

**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, **November 17, 2021** at 9:30 a.m. at the Starlite Ballroom, 384 Village Drive, Poinciana, Florida.

Present and constituting a quorum were:

Peggy Gregory	Chairman
Roy LaRue	Vice Chairman
Mayra Skeete	Assistant Secretary
Dr. Maneck Master	Assistant Secretary
Joe Clark	Assistant Secretary

Also present were:

Tricia Adams	GMS
Kathy Leo <i>via phone</i>	District Engineer
Clayton Smith	Assistant Field Manager
Tim Gardner	Clarke
Nora Schuster	Taylor Morrison
Sheri Wollschlager	Club Manager
Rudy Bautista	Taylor Morrison
Cherrief Jackson	Clarke

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

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Adams called the meeting to order and called the roll. All five Board members were in attendance. 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**

Ms. Adams gave the public an opportunity to comment on items that were presented on the agenda and asked for the public to keep their comments to three minutes. She also asked the Zoom attendees if there were any public comments. There being none, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the September 15, 2021 Meeting**

Ms. Adams presented the Board with the minutes from the September 15, 2021 meeting and asked for any comments or corrections. There being none, the next item followed.

On MOTION by Dr. Master, seconded by Mr. Clark, with all in favor, the Minutes from the September 15, 2021 Meeting, were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Consideration of Alligator Warning Signage for Stormwater Ponds**

Ms. Adams stated that this was being presented as a result of aggressive alligator behavior that a resident brought to the Board’s attention at the previous meeting when an alligator attack on a dog was reported. The District’s insurance provider makes recommendations on steps that the District should take in order to make the District as safe as possible which in this case is to install alligator warning signs at certain ponds.

Ms. Adams and the Board discussed a signage proposal that was recommended by the insurance company. The insurance company identified areas that they recommend signs are installed. These were areas where people are likely to access in order to view the pond.

On MOTION by Mr. LaRue, seconded by Ms. Gregory, with all in favor, the Installation of Alligator Warning Signage as Presented for Stormwater Ponds, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Agreement with Berger, Toombs, Elam, Gaines & Frank to Provide Auditing Services for the Fiscal Year 2021**

Ms. Adams outlined the agreement sent in by Berger, Toombs, Elam, Gaines & Frank for the Board. She explained that the fiscal year ended September 30, 2021 and that the state of Florida

requires an annual independent audit each year that must be filed by June. Ms. Adams stated that the agreement shows the fee amount for Fiscal Year 2021 to be a not-to-exceed amount of \$3,310 which was in accordance with the audit agreement.

On MOTION by Mr. Clark, seconded by Ms. Skeete, with all in favor, the Agreement with Berger, Toombs, Elam, Gaines & Frank to Provide Auditing Services for the Fiscal Year 2021, was approved.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

Ms. Leo, District Engineer, added some explanation to the pond illustrations presented earlier in the meeting when the alligator signage was discussed. She also reviewed the rainfall amounts in comparison to 2020 and stated that they are a little behind on rainfall coming out of summer.

Some residents had asked about ponds being used for irrigation in the community, and Ms. Leo confirmed that there were no ponds used for irrigation in Poinciana West.

**C. District Manager**

**i. Approval of Check Registers**

Ms. Adams presented the check register from September 7<sup>th</sup> through November 10<sup>th</sup> to the Board totaling \$52,477.92. The detail for the check run summary can be found in the agenda packet.

On MOTION by Dr. Master, seconded by Ms. Skeete, with all in favor, the Check Register totaling \$52,477.92, was approved.

**ii. Balance Sheet and Income Statement**

Ms. Adams reviewed the unaudited financials for the Board. She stated there was no action required by the Board.

**iii. S&P Rating Report Update**

Ms. Adams explained that the District had issued bonds at one point, and those were recently rated. She stated that they went from a BBB+ to an AA- rating.

**D. Field Manager**

**i. Field Manager's Report**

Mr. Smith presented the Field Manager's report which can be found in the agenda package. Mr. Smith went into detail about the ponds and the fish in them.

**ii. Customer Complaint Log**

Mr. Smith presented the customer complaint log. This is provided in the agenda. All but one complaint had been handled. He stated that they were pond issues.

**EIGHTH ORDER OF BUSINESS**

**Supervisor's Requests**

Ms. Adams asked if there were any Board members who wanted to bring up any items or comments. The Board brought up to Ms. Adams that they would like to see the page numbers on the agenda in the future.

**NINTH ORDER OF BUSINESS**

**General Audience Comments**

- Susan Godlewski (658 Irvine Ranch): This resident inquired about how many wildlife signs were being purchased. The Board answered that 13 signs were being purchased. Ms. Godlewski also thanked the Board for the support regarding midge control.
- Bruce Allen (Unidentified Address): The resident was concerned about the new sign's verbiage. Ms. Adams read the full signage for the Board and the resident. Mr. Allen also asked about what insurance coverage limit was in place. He also asked for the number of claims regarding damage by alligators in the past five years.
- John Harrison (1048 Harbor Ridge Drive): This resident asked for information regarding a lawsuit that was not a CDD matter.
- Jim Williams (500 Viterra Court): This resident had questions about insurance and the provider, along with questions about the premium.

**TENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Next Meeting Date – January 19, 2022**

The next meeting date is scheduled for January 19, 2022.

**TWELTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Gregory, seconded by Dr. Master, with all in favor, the meeting was adjourned.

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman