

*Poinciana West
Community Development District*

Agenda Package

May 15, 2024

AGENDA

Poinciana West
Community Development District
Meeting Agenda

Wednesday
May 15, 2024
9:00 AM

Starlite Ballroom
384 Village Drive
Poinciana, Florida

Zoom Information for Members of the Public:

Link: <https://zoom.us/j/94240027437>

Dial-in Number: (646) 876-9923

Meeting ID: 942 4002 7437

1. Roll Call
2. Pledge of Allegiance
3. Public Comment Period on Agenda Items
4. Approval of Minutes of the March 20, 2024 Meeting
5. Organizational Matters
 - A. Acceptance of Resignation of Gregory Hindahl
 - B. Appointment of Individuals to Fulfill the Board Vacancy with a Term Ending November 2024
 - C. Administration of Oath of Office to Newly Appointed Board Member
 - D. Consideration of Resolution 2024-05 Election of Officers
6. Consideration of Resolution 2024-06 Approving Proposed Fiscal Year 2025 Budget and Setting a Public Hearing
7. Staff Reports
 - A. Attorney
 - i. Presentation of Fee Rate Letter
 - B. Engineer
 - C. District Manager
 - i. April 2024 Financials
 - ii. Approval of Check Register
 - iii. Presentation of Registered Voters
 - iv. Discussion of CDD Insurance Providers and Proposals for FY2025
 - D. Field Manager's Report
 - i. Field Manager's Report
 - ii. Pond Maintenance Report
 - iii. Midge Management Report
 - iv. Customer Complaint Log
8. Supervisor's Requests
9. General Audience Comments
10. Other Business
11. Next Meeting Date – **July 17, 2024**
12. Adjournment

MINUTES

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

The regular meeting of the Board of Supervisors of the Poinciana West Community Development District was held on Wednesday, **March 20, 2024**, 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
Ed Smith	Assistant Secretary
Greg Hindahl	Assistant Secretary

Also present were:

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

The following is a summary of the discussions and actions taken at the March 20, 2024 Poinciana West Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 9:02 a.m. and called the roll. A quorum was present.

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 opened the public comment period.

Resident Hedy Lowenheim (340 Monterey Street) noted that there was confusion about which ponds were being treated and who to contact when there were issues, as her pond was not being treated regularly.

Resident Louise Patterson (1324 Bonita Canyon Drive) asked if they were paying the same amount that others were paying to have their ponds treated, as her pond, Pond 22, was not being treated on a regular basis. Ms. Adams stated that field staff was taking notes and would answer these questions under staff reports. There being no further comments, Ms. Adams closed the public comment period.

FOURTH ORDER OF BUSINESS**Approval of Minutes of the January 17, 2024 Meeting**

Ms. Adams presented the minutes of the January 17, 2024 meeting, which were reviewed by District Counsel, District management, and the Board prior to the meeting.

Dr. Master MOVED to approve the Minutes of the January 17 2024 Meeting as presented and Mr. Hindahl seconded the motion.

Ms. Gregory asked if there was an update on the acquisition of Ponds 19A and 19B from Taylor Morrison, whether there was a closing, whether it was paid in full and the documents were recorded. Ms. Adams stated that District Counsel would provide an update under attorney's report. Ms. Gregory requested that GMS address ethics training that Board Members were required to go through and whether it would affect the insurance policy that the District paid every year. Ms. Adams advised that District Counsel prepared a Memorandum for the Board on the ethics training requirement and was not aware of any impacts to the District's insurance policy. Mr. Clark indicated he was not aware of any insurance company providing a discount. Before the Board delved into the budget, Ms. Gregory requested that these issues be discussed and questioned the Request for Proposals (RFP) process. Mr. Clark confirmed that there was no RFP process for insurance, as they typically reached out to insurance companies for their prices. Ms. Gregory wanted to go through this process now, wanted to know the coverages, what was available, for responses to be provided in a reasonable amount of time, to be discussed by the

Board. In addition, she wanted to discuss with Mr. Clark about how the insurance increased from \$3,400 to \$5,000, as they were required to take specific coverage, which in her opinion was fraudulent.

Mr. Hindahl pointed out that he did ethics training as part of his job for every year for 20 years and questioned whether prior training would meet the requirement. Ms. Adams stated that some Boards were having workshops to complete the ethics training. Florida's Commission on Ethics website offered links ethics training at no charge. Mr. Clark provided the website in the Memorandum. She would obtain proposals for insurance and provide them to the Board when the Proposed Budget was discussed. Ms. Gregory asked if the Board could have a workshop without spending money to notice the workshop to the public, if it was for ethics training and there would be no discussion on CDD business. Mr. Clark explained that every meeting must be published in the newspaper; however, there were some changes in the law, to have a website publication, but the counties must establish a website and were slow to react.

On VOICE VOTE with all in favor the Minutes of the January 17, 2024 Meeting as presented were approved.

FIFTH ORDER OF BUSINESS

Consideration of Non-Ad Valorem Agreement with Polk County

Ms. Adams presented a Non-Ad Valorem Agreement between the District and the Polk County Property Appraiser, in order for the District to utilize the Polk County Tax Roll for Fiscal Year 2025, for the collection of CDD fees. Staff recommended approval. Mr. Hindahl asked if it was a yearly agreement. Ms. Adams confirmed that it was an annual agreement and the only change was in the date.

On MOTION by Dr. Master seconded by Ms. Gregory with all in favor the Non-Ad Valorem Agreement with Polk County was approved.

SIXTH ORDER OF BUSINESS**Consideration of Resolution 2024-03
Relating to General Election and Notice**

Ms. Adams presented Resolution 2024-04, memorializing three seats in the November General Election; Seat 3, currently held by Mr. Ed Smith, Seat 4, currently held by Mr. Hindahl and Seat 5, currently held by Dr. Master, which were for four-year terms. The District was required to announce the qualifying period on the record, which was from Noon on June 10, 2024 to Noon on June 14, 2024 in the Polk County Elections Office. Mr. LaRue asked what happened if more than one candidate qualified for the seat. Ms. Adams explained if more than one candidate qualified for a particular seat, the seat would be placed on the General Election Ballot. Dr. Master asked if an interested candidate must identify the seat when qualifying. Ms. Adams reiterated Polk Elections Office facilitates the process, but her understanding is when someone qualified, they must identify the seat.

On MOTION by Mr. LaRue seconded by Mr. Ed Smith with all in favor Resolution 2024-03 Relating to General Election and Notice was adopted.

SEVENTH ORDER OF BUSINESS**Consideration of Resolution 2024-04
Setting a Public Hearing to Adopt User
Fees for Applications to Install Drainage
Devices**

Ms. Adams recalled at the January meeting, the Board discussed several situations relating to the installation of residential drain lines that terminate on CDD property and directed staff bring back a resolution to set a public hearing. Resolution 2024-04, which was included in the agenda package, set the public hearing for July 17, 2024 at 9:00 a.m., to adopt user fees for applications to install drainage devices on CDD property. However, they were required to include a maximum fee in the advertisement for the public hearing and the amount that they were working with was \$100, which would offset the legal expenses for recording the document. Attached to the resolution, was a draft sample application, which was similar to what the Poinciana CDD used. The form of the License Agreement was provided by District Counsel and was a sample, but if an application was approved, the District would enter into the License Agreement with the owner, the agreement would be recorded and would stay with the parcel. An exhibit to the resolution, was an engineer's sketch used by the Poinciana CDD, showing the

locations for installation as well as the drain type. Dr. Master pointed out that the sketch showed water coming down from a down spout and asked if there could be other drainage locations. Ms. Leo confirmed that there could be any drainage location. Mr. Clark recommended holding the public hearing at the same time as the budget public hearing, to save the cost of having multiple publications and it was up to the Board whether or not \$100 was the correct amount, but it could be decreased at the public hearing, but could not be increased. Ms. Gregory asked if applicants obtained the documents from Ms. Adams. Ms. Adams recalled with the Poinciana CDD, when the policy was approved, the documents were provided to the HOA. The HOA then forwarded them to the ARC to be used if a resident approached the ARC for a drainage improvement that terminated on CDD property.

