

**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, **September 20, 2023** at 9:00 a.m. via Zoom Communication Media Technology and in the Starlite Ballroom, 384 Village Drive, Poinciana, Florida.

Present and constituting a quorum were:

Peggy Gregory	Chair
Roy LaRue	Vice Chairman
Dr. Maneck Master	Assistant Secretary

Also present were:

Tricia Adams	District Manager
Scott Clark <i>by Zoom</i>	District Counsel
Kathy Leo <i>by Zoom</i>	District Engineer
Clayton Smith	Field Manager
Joel Blanco	GMS Field Staff
Cherrief Jackson	Clarke Midge Control

*The following is a summary of the discussions and actions taken at the September 20, 2023 Poinciana West Community Development District's Board of Supervisors Meeting. Due to a technical issue with the audio, the beginning of the meeting was summarized based on District Manager notes.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Adams called the meeting to order at 9:00 a.m. and called the roll. A quorum was present.

*\*Recording commenced at this time.*

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

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**THIRD ORDER OF BUSINESS****Public Comment Period on Agenda Items**

There being no comments, the next item followed.

**FOURTH ORDER OF BUSINESS****Organizational Matters****A. Acceptance of Resignation of Mayra Skeete effective December 2023**

Ms. Adams recalled at the last meeting, the Board accepted a resignation letter from Mr. Joseph Clark, which created a vacancy on the Board and was informed that Ms. Mayra Skeete planned to resign effective December 1, 2023. Her resignation letter was included in the agenda package for this meeting.

On MOTION by Dr. Master seconded by Mr. LaRue with all in favor accepting Ms. Mayra Skeete's resignation effective immediately and declaring the seat vacant was approved.

**B. Review of Resumes and Letters of Interest**

- i. Len Kirschbrown - Withdrawn**
- ii. Ed Smith**
- iii. Greg Hindahl**
- iv. Kevin Novak**
- v. Antonio Mendieta**

Ms. Adams stated at the last meeting, the Board requested that the vacancies be announced to residents to consider appointments to the Board and that resumes or Statements of Interest be submitted. Five letters of interest were received, but a letter of withdrawal was received this morning from Mr. Len Kirschbrown. Ms. Adams requested that the Board consider the resumes of Mr. Ed Smith, Mr. Greg Hindahl, Dr. Kevin Novak and Mr. Antonia Mendieta. Mr. Ed Smith, Mr. Antonia Mendieta and Mr. Greg Hindahl were attending via Zoom as they were out of State. Mr. Ed Smith introduced himself. He lived in the community for nine years and was experienced with technology, having published two books and being the first African American to design a video game. His website was [Imaginetthat2.com](http://Imaginetthat2.com). Mr. LaRue was impressed by Mr. Ed Smith's resume and questioned whether he could attend meetings. Mr. Ed Smith indicated that he was retired and could attend meetings.

Dr. Kevin (Lee) Novak introduced himself. He lived in the community for four years, was an Aerospace Engineer, developing a filtration system to clean freshwater systems, a teacher

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on the nitrogen cycle, had a YouTube channel and developed motors for Tesla. He recommended using sterilized grass carp in ponds to eat the algae and instead of using chemicals. In response to Mr. LaRue's question, Dr. Novak confirmed that he was retired and continuing to work on his YouTube channel. Ms. Gregory liked Dr. Novak's resume and felt that what he was saying made sense, but questioned whether he was familiar with the CDD Statutes and if he could read a financial statement. Dr. Master asked if Dr. Novak voted in CDD elections. Dr. Novak confirmed had not voted in any CDD election and felt that Dr. Masters was being defensive with him. Dr. Masters felt that Dr. Novak was not following his questions and was attacking Board Members. Dr. Novak withdrew his interest in serving on the Board and walked out of the meeting.

Mr. Antonia Mendieta introduced himself. He lived in the community for three years and had been a Board Member of the Alternative House of Lowell, Massachusetts since 2010, which was an organization helping victims of domestic violence as well as serving as a Board Member of Ironstone Farm of Lowell, Massachusetts for three years, which was a charity for mobility. He had financial management experience, working for the Federal Reserve Bank for 20 years. Ms. Gregory appreciated his resume and the fact that he was a retired banker. Mr. LaRue questioned whether he could attend meetings. Mr. Mendieta confirmed that he was available, although he did travel, but could attend meetings by Zoom. Dr. Master noted according to the Florida Statutes, Board Members were required to attend in person in order to have a quorum. Mr. Mendieta stated there were no conflicts with the current meeting dates.

