<b>101%</b>

**DEBT SERVICE**

GROSS ASSESSMENTS \$ 1,117,752.24  
CERTIFIED NET ASSESSMENTS \$ 1,050,687.11  
100%

DATE	DISTRIBUTION	GROSS ASSESSMENTS RECEIVED	DISCOUNTS	COMMISSIONS PAID	INTEREST INCOME	NET ASSESSMENTS RECEIVED	DEBT SERVICE FUND
11/14/19	ACH	\$ 3,432.90	\$ 137.30	\$ 65.91	\$ -	\$ 3,229.69	\$ 3,229.69
11/18/19	ACH	\$ 17,815.94	\$ 887.69	\$ 338.57	\$ -	\$ 16,589.68	\$ 16,589.68
11/22/19	ACH	\$ 46,507.10	\$ 1,845.04	\$ 893.24	\$ -	\$ 43,768.82	\$ 43,768.82
11/29/19	ACH	\$ 162,032.88	\$ 6,480.56	\$ 3,111.05	\$ -	\$ 152,441.27	\$ 152,441.27
12/6/19	ACH	\$ 265,362.28	\$ 10,604.69	\$ 5,095.15	\$ -	\$ 249,662.44	\$ 249,662.44
12/13/19	28900	\$ 2,135.39	\$ -	\$ -	\$ -	\$ 2,135.39	\$ 2,135.39
12/16/19	ACH	\$ 500,004.26	\$ 19,996.21	\$ 9,600.16	\$ -	\$ 470,407.89	\$ 470,407.89
1/15/20	ACH	\$ 56,159.41	\$ 1,707.19	\$ 1,089.04	\$ -	\$ 53,363.18	\$ 53,363.18
1/31/20	ACH	\$ -	\$ -	\$ -	\$ 562.72	\$ 562.72	\$ 562.72
2/14/20	ACH	\$ 23,359.78	\$ 472.04	\$ 457.75	\$ -	\$ 22,429.99	\$ 22,429.99
3/13/20	ACH	\$ 6,865.80	\$ 136.35	\$ 48.10	\$ -	\$ 6,681.35	\$ 6,681.35
4/15/20	ACH	\$ 23,974.77	\$ -	\$ 479.50	\$ -	\$ 23,495.27	\$ 23,495.27
4/30/20	ACH	\$ -	\$ -	\$ -	\$ 45.78	\$ 45.78	\$ 45.78
5/15/20	ACH	\$ 4,097.96	\$ -	\$ 81.96	\$ -	\$ 4,016.00	\$ 4,016.00
6/15/20	ACH	\$ 4,243.08	\$ -	\$ 84.86	\$ -	\$ 4,158.22	\$ 4,158.22
7/8/20	ACH	\$ 2,869.92	\$ -	\$ 57.40	\$ -	\$ 2,812.52	\$ 2,812.52
7/30/20	ACH	\$ 1,434.96	\$ -	\$ 28.70	\$ -	\$ 1,406.26	\$ 1,406.26
7/31/20	ACH	\$ -	\$ -	\$ -	\$ 8.32	\$ 8.32	\$ 8.32
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL COLLECTED</b>		<b>\$ 1,120,296.43</b>	<b>\$ 42,267.07</b>	<b>\$ 21,431.39</b>	<b>\$ 616.82</b>	<b>\$ 1,057,214.79</b>	<b>\$ 1,057,214.79</b>
<b>PERCENTAGE COLLECTED</b>							<b>101%</b>

\$ 12,147.11  
300-207-1

**INVOICE: 4651761**

\*\*\*\*\* CUSTOMER \*\*\*\*\*

\*\*\*\*\* DELIVER TO \*\*\*\*\*

POINCIANA WEST CDD  
 1408 HAMLIN AVE UNIT E  
 ST CLOUD FL 34771

Invoice Date	Due Date	Ship Via	FOB	Terms	Reference
08/07/2020	08/07/2020				
Contact		Customer No	Phone	Fax	For
Darrin Mousing Jr		458	(407)347-4103		1% ADMIN FEE
Quantity	UOM	Description		Unit Price	Extended
1.00		Poinciana West CDD Debt 1% Admin Fee		11,156.9300	11,156.93
				<b>SUBTOTAL:</b>	11,156.93
				<b>TOTAL DUE:</b>	11,156.93

001-300-13160-16200

**RECEIVED**

AUG 11 2020

5:45

Detach and Return With Payment

Send Payment To:

Invoice: 4651761  
 Customer: 458  
 POINCIANA WEST CDD  
 1408 HAMLIN AVE UNIT E  
 ST CLOUD FL 34771

Polk County Property Appraiser  
 MARSHA FAUX PROPERTY APPRAISER  
 255 N WILSON AVE  
 BARTOW FL 33830-3951

TOTAL DUE: \$11,156.93  
 AMOUNT PAID: \_\_\_\_\_

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

# Invoice

**Invoice #:** 82  
**Invoice Date:** 9/15/20  
**Due Date:** 9/15/20  
**Case:**  
**P.O. Number:**

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

#	Description	Hours/Qty	Rate	Amount
	Assessment Roll Certification - FY 2021 <i>601-300-15500-10000</i>		5,000.00	5,000.00
<b>Total</b>				<b>\$5,000.00</b>
<b>Payments/Credits</b>				<b>\$0.00</b>
<b>Balance Due</b>				<b>\$5,000.00</b>



Disclosure Services LLC  
 1005 Bradford Way  
 Kingston, TN 37763

# Invoice

Date	Invoice #
9/28/2020	3

<b>Bill To</b>
Poinciana West CDD c/o GMS

*pd 10/15/20  
ck # 1724*

Terms	Due Date
Net 30	10/28/2020

Description	Amount
Amortization Schedule Series 2017-1 11-1-20 Prepay \$15,000	100.00
Amortization Schedule Series 2017-2 11-1-20 Prepay \$5,000	100.00

*1-28  
310-513-31300*

RECEIVED

BY: \_\_\_\_\_  
*1-28*

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

<b>Phone #</b>
865-717-0976

<b>E-mail</b>
tcarter@disclosureservices.info



# Invoice

Date	Invoice #
10/1/2020	5567

<b>Bill To</b>
Poinciana West Community Development Dist c/o Governmental Management Services Central Florida, LLC 1408 Hamlin Avenue Unit E St. Cloud, FL 34771

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 October 2020	4,691.16	4,691.16

**RECEIVED**

OCT 1 2020

1-7  
320-538-46200

pd 10/15/20  
ck # 1725

Landscape Maintenance  
10.27.20

Thank you for your business.

**Total**

\$4,691.16

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

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

# Invoice

Invoice #: 83  
 Invoice Date: 10/1/20  
 Due Date: 10/1/20  
 Case:  
 P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Management Fees - October 2020 <i>310 513 34000</i>		3,750.00	3,750.00
Information Technology - October 2020 <i>310 513 35200</i>		125.00	125.00
Dissemination Agent Services - October 2020 <i>310-513-31300</i>		416.67	416.67
Office Supplies <i>310-513-51000</i>		0.06	0.06
Postage <i>310 513 42000</i>		1.00	1.00
<i>1-1</i>			
<i>pd 10/15/20</i>			
<i>chk # 1726</i>			

RECEIVED OCT 08 2020

<b>Total</b>	<b>\$4,292.73</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$4,292.73</b>

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

# Invoice

Invoice #: 84  
 Invoice Date: 10/1/20  
 Due Date: 10/1/20  
 Case:  
 P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Field Management - October 2020  <i>1-1</i> <i>320-538-12000</i>  <i>pd 10/15/20</i> <i>cc # 1726</i>		833.33	833.33

RECEIVED OCT 08 2020

<b>Total</b>	<b>\$833.33</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$833.33</b>

Invoice No.: 83232			Date Invoiced: 10/01/20
Annual Fee: \$175.00	Late Fee: \$0.00	Received: \$0.00	Total Due, Postmarked by 12/02/2020: \$175

**STEP 1:** Review the following information, make changes directly on the form, and sign and date:

1. Special District's Name, Registered Agent's Name, and Registered Office Address:



**Poinciana West Community Development District**  
 Mr. Scott D. Clark  
 Clark and Albaugh, LLP  
 700 West Morse Boulevard, Suite 101  
 Winter Park, FL 32789



- 2. Telephone: (407) 647-7600
- 3. Fax: (407) 647-7622
- 4. Email: sclark@winterparklawyers.com
- 5. Status: Independent
- 6. Governing Body: Elected
- 7. Website Address: Poincianawestcdd.org
- 8. County(ies): Polk
- 9. Function(s): Community Development
- 10. Boundary Map on File: 11/13/2006
- 11. Creation Document on File: 11/13/2006
- 12. Date Established: 10/06/2006
- 13. Creation Method: Local Ordinance
- 14. Local Governing Authority: Polk County
- 15. Creation Document(s): County Ordinances 2006-052 and 2007-043
- 16. Statutory Authority: Chapter 190, Florida Statutes
- 17. Authority to Issue Bonds: Yes
- 18. Revenue Source(s): Assessments
- 19. Most Recent Update: 06/24/2020

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: *[Signature]* Date 10-6-20

**STEP 2:** Pay the annual fee or certify eligibility for the zero fee:

a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at [www.Floridajobs.org/SpecialDistrictFee](http://www.Floridajobs.org/SpecialDistrictFee) or by check payable to the Department of Economic Opportunity.

b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.