Ms. Gregory questioned the documents that were recorded. Ms. Adams stated the only document that was recorded was the License Agreement. Typically, the resident wanting to do the drainage improvement, would approach the HOA for permission. They would then receive the CDD application packet, the application was submitted to the CDD, it was forwarded to field management staff and District Engineer for review, they would provide a recommendation and the application would be placed on the next meeting agenda for Board consideration. Once the Board approved the application, the work would commence. Ms. Gregory recalled that the Board discussed at the last meeting, including an informative paragraph in *The Reflections*, as the majority of residents did not understand the process or know what a French drain was and recommended including a step-by-step explanation, from beginning to end, in order for residents to complete it properly. In addition, Ms. Gregory requested a timeframe for the HOA to provide the application to the resident, for the resident to submit it to the ARC and a limit on the amount of documentation. Mr. Clark recommended the \$100 cover the staff time and there be an additional cost for recording fees. Dr. Master questioned the number of people that created this problem in Poinciana and went through this process. Ms. Leo explained that the developer of the majority of property in Poinciana, installed French drains as part of the home installation, but over time, the pipes were crushed or submerged. As a result, residents on the Poinciana side, installed pipes into the pond, making it difficult for the slopes to be maintained. The intent of this process was for better control by the District. Dr. Master preferred to have a better understanding of what they were trying to do, so they did not confuse homeowners.

Mr. LaRue pointed out that the District did not create this problem and questioned why the CDD should suffer in order to correct it. The homeowner was suffering, which was why they needed the drainage and if they were going to do it, it should be installed properly. Dr. Master questioned why, as the CDD had not suffered any major loss and the problem occurred because the builder, as part of the building process, installed pipes without the proper installation and the builder needed to fix it. Mr. Ed Smith understood residents needing to have good drainage and doing things that the CDD did not know about and felt that there was a communications issue and suggested sending out an e-blast, but questioned why the CDD was charging a fee, as there was no fee to submit to ARC. Ms. Adams explained that the fee was established by the Poinciana CDD Board, to cover recording costs and any professional fees that were incurred as a result of the application review. Dr. Master questioned what the \$100 covered, if it did not cover the recording. Mr. Clark explained that the \$100 would cover most of the recording fees, which would go directly to the Clerk of Court to record the document. Ms. Leo pointed out according to the Polk County website, the cost was \$10 to record the first page and \$10 for each additional page. Ms. Adams indicated that the purpose of the \$100 fee, was to cover professional engineering and legal services along with the recording fee. Ms. Adams estimated eight to ten pages of documentation to be recorded, which equated to \$80. Mr. LaRue requested that the application reflect that the recording be paid by the owner. Dr. Master noted three options: charging \$100 for review of the application and a separate charge for the recording, charging \$100 and nothing else or charging a registration fee. Mr. Ed Smith was in favor of charging \$100 for the cost of recording and questioned what the professional fee covered. Mr. LaRue pointed out it was for billable hours that were charged for Ms. Leo to go out and look at the installation, which was realistic, to ensure that the work was completed correctly. Dr. Master questioned why an engineer needed to verify whether the work was performed to standards, as anyone could check to see whether it was a 4-inch pipe and it worked well and believed that there were two options, for the resident to pay billable hours for an engineer to perform a custom installation or to standardize it.

Ms. Adams confirmed that field staff performed a pre-inspection to document the conditions, take photographs and provide any information to the District Engineer. The District Engineer would review the application and if there were any concerns, would bring those to the Board's attention. Dr. Master recommended setting up another committee of the CDD, instead of

creating additional costs that the homeowner must pay. Mr. LaRue preferred setting \$100 for the recording fee. Mr. Ed Smith was not comfortable with the resident paying \$100. Ms. Leo pointed out that most of the inspection was performed by GMS staff. Ms. Adams stated that District management and field staff performed the majority of the work, but District Counsel and the District Engineer performed oversight. Mr. Ed Smith questioned the rationale for the Poinciana CDD approving the \$100 fee, as they did not know what the billable hours were and if the \$100 would cover it. Ms. Adams pointed out that it was a fair approximation of the expenses to handle the application and recording costs and all the resolution did, was to set the public hearing and noticed the \$100 application fee, which could be reduced. Mr. LaRue reiterated his request that application reflect that the recording fees would be paid by the owner and not the CDD. There was Board consensus for staff to amend the application to reflect that the recording fees would be paid by the owner.

On MOTION by Mr. LaRue seconded by Ms. Gregory with all in favor the adoption of Resolution 2024-04 Setting a Public Hearing for July 17, 2024 at 9:00 a.m. at this location to adopt User Fees for Applications to Install Drainage Devices and staff to amend the application to reflect that the recording fees would be paid by the owner was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Drainage Improvement Application – 676 San Raphael Street

Ms. Adams recalled in response to a drain line being installed on CDD property without the CDD's permission, at the last meeting, the Board directed staff to communicate with the property owner, to secure an application that the Board could consider, allowing the drain line to terminate on CDD property. A copy of the letter that was sent to the owner of 675 San Raphael Street, which they promptly responded to and an application for the drainage improvement, were included in the agenda package. The application was provided to GMS' field services team to perform a site inspection and they confirmed that the property owners had changed how the drain terminated, to include a pop-up emitter to diffuse the water, in order to deter erosion at the pond bank. The Field Manager noted no concerns or impediments to the Board approving this application. Mr. Ed Smith asked if it terminated on CDD property. Ms. Adams confirmed that it terminated on CDD property and the property owners paid \$100 for the application fee, which

she was holding until there was direction from the Board to accept it or return to the owner. Dr. Master noted that the picture did not show how deep the drain line was trenched. Ms. Adams pointed out that the pictures were of the field conditions and did not include the depth. She requested that any Board approval be subject to final approval by the District Engineer.

Dr. Master recalled at the last meeting, he and Ms. Gregory requested that the temperature in the meeting room be warmer, but it was still too cold. Ms. Gregory indicated that she sent emails to staff, but she received no response and refused to pay for use of the room. Dr. Master asked if the application for 675 San Raphael Street would be recorded. Ms. Adams confirmed that a form of License Agreement was provided by District Counsel, which the Board approved at the last meeting. It would be updated with all pertinent information and demographics from this application. Mr. LaRue asked if the draining was effective. Ms. Leo explained that staff would look at the slope, but each lot was different.

On MOTION by Dr. Master seconded by Mr. Hindahl with all in favor the drainage application for 676 San Raphael Street was approved, subject to final approval by the District Engineer.