- C. Appointment of Individual to Fulfill Board Vacancy with Term Ending Nov. 2024 – Effective Now**
- D. Appointment of Individual to Fulfill Board Vacancy with Term Ending November 2024 – Effective Dec. 1, 2023**

Mr. Clark stated the Board was under no obligation to fill the vacancies today and the easiest way to appoint Supervisors was for Board nominations. Ms. Gregory asked if they could discuss this matter off of the record. Ms. Adams explained that Board Members could not discuss any matters off the record other than litigation or certain security matters. Mr. LaRue preferred Mr. Ed Smith for the seat that was effective now and Mr. Greg Hindahl for the seat that was effective December 1, 2023.

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On MOTION by Mr. LaRue seconded by Ms. Gregory with all in favor the appointments of Mr. Ed Smith to the seat with a term ending November 2024 that was effective now and Mr. Greg Hindahl to the seat with a term ending November 2024 effective December 1, 2023 were approved.

**E. Administration of Oath to Newly Appointed Supervisor(s)**

**F. Consideration of Resolution 2023-07 Electing Officers**

These items were deferred until the next meeting.

**FIFTH ORDER OF BUSINESS**

**Approval of Minutes of the July 19, 2023 Meeting**

Ms. Adams presented the minutes from the July 19, 2023 meeting, which were reviewed by staff and Board Members. Ms. Gregory clarified on Page 4, the GMS contract was budgeted at \$41,098 and questioned whether Taylor Morrison (TM) agreed to pay \$15,000 in fees for one-year of maintenance for Ponds 19A and 19B and if there was a statement in writing from TM regarding the maintenance fees. Ms. Adams stated these items would be addressed when the Board considered the property conveyance. Mr. Hindahl joined the meeting and was informed that he was appointed to the Board.

On MOTION by Ms. Gregory seconded by Mr. LaRue with all in favor the Minutes of the July 19, 2023 Meeting as amended were approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Proposals for Insurance Renewal**

**A. Brown & Brown**

**B. EGIS - Added**

Ms. Adams recalled that staff reached out to three organizations that provided CDD insurance in Florida. The Board was currently insured through Brown & Brown (PGIT) and in the past, the Board utilized EGIS (FIAA Insurance), which provided proposals. FMIT, which primarily worked with municipal government insurance in Florida, declined to provide a proposal. In regards to Ms. Gregory's question regarding the increase in the insurance premium from \$3,650 to \$5,899, Ms. Adams stated that the documentation from Brown & Brown showed that an error made last year. Ms. Gregory felt that Brown & Brown was giving the District an

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ultimatum to taking cyber and automobile liability as a full packet or they would not insure the District and questioned whether this was legal. Mr. Clark explained that there was not much that the District could do other than to choose between the options they had. Ms. Adams explained that EGIS was initially asked to bid without the cyber and automobile liability, but would not provide one, but yesterday they provided a proposal for \$5,000. Mr. LaRue questioned why there was automobile or property liability. Ms. Adams explained that the District did not have property that was insured and all of the District's insurance was related to public officials' liability insurance and general liability. Discussion ensued.

On MOTION by Ms. Gregory seconded by Mr. LaRue with all in favor the proposal for insurance renewal with EGIS was approved.

## **SEVENTH ORDER OF BUSINESS**

### **Review of Pond Acquisition Agreement**

#### **A. Presentation of Memo from Clark & Albaugh, PLLC**

#### **B. Review of Acquisition Agreement**

Mr. Clark presented a memorandum dated September 13, 2023 to summarize the Board's actions regarding the acquisition of stormwater parcels from TM. Regarding Ms. Gregory's question about whether TM agreed to pay \$15,000 for one-year of maintenance, after the July meeting, he immediately reached out to their counsel to point out that TM had not answered the request from the Board for a \$15,000 contribution to future maintenance. In response, Mr. Clark received a letter dated August 21, 2023 from their counsel, which was forwarded to all Supervisors, turning down the Board's request for \$15,000. Mr. LaRue questioned whether the Board was within their rights to ask for the \$15,000 in maintenance fees. Mr. Clark stated they could make the request and TM could say no, declare that the CDD breached the Acquisition Agreement by not reasonably considering it or TM might quit maintaining it. Mr. Clark recommended that the Board accept the two ponds and take action on the Acquisition Agreement, as recommended by District Counsel and the District Engineer. Mr. LaRue questioned whether any CDD requested money for maintenance for the first year. Mr. Clark noted instances where maintenance money was paid, where it was refused and the developer refused to maintain the property.