- 1.  This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
- 2.  This special district is in compliance with the reporting requirements of the Department of Financial Services.
- 3.  This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2018/2019 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved:  Denied:  Reason: \_\_\_\_\_

**STEP 3:** Make a copy of this form for your records.

**STEP 4:** Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

**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	
09/01/20 - 09/30/20		POINCIANA WEST CDD	
23 TOTAL AMOUNT DUE	*UNAPPLIED AMOUNT	3 TERMS OF PAYMENT	
870.33		NET 15 DAYS	
21 CURRENT AMOUNT DUE	22 30 DAYS	60 DAYS	OVER 90 DAYS
870.33	.00	.00	.00

**ADVERTISING INVOICE and STATEMENT**

24 INVOICE NUMBER	4 PAGE #	5 BILLING DATE	6 BILLED ACCOUNT NUMBER	7 ADVERTISER / CLIENT NUMBER
1041514	1	09/30/20		

8	8 - 182 STACIE VANDERBILT POINCIANA WEST CDD 219 E LIVINGSTON ST ORLANDO FL 32801-1508	9 REMITTANCE ADDRESS
---	--	----------------------

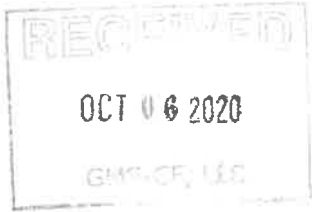
THE LEDGER / NEWS CHIEF  
 P.O. BOX 913004  
 ORLANDO, FL 32891-3004



210104151400000870335

**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
08/31		BALANCE FORWARD				.00
09/10	L060GOJC8L LEGAL LINE AD	PUBLIC MEETING HELD DURING PUBLIC HEALT LKL/FULL, LNET/FULL 0001 L060GOJC8L EMAIL	1x118L	1	561.17	561.17
09/24	L060GOJCPG LEGAL LINE AD	NOTICE OF MEETING DA TES POINCIANA WEST C LKL/FULL, LNET/FULL 0001 L060GOJCPG STACIE	1x64L	1	309.16	309.16



1-10  
310-513  
4800

WE APPRECIATE YOUR CONTINUED BUSINESS. CONTACT YOUR ACCT REP DIRECTLY REGARDING AD BILLING DISCREPANCIES.

**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
870.33	.00	.00	.00		870.33

**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
1041514	1	09/01/20 - 09/30/20			POINCIANA WEST CDD

**Ledger, The**

Sept. 24, 2020

**Miscellaneous Notices****NOTICE OF MEETING DATES  
POINCIANA WEST  
COMMUNITY DEVELOPMENT  
DISTRICT**

The Board of Supervisors of the Poinciana West Community Development District will hold the regularly scheduled public meetings for Fiscal Year 2021 at 9:30 a.m. in the Starlite Ballroom at 384 Village Drive, Poinciana, Florida 34759 on the third Wednesday each month as follows unless indicated otherwise:

November 18, 2020

January 20, 2021

March 17, 2021

May 19, 2021

July 21, 2021

September 15, 2021

The meetings are 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 a particular meeting may be obtained from the District Manager at 219 E. Livingston Street, Orlando, FL 32801.

A meeting may be continued to a date, time, and place to be specified on the record at that meeting. There may be occasions when one or more Supervisors may participate by telephone.

Any person requiring special accommodations at these meetings because of a disability or physical impairment should contact the District Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1 or 1-800-955-8770, for aid in contacting the District Office.

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.

George S. Flint

Governmental Management Services - Central Florida, LLC

District Manager

9-24; 2020 JCPG



INVOICE

Page: 1(1)

www.clarke.com  
TOLL-FREE: 800-323-8727  
PHONE: 830-884-2000  
AR Email: accountsreceivable@clarke.com  
AR Dept. Ext.: 3738



Customer #: P07600  
Customer PO #: NA

Invoice #: 001014127  
Invoice Date: 10/15/20  
Terms: Net 30 Days  
Due Date: 11/13/20

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O

Poinciana West Community Dev. Dist.  
1408 Hamlin Ave, Unit E

St. Cloud, FL 34771-8588

Stacie Vanderflit

Agreement no 1000002502

Consultant Pete Deglomine - Salesman

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

CLARKE ENVIRONMENTAL MOSQUITO MANAGEMENT SERVICE

RECEIVED

W9's can be found on our website at www.clarke.com  
Service for October 2020

OCT 20 2020

Order total 1,983.33

Midge Management  
10.27.20

1-5  
320-538-47100

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 or faxed to: 830-872-7439

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





INVOICE

Page: 1(1)

www.clarke.com  
TOLL-FREE: 800-623-6727  
PHONE: 630-694-2000  
AR Email: accountsreceivable@clarke.com,  
AR Dept. Ext.: 3139



Customer #: 088096  
Customer PO #: NA

Invoice #: 000007781  
Invoice Date: 10/15/20  
Terms: Net 30 Days  
Due Date: 11/13/20

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Polciana West Community Dev. Dist.  
1408 Hamlin Avenue  
Unit E  
St. Cloud, FL 34771-8588  
Stacie Vanderbilt

Agreement no 1000002499 Consultant Tim Gardner

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

CLARKE AQUATIC MAINTENANCE SERVICES

RECEIVED

W9's can be found on our website at www.clarke.com  
Service for October 2020  
Invoice 1 of 12  
Invoice Due October 2020

OCT 20 2020

Order total 4,821.25

Aquatic Maintenance  
10.27.20

1-20  
320-538-47000

Clarke Aquatic Services, Inc. is a Clarke Company

*** We accept ACH Payments ***	Total:	4,821.25
--------------------------------	--------	----------

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

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

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

Phone: (407) 647-7600

Fax: (407) 647-7622

Poinciana West Community Development District  
 Governmental Management Services  
 1408 Hamlin Avenue, Unit E  
 St. Cloud, FL 34771

October 1, 2020

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

File # 7784-001  
 Invoice # 17181

**RE:** General matters

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Sep-08-20	preparation of memo regarding legislative update	0.80	240.00	SDC
Sep-28-20	Drafting memorandum regarding effect of Executive Order 20-244 (Phase 3) on in-person quorum requirement.	0.10	28.50	MEA
	Totals	0.90	<u>\$268.50</u>	
	<b>Total Fee &amp; Disbursements</b>			<u>\$268.50</u>
	Previous Balance			570.00
	Previous Payments			570.00
	<b>Balance Now Due</b>			<u>\$268.50</u>

**RECEIVED**

TAX ID Number 26-1572385

OCT 8 2020

j-33  
 310-513-31500

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

Phone: (407) 647-7600

Fax: (407) 647-7622



Poinciana West Community Development District  
 Governmental Management Services  
 1408 Hamlin Avenue, Unit E  
 St. Cloud, FL 34771

November 3, 2020

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

File # 7784-001  
 Invoice # 17225

**RE:** General matters

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Oct-06-20	preparation of updated memo regarding virtual meetings; correspondence to manager's office regarding status report	0.70	210.00	SDC
	Totals	0.70	\$210.00	
	<b>Total Fee &amp; Disbursements</b>			\$210.00
	Previous Balance			268.50
	<b>Balance Now Due</b>			\$478.50

*Handwritten notes:*  
 \$210.00 (circled)  
 268.50 pd 10/30  
 ct # 173

*Handwritten notes:*  
 1-33  
 310 513 315

TAX ID Number 26-1572385




# Invoice

Date	Invoice #
11/1/2020	5657-R

<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

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
1	Monthly Lawn Maintenance per original contract - November 2016 - Poinciana West CDD	4,691.16	4,691.16
	Billing for November 2020		
	 1-7 Landscape Maintenance 11.10.20 3200538.462		

Thank you for your business.	<b>Total</b>	\$4,691.16
------------------------------	--------------	------------

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



Premier Lawn & Pest

P.O. Box 91597  
Lakeland, FL 33804

# Invoice

Date	Invoice #
9/24/2020	5527

<b>Bill To</b>
Poinciana West Community Development Dist c/o Governmental Management Services Central Florida, LLC 1408 Hamlin Avenue Unit E St. Cloud, FL 34771

RECEIVED  
SEP 24 2020  
BY:

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
1	Dry Pond Trimming 9/4/2020	1,225.00	1,225.00

1-7  
320.538.47

Thank you for your business.

**Total** \$1,225.00

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



# floralawn2, LLC

Premier Lawn & Pest

P.O. Box 91597  
Lakeland, FL 33804

## RECEIVED

SEP 29 2020

## Invoice

Date	Invoice #
9/29/2020	5564

<b>Bill To</b>
Poinciana West Community Development Dist c/o Governmental Management Services Central Florida, LLC 1408 Hamlin Avenue Unit E St. Cloud, FL 34771

?

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
1	Dry retention pond cutting - Monday 9/28/2020  320,538.47  1-7	1,225.00	1,225.00
Thank you for your business.			<b>Total</b> \$1,225.00

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

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

# Invoice

**Invoice #:** 85  
**Invoice Date:** 11/1/20  
**Due Date:** 11/1/20  
**Case:**  
**P.O. Number:**

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

Description	Hours/Qty	Rate	Amount
Management Fees - November 2020 310 513 34		3,750.00	3,750.00
Information Technology - November 2020 310 513 352		125.00	125.00
Dissemination Agent Services - November 2020 310 513 313		416.67	416.67
Postage 310 513 42		26.94	26.94
1-1			
<b>Total</b>			<b>\$4,318.61</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$4,318.61</b>

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

# Invoice

**Invoice #:** 86  
**Invoice Date:** 11/1/20  
**Due Date:** 11/1/20  
**Case:**  
**P.O. Number:**

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

Description	Hours/Qty	Rate	Amount
Field Management - November 2020		833.33	833.33
1- 320.538.12			
<b>Total</b>			<b>\$833.33</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$833.33</b>



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

Phone: (407) 647-7600

Fax: (407) 647-7622

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

December 1, 2020

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

File # 7784-001  
 Invoice # 17258

**RE:** General matters

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Nov-12-20	preparation of memo regarding in person meetings and review of relevant authorities regarding sunshine law requirements	0.80	240.00	SDC
	Finalize memorandum regarding in person meetings.	0.20	57.00	MEA
	Totals	1.00	<u>\$297.00</u>	
	<b>Total Fee &amp; Disbursements</b>			<u>\$297.00</u>
	Previous Balance			478.50
	Previous Payments			478.50
	<b>Balance Now Due</b>			<u>\$297.00</u>

**RECEIVED**

DEC 4 2020

1-33  
 310 513 315

TAX ID Number 26-1572385




# Invoice

Date	Invoice #
12/1/2020	5748

<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

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
1	Monthly Lawn Maintenance per original contract - November 2016 - Poinciana West CDD	4,691.16	4,691.16
	Billing for December 2020		
<p>1-7 320 538462</p> <p><b>RECEIVED</b></p> <p>DEC 4 2020</p>  <p>Landscape Maintenance 12/9/20</p>			
Thank you for your business.		<b>Total</b>	\$4,691.16

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

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

# Invoice

**Invoice #:** 87  
**Invoice Date:** 12/1/20  
**Due Date:** 12/1/20  
**Case:**  
**P.O. Number:**

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

Description	Hours/Qty	Rate	Amount
Management Fees - December 2020 310 513 34		3,750.00	3,750.00
Information Technology - December 2020 310 513 352		125.00	125.00
Dissemination Agent Services - December 2020 310 513 313		416.67	416.67
Office Supplies 310 513 31		0.30	0.30
Postage 310 513 42		5.00	5.00

RECEIVED

DEC 8 2020

1-1

<b>Total</b>	<b>\$4,296.97</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$4,296.97</b>

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

# Invoice

**Invoice #:** 88  
**Invoice Date:** 12/1/20  
**Due Date:** 12/1/20  
**Case:**  
**P.O. Number:**

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

Description	Hours/Qty	Rate	Amount
Field Management - December 2020             <div style="text-align: center;"> <p><b>RECEIVED</b></p> <p>DEC 8 2020</p> </div> <div style="position: absolute; left: 100px; top: 100px;"> <p>1-1 320 534 12</p> </div>		833.33	833.33
<b>Total</b>			<b>\$833.33</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$833.33</b>

**CHECK REQUEST FORM**

---

**DISTRICT/ASSOCIATION:** Poinciana West CDD **DATE:** 12/17/20

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

**AMOUNT REQUESTED:** \$444,578.01

**REQUESTED BY:** Megan Byington

**ACCOUNT #** [REDACTED]

**DESCRIPTION OF NEED:** Assessment Transfer - Series 2017 - \$444,578.01

---

**APPROVED BY:** Ariel Lovera

**SIGNATURE:** 

**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				Net Assessments		General Fund
		Received	Discounts/Penalties	Commissions Paid	Interest Income	Received		
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	
						\$0.00	\$0.00	
						\$0.00	\$0.00	
<b>Total Collected</b>		<b>\$ 132,753.84</b>	<b>\$ 5,358.68</b>	<b>\$ 2,547.90</b>	<b>\$ -</b>	<b>\$ 124,847.26</b>	<b>\$ 124,847.26</b>	
<b>Percentage Collected</b>							<b>43%</b>	

**DEBT SERVICE ASSESSMENTS**

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

Date	Distribution	Gross Assessments				Net Assessments		Debt Service Fund
		Received	Discounts/Penalties	Commissions Paid	Interest Income	Received		
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	
						\$0.00	\$0.00	
						\$0.00	\$0.00	
<b>Total Collected</b>		<b>\$ 472,744.46</b>	<b>\$ 19,093.42</b>	<b>\$ 9,073.03</b>	<b>\$ -</b>	<b>\$ 444,578.01</b>	<b>\$ 444,578.01</b>	
<b>Percentage Collected</b>							<b>43%</b>	

	Net Amount Assessed	Assessments Collected	Assessments Transferred	Amount To be Trans.
O & M	\$288,200.25	\$ 124,847.26	(\$124,847.26)	\$0.00
Debt Service 2017	\$1,037,594.02	\$ 444,578.01	\$0.00	\$444,578.01
<b>Total</b>	<b>\$1,325,794.27</b>	<b>\$569,425.27</b>	<b>(\$124,847.26)</b>	<b>\$444,578.01</b>

TRANSFERS TO DEBT SERVICE 2017		
DATE	CHECK#	AMOUNT
TOTAL		\$0.00

www.clarke.com  
TOLL-FREE: 800-323-6727  
PHONE: 630-694-2000  
AR Email: accountsreceivable@clarke.com,  
AR Dept. Ext.: 3139



INVOICE



Customer #: 088096  
Customer PO #: NA

Invoice #: 000008126  
Invoice Date: 12/15/20  
Terms: Net 30 Days  
Due Date: 01/14/21

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Poinciana West Community Dev. Dist.  
1408 Hamlin Avenue  
Unit E  
St. Cloud, FL 34771-8588  
Stacie Vanderbilt

Agreement no 1000002499 Consultant Tim Gardner

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

CLARKE AQUATIC MAINTENANCE SERVICES

W9's can be found on our website at www.clarke.com  
Service for December 2020  
Invoice 3 of 12  
Invoice Due December 2020

RECEIVED

DEC 16 2020

Order total 4,750.00

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 or faxed to: 630-672-7439

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



INVOICE

www.clarke.com

TOLL-FREE: 600-323-5727

PHONE: 630-694-2000

AR Email: accountsreceivable@clarke.com,

AR Dept. Ext.: 3139



Customer #: P07800  
Customer PO #: NA

Invoice #: 001014247  
Invoice Date: 11/16/20  
Terms: Net 30 Days  
Due Date: 12/16/20

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Poinciana West Community Dev. Dist.  
1408 Hamlin Ave, Unit E  
St. Cloud, FL 34771-8588  
Stacie Vanderfil

RECEIVED

JAN 20 2021

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  
Service for November 2020

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
--------------------------------	--------	----------

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



www.clarke.com  
TOLL-FREE: 800-323-5727  
PHONE: 630-894-2000  
AR Email: accountsreceivable@clarke.com,  
AR Dept. Ext.: 3138



INVOICE



Customer #: P07800  
Customer PO #: NA

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Poinciana West Community Dev. Dist.  
1408 Hamlin Ave, Unit E  
St. Cloud, FL 34771-8588  
Stacie Vanderfilt

RECEIVED  
JAN 20 2021

Invoice #: 001014419  
Invoice Date: 01/15/21  
Terms: Net 30 Days  
Due Date: 02/15/21

RECEIVED  
JAN 18 2021

BY: \_\_\_\_\_

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  
Service for January 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

Clarke will charge applicable sales taxes unless a valid exemption certificate is Emailed to: 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  
B  
I Poinciana West Community Dev. Dist.  
L 1408 Hamlin Avenue  
L Unit E  
T St. Cloud, FL 34771-8588  
O Stacie Vanderbilt

Invoice #: 000008027  
Invoice Date: 11/16/20  
Terms: Net 30 Days  
Due Date: 12/16/20

RECEIVED

JAN 12 2021

BY: \_\_\_\_\_

Agreement no 1000002499

Consultant Tim Gardner

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

CLARKE AQUATIC MAINTENANCE SERVICES

W9's can be found on our website at www.clarke.com  
Service for November 2020  
Invoice 2 of 12  
Invoice Due November 2020

1-20  
320 538 47

Order total 4,750.00

Credit - 71.25

Balance owed \$4,678.75

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 or faxed to: 630-672-7439



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 #: 000008188  
Invoice Date: 01/15/21  
Terms: Net 30 Days  
Due Date: 02/15/21

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Poinciana West Community Dev. Dist.  
1408 Hamlin Avenue  
Unit E  
St. Cloud, FL 34771-8588  
Stacie Vanderbilt

Agreement no 1000002499

Consultant Tim Gardner

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

CLARKE AQUATIC MAINTENANCE SERVICES

W9's can be found on our website at www.clarke.com  
Service for January 2021  
Invoice 4 of 12  
Invoice Due January 2021

RECEIVED

JAN 20 2021

1-20  
320 538 47

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 or faxed to: 630-672-7439

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



# Invoice

Date	Invoice #
1/1/2021	5917

<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

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 January 2021  <i>1-7 320 538 462</i>  <b>RECEIVED</b>  DEC 30 2020	4,691.16	4,691.16

Thank you for your business.