There was Board consensus for Ms. Adams to process the \$100 application fee from the owner of 676 San Raphael Street. Dr. Master noted there were other ways to drain as he was aware of people who had drainage issues, due to a perforated pipe that was buried on their property. Ms. Adams indicated that the only reason that the District became involved, was if the drain terminated on District property. If the drain was on private property, the CDD had no legal interest.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Regarding the ethics training, Mr. Clark reported that a course was sponsored by the Florida Association of Special Districts, as well as a local one sponsored by Florida State University (FSU), which was tailored to Special Districts. He took the course a couple of weeks ago and it was excellent. The cost was \$79, it was online and could be broken out into segments over several days. Instead of the workshop approach, Mr. Clark recommended that the Board Members take this course individually. Dr. Master requested the link to the Florida Association

of Special Districts ethics training. The District Manager's office would provide the link. Dr. Master asked if there was an account that Board Members could use to pay for the course. Ms. Adams recalled that the Board adopted a resolution approving reimbursement for the fees. The CDD did not have an account but would check into prepaying tuition with a credit card. Regarding the acquisition of stormwater Ponds 19A and 19B from Taylor Morrison, Mr. Clark reported that the closing was completed and all of the documents were modified at his request, which were signed by the Chair on behalf of the District, they were recorded and the permit transfer was filed. The District received a full reimbursement of staff costs that were expended. All that was left to do, was for the District Engineer to finalize the map and complete any follow up items with the Water Management District. Mr. Clark was informed yesterday, that the developer had additional requests for some of the conservation areas. There would be a future application in the future, to look at some additional areas that they wanted to transfer, which they would deal with at that time. Mr. LaRue questioned the precedence on taking conservation areas, as they needed to maintain the ponds. Mr. Clark was skeptical about the conservation areas, unless there were Water Management District permits, where the maintenance was assigned to the District, as a great deal of expense was associated with conservation areas, to deal with nuisance vegetation. They would deal with it when it comes. Mr. LaRue questioned when the documents were transferred. Mr. Clark would find out and provide the Board with a copy of the recorded deed. Dr. Master requested clarification of the Pond Ownership Map, particularly the yellow areas, which were the Avatar owned wetlands, as someone could put a pipe into the wetland without encroaching onto CDD property. Ms. Leo confirmed that drainage could not go directly into a wetland. Ms. Gregory had no interest in acquiring any wetland and felt that Taylor Morrison or Avatar had no right to walk away from the community with no responsibilities.

B. Engineer

i. Review of Updated Pond Ownership Map

Ms. Leo presented an updated Pond Ownership Map, which was included in the agenda package. A PDF version of the map would be provided by Ms. Adams, as the purpose was to memorialize the acceptance of Ponds 19A and 19B and would post the map on the CDD website. Ms. Gregory could not read the pond numbers and requested that they be identified in a large bold font.

C. District Manager

Ms. Adams confirmed that the District had public officials' liability insurance, as well as a general liability policy; however, the District did not own any assets, as generally, ponds and outfall structures were not insured. The frustration was when proposals were received, it included coverages for auto liability and other coverages that the Board wanted to exclude. Ms. Gregory confirmed that the automobile coverage was not needed, as well as the coverage for cybersecurity, but the underwriter stated if they renewed the insurance, they must take the entire insurance package, including the coverage that they did not need. Ms. Adams pointed out that the proposals that were received were for apples-to-apples coverage, with the auto liability, as well as cyber insurance, which were part of the standard packages for special purpose governments. There are three insurance providers in the State of Florida, who cover government insurance. One was FMIT, which writes for municipalities and counties; however, at this time, they were not writing for CDDs. Proposals would be provided to the Board for consideration at the next meeting. Ms. Gregory recalled that the State of Florida was having some issues with the HOAs and asked if any CDDs were sued in the State of Florida. Mr. Clark noted instances where this occurred, but most CDD lawsuits, were for trips and falls on sidewalks owned by the CDD, but there were not many liability cases. Ms. Adams pointed out that the District had public officials' liability insurance, which covered Board Members and liability insurance. Ms. Adams recalled the Board discussing property damage caused by feral hogs and reported that the HOA tasked the Wildlife Committee with studying the situation and making a recommendation to the HOA. The Wildlife Committee was making a presentation to the Poinciana CDD Board regarding the feral hog situation and asked if the Poinciana West CDD wanted the same presentation. Ms. Gregory preferred to address the matter when there was an issue.

i. February 2024 Financials

Ms. Adams presented the Unaudited Financials through the end of February 2024, which was included in the agenda package. Mr. Ed Smith questioned the \$600 for *Engineering – Property Conveyance* and \$2,480 for *Attorney – Property Conveyance* and whether Taylor Morrison was paying those costs. Ms. Adams confirmed that Taylor Morrison paid a deposit and any fees that were part of the deposit, were collected at closing, which was transmitted to the District and deposited on March 5th. Dr. Master questioned what the telephone line item covered. Ms. Adams explained that it was for telephone conference services. She recommended leaving it

in the budget in case it was needed. The Board did a great job of controlling expenses, as it was over \$11,000 under budget for administration of the District and over \$22,000 under budget for the field expenses.

ii. Consideration of Certificate of Deposit Investment Maturing April 2024

Ms. Adams presented an Investment Summary of all current investments, which was included in the agenda package. There was a Florida Prime Account with the State Board of Administration (SBA), which was earning 5.6% interest, a 6-month Certificate of Deposit (CD) with Bank United that matured on April 25th, earning 5.25%, a 12-month CD that earned 5.5% and a money market account earning 5.15%. Ms. Adams questioned how the Board wanted to direct staff regarding the CD that was maturing. US Bank, could not quote what the interest rate would be on April 25. The shortest term that they were currently offering was a 9-month CD earning 5.25% interest. The 12-month interest rate with Bank United was 4.75%. Dr. Master asked if they must stay with Bank United. Ms. Adams stated they were not required to, but Bank United previously offered the best terms. Dr. Master proposed extending it for nine months. Ms. Adams would confer with the Chair closer to the maturity date and select either a 9 or 12-month CD. There was currently \$252,000 in surplus funds that could be invested in a money market earning 5.15% and then transferred out incrementally as needed, to cover operating expenses. Or, funds could be transferred into the SBA. Ms. Gregory proposed purchasing another 12-month CD and putting half of the \$250,000 into a money market and half into the SBA to earn a higher rate, until the election. There was Board consensus to transfer \$200,000 into a money market with Bank United and using other surplus to increase the 6-month CD that was maturing to \$200,000 and purchasing a 9-month or 12-month CD, based on the interest rate.

iii. Approval of Check Register

Ms. Adams presented the Check Register for January 1, 2024 through February 29, 2024 totaling \$1,051,942.54, which included the General Fund, money market account and payroll as well as the detailed invoices and Check Run Summary. There were large transmittals, as the Polk County Tax Collector transmits all CDD fees to the General Fund and the portion to pay back the bond and to make interest and principal payments, was transmitted to the Trustee.

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

D. Field Manager's Report

i. Field Manager's Report

ii. Pond Maintenance Report

Mr. Blanco presented the Field Manager Report, which was included in the agenda package, along with the Pond Maintenance Report from SOLitude. Yesterday, he sent the District Engineer, a photograph of the drain line at 676 San Rafael Street and where it was located on the CDD tract. Staff was continuously reviewing the ponds throughout the District and performed an aquatics and midge management maintenance review. Most of the ponds were free from algae blooms, as they were being treated by the aquatics vendor. GMS responded to residents that reported algae blooms, and the information was forwarded to SOLitude for treatment. There were some pond grasses that were growing further into the pond on P16, which were identified and would be sprayed by the aquatics vendor. During the pond reviews, anytime that there was midge activity, Mr. Blanco reached out to Clarke to schedule a treatment for that pond, to be proactive. Mr. LaRue asked if midge issues were recorded on the spreadsheet. Mr. Blanco indicated that the report was from the aquatics vendor but could include it on the complaint log. Mr. Ed Smith requested that Mr. Blanco have a separate spreadsheet for midge activity.