#### **C. Review of Insurance Confirmation for Proposed Stormwater Parcels**

Ms. Adams presented documentation from the District's insurance company.

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**D. Review of Proposals for Maintenance of Proposed Stormwater Parcels****i. Solitude****ii. Floralawn**

Ms. Adams presented proposals for Ponds 19A and 19B from Solitude, the District's current aquatic maintenance provider and Floralawn, the District's current lawn maintenance provider. There was also a proposal from Clarke for midge services, even though they were not recommended to have midge treatment this year, but this may change in the future. Dr. Master asked if the mowing that would be performed 21 times per year for \$788 per month was only for the two ponds. Mr. Clayton Smith confirmed that it was consistent with their current scope. Dr. Master felt that \$788 per month for minimal mowing was excessive. Mr. Clayton Smith felt that it was a reasonable price in the current market as there was no additional mobilization. Ms. Gregory recalled that they paid \$59,000 per year for all of the ponds and the \$788 was only for two ponds. Dr. Master requested an explanation for the rate. Mr. Hindahl agreed that the cost did not make sense. Mr. Clayton Smith would speak to Floralawn.

**E. Review of Fences on Proposed Stormwater Parcels**

Ms. Adams noted that fence panels were installed on these stormwater parcels for security purposes, which blocked the mowers from getting access and it was the recommendation of field management staff that the Board accept the stormwater parcels but require the removal of the fence panels prior to acceptance. Mr. LaRue asked if the fences were critical. Ms. Adams stated if the Board wanted to have the fences remain, they should consider who was responsible for maintaining them if damaged or wear and tear. Ms. Gregory questioned whether they needed to inform their insurance company and if there were alligator signs. Mr. Clayton Smith confirmed the ponds did not currently have signage and that the fences were installed as part of the gate security system. Typically, when they had fences on CDD property, it was insured. Ms. Gregory questioned their liability if they removed the fences. Mr. Clark advised that there would be a perception as anyone could commit a crime with or without the fences. If an alligator attack occurred, it could impact their insurance. Mr. Roy was in favor of leaving the fences. *There was Board consensus to accept the parcels with the fencing with Ms. Adams ensuring that the District was adequately funded to pay for fence repairs.*

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**EIGHTH ORDER OF BUSINESS****Consideration of Resolution 2023-06  
Approving the Conveyance of Tracts P-  
19A and P-19B**

Ms. Adams explained as part of the Acquisition Agreement, TM would cover the cost of professional fees in order to review the conveyance documents. The \$15,000 deposit was spent by engineering and legal staff will be doing projections for the costs of recording the deeds and permit transfers. Mr. Clark indicated that Board approval would be contingent upon the settlement of the professional fees and execution of the closing documents. Mr. LaRue questioned the Board's position on the \$15,000 maintenance cost, the long-term effect as well as pros and cons, but was in favor of proceeding to get this behind them. Ms. Adams stated that Resolution 2023-06, appointing the conveyance of Ponds 19A and P-19B, would be contingent on the settlement of professional fees and closing paperwork. Ms. Gregory questioned whether the District Engineer provided a written recommendation to the District as stated in the agreement. Ms. Adams stated at the last Board meeting, Ms. Leo recommended acceptance of the ponds from an engineering perspective, which was in the minutes from the last meeting. Ms. Gregory requested a breakdown of all legal fees.

Dr. Master MOVED to adopt Resolution 2023-06 Approving the Conveyance of Tracts P-19A and P-19B, contingent on the settlement of professional fees and closing paperwork and Mr. LaRue seconded the motion.

Mr. LaRue requested that the motion be contingent on a written report from the District Engineer.

On VOICE VOTE with all in favor the adoption of Resolution 2023-06 Approving the Conveyance of Tracts P-19A and P-19B, contingent on the settlement of professional fees, closing paperwork and written report from the District Engineer was approved.