**Total** \$4,691.16

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

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

# Invoice

**Invoice #:** 89  
**Invoice Date:** 1/1/21  
**Due Date:** 1/1/21  
**Case:**  
**P.O. Number:**

**RECEIVED**

JAN 06 2021

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

BY: \_\_\_\_\_

Description	Hours/Qty	Rate	Amount
Management Fees - January 2021 310 513 34		3,750.00	3,750.00
Information Technology - January 2021 310 513 352		125.00	125.00
Dissemination Agent Services - January 2021 310 513 313		416.67	416.67
Office Supplies 310 513 51		0.15	0.15
Postage 310 513 42		2.50	2.50
1-1			
<b>Total</b>			<b>\$4,294.32</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$4,294.32</b>

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

# Invoice

**Invoice #:** 90  
**Invoice Date:** 1/1/21  
**Due Date:** 1/1/21  
**Case:**  
**P.O. Number:**

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

**RECEIVED**

JAN 06 2021

BY: \_\_\_\_\_

Description	Hours/Qty	Rate	Amount
Field Management - January 2021		833.33	833.33
1-1 320 538 12			

<b>Total</b>	<b>\$833.33</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$833.33</b>



INVOICE

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



Customer #: P07800  
Customer PO #: NA

Invoice #: 001014387  
Invoice Date: 12/15/20  
Terms: Net 30 Days  
Due Date: 01/14/21

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Poinciana West Community Dev. Dist.  
1408 Hamlin Ave, Unit E  
St. Cloud, FL 34771-8588  
Stacie Vanderfilt

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  
Service for December 2020

1-5  
320 538 471

Order total 1,983.33

RECEIVED

JAN 21 2021

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 or faxed to: 630-672-7439



# Invoice

Date	Invoice #
2/1/2021	6007

<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**  
JAN 29 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 February 2021  <i>1-7 320538 462</i>	4,691.16	4,691.16
Thank you for your business.		<b>Total</b>	\$4,691.16

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



**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

February 2, 2021

**RECEIVED**

FEB 04 2021

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

File # 7784-001  
 Invoice # 17333

**RE:** General matters

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Jan-08-21	correspondence with manager regarding E-verify requirement and prior legislative guidance to board; further correspondence regarding status of January meeting; correspondence regarding amendment to landscape contract; review of prior contract and office conference regarding draft of renewal and need for E-verify language; review of final contract and transmittal correspondence to manager; correspondence regarding extension of various agreements	1.70	510.00	SDC
	Drafting First Amendment to Landscape Maintenance Agreement with Floralawn Inc.	0.70	199.50	MEA
Jan-15-21	review of correspondence and reports regarding CDD activity and communications in lieu of meeting	0.40	120.00	SDC
	<b>Totals</b>	2.80	\$829.50	
	<b>Total Fee &amp; Disbursements</b>			<b>\$829.50</b>
	Previous Balance			297.00
	Previous Payments			297.00

Invoice #: 17333

Page 2

Agenda Package Page 170  
February 2, 2021

**Balance Now Due**

**\$829.50**

TAX ID Number 26-1572385

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

# Invoice

**Invoice #:** 91  
**Invoice Date:** 2/1/21  
**Due Date:** 2/1/21  
**Case:**  
**P.O. Number:**

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

RECEIVED  
 FEB 09 2021

Description	Hours/Qty	Rate	Amount
Management Fees - February 2021 310 513 34		3,750.00	3,750.00
Information Technology - February 2021 310 513 352		125.00	125.00
Dissemination Agent Services - February 2021 310 513 313		416.67	416.67
Office Supplies 310 513 51		0.09	0.09
Postage 310 513 42		1.53	1.53
Copies 310 513 425		0.30	0.30
1-1			

<b>Total</b>	<b>\$4,293.59</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$4,293.59</b>

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

# Invoice

RECEIVED

FEB 09 2021

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

**Invoice #:** 92  
**Invoice Date:** 2/1/21  
**Due Date:** 2/1/21  
**Case:**  
**P.O. Number:**

Description	Hours/Qty	Rate	Amount
Field Management - February 2021 320 53812 1-1		833.33	833.33

<b>Total</b>	<b>\$833.33</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$833.33</b>

**CHECK REQUEST FORM**

---

**DISTRICT/ASSOCIATION:** Poinciana West CDD **DATE:** 2/24/21

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

**AMOUNT REQUESTED:** \$559,504.76

**REQUESTED BY:** Katie Costa

**ACCOUNT #** 

**DESCRIPTION OF NEED:** Assessment Transfer - Series 2017 - \$559,504.76

---

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

**MAINTENANCE ASSESSMENTS**

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

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
						\$0.00	\$0.00
<b>Total Collected</b>		<b>\$ 296,207.74</b>	<b>\$ (11,536.55)</b>	<b>\$ (5,693.43)</b>	<b>\$ 18.33</b>	<b>\$ 278,996.09</b>	<b>\$ 278,996.09</b>
<b>Percentage Collected</b>							<b>97%</b>

**DEBT SERVICE ASSESSMENTS**

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

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
						\$0.00	\$0.00
<b>Total Collected</b>		<b>\$ 1,066,017.18</b>	<b>\$ (41,510.09)</b>	<b>\$ (20,490.15)</b>	<b>\$ 65.83</b>	<b>\$ 1,004,082.77</b>	<b>\$ 1,004,082.77</b>
<b>Percentage Collected</b>							<b>97%</b>

	Net Amount Assessed	Assessments Collected	Assessments Transferred	Amount To be Trans.
O & M	\$288,200.25	\$ 278,996.09	(\$278,996.09)	\$0.00
Debt Service 2017	\$1,037,594.02	\$ 1,004,082.77	(\$444,578.01)	\$ 559,504.76
<b>Total</b>	<b>\$1,325,794.27</b>	<b>\$1,283,078.86</b>	<b>(\$723,574.10)</b>	<b>\$559,504.76</b>



# AMTEC

American Municipal Tax-Exempt Compliance

90 Avon Meadow Lane  
 Avon, CT 06001  
 (T) 860-321-7521  
 (F) 860-321-7581

www.amteccorp.com

**Client:** Poinciana West Community Development District  
 c/o Ms. Katie Costa  
 Government Management Services – CF, LLC  
 6200 Lee Vista Blvd, Suite 300  
 Orlando, FL 32822

**Invoice No.** 5517-02-21

**Date:** February 11, 2021

For Professional Services:

Issue	Service	Fee
Poinciana West Community Development District (Polk County, Florida) \$11,215,000 Senior Special Assessment Refunding Bonds, Series 2017-1 & \$2,945,000 Subordinate Special Assessment Refunding Bonds, Series 2017-2	Rebate Report & Opinion	\$450
<b>Total</b>		<b>\$450</b>

RECEIVED

FEB 24 2021

001-310-51300-31200



Please notify AMTEC at [info@amteccorp.com](mailto:info@amteccorp.com) upon completing the transaction.

Should a check payment be sent:

AMTEC  
 90 Avon Meadow Lane  
 Avon, CT 06001

## SECTION 2



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

***Unaudited Financial Reporting***  
***February 28, 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**  
**February 28, 2021**

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Totals Governmental Funds</i>
<b>Assets:</b>			
<b>Cash</b>			
Operating Account - Suntrust	\$ 280,316	\$ -	\$ 280,316
Money Market Account	\$ 493,269	\$ -	\$ 493,269
Due From General Fund	\$ -	\$ -	\$ -
<b>Investments</b>			
<b>Series 2017</b>			
Reserve R1	\$ -	\$ 392,345	\$ 392,345
Reserve R2	\$ -	\$ 121,828	\$ 121,828
Revenue	\$ -	\$ 1,004,085	\$ 1,004,085
Redemption R1	\$ -	\$ 11,280	\$ 11,280
Redemption R2	\$ -	\$ 27,899	\$ 27,899
<b>Total Assets</b>	<b>\$ 773,585</b>	<b>\$ 1,557,437</b>	<b>\$ 2,331,023</b>
<b>Liabilities:</b>			
Accounts Payable	\$ 7,183	\$ -	\$ 7,183
Due To Debt Service	\$ -	\$ -	\$ -
<b>Total Liabilities</b>	<b>\$ 7,183</b>	<b>\$ -</b>	<b>\$ 7,183</b>
<b>Fund Balances:</b>			
Unassigned	\$ 701,246	\$ -	\$ 701,246
Operating Reserves	\$ 65,156	\$ -	\$ 65,156
Debt Service	\$ -	\$ 1,557,437	\$ 1,557,437
<b>Total Fund Balances</b>	<b>\$ 766,402</b>	<b>\$ 1,557,437</b>	<b>\$ 2,323,840</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 773,585</b>	<b>\$ 1,557,437</b>	<b>\$ 2,331,023</b>