Dr. Master asked Mr. Blanco to address the concerns from residents about ponds not being treated. Mr. Blanco indicated that he spoke with Mr. Clayton Smith and Ms. Cherrief Jackson of Clarke for clarification and would speak to Ms. Lowenheim and Ms. Patterson after the meeting regarding the treatment of their ponds. Mr. LaRue heard of two instances where residents were told that their pond was being treated for midges but was actually being treated for algae and grasses and felt that it was unacceptable and requested that Ms. Iman Sakalla of GMS be educated on what the ponds were being treated for, so she could inform the residents. Mr. Blanco indicated that he was speaking to residents but would work with office staff closely. Ms. Adams pointed out that Ms. Sakalla was simply passing on information from the caller to the Field Manager and the Field Manager was the one who would be communicating with residents. Ms. Gregory requested that a midge spreadsheet be provided to the Board, showing the date that the pond was serviced by either Clarke on Solitude and not just state that a resident called about

a midge problem. Mr. LaRue stated they had 24 ponds and were currently spending \$26,511 for midge treatment on four ponds and if all of the ponds were treated, it would cost \$159,072. The four ponds being treated were close to conservation areas and consistently had midge issues. They did not want to treat all of the ponds, because most of the time, they could be treated with one or two treatments. Ms. Gregory recalled at one time, they paid for fish to eat the larvae, which was successful and requested that the residents be patient, as they conquered the midge problems.

At the request of the Board, Ms. Adams opened the floor to public comments. Mr. LaRue questioned why Ms. Lowenheim did not complain to staff and waited three years to say something. Ms. Lowenheim stated that she did not know who to complain to and requested that an email be sent to residents on how to deal with midge issues, as no one knew what to do. Mr. LaRue recalled that Mr. Blanco's contact information was posted on the website. Dr. Master referred Ms. Lowenheim to Mr. Rudy Bautista, the HOA Community Manager, who could inform her whether it was an HOA or CDD problem and who to call. Ms. Gregory suggested residents look at their Master Declarations. Ms. Lowenheim pointed out she never received a return call from Mr. Bautista. Mr. LaRue questioned how many midge issues Ms. Patterson had. Ms. Patterson stated that she could not go onto her lanai, due to the midges and had bites all over her arms. Ms. LaRue pointed out that midges do not bite and assumed that she was being bitten by mosquitos. Dr. Master recommended that Ms. Patterson contact a pest control person to treat the outside perimeter of her house. Resident Janet Martin (678 Barcelona Drive) was the neighborhood Captain of Valencia South and noted that residents that lived on ponds, could not take their dogs for walks because of the midges. Ms. Gregory understood, but no one contacted them from Valencia and unless staff knows about these issues, they could not do anything about it. Mr. Blanco stated if they were contacted, they would resolve the issue as soon as they could. Ms. Martin spoke to Mr. Bautista and Mr. Clayton Smith, as well as Ms. Adams staff and got nowhere. Ms. Gregory noted that there was an administrative office downtown, which had a concierge. Ms. Martin would speak to the administrative office. Dr. Master strongly urged Ms. Martin to utilize the website but felt that it was all homeowners responsibility to know what they purchased and review their documents, so there was no misinformation. Ms. Adams requested that residents provide any concerns about midges or nuisance vegetation on their pond, to Mr. Blanco. There being no further comments, Ms. Adams closed the floor to public comments.

**Mr. LaRue left the meeting at this time.*

Mr. Blanco reported that GMS staff continued to review all CDD landscaping areas. The overall quality remained satisfactory, with all of the pond banks being trimmed by Floralawn. The District Engineer advised that allowing the edge grasses to grow, was a method of erosion prevention. Ms. Gregory pointed out when the grasses grow halfway across both edges, the vendor comes out to spray. Mr. Blanco stated that he was monitoring the grasses and if they go into the pond, he notified the aquatic vendor, so they could spray, but they were allowing the bank edges to grow, as a method of erosion prevention, to keep the integrity of the pond. Mr. Ed Smith noted that Pond P3, the dry pond, was mowed halfway and looked incomplete. Mr. Blanco would review it the next time that he was onsite. Dr. Master recalled that the landscaper used a mower with bush hog to mow the ponds, but they no longer used it and only mowed half of the dry pond. Ms. Gregory requested that Mr. Blanco inform her of any issues and she would contact Floralawn, since she contacted them before about throwing grass in their swimming pool. Ms. Adams asked Board Members to contact Mr. Blanco if there was a deficiency in a CDD area. Mr. Blanco pointed out that he performed an internal review but was holding the vendors accountable for what was in the contract. They could look at the Treatment Reports and was asking for an updated Treatment Report, due to some discrepancies in the report.

iii. Midge Management Report

iv. Customer Complaint Log

Mr. Blanco presented the Midge Management Report from Clarke and Customer Complaint Log, which were included in the agenda package.

TENTH ORDER OF BUSINESS**Supervisor's Requests**

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS**General Audience Comments**

Ms. Adams opened the general audience comments period. Hedy Lowenheim (340 Monterey Street) agreed with Ms. Gregory on treating the ponds with fish and requested that the Board look into supplying the ponds with Gambusia Fish. Ms. Adams stated that obtaining proposals for Gambusia Fish could be considered at a future meeting. Ms. Gregory pointed out that if complaints were made, the ponds would be treated. It was a process and they would not just spend an exorbitant amount of money for fish. Ms. Lowenheim felt that there was a disconnect, as she had in writing that her pond was being treated on a regular basis, but when she spoke to Mr. Bautista, he referred her to the CDD Board for approval. She was working with Mr. Blanco on a bad odor coming from her pond. Ms. Gregory explained that when the vendor sprayed at night, there was a smell. Ms. Lowenheim indicated that the smell was primarily during the day. There being no further comments, Ms. Adams closed the general audience comments period.

TWELFTH ORDER OF BUSINESS**Other Business**

Dr. Master voiced concern about communication to residents, as they did not receive any contact information when they closed on their home and asked if there was some way that they could have better communication. For example, there was a resignation in the Poinciana CDD, recently, an email blast was sent out to everyone in the community, but no one in the Poinciana West side could apply for that position because it was on the Poinciana side. Ms. Adams explained that notification for Poinciana West CDD Board meetings go through the email blast system and to neighborhood captains. In the future, they could include information with a link to the website, with a statement that the Poinciana West CDD maintained ponds, provides services for landscaping around the ponds, midge management and aquatic treatment. Dr. Master felt that was reasonable. Mr. Ed Smith pointed out that some people don't read emails. Ms. Gregory believed that there should have been information in the new homeowner packets from the builder. Ms. Gregory felt it was unnecessary to spend \$9,000 per month on Reflections, as it was a sales tool, instead of having actual messages about the structure of this community that

benefited residents. Ms. Adams understood the direction of the Board and would provide additional context for the next CDD meeting notice.