**NINTH ORDER OF BUSINESS****Review of Financial Balances and  
Investment of Surplus Funds**

Ms. Adams noted this was a standing item from month to month as Board Members had many questions on the investment of funds, recognizing the changing market conditions. Under

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separate cover, a handout summarizing where funds were invested was provided to the Board, which was comprised of the State Board of Administration (SBA) (Florida Prime) Account, the Florida Government investment pool. The balance was \$503,483 and the current interest rate was 5.48%, as of the end of August. There was also a Bank United Money Market Account, which was earning an interest rate of 5.15% and had a balance of \$198,957. At last month's meeting, District Counsel discussed the deb service account managed by the Trustee where funds could be invested at a better interest earning. The account was at US Bank, which was earning 5.1% and had a balance of \$794,221 and as of July 21<sup>st</sup>. The trustee made the November and May interest and principal payments to pay back the bond. Dr. Master asked if all of the earnings from these funds would accrue to their balance sheet. Ms. Adams confirmed that the funds accrued to the General Fund, except for the Debt Service Fund. When all of the debt was paid off, any surplus funds would come back to the District. Ms. Adams spoke to several banks and suggested moving up to \$300,000 from Florida Prime into a seven-month CD at 4.75%, an 11-month CD at 5.25% and an 18-month CD at 4.0%.

Dr. Master was comfortable transferring \$300,000 from the SBA, creating a CD ladder and leaving the remaining funds in the SBA. Mr. LaRue noted there was not much of a difference between 5.48% and 5.25%. Ms. Adams reported since the end of August, some funds were transferred from Bank United to the General Fund at Truist as they needed the liquidity in order to function until tax receipts were received in December. Dr. Master recommended looking at the current rates. Ms. Gregory preferred not to invest in the 18-month CD and to invest \$150,000 into the seven-month CD and \$150,000 into the 11-month CD in a bank that did not charge a fee and not have auto renew. Dr. Master agreed. Mr. LaRue asked if Florida Prime provided the liquidity that they needed. Ms. Adams confirmed that Florida Prime could wire the funds the same day. Bank United had no penalties for withdrawing funds. Ms. Adams would work with accounting to perform a Fund Balance Analysis before purchasing the CDs, obtain proposals from several banks and work with the Chair to finalize.

On MOTION by Dr. Master seconded by Ms. Gregory with all in favor transferring \$300,000 from Florida Prime into seven- and 11-month CDs in a bank that did not charge a fee or have auto-renew was approved.
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*\*The meeting was recessed at 11:00 a.m.*

*\*The meeting was reconvened at 11:05 a.m.*

## **TENTH ORDER OF BUSINESS**

## **Staff Reports**

### **A. Attorney**

There being none, the next item followed.

### **B. Engineer**

Ms. Adams reported that Ms. Leo left the meeting and there was no report.

### **C. District Manager**

#### **i. Approval of Check Register**

Ms. Adams presented the Check Register for July 8, 2023 through September 8, 2023 totaling \$574,986.38, which included the General Fund, payroll, detailed invoices and Check Run Summary. Ms. Gregory questioned why the District was charged \$6.48 for a package that Mr. Hugh Hagin in Orlando Fed-Exed to GMS. Ms. Adams would look into it. Ms. Gregory questioned a Solitude invoice in the amount of \$15,410 for a subcontractor to dredge. Mr. Clayton Smith confirmed it was for plantings on the Poinciana side and was charged to the District in error. Ms. Gregory pointed out that the \$15,410 was charged out of the District's capital outlay. Ms. Adams would ensure that it was refunded. Mr. LaRue questioned the ponds listed on Solitude's invoice on Page 161 of the agenda package. Mr. Clayton Smith explained that the P ponds were the dry ponds and requested on a number of occasions that Solitude only include the contract ponds instead of every single pond in Poinciana West. He told Solitude to remove the narrative and say, "*For aquatic services per the contract for the treatment of all contracted ponds*". After they transitioned, he had many issues with their billing and was working with them.

On MOTION by Dr. Master seconded by Mr. LaRue with all in favor the Check Register as stated above was approved.

#### **ii. Balance Sheet and Income Statement**

Ms. Adams presented Unaudited Financials through August 31, 2023. No Board action was required. On the Combined Balance Sheet, the investments were split between Truist, Bank