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

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending February 28, 2021**

	Adopted Budget	Prorated Budget Thru 02/28/21	Actual Thru 02/28/21	Variance
<b>Revenues</b>				
Special Assessments - Tax Collector	\$ 291,294	\$ 278,996	\$ 278,996	\$ -
Interest	\$ 1,000	\$ 417	\$ 227	\$ (189)
<b>Total Revenues</b>	<b>\$ 292,294</b>	<b>\$ 279,413</b>	<b>\$ 279,224</b>	<b>\$ (189)</b>
<b>Expenditures:</b>				
<b>General &amp; Administrative:</b>				
Supervisors Fees	\$ 6,000	\$ 2,500	\$ -	\$ 2,500
FICA Expense	\$ 459	\$ 191	\$ -	\$ 191
Engineering	\$ 15,000	\$ 6,250	\$ -	\$ 6,250
Attorney	\$ 30,000	\$ 12,500	\$ 1,337	\$ 11,164
Arbitrage	\$ 450	\$ 450	\$ 450	\$ -
Dissemination	\$ 5,500	\$ 2,292	\$ 2,283	\$ 8
Annual Audit	\$ 3,415	\$ -	\$ -	\$ -
Trustee Fees	\$ 7,050	\$ -	\$ -	\$ -
Assessment Administration	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Management Fees	\$ 45,000	\$ 18,750	\$ 18,750	\$ -
Information Technology	\$ 1,500	\$ 625	\$ 625	\$ -
Telephone	\$ 100	\$ 42	\$ -	\$ 42
Postage	\$ 1,250	\$ 521	\$ 37	\$ 484
Printing & Binding	\$ 1,000	\$ 417	\$ 0	\$ 416
Insurance	\$ 7,700	\$ 7,700	\$ 7,351	\$ 349
Legal Advertising	\$ 2,500	\$ 1,042	\$ -	\$ 1,042
Other Current Charges	\$ 1,000	\$ 417	\$ 239	\$ 178
Office Supplies	\$ 300	\$ 125	\$ 1	\$ 124
Property Appraiser	\$ 3,100	\$ 1,292	\$ -	\$ 1,292
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
<b>Total General &amp; Administrative:</b>	<b>\$ 136,499</b>	<b>\$ 60,287</b>	<b>\$ 36,248</b>	<b>\$ 24,039</b>
<b>Operations and Maintenance Expenses</b>				
<b>Maintenance:</b>				
Field Services	\$ 10,000	\$ 4,167	\$ 4,167	\$ 0
Landscape Maintenance	\$ 59,868	\$ 24,945	\$ 23,456	\$ 1,489
Aquatic Control Maintenance	\$ 64,479	\$ 26,866	\$ 23,750	\$ 3,116
Aquatic Midge Management	\$ 30,000	\$ 12,500	\$ 9,917	\$ 2,583
R&M Plant Replacement	\$ 3,000	\$ 1,250	\$ -	\$ 1,250
Storm Structure Repairs	\$ 10,000	\$ 4,167	\$ -	\$ 4,167
Contingency	\$ 10,000	\$ 4,167	\$ -	\$ 4,167
Capital Outlay	\$ 10,000	\$ -	\$ -	\$ -
<b>Total Operations and Maintenance Expenses</b>	<b>\$ 197,347</b>	<b>\$ 78,061</b>	<b>\$ 61,289</b>	<b>\$ 16,772</b>
<b>Total Expenditures</b>	<b>\$ 333,846</b>	<b>\$ 138,348</b>	<b>\$ 97,537</b>	<b>\$ 40,811</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ (41,552)</b>		<b>\$ 181,687</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 41,552</b>		<b>\$ 519,559</b>	
<b>Fund Balance - Ending</b>	<b>\$ 0</b>		<b>\$ 701,246</b>	

**Poinciana West**  
**Community Development District**  
**Debt Service Fund Series 2016**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending February 28, 2021**

	Adopted Budget	Prorated Budget Thru 02/28/21	Actual Thru 02/28/21	Variance
<b>Revenues</b>				
Special Assessments - Tax Collector	\$ 1,048,751	\$ 1,004,083	\$ 1,004,083	\$ -
Special Assessments - Prepayments	\$ -	\$ -	\$ 14,251	\$ 14,251
Interest Income	\$ 1,000	\$ 417	\$ 16	\$ (400)
<b>Total Revenues</b>	<b>\$ 1,049,751</b>	<b>\$ 1,004,499</b>	<b>\$ 1,018,350</b>	<b>\$ 13,850</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>\$ 744,157</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 287,459</b>		<b>\$ 813,281</b>	
<b>Fund Balance - Ending</b>	<b>\$ 312,461</b>		<b>\$ 1,557,437</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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 278,996
Interest	\$ 42	\$ 41	\$ 47	\$ 49	\$ 48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 227
<b>Total Revenues</b>	\$ 42	\$ 34,492	\$ 217,000	\$ 20,848	\$ 6,842	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 279,224
<b>Expenditures:</b>													
<b>General &amp; Administrative:</b>													
Supervisors Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PICA Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Attorney	\$ 210	\$ 297	\$ -	\$ 830	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,337
Arbitrage	\$ -	\$ -	\$ -	\$ -	\$ 450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450
Dissemination	\$ 617	\$ 417	\$ 417	\$ 417	\$ 417	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,283
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trustee Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assessment Administration	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Management Fees	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,750
Information Technology	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 625
Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage	\$ 1	\$ 27	\$ 5	\$ 3	\$ 2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37
Printing & Binding	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0
Insurance	\$ 7,351	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,351
Legal Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Current Charges	\$ 49	\$ 46	\$ 49	\$ 50	\$ 46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 239
Office Supplies	\$ 0	\$ -	\$ 0	\$ 0	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1
Property Appraiser	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
<b>Total General &amp; Administrative:</b>	\$ 17,277	\$ 4,661	\$ 4,346	\$ 5,174	\$ 4,790	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,248
<b>Operations and Maintenance Expenses</b>													
Maintenance:													
Field Services	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,167
Landscape Maintenance	\$ 4,691	\$ 4,691	\$ 4,691	\$ 4,691	\$ 4,691	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,456
Aquatic Control Maintenance	\$ 4,821	\$ 4,679	\$ 4,750	\$ 4,750	\$ 4,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,750
Aquatic Midge Management	\$ 1,983	\$ 1,983	\$ 1,983	\$ 1,983	\$ 1,983	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,917
R&M Plant Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Storm Structure Repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Operations and Maintenance Expenses</b>	\$ 12,329	\$ 12,187	\$ 12,258	\$ 12,258	\$ 12,258	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,289
<b>Total Expenditures</b>	\$ 29,606	\$ 16,848	\$ 16,604	\$ 17,432	\$ 17,047	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 97,537
<b>Excess Revenues (Expenditures)</b>	\$ (29,564)	\$ 17,644	\$ 200,396	\$ 3,416	\$ (10,205)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 181,687

**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				Net Assessments	
		Received	Discounts/Penalties	Commissions Paid	Interest Income	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
						\$0.00	\$0.00
<b>Total Collected</b>		<b>\$ 296,207.74</b>	<b>\$ (11,536.55)</b>	<b>\$ (5,693.43)</b>	<b>\$ 18.33</b>	<b>\$ 278,996.09</b>	<b>\$ 278,996.09</b>
<b>Percentage Collected</b>							<b>97%</b>

**DEBT SERVICE ASSESSMENTS**

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

Date	Distribution	Gross Assessments				Net Assessments	
		Received	Discounts/Penalties	Commissions Paid	Interest Income	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
						\$0.00	\$0.00
<b>Total Collected</b>		<b>\$ 1,066,017.18</b>	<b>\$ (41,510.09)</b>	<b>\$ (20,490.15)</b>	<b>\$ 65.83</b>	<b>\$ 1,004,082.77</b>	<b>\$ 1,004,082.77</b>
<b>Percentage Collected</b>							<b>97%</b>

# SECTION 3



# **REBATE REPORT**

## **Poinciana West Community Development District**

**(Polk County, Florida)**

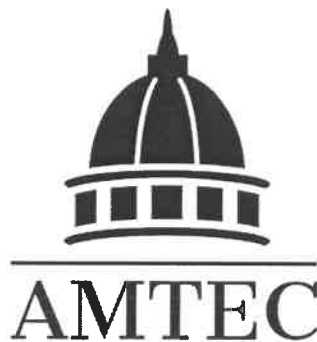
**\$11,215,000 Senior Special Assessment  
Refunding Bonds, Series 2017-1**

**\$2,945,000 Subordinate Special Assessment  
Refunding Bonds, Series 2017-2**

**Dated: February 1, 2017  
Delivered: February 1, 2017**

---

**Rebate Report to the Computation Date  
February 1, 2022  
Reflecting Activity To  
January 31, 2021**



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# AMTEC

American Municipal Tax-Exempt Compliance

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February 11, 2021

Poinciana West Community Development District  
c/o Ms. Katie Costa  
Government Management Services – CF, LLC  
6200 Lee Vista Blvd, Suite 300  
Orlando, FL 32822

Re: Poinciana West Community Development District (Polk County, Florida) \$11,215,000  
Senior Special Assessment Refunding Bonds, Series 2017-1 & \$2,945,000 Subordinate  
Special Assessment Refunding Bonds, Series 2017-2

Dear Ms. Costa:

AMTEC has prepared certain computations relating to the above referenced bond issue (the “Bonds”) at the request of the Poinciana West Community Development District (the “District”)

The scope of our engagement consisted of preparing the computations shown in the attached schedules to determine the Rebatale Arbitrage as described in Section 103 of the Internal Revenue Code of 1954, Section 148(f) of the Internal Revenue Code of 1986, as amended (the “Code”), and all applicable Regulations issued thereunder. The methodology used is consistent with current tax law and regulations and may be relied upon in determining the rebate liability. Certain computational methods used in the preparation of the schedules are described in the Summary of Computational Information and Definitions.