THIRTEENTH ORDER OF BUSINESS **Next Meeting Date – May 15, 2024**

Ms. Adams stated the next meeting was May 15, 2024 at 9:00 a.m.

FOURTEENTH ORDER OF BUSINESS **Adjournment**

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

Chairman / Vice Chairman

SECTION V

SECTION A

From: greg hindahl <ghindahl@gmail.com>
Subject: Re: Poinciana West CDD Draft Minutes- 3/20/2024
Date: May 2, 2024 at 7:32:25 AM EDT
To: Iman Sakalla <isakalla@gmscfl.com>
Cc: Peggy Gregory <pgregpwccd@yahoo.com>, Roy LaRue <rdlarue@sbcglobal.net>, Roy LaRue <rlarue@poincianawestcdd.org>, Maneck Master <maneck.master@gmail.com>, edsmith114@gmail.com, Tricia Adams <tadams@gmscfl.com>, Scott Clark <sclark@winterparklawyers.com>, Kathleen Leo <k.leo@gaiconsultants.com>

Poinciana West CDD Board Members,

Due to some very recent health and family issues I am resigning from the Poinciana West CDD Board effective immediately.

Sincerely,

Dr. Greg Hindahl



SECTION D

RESOLUTION 2024-05

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. George Flint is elected Secretary.

Section 4. Tricia Adams is elected Assistant Secretary.

Richard Hans is elected Assistant Secretary.

_____ is elected Assistant Secretary.

_____ is elected Assistant Secretary.

_____ is elected Assistant Secretary.

Section 5. Jill Burns is elected Treasurer.

Section 6. Patti Powers is elected Assistant Treasurer.

Section 7. Katie Costa is elected Assistant Treasurer.

Section 8. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 15th day of May, 2024.

ATTEST:

**POINCIANA WEST COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson/Vice-Chairperson

SECTION VI

RESOLUTION 2024-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE POINCIANA WEST COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2024/2025 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Poinciana West Community Development District (“**District**”) prior to June 15, 2024, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2024 and ending September 30, 2025 (“**Fiscal Year 2024/2025**”); and

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

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2024/2025 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

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

DATE:	July 17, 2024
HOUR:	9:00 a.m.
LOCATION:	Starlite Ballroom 384 Village Drive Poinciana, Florida 34759

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

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

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

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

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

PASSED AND ADOPTED THIS 15th DAY OF MAY, 2024.

ATTEST:

**POINCIANA WEST COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

By:_____
Its:_____

Poinciana West
Community Development District

Proposed Budget
FY2025



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Poinciana West
Community Development District
Proposed Budget
General Fund

	Actuals Thru 9/30/22	Actuals Thru 9/30/23	Adopted Budget FY2024	Actuals Thru 4/30/24	Projected Next 5 Months	Total Projected 9/30/24	Proposed Budget FY2025
Revenues							
Special Assessments - Tax Collector	\$ 292,431	\$ 293,698	\$ 291,299	\$ 292,564	\$ -	\$ 292,564	\$ 291,299
Property Conveyance Fees	0	15,000	0	1,689	0	1,689	0
Interest	526	11,505	10,000	15,254	5,000	20,254	15,000
Miscellaneous Revenue	0	314	0	200	0	200	0
Carry Forward Balance	1,631	16,206	36,272	0	0	0	56,028
Total Revenues	\$ 294,588	\$ 336,723	\$ 337,571	\$ 309,707	\$ 5,000	\$ 314,707	\$ 362,328
Expenditures							
Administrative							
Supervisors Fees	\$ 6,600	\$ 2,200	\$ 6,000	\$ 4,000	\$ 2,000	\$ 6,000	\$ 6,000
FICA Expense	505	168	459	153	153	306	459
Engineering	6,853	3,000	15,000	2,152	6,250	8,402	15,000
Engineering - Property Conveyance	0	2,565	0	600	0	600	0
Attorney	12,878	12,878	20,000	7,017	7,500	14,517	20,000
Attorney - Property Conveyance	0	6,200	0	2,604	0	2,604	0
Arbitrage	450	450	450	450	0	450	450
Dissemination	5,400	3,750	3,500	2,042	1,458	3,500	3,675
Annual Audit	3,310	3,425	3,550	0	3,650	3,650	3,800
Trustee Fees	7,004	4,256	4,256	4,256	0	4,256	4,256
Assessment Administration	5,000	5,000	5,000	5,000	0	5,000	5,250
Management Fees	46,350	40,000	41,200	24,033	17,167	41,200	43,260
Information Technology	1,125	1,238	1,238	722	516	1,238	1,300
Website Maintenance	750	825	825	481	344	825	867
Telephone	0	0	50	0	21	21	50
Postage	594	666	750	456	313	769	750
Printing & Binding	203	581	800	210	333	543	800
Insurance	6,025	3,650	4,198	5,000	0	5,000	5,500
Legal Advertising	3,918	2,932	2,500	0	860	860	2,500
Other Current Charges	2,065	867	2,400	712	250	962	2,400
Office Supplies	92	38	200	31	20	51	200
Property Appraiser	3,099	3,099	3,100	0	3,100	3,100	3,100
Dues, Licenses & Subscriptions	175	175	175	175	0	175	175
Total Administrative	\$ 112,395	\$ 97,962	\$ 115,651	\$ 60,094	\$ 43,935	\$ 104,029	\$ 119,792
Operations & Maintenance							
Field Services	\$ 10,300	\$ 10,300	\$ 10,609	\$ 4,420	\$ 4,292	\$ 8,712	\$ 11,140
Landscape Maintenance	59,643	59,070	66,118	27,690	24,522	52,212	68,449
Aquatic Control Maintenance	58,509	59,897	67,194	27,998	24,957	52,955	69,210
Aquatic Midge Maintenance	24,990	26,270	30,000	11,047	10,725	21,772	27,307
R&M Plant Replacement	0	0	3,000	0	1,500	1,500	3,000
Storm Structure Repairs	2,225	0	10,000	0	5,000	5,000	10,000
Contingency	4,360	0	20,000	0	7,500	7,500	20,000
Capital Outlay	0	0	15,000	0	5,000	5,000	15,000
Total Operations & Maintenance	\$ 160,027	\$ 155,537	\$ 221,921	\$ 71,154	\$ 83,496	\$ 154,650	\$ 224,106
Total Expenditures	\$ 272,422	\$ 253,499	\$ 337,572	\$ 131,248	\$ 127,430	\$ 258,679	\$ 343,898
Excess Revenues/(Expenditures)	\$ 22,166	\$ 83,223	\$ (1)	\$ 178,459	\$ (122,430)	\$ 56,028	\$ 18,430

Net Assessments	\$	291,299
Collection Cost (6%)	\$	18,594
Gross Assessments	\$	309,893

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

Poinciana West
Community Development District
General Fund Budget

Revenues:

Special Assessments – Tax Collector

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

Interest

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

Expenditures:

Administrative:

Supervisors Fees

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings. The amount is based on 5 supervisors attending 6 meetings during the fiscal year.

FICA Expense

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

Engineering

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

Attorney

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

Arbitrage

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

Dissemination

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

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

Annual Audit

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

Trustee Fees

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

Assessment Administration

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

Management Fees

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

Information Technology

Represents various cost of information technology for the District such as video conferencing, cloud storage and servers, accounting software, tablets for meetings, Adobe, Microsoft Office, etc.

Website Maintenance

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

Telephone

Telephone and fax machine.