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United and Florida Prime. In response to Dr. Master's question, Ms. Adams confirmed that the interest from the SBA funds accrued into the SBA line item. The increase was the earned interest from the last time that the financials were presented. The District fully collected all of its assessments for the fiscal year and the Board did an excellent job of controlling expenses. The Debt Service Fund, on Page 196 of the agenda package, showed the account managed by the Trustee. Mr. LaRue requested a year-end balance for the next meeting. Ms. Gregory clarified that the \$15,410 was paid out of the contingency. Ms. Adams would have all of the pertinent corrections made. Ms. Gregory questioned why aquatic control maintenance increased from \$32,430 to \$57,219. Mr. Clayton Smith recalled there being discussions about hydrilla in Poinciana West, but there was not supposed to be any increase. Ms. Gregory would compare the contract amounts from 2018 and 2019. Mr. Clayton Smith recalled there being an additional amount to take over Ponds 19A and 19B in 2019. Ms. Gregory questioned why they went out for bids for aquatic control and midge maintenance for these ponds if they were already paying for it. Mr. Clayton Smith would look into it. Ms. Adams stated in response to a question from the last meeting regarding the invoice from US Bank for 12 months of Trustee services and the different accounts, each account served different purposes and were tied to the R1 and R2 bond. There was a revenue and interest account, Sinking Fund, prepayment and reserve for R1 and R2 as well as principal payments and special call for residents that prepaid their debt in lump sums.

#### **D. Field Manager's Report**

Ms. Adams stated there were three main service agreements, one for aquatic maintenance, one for landscape maintenance and one for midge management. This was the time of year when all service agreements were presented to the Board as they had 12-month terms. Solitude performed the aquatic maintenance, Floralawn performed the landscape maintenance and Clarke performed the midge maintenance. Ms. Cherrief Jackson from Clarke was present to answer questions regarding midge management treatments. Ms. Gregory pointed out that Solitude increased their contract by 3% and the amount of \$5,569.63 per month did not include Ponds 19A and 19B. Mr. Clayton Smith preferred to keep them separate in case the Board did not want to accept the ponds and there would be clear renewals for their current contracts separate from the additional ponds. Mr. Clayton Smith presented the Field Manager's Report. The ponds were inspected and the overall state of the community, as far as the contract, was

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good with no major algae blooms, although they were spraying for hydrilla. The dry ponds were maintained and were being kept low this year, in order to stay on top of them. The ponds that were shallow had some slight algae blooms. There were few midge complaints in the last few months. The ponds being considered for conveyance were in good condition and plantings were in place. Dr. Master questioned the definition of a dry pond. Mr. Clayton Smith explained that a dry pond had a dry basin at a lower elevation in order for the water to flow into them and percolate into the soil.

**i. Consideration of Solitude Aquatic Maintenance Renewal**

Mr. Clayton Smith presented a renewal from Solitude for aquatic maintenance, which increased by 3% to \$5,569.63 per month or \$66,835.52 annually. Mr. LaRue questioned the reason for the increase. Mr. Clayton Smith explained that it was a minimum wage increase as well as the cost of the chemicals. A 5% increase was budgeted.

On MOTION by Dr. Master seconded by Ms. Gregory with all in favor the Solitude Aquatic Maintenance Renewal in the amount of \$5,569.63 per month or \$66,835.52 annually was approved.

**ii. Consideration of Floralawn Landscape Maintenance Renewal**

Mr. Clayton Smith presented a renewal for Floralawn for landscape maintenance, which included an increase of 1.5% to \$59,735, due to wages. Mr. LaRue noted a scrivener's error in the addendum with the annual price increase of 3%, but in parenthesis 1.5% was reflected. Mr. Clayton Smith confirmed that the correct increase was 1.5% and would have this corrected.

**iii. Consideration of Clarke Mosquito Management Renewal**

- 1. Annual Renewal Breakdown**
- 2. Annual Renewal Breakdown – ADD Pond 15 Option**
- 3. Midge Complaint Research**

Mr. Clayton Smith presented two options for the Clarke Mosquito Management renewal. The first one included a 3% increase and was in the amount of \$26,511.85. It did not include Ponds 19A and 19B. In response to Mr. LaRue's question it was for Ponds 5, 6, 8 and 9, which comprised of 21 acres. The second proposal included Pond 15, which had numerous complaints and was in the amount of \$27,913.70. Mr. LaRue requested that Mr. Clayton Smith look at the