Our engagement was limited to the computation of Rebatale Arbitrage based upon the information furnished to us by the District. In accordance with the terms of our engagement, we did not audit the information provided to us, and we express no opinion as to the completeness, accuracy or suitability of such information for purposes of calculating the Rebatale Arbitrage.

We have scheduled our next Report as of February 1, 2022, the Computation Date. Thank you and should you have any questions, please do not hesitate to contact us.

Very truly yours,

A handwritten signature in black ink, appearing to read "Michael Scarfo", written in a cursive style.

Michael J. Scarfo  
Senior Vice President

A handwritten signature in black ink, appearing to read "Trong M. Tran", written in a cursive style.

Trong M. Tran  
Analyst

## SUMMARY OF REBATE COMPUTATIONS

Our computations, contained in the attached schedules, are summarized as follows:

For the February 1, 2022 Computation Date  
 Reflecting Activity from February 1, 2017 through January 31, 2021

Fund Description	Taxable Inv Yield	Net Income	Rebatable Arbitrage
Escrow Fund	0.478253%	16,440.13	(182,135.88)
Debt Service Reserve Fund R1	0.349916%	5,492.14	(78,518.84)
Debt Service Reserve Fund R2	0.350370%	1,709.50	(24,405.14)
Cost of Issuance Fund	0.171979%	13.02	(429.22)
<b>Totals</b>	<b>0.430125%</b>	<b>\$23,654.79</b>	<b>\$(285,489.08)</b>
<b>Bond Yield</b>	<b>4.743860%</b>		
Rebate Computation Credits			(5,974.97)
<b>Net Rebatable Arbitrage</b>			<b>\$(291,464.05)</b>

**Based upon our computations, no rebate liability exists.**

## SUMMARY OF COMPUTATIONAL INFORMATION AND DEFINITIONS

### COMPUTATIONAL INFORMATION

1. For purposes of computing Rebatale Arbitrage, investment activity is reflected from February 1, 2017, the date of the closing, to January 31, 2021, the Computation Period. All nonpurpose payments and receipts are future valued to the Computation Date of February 1, 2022.
2. Computations of yield are based on a 360-day year and semiannual compounding on the last day of each compounding interval. Compounding intervals end on a day in the calendar year corresponding to Bond maturity dates or six months prior.
3. For investment cash flow, debt service and yield computation purposes, all payments and receipts are assumed to be paid or received respectively, as shown on the attached schedules.
4. Purchase prices on investments are assumed to be at fair market value, representing an arm's length transaction.
5. During the period between February 1, 2017 and January 31, 2021, the District made periodic payments into the Interest and Sinking Fund Accounts, which were used, along with the interest earned, to provide the required debt service payments.

Under Section 148(f) (4) (A), the rebate requirement does not apply to amounts in certain bona fide debt service funds. The Regulations define a bona fide debt service fund as one that is used primarily to achieve a proper matching of revenues with principal and interest payments within each bond year. The fund must be depleted at least once each bond year, except for a reasonable carryover amount not to exceed the greater of the earnings on the fund for the immediately preceding bond year or 1/12th of the principal and interest payments on the issue for the immediately preceding bond year.

We have reviewed the Interest and Sinking Fund Accounts and have determined that the funds deposited have functioned as a bona fide debt service fund and are not subject to the rebate requirement.

### DEFINITIONS

#### 6. Computation Date

February 1, 2022.

#### 7. Computation Period

The period beginning on February 1, 2017, the date of the closing, and ending on January 31, 2021.

**8. Bond Year**

Each one-year period (or shorter period from the date of issue) that ends at the close of business on the day in the calendar year that is selected by the Issuer. If no day is selected by the Issuer before the earlier of the final maturity date of the issue or the date that is five years after the date of issue, each bond year ends at the close of business on the anniversary date of issuance.

**9. Bond Yield**

The discount rate that, when used in computing the present value of all the unconditionally payable payments of principal and interest with respect to the Bonds, produces an amount equal to the present value of the issue price of the Bonds. Present value is computed as of the date of issue of the Bonds.

**10. Taxable Investment Yield**

The discount rate that, when used in computing the present value of all receipts of principal and interest to be received on an investment during the Computation Period, produces an amount equal to the fair market value of the investment at the time it became a nonpurpose investment.

**11. Issue Price**

The price determined on the basis of the initial offering price to the public at which price a substantial amount of the Bonds were sold.

**12. Rebatable Arbitrage**

The Code defines the required rebate as the excess of the amount earned on all nonpurpose investments over the amount that would have been earned if such nonpurpose investments were invested at the Bond Yield, plus any income attributable to the excess. Accordingly, the Regulations require that this amount be computed as the excess of the future value of all the nonpurpose receipts over the future value of all the nonpurpose payments. The future value is computed as of the Computation Date using the Bond Yield.

**13. Funds and Accounts**

The Funds and Accounts activity used in the compilation of this Report was received from records provided the District and US Bank, Trustee, as follows:

<b>Fund/Account Name</b>	<b>Account Number</b>
Revenue	274037000
Interest R1	274037001
Interest R2	274037002
Sinking R1	274037003
Sinking R2	274037004
Prepayment R1	274037005
Prepayment R2	274037006
Debt Service Reserve R1	274037007
Debt Service Reserve R2	274037008
Cost of Issuance	274037009

## **METHODOLOGY**

### **Bond Yield**

The methodology used to calculate the bond yield was to determine the discount rate that produces the present value of all payments of principal and interest through the maturity date of the Bonds.

### **Investment Yield and Rebate Amount**

The methodology used to calculate the Rebatable Arbitrage as of January 31, 2021, was to calculate the future value of the disbursements from all funds, subject to rebate, and the value of the remaining bond proceeds, at the yield on the Bonds, to February 1, 2022. This figure was then compared to the future value of the deposit of bond proceeds into the various investment accounts at the same yield. The difference between the future values of the two cash flows, on February 1, 2022, is the Rebatable Arbitrage.

**Poinciana West Community Development District  
(Polk County, Florida)  
\$11,215,000 Senior Special Assessment Refunding Bonds, Series 2017-1  
\$2,945,000 Subordinate Special Assessment Refunding Bonds, Series 2017-2  
Delivered: February 1, 2017**

SOURCES	2017-1 Bonds	2017-2 Bonds	Totals
Par Amount	\$11,215,000.00	\$2,945,000.00	\$14,160,000.00
Net Original Issue Discount	-128,871.45	-42,730.75	-171,602.20
Prior Construction Fund Monies	8,269.89		8,269.89
Prior Deferred Costs Fund Monies	223,343.07		223,343.07
Prior Revenue Fund Monies	32.13		32.13
Prior Prepayment Fund Monies	74,383.79		74,383.79
Prior Reserve Fund Monies	764,573.96	203,241.17	967,815.13
<b>Totals</b>	<b>\$12,156,731.39</b>	<b>\$3,105,510.42</b>	<b>\$15,262,241.81</b>

USES	2017-1 Bonds	2017-2 Bonds	Totals
Escrow Fund	\$10,862,679.00	\$2,895,684.00	\$13,758,363.00
– Cash Deposit	1.71		1.71
Debt Service Reserve Fund	392,336.72	121,825.78	514,162.50
Deferred Costs Obligation Settlement	230,555.57		230,555.57
Bond Insurance Premium	335,633.54		335,633.54
Cost of Issuance Fund	167,299.85	43,825.64	211,125.49
Underwriter’s Discount	168,225.00	44,175.00	212,400.00
<b>Totals</b>	<b>\$12,156,731.39</b>	<b>\$3,105,510.42</b>	<b>\$15,262,241.82</b>



PROOF OF ARBITRAGE YIELD

Poinciana West Community Development District  
(Polk County, Florida)

\$11,215,000 Senior Special Assessment Refunding Bonds, Series 2017-1  
\$2,945,000 Subordinate Special Assessment Refunding Bonds, Series 2017-2