Postage

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

Printing & Binding

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

Poinciana West Community Development District General Fund Budget

Insurance

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

Legal Advertising

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

Other Current Charges

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

Office Supplies

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

Property Appraiser

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

Dues, Licenses & Subscriptions

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

Operations & Maintenance:

Field Services

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

Landscape Maintenance

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

Description	Monthly	Annual
Landscape Maintenance	\$5,537.94	\$66,455
3% Increase		\$1,994
Total		\$68,449

Poinciana West Community Development District General Fund Budget

Aquatic Control Maintenance

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

Description	Monthly	Annual
Aquatic Maintenance	\$5,599.50	\$67,194
3% Increase		\$2,016
Total		\$69,210

Aquatic Midge Management

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

Description	Monthly	Annual
Aquatic Midge Control	\$2,209.33	\$26,512
3% Increase		\$795
Total		\$27,307

R&M – Plant Replacement

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

Storm Structure Repairs

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

Contingency

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

Capital Outlay

Represents estimated cost for any capital related projects.

Poinciana West

Community Development District

Projected Fund Balance Analysis

FY 2023 Ending Fund Balance

Actual Beginning Fund Balance	\$ 656,390
Plus: projected excess revenue	<u>\$ 83,223</u>
Projected Ending Fund Balance	<u><u>\$ 739,613</u></u>

FY 2024 Estimated Ending Fund Balance

Actual Beginning Fund Balance	\$ 727,015
Less: cash to balance budget	
Plus: projected excess revenue	<u>\$ 56,028</u>
Projected Ending Fund Balance	<u><u>\$ 783,043</u></u>

FY 2025 Estimated Reserves (Ending Fund Balance)

Operating Reserve (3 months)	\$ 85,975
Unreserved Fund Balance	<u>\$ 697,069</u>
	<u><u>\$ 783,043</u></u>

Poinciana West
Community Development District
Proposed Budget
Debt Service Fund

	Adopted Budget FY2024	Actuals Thru 4/30/24	Projected Next 5 Months	Total Projected 9/30/24	Proposed Budget FY2025
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Revenues

Assessments - Tax Collector	\$ 1,041,006	\$ 1,033,544	\$ -	\$ 1,033,544	\$ 1,040,361
Assessments - Prepayments	0	6,121	0	6,121	0
Interest	0	22,204	5,551	27,755	0
Carry Forward Surplus	266,140	272,826	0	272,826	333,208

Total Revenues	\$ 1,307,146	\$ 1,334,695	\$ 5,551	\$ 1,340,246	\$ 1,373,569
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Expenditures**Administrative**

Property Appraiser	\$ 11,200	\$ -	\$ 11,200	\$ 11,200	\$ 11,200
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Series 2017 R-1

Interest - 11/1	164,584	164,584	0	164,584	157,272
Principal - 5/1	450,000	0	450,000	450,000	450,000
Interest - 5/1	164,584	0	164,584	164,584	157,272

Series 2017 R-2

Interest - 11/1	58,334	58,334	0	58,334	55,647
Principal - 5/1	100,000	0	100,000	100,000	100,000
Interest - 5/1	58,334	0	58,334	58,334	55,647

Total Expenditures	\$ 1,007,038	\$ 222,919	\$ 784,119	\$ 1,007,038	\$ 987,038
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Excess Revenues/(Expenditures)	\$ 300,108	\$ 1,111,776	\$ (778,568)	\$ 333,208	\$ 386,532
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Series 2017 R-1

Interest - 11/1/25	\$149,134
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Series 2017 R-2

Interest - 11/1/25	\$52,691
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Net Assessments	\$ 1,040,361
Collection Cost (6%)	\$ 66,406
Gross Assessments	\$ 1,106,767

Property Type	Platted Units	Gross Per Unit	Gross Total
Single Family	1601	\$686.58	\$1,099,215
Recreational	11	\$686.58	\$7,552
	1612		\$1,106,767

Poinciana West
Community Development District
Series 2017 A-1 Special Assessment Refunding Bonds

Date	Balance	Prinicipal	Interest	Total
11/01/23	\$8,175,000.00		\$164,584.38	\$770,965.63
05/01/24	\$8,175,000.00	\$450,000.00	\$164,584.38	
11/01/24	\$7,725,000.00		\$157,271.88	\$771,856.25
05/01/25	\$7,725,000.00	\$465,000.00	\$157,271.88	
11/01/25	\$7,260,000.00		\$149,134.38	\$771,406.25
05/01/26	\$7,260,000.00	\$480,000.00	\$149,134.38	
11/01/26	\$6,780,000.00		\$140,494.38	\$769,628.75
05/01/27	\$6,780,000.00	\$500,000.00	\$140,494.38	
11/01/27	\$6,280,000.00		\$131,244.38	\$771,738.75
05/01/28	\$6,280,000.00	\$520,000.00	\$131,244.38	
11/01/28	\$5,760,000.00		\$121,494.38	\$772,738.75
05/01/29	\$5,760,000.00	\$540,000.00	\$121,494.38	
11/01/29	\$5,220,000.00		\$110,694.38	\$772,188.75
05/01/30	\$5,220,000.00	\$560,000.00	\$110,694.38	
11/01/30	\$4,660,000.00		\$99,144.38	\$769,838.75
05/01/31	\$4,660,000.00	\$585,000.00	\$99,144.38	
11/01/31	\$4,075,000.00		\$87,078.75	\$771,223.13
05/01/32	\$4,075,000.00	\$610,000.00	\$87,078.75	
11/01/32	\$3,465,000.00		\$74,497.50	\$771,576.25
05/01/33	\$3,465,000.00	\$635,000.00	\$74,497.50	
11/01/33	\$2,830,000.00		\$60,845.00	\$770,342.50
05/01/34	\$2,830,000.00	\$665,000.00	\$60,845.00	
11/01/34	\$2,165,000.00		\$46,547.50	\$772,392.50
05/01/35	\$2,165,000.00	\$690,000.00	\$46,547.50	
11/01/35	\$1,475,000.00		\$31,712.50	\$768,260.00
05/01/36	\$1,475,000.00	\$720,000.00	\$31,712.50	
11/01/36	\$755,000.00		\$16,232.50	\$767,945.00
05/01/37	\$755,000.00	\$755,000.00	\$16,232.50	\$771,232.50
		\$ 8,175,000.00	\$ 2,953,333.75	\$ 11,563,333.75

Poinciana West
Community Development District
Series 2017 A-2 Special Assessment Refunding Bonds

Date	Balance	Principal	Interest	Total
11/01/23	\$2,095,000.00		\$ 58,334.38	58,334.38
05/01/24	\$2,095,000.00	\$100,000.00	\$ 58,334.38	
11/01/24	\$1,995,000.00	\$0.00	\$ 55,646.88	213,981.25
05/01/25	\$1,995,000.00	\$110,000.00	\$ 55,646.88	
11/01/25	\$1,885,000.00	\$0.00	\$ 52,690.63	218,337.50
05/01/26	\$1,885,000.00	\$115,000.00	\$ 52,690.63	
11/01/26	\$1,770,000.00	\$0.00	\$ 49,600.00	217,290.63
05/01/27	\$1,770,000.00	\$120,000.00	\$ 49,600.00	
11/01/27	\$1,650,000.00	\$0.00	\$ 46,375.00	215,975.00
05/01/28	\$1,650,000.00	\$125,000.00	\$ 46,375.00	
11/01/28	\$1,525,000.00	\$0.00	\$ 43,015.63	214,390.63
05/01/29	\$1,525,000.00	\$135,000.00	\$ 43,015.63	
11/01/29	\$1,390,000.00	\$0.00	\$ 39,387.50	217,403.13
05/01/30	\$1,390,000.00	\$140,000.00	\$ 39,387.50	
11/01/30	\$1,250,000.00	\$0.00	\$ 35,625.00	215,012.50
05/01/31	\$1,250,000.00	\$150,000.00	\$ 35,625.00	
11/01/31	\$1,100,000.00	\$0.00	\$ 31,350.00	216,975.00
05/01/32	\$1,100,000.00	\$160,000.00	\$ 31,350.00	
11/01/32	\$940,000.00	\$0.00	\$ 26,790.00	218,140.00
05/01/33	\$940,000.00	\$170,000.00	\$ 26,790.00	
11/01/33	\$770,000.00	\$0.00	\$ 21,945.00	218,735.00
05/01/34	\$770,000.00	\$175,000.00	\$ 21,945.00	
11/01/34	\$595,000.00	\$0.00	\$ 16,957.50	213,902.50
05/01/35	\$595,000.00	\$185,000.00	\$ 16,957.50	
11/01/35	\$410,000.00	\$0.00	\$ 11,685.00	213,642.50
05/01/36	\$410,000.00	\$200,000.00	\$ 11,685.00	
11/01/36	\$210,000.00	\$0.00	\$ 5,985.00	217,670.00
05/01/37	\$210,000.00	\$210,000.00	\$ 5,985.00	215,985.00
\$2,095,000.00		\$990,775.04	\$3,085,775.02	

SECTION VII

SECTION A

SECTION 1



CLARK & ALBAUGH

PROFESSIONAL LIMITED LIABILITY COMPANY

SCOTT D. CLARK, ESQ.

April 23, 2024

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

Re: Fee rates beginning 10/1/2024

Dear Sirs:

With this letter, I am requesting an adjustment in the firm's hourly rates for the fiscal year that starts October 1, 2024. Our new rate for attorney services will be \$325.00 per hour.

We consider such rate increases carefully and do not automatically increase them yearly. The rate you were previously charged has been in force for at least two years, and we believe that the new rate is in line with, or below, prevailing rates for attorneys of similar experience. As you are aware from the District's budgetary process, costs for things like insurance, travel, equipment and legal research have increased at a significant rate in the past two years. In general, our firm expenses continue to increase at a rate greater than our hourly rate increases. We will continue our policy not to charge for routine postage, photocopies, facsimiles or long distance, unless the charges are significant. We never apply an upcharge or administrative fee to any costs that we bill.

In the event that you wish to discuss this matter, I will be happy to do so. I appreciate the confidence the Board has given me in the past, and look forward to working together in the future.

Sincerely,

Scott D. Clark



SECTION C

SECTION 1

Poinciana West
Community Development District

Unaudited Financial Reporting
April 30, 2024



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Poinciana West
Community Development District
Combined Balance Sheet
April 30, 2024

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Totals Governmental Funds</i>
Assets:			
<u>Cash</u>			
Operating Account	\$ 31,735	\$ -	\$ 31,735
Money Market Account	\$ 354,420	\$ -	\$ 354,420
<u>Investments</u>			
Bank United CD 6MT	\$ 151,415	\$ -	\$ 151,415
Bank United CD 12MT	\$ 151,481	\$ -	\$ 151,481
<u>Series 2017R-1 & R-2</u>			
Reserve R-1	\$ -	\$ 401,372	\$ 401,372
Reserve R-2	\$ -	\$ 124,631	\$ 124,631
Revenue	\$ -	\$ 1,070,406	\$ 1,070,406
Prepayment R-1	\$ -	\$ 8,130	\$ 8,130
Prepayment R-2	\$ -	\$ 5,141	\$ 5,141
State Board of Administration	\$ 213,433	\$ -	\$ 213,433
Due from General Fund	\$ -	\$ 22,328	\$ 22,328
Total Assets	\$ 902,607	\$ 1,632,009	\$ 2,534,616
Liabilities:			
Accounts Payable	\$ -	\$ -	\$ -
Due to Debt Service	\$ 22,328	\$ -	\$ 22,328
Total Liabilities	\$ 22,328	\$ -	\$ 22,328
Fund Balance:			
Restricted for:			
Debt Service	\$ -	\$ 1,632,009	\$ 1,632,009
Unassigned	\$ 880,157	\$ -	\$ 880,157
Total Fund Balances	\$ 880,279	\$ 1,632,009	\$ 2,512,288
Total Liabilities & Fund Balance	\$ 902,607	\$ 1,632,009	\$ 2,534,616

Poinciana West
Community Development District
General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending April 30, 2024

	Adopted	Prorated Budget	Actual	
	Budget	Thru 04/30/24	Thru 04/30/24	Variance
<u>Revenues:</u>				
Assessments - Tax Roll	\$ 291,299	\$ 291,299	\$ 292,564	\$ 1,265
Interest	\$ 10,000	\$ 5,833	\$ 15,254	\$ 9,420
Property Conveyance Fees	\$ -	\$ 1,689	\$ 1,689	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ 200	\$ 200
Total Revenues	\$ 301,299	\$ 298,822	\$ 309,707	\$ 10,886
<u>Expenditures:</u>				
<u>General & Administrative:</u>				
Supervisors Fees	\$ 6,000	\$ 3,500	\$ 2,000	\$ 1,500
FICA Expense	\$ 459	\$ 268	\$ 153	\$ 115
Engineering	\$ 15,000	\$ 8,750	\$ 2,152	\$ 6,598
Engineering - Property Conveyance	\$ -	\$ -	\$ 600	\$ (600)
Attorney	\$ 20,000	\$ 11,667	\$ 7,017	\$ 4,650
Attorney - Property Conveyance	\$ -	\$ -	\$ 2,604	\$ (2,604)
Arbitrage	\$ 450	\$ -	\$ 450	\$ (450)
Dissemination	\$ 3,500	\$ 2,042	\$ 2,042	\$ -
Annual Audit	\$ 3,550	\$ -	\$ -	\$ -
Trustee Fees	\$ 4,256	\$ 4,256	\$ 4,256	\$ (0)
Assessment Administration	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Management Fees	\$ 41,200	\$ 24,033	\$ 24,033	\$ -
Information Technology	\$ 1,238	\$ 722	\$ 722	\$ -
Website Maintenance	\$ 825	\$ 481	\$ 481	\$ -
Telephone	\$ 50	\$ 29	\$ -	\$ 29
Postage	\$ 750	\$ 438	\$ 456	\$ (18)
Printing & Binding	\$ 800	\$ 467	\$ 210	\$ 256
Insurance	\$ 4,198	\$ 4,198	\$ 5,000	\$ (802)
Legal Advertising	\$ 2,500	\$ 1,458	\$ -	\$ 1,458
Other Current Charges	\$ 2,400	\$ 1,400	\$ 712	\$ 688
Office Supplies	\$ 200	\$ 117	\$ 31	\$ 86
Property Appraiser	\$ 3,100	\$ -	\$ -	\$ -
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Total General & Administrative:	\$ 115,651	\$ 69,000	\$ 58,094	\$ 10,906

Poinciana West
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending April 30, 2024