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complaints for Pond 15 to see if they were actual midge complaints as four had to do with debris in the pond. Mr. Clayton Smith indicated there were complaints that staff received as well as complaints that Clarke received from the HOA or residents. According to their data, there have not been any midge complaint for Ponds 15 or 16 for some time, but there were numerous complaints last year. Ms. Jackson stated they planned to do an analysis each year on where the complaints came from and look at environmental factors to determine if they needed to do anything differently. The data from 2022 showed that Ponds 15 and 16 had the most complaints. Ms. Gregory requested that a spreadsheet be provided to the Board every quarter and a recap at the end of the year. Mr. LaRue noted that the data was incorrect as Ms. Rochelle Quinn lived on Pond 6, not on Pond 12 and it needed to be based on current data. There should be a combined report based on Mr. Clayton Smith's data and Clarke's data. Ms. Jackson would provide a quarterly analysis. Ms. Gregory pointed out a recommendation for ponds at Bella Cortina Drive and Treviso Drive to be added to their contract, which were not in their District. Mr. LaRue suggested looking at the data for this year and then making a decision. Ms. Adams requested that the Board approve the renewals, subject to District counsel preparing an agreement with indemnifications and other protections for the District. Mr. LaRue questioned whether the contract included the two ponds to be conveyed. Mr. Clayton Smith indicated it was just for the current contract.

On MOTION by Dr. Master seconded by Ms. Gregory with all in favor the Solitude aquatic maintenance renewal from October 1, 2023 through September 30, 2024 in the amount of \$5,569.63 per month or \$66,835.52 annually, subject to District counsel preparing an agreement with indemnifications and other protections for the District was approved.

On MOTION by Mr. LaRue seconded by Ms. Gregory with all in favor the Floralawn landscape maintenance renewal for a one-year term beginning October 1, 2023 and a 1.5% increase in the amount of \$59,735, subject to District counsel preparing an agreement with indemnifications and other protections for the District was approved.

Ms. Adams questioned whether the Board wanted to add the ponds or remain with the current scope of service. Mr. LaRue wanted to review the current data first and requested that the

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Board consider continuing midge control treatment on some of the ponds as there was only midge control on six ponds. Dr. Master suggested having midge control as needed. Ms. Adams pointed out that contingency funds could be used if there were complaints. Dr. Master suggested skipping the ponds that had the least problems and then treating during the next round of midge control, to see if the fish were effective. Mr. LaRue noted on Page 215, \$26,911.85 should be \$26,511.85.

On MOTION by Mr. LaRue seconded by Dr. Master with all in favor the Clarke mosquito management renewal in the amount of \$26,511.85, subject to District counsel preparing an agreement with indemnifications and other protections for the District was approved.

- **Review of Proposals for Maintenance of Proposed Stormwater Parcels (Item D)**

- **Floralawn**

Mr. Clayton Smith spoke with Floralawn during the meeting regarding the \$788 per month for the two ponds. They included Pond LD1 in their pricing, which the Board was not accepting at this point. The proposal would only be for Ponds 19A and 19B in the amount of \$560 per month or \$67,200 per year. Dr. Master thanked GMS for including page numbers in the agenda package. Ms. Gregory pointed out there were still 100 pages of worthless paper that should not have been included.

On MOTION by Dr. Master seconded by Mr. LaRue with all in favor the Floralawn proposal to mow P19A and P19B in the amount of \$560 per month was approved.

- **Solitude**

Mr. Clayton Smith stated the proposal with Solitude for Ponds 19A and 19B was in the amount of \$350 per month.

On MOTION by Mr. LaRue seconded by Dr. Master with all in favor the Solitude proposal for the treatment of P19A and P19B in the amount of \$350 per month was approved.

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**iv. Customer Complaint Log**

Mr. Clayton Smith presented the Customer Complaint Log. Mr. LaRue requested a consistent story going forward on the complaints. Dr. Master pointed out on the dry pond, Floralawn was not mowing the vegetation.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor’s Requests**

There being no comments, the next item followed.

**TWELFTH ORDER OF BUSINESS**

**General Audience Comments**

There being no comments, the next item followed.

**THIRTEENTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**FOURTEENTH ORDER OF BUSINESS**

**Next Meeting Date – November 15, 2023**

Ms. Adams stated the next meeting was scheduled for November 15, 2023 at 9:00 a.m. If there were no agenda items, the Chair had the discretion to cancel the meeting. Ms. Gregory asked if the quorum could include the new appointees. Ms. Adams explained there must be three existing Board Members to establish the quorum or once the appointees were sworn in, they could be part of the quorum. Dr. Master announced that he may be in India during the November meeting. Ms. Adams would coordinate the Oath of Office with the new appointees.

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

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

DocuSigned by:

*Tricia Adams*

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Secretary / Assistant Secretary

DocuSigned by:

*Peggy Gregory*

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Chairman / Vice Chairman