Date	Debt Service	Present Value to 02/01/2017 @ 4.7438600233%
05/01/2017	752,178.13	743,413.18
11/01/2017	276,146.88	266,605.32
05/01/2018	741,146.88	698,959.57
11/01/2018	270,146.88	248,866.73
05/01/2019	750,146.88	675,044.34
11/01/2019	263,665.63	231,770.75
05/01/2020	758,665.63	651,440.29
11/01/2020	256,386.88	215,049.84
05/01/2021	766,386.88	627,928.92
11/01/2021	248,231.25	198,672.61
05/01/2022	773,231.25	604,519.12
11/01/2022	239,168.75	182,651.90
05/01/2023	784,168.75	584,989.93
11/01/2023	229,471.88	167,219.70
05/01/2024	794,471.88	565,529.95
11/01/2024	219,121.88	152,363.85
05/01/2025	804,121.88	546,181.74
11/01/2025	207,806.25	137,877.38
05/01/2026	817,806.25	530,034.26
11/01/2026	195,716.88	123,908.45
05/01/2027	830,716.88	513,741.64
11/01/2027	182,880.63	110,478.70
05/01/2028	842,880.63	497,388.83
11/01/2028	169,408.75	97,652.84
05/01/2029	859,408.75	483,913.72
11/01/2029	154,611.88	85,041.35
05/01/2030	874,611.88	469,917.65
11/01/2030	138,793.13	72,843.95
05/01/2031	888,793.13	455,664.60
11/01/2031	122,064.38	61,129.76
05/01/2032	907,064.38	443,732.19
11/01/2032	104,535.00	49,953.24
05/01/2033	929,535.00	433,897.14
11/01/2033	85,537.50	39,002.88
05/01/2034	945,537.50	421,151.17
11/01/2034	65,717.50	28,592.98
05/01/2035	970,717.50	412,563.05
11/01/2035	44,825.00	18,609.59
05/01/2036	989,825.00	401,415.48
11/01/2036	23,002.50	9,112.34
05/01/2037	1,018,002.50	393,933.36
	21,296,656.99	13,652,764.26

Prepared by AMTEC

(Finance 8.000)

PROOF OF ARBITRAGE YIELD

Poinciana West Community Development District  
(Polk County, Florida)

\$11,215,000 Senior Special Assessment Refunding Bonds, Series 2017-1  
\$2,945,000 Subordinate Special Assessment Refunding Bonds, Series 2017-2

Proceeds Summary

Delivery date	02/01/2017
Par Value	14,160,000.00
Premium (Discount)	-171,602.20
Arbitrage expenses	-335,633.54
Target for yield calculation	13,652,764.26

BOND DEBT SERVICE

Poinciana West Community Development District  
(Polk County, Florida)

\$11,215,000 Senior Special Assessment Refunding Bonds, Series 2017-1  
\$2,945,000 Subordinate Special Assessment Refunding Bonds, Series 2017-2

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
05/01/2017	610,000	** %	142,178.13	752,178.13	752,178.13
11/01/2017			276,146.88	276,146.88	
05/01/2018	465,000	** %	276,146.88	741,146.88	1,017,293.76
11/01/2018			270,146.88	270,146.88	
05/01/2019	480,000	** %	270,146.88	750,146.88	1,020,293.76
11/01/2019			263,665.63	263,665.63	
05/01/2020	495,000	** %	263,665.63	758,665.63	1,022,331.26
11/01/2020			256,386.88	256,386.88	
05/01/2021	510,000	** %	256,386.88	766,386.88	1,022,773.76
11/01/2021			248,231.25	248,231.25	
05/01/2022	525,000	** %	248,231.25	773,231.25	1,021,462.50
11/01/2022			239,168.75	239,168.75	
05/01/2023	545,000	** %	239,168.75	784,168.75	1,023,337.50
11/01/2023			229,471.88	229,471.88	
05/01/2024	565,000	** %	229,471.88	794,471.88	1,023,943.76
11/01/2024			219,121.88	219,121.88	
05/01/2025	585,000	** %	219,121.88	804,121.88	1,023,243.76
11/01/2025			207,806.25	207,806.25	
05/01/2026	610,000	** %	207,806.25	817,806.25	1,025,612.50
11/01/2026			195,716.88	195,716.88	
05/01/2027	635,000	** %	195,716.88	830,716.88	1,026,433.76
11/01/2027			182,880.63	182,880.63	
05/01/2028	660,000	** %	182,880.63	842,880.63	1,025,761.26
11/01/2028			169,408.75	169,408.75	
05/01/2029	690,000	** %	169,408.75	859,408.75	1,028,817.50
11/01/2029			154,611.88	154,611.88	
05/01/2030	720,000	** %	154,611.88	874,611.88	1,029,223.76
11/01/2030			138,793.13	138,793.13	
05/01/2031	750,000	** %	138,793.13	888,793.13	1,027,586.26
11/01/2031			122,064.38	122,064.38	
05/01/2032	785,000	** %	122,064.38	907,064.38	1,029,128.76
11/01/2032			104,535.00	104,535.00	
05/01/2033	825,000	** %	104,535.00	929,535.00	1,034,070.00
11/01/2033			85,537.50	85,537.50	
05/01/2034	860,000	** %	85,537.50	945,537.50	1,031,075.00
11/01/2034			65,717.50	65,717.50	
05/01/2035	905,000	** %	65,717.50	970,717.50	1,036,435.00
11/01/2035			44,825.00	44,825.00	
05/01/2036	945,000	** %	44,825.00	989,825.00	1,034,650.00
11/01/2036			23,002.50	23,002.50	
05/01/2037	995,000	** %	23,002.50	1,018,002.50	1,041,005.00
	14,160,000		7,136,656.99	21,296,656.99	21,296,656.99

Poinciana West Community Development District  
(Polk County, Florida)  
\$11,215,000 Senior Special Assessment Refunding Bonds, Series 2017-1  
\$2,945,000 Subordinate Special Assessment Refunding Bonds, Series 2017-2  
Escrow Fund

ARBITRAGE REBATE CALCULATION  
DETAIL REPORT

DATE	DESCRIPTION	RECEIPTS (PAYMENTS)	FUTURE VALUE @ BOND YIELD OF (4.743860%)
02/01/17	Beg Bal	-13,758,363.00	-17,393,047.16
05/01/17		13,774,803.13	17,210,911.28
-----			
02/01/22	TOTALS:	16,440.13	-182,135.88
-----			

ISSUE DATE:	02/01/17	REBATABLE ARBITRAGE:	-182,135.88
COMP DATE:	02/01/22	NET INCOME:	16,440.13
BOND YIELD:	4.743860%	TAX INV YIELD:	0.478253%

Poinciana West Community Development District  
(Polk County, Florida)  
\$11,215,000 Senior Special Assessment Refunding Bonds, Series 2017-1  
\$2,945,000 Subordinate Special Assessment Refunding Bonds, Series 2017-2  
Debt Service Reserve Fund R1

ARBITRAGE REBATE CALCULATION  
DETAIL REPORT

DATE	DESCRIPTION	RECEIPTS (PAYMENTS)	FUTURE VALUE @ BOND YIELD OF (4.743860%)
02/01/17	Beg Bal	-392,336.72	-495,984.23
05/01/18		2,129.58	2,538.93
05/01/19		1,107.44	1,259.84
05/01/20		2,091.38	2,270.21
11/02/20		155.40	164.76
01/31/21	DSRF R1 Bal	392,343.37	411,229.88
01/31/21	DSRF R1 Acc	1.69	1.77
-----			
02/01/22	TOTALS:	5,492.14	-78,518.84
-----			

ISSUE DATE:	02/01/17	REBATABLE ARBITRAGE:	-78,518.84
COMP DATE:	02/01/22	NET INCOME:	5,492.14
BOND YIELD:	4.743860%	TAX INV YIELD:	0.349916%

Poinciana West Community Development District  
(Polk County, Florida)  
\$11,215,000 Senior Special Assessment Refunding Bonds, Series 2017-1  
\$2,945,000 Subordinate Special Assessment Refunding Bonds, Series 2017-2  
Debt Service Reserve Fund R2

ARBITRAGE REBATE CALCULATION  
DETAIL REPORT

DATE	DESCRIPTION	RECEIPTS (PAYMENTS)	FUTURE VALUE @ BOND YIELD OF (4.743860%)
02/01/17	Beg Bal	-121,825.78	-154,009.71
05/01/18		526.69	627.93
05/01/19		73.43	83.53
05/01/20		1,058.11	1,148.59
11/02/20		48.69	51.62
01/31/21	DSRF R1 Bal	121,827.84	127,692.35
01/31/21	DSRF R1 Acc	0.52	0.55
-----			
02/01/22	TOTALS:	1,709.50	-24,405.14
-----			

ISSUE DATE:	02/01/17	REBATABLE ARBITRAGE:	-24,405.14
COMP DATE:	02/01/22	NET INCOME:	1,709.50
BOND YIELD:	4.743860%	TAX INV YIELD:	0.350370%

Poinciana West Community Development District  
(Polk County, Florida)  
\$11,215,000 Senior Special Assessment Refunding Bonds, Series 2017-1  
\$2,945,000 Subordinate Special Assessment Refunding Bonds, Series 2017-2  
Cost of Issuance Fund

ARBITRAGE REBATE CALCULATION  
DETAIL REPORT

DATE	DESCRIPTION	RECEIPTS (PAYMENTS)	FUTURE VALUE @ BOND YIELD OF (4.743860%)
02/01/17	Beg Bal	-211,125.49	-266,900.62
02/01/17		87,000.00	109,983.66
02/01/17		5,250.00	6,636.94
02/01/17		1,250.00	1,580.22
02/01/17		35,000.00	44,246.30
02/01/17		2,500.00	3,160.45
02/01/17		10,000.00	12,641.80
02/01/17		19,500.00	24,651.51
02/02/17		1,000.00	1,264.02
02/02/17		7,817.18	9,881.04
02/06/17		20,000.00	25,267.14
06/01/17		17,282.92	21,509.92
06/01/17		4,538.41	5,648.40
-----			
02/01/22	TOTALS:	13.02	-429.22
-----			

ISSUE DATE:	02/01/17	REBATABLE ARBITRAGE:	-429.22
COMP DATE:	02/01/22	NET INCOME:	13.02
BOND YIELD:	4.743860%	TAX INV YIELD:	0.171979%

Poinciana West Community Development District  
(Polk County, Florida)  
\$11,215,000 Senior Special Assessment Refunding Bonds, Series 2017-1  
\$2,945,000 Subordinate Special Assessment Refunding Bonds, Series 2017-2  
Rebate Computation Credits

ARBITRAGE REBATE CALCULATION  
DETAIL REPORT

DATE	DESCRIPTION	RECEIPTS (PAYMENTS)	FUTURE VALUE @ BOND YIELD OF (4.743860%)
02/01/18		-1,700.00	-2,050.67
02/01/19		-1,730.00	-1,991.28
02/01/20		-1,760.00	-1,933.02
-----			
02/01/22	TOTALS:	-5,190.00	-5,974.97
-----			

ISSUE DATE: 02/01/17      REBATABLE ARBITRAGE: -5,974.97  
COMP DATE: 02/01/22  
BOND YIELD: 4.743860%



# SECTION D

# SECTION 1

# Poinciana West Community Development District



March 17, 2020

Clayton Smith - Field Services Manager

GMS

## Dry Pond Mowing

Figure 2 Dry Pond Mowed



Figure 1 Dry Pond After Mowing



- ✚ Dry ponds were dormant through the winter months
- ✚ Dry ponds were mowed to keep them at an appealing height.

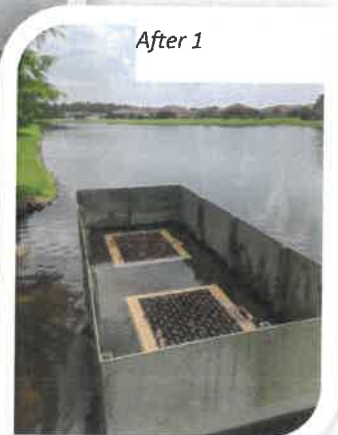
## Drain Clearing

- ✚ Cleared Stormwater outfall on Pond 22
- ✚ Contractor is also now reporting status every quarter.

Before 1



After 1



# In Progress

## Hydrilla Treatments

Figure 3 – Pond Treated for Hydrilla



Figure 4 – Slight Algae bloom due to Hydrilla Treatment

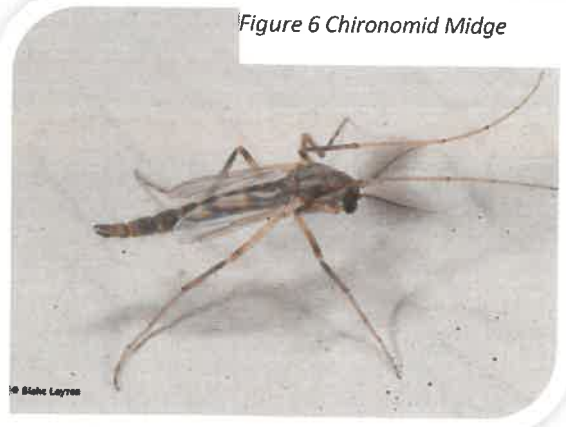


- ✚ Treating several ponds for hydrilla. In some cases, as it dies, it tends to cause algae blooms.
- ✚ Contractor has identified ponds due for treatment this year.
- ✚ Some Different techniques and approaches are being used this year due to some failed treatments last year.

## Midge Treatment Changes

- ✚ There have been some changes in products available. Therefore, some changes in midge treatments will occur.
- ✚ Working with contractor to create equally effective program.

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@gmscf.com](mailto:csmith@gmscf.com). Thank you.

Respectfully,  
Clayton Smith



## PW Monthly Treatment Report

Date between : 1/01/2021 and 1/31/2021

Customer Site ID	Treatment Date	Condition/Weeds Treated
4A	1/6/21	Clean
4A	1/27/21	Clean
16A	1/6/21	Clean
16A	1/27/21	Clean
1	1/6/21	Clean
2	1/6/21	Clean
3	1/26/21	Clean
4	1/26/21	Filamentous
5	1/26/21	Filamentous
6	1/26/21	Filamentous
7	1/11/21	Filamentous
8	1/27/21	Clean
9	1/27/21	Filamentous
10	1/27/21	Filamentous
11	1/6/21	Clean
12	1/27/21	Filamentous
13	1/6/21	Clean
15	1/28/21	Clean
16	1/28/21	Filamentous
17	1/6/21	Clean
18	1/13/21	Clean
20	1/11/21	Filamentous
20	1/27/21	Filamentous
20	1/27/21	Planktonic
21	1/27/21	Filamentous
22	1/27/21	Duckweed
22	1/27/21	Filamentous



Poinciana West Community Development District  
Monthly Midge Treatment Report  
*February 1<sup>st</sup>, 2021 -February 28<sup>th</sup>, 2021*

Night Truck Spray

- 0 Miles were sprayed

ATV ULV Spray

- 7.10 Miles were sprayed

Backpack Pellet Larvicide

- 6.5 Acres were treated

Boat Larvicide Treatments

- 0 Acres were treated



Poinciana West Stormwater Outfall Review					
Sites	Weir	Overflow grate	Neither	Both	Status
1	x				Clear
2			x		Clear
3	x				Clear
4				x	Clear
4a	x				Clear
5	x				Clear
6			x		Clear
7			x		Clear
8	x(2)				Clear
9			x		Clear
10	x(2)				Clear
11	x				Clear
12			x		Clear
13	x				Clear
15			x		Clear
16	x				Clear
16a			x		Clear
17			x		Clear
18	x				Clear
20	x				Clear
21			x		Clear
22		x			Clear

## SECTION 2

Customer Complaint Log Poinciana West CDD

Date	Resident	Address	Pond	Complaint	Assigned To	Resolution	Date Resolved
6/15/20	Jan Rosnow	3883 Via Mazzini Court	P-16	Grass in pond	Taylor Morrison	Sent to Taylor Morrison	6/15/20
6/15/20	Rosalie Sones	1331 Bonita Canyon Drive	P-22	Algae in pond	Clayton Smith	Sprayed	6/25/20
7/10/20	Edward Bradley	100 Palazzo Lane	P-19B	"looks unhealthy"	Taylor Morrison	Sent to Taylor Morrison	7/10/20
7/15/20	Joe Gibertoni	437 Pacific Ridge Road	P-21 & P-22	Algae & grass in ponds	Clayton Smith	P-22 treated 7/14/20 and P-21 to be treated next week	7/15/20
7/30/20	Bruce Menzies	532 Villa Park Road	P-6	Grass in pond	Clayton Smith	Met with homeowner & treated	8/13/20
8/6/20	Jo Anne Richard	496 Villa Park Road	P-6	Grass in pond	Clayton Smith	Treated	8/13/20
8/10/20	Richard Sones	1331 Bonita Canyon Drive	P-22	Algae in pond	Clayton Smith	Treated	8/18/20
8/13/20	Ann Frye	654 Irvine Ranch Road	P-20	Garbage floating, algae & grass	Clayton Smith	Picked up & treated	8/18/20
8/18/20	Marsha Schwartz	412 Fountain Valley Lane	C-R	Edge of conservation area dead	Taylor Morrison	Sent to Taylor Morrison	8/18/20
8/20/20	Drew Makovec	109 Crystal Cove	P-8	Midges	Clayton Smith	Treated	9/3/20
8/31/20	Bruce Menzies	532 Villa Park Road	P-6	Midges	Clayton Smith	Treated	9/3/20
9/8/20	Carol Rosario	428 Bel Air Way	P-21	Midges	Clayton Smith	Contacted homeowner; treated	9/10/20
9/30/20	Margaret Rodriguez	771 San Raphael Street	Canal P	Algae in catch basin	Taylor Morrison	Sent to Taylor Morrison	9/30/20
10/2/20	Barry Kaufman	123 Lemon Grove Drive	Tract C-D	Algae	Taylor Morrison	Sent to Taylor Morrison	10/2/20
10/9/20	Louise Patterson	1324 Bonita Canyon Drive	P-22	Midges	Clayton Smith	Treated	10/15/20
10/19/20	Cindy Snyder	432 Bel Air Way	P-21	Midges	Clayton Smith	Treated	10/22/20
11/6/20	Edward Smith	672 San Joaquin Road	P-3	Pond bank mowing	Clayton Smith	Contacted Florawln to mow	11/6/20
11/19/20	Ed Weisenfeld	1129 Harbor Ridge Drive	N/A	Prune bushes of preserve	Taylor Morrison	Sent to Taylor Morrison	11/19/20
1/13/21	Terri Riegler	161 Glendale Court	N/A	Algae/grass	Taylor Morrison	Sent to Taylor Morrison	1/13/21
3/4/21	Cecelia Patterson	668 Tapatio Lane	P-9	Algae	Clayton Smith	Treated	3/11/21