	Adopted Budget	Prorated Budget Thru 04/30/24	Actual Thru 04/30/24	Variance
<u>Operations & Maintenance</u>				
Field Services	\$ 10,609	\$ 6,189	\$ 6,189	\$ -
Landscape Maintenance	\$ 66,118	\$ 38,569	\$ 37,498	\$ 1,070
Aquatic Control Maintenance	\$ 67,194	\$ 39,197	\$ 39,197	\$ -
Aquatic Midge Maintenance	\$ 30,000	\$ 17,500	\$ 15,465	\$ 2,035
R&M Plant Replacement	\$ 3,000	\$ 1,750	\$ -	\$ 1,750
Storm Structure Repairs	\$ 10,000	\$ 5,833	\$ -	\$ 5,833
Contingency	\$ 20,000	\$ 11,667	\$ -	\$ 11,667
Capital Outlay	\$ 15,000	\$ 8,750	\$ -	\$ 8,750
Total Operations & Maintenance:	\$ 221,921	\$ 129,454	\$ 98,349	\$ 31,105
Total Expenditures	\$ 337,571	\$ 198,454	\$ 156,443	\$ 42,011
Excess (Deficiency) of Revenues over Expenditures	\$ (36,272)		\$ 153,264	
Fund Balance - Beginning	\$ 36,272		\$ 727,015	
Fund Balance - Ending	\$ -		\$ 880,279	

Poinciana West
Community Development District
Debt Service Fund - Series 2017R-1 & 2017R-2
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending April 30, 2024

	Adopted Budget	Prorated Budget Thru 04/30/24	Actual Thru 04/30/24	Variance
Revenues:				
Assessments - Tax Roll	\$ 1,041,006	\$ 1,041,006	\$ 1,033,544	\$ 7,462
Assessments - Prepayments	\$ -	\$ -	\$ 6,121	\$ 6,121
Interest	\$ -	\$ -	\$ 22,204	\$ 22,204
Total Revenues	\$ 1,041,006	\$ 1,041,006	\$ 1,061,869	\$ 35,788
Expenditures:				
Property Appraiser	\$ 11,200	\$ -	\$ -	\$ -
Series 2017R-1				
Interest - 11/1	\$ 164,584	\$ 164,584	\$ 164,584	\$ -
Principal - 5/1	\$ 450,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 164,584	\$ -	\$ -	\$ -
Series 2017R-2				
Interest - 11/1	\$ 58,334	\$ 58,334	\$ 58,334	\$ -
Principal - 5/1	\$ 100,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 58,334	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,007,036	\$ 222,918	\$ 222,919	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 33,970		\$ 838,950	
Fund Balance - Beginning	\$ 266,140		\$ 793,059	
Fund Balance - Ending	\$ 300,109		\$ 1,632,009	

[illegible]

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

DEBT SERVICE ASSESSMENTS

Gross Assessments	\$	1,107,453.54
Certified Net Assessments	\$	1,029,931.79

		Gross Assessments			Net Assessments		
Date	Distribution	Received	Discounts/Penalties	Commissions Paid	Interest Income	Received	Debt Service Fund
11/9/23	10/13/23-10/14/23	\$ 15,846.16	\$ (774.49)	\$ (301.43)		\$ 14,770.24	\$ 14,770.24
11/13/23	10/01/23-10/31/23	\$ 19,910.82	\$ (796.39)	\$ (382.29)		\$ 18,732.14	\$ 18,732.14
11/17/23	11/01/23-11/05/23	\$ 46,000.86	\$ (1,839.93)	\$ (883.22)		\$ 43,277.71	\$ 43,277.71
11/22/23	11/06/23-11/12/23	\$ 135,942.84	\$ (5,437.46)	\$ (2,610.11)		\$ 127,895.27	\$ 127,895.27
12/21/23	11/23/23-11/30/23	\$ 203,914.26	\$ (8,156.27)	\$ (3,915.16)		\$ 191,842.83	\$ 191,842.83
12/29/23	12/01/23-12/15/23	\$ 538,278.72	\$ (21,530.47)	\$ (10,334.97)		\$ 506,413.28	\$ 506,413.28
12/29/23	12/01/23-12/15/23	\$49,890.70	\$ (2,348.08)	\$ (950.85)		\$ 46,591.77	\$ 46,591.77
01/10/24	12/16/23-12/31-23	\$24,872.73	\$ (746.17)	\$ (482.53)		\$ 23,644.03	\$ 23,644.03
01/16/24							
02/09/24	1/1/24-1/15/24	\$30,582.82	\$ (1,956.10)	\$ (572.53)		\$ 28,054.19	\$ 28,054.19
03/13/24	2/1/24-2/29/24	\$10,169.19	\$ (96.12)	\$ (201.46)		\$ 9,871.61	\$ 9,871.61
04/10/24	3/1/24-3/31/24	\$22,915.66	\$ (6.86)	\$ (458.18)		\$ 22,450.62	\$ 22,450.62
Total Collected		\$ 1,098,324.76	\$ (43,688.34)	\$ (21,092.73)	\$ -	\$ 1,033,543.69	\$ 1,033,543.69
Percentage Collected		100%					

Poinciana West
Community Development District
Investment Summary

<i>Institution</i>	<i>Transfer Dates</i>	<i>Transfer Amounts</i>	<i>Current Balances as of 4/30/2024</i>	<i>Investment Type</i>	<i>Maturity Dates</i>	<i>Current Interest Rates</i>
Florida Prime (SBA)	7/14/23	\$200,000.00				
	7/19/23	\$300,000.00				
	10/19/23	(\$300,000.00)				
			\$213,432.98	Florida Government Investment Pool	N/A	5.60%
Bank United *5374	10/25/23	\$150,000.00				
			\$151,415.47	6 Month CD	4/25/24	5.25%
Bank United *5372	10/25/23	\$150,000.00				
			\$151,481.34	12 Month CD	10/25/24	5.50%
Bank United			\$354,419.88	Money Market Account	N/A	5.15%
			\$870,749.67 Total Invested Balance			

SECTION 2

Poinciana West
COMMUNITY DEVELOPMENT DISTRICT

Check Register
Fiscal Year 2024

<i>Date</i>	<i>check #'s</i>	<i>Amount</i>
3/1-3/31	2026-2030	\$18,261.37
4/1-4/30	2031-2041	\$244,352.48
TOTAL		\$ 262,613.85

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
3/11/24	00005	2/15/24 1031836	202402 320-53800-47100	MOSQUITO MAINT FEB 24	*	2,209.33	
				CLARKE ENVIRONMENTAL MOSQUITO			2,209.33 002026
3/11/24	00007	3/01/24 10262	202403 320-53800-46200	LANDSCAPE MAINT MAR 24	*	5,537.94	
				FLORALAWN 2, LLC			5,537.94 002027
3/11/24	00001	3/01/24 173	202403 310-51300-34000	MANAGEMENT FEES MAR 24	*	3,433.33	
		3/01/24 173	202403 310-51300-35200	WEBSITE ADMIN MAR 24	*	68.75	
		3/01/24 173	202403 310-51300-35100	INFORMATION TECH MAR 24	*	103.17	
		3/01/24 173	202403 310-51300-31300	DISSEMINATION SVC MAR 24	*	291.67	
		3/01/24 173	202403 310-51300-51000	OFFICE SUPPLIES MAR 24	*	.30	
		3/01/24 173	202403 310-51300-42000	POSTAGE MAR 24	*	8.30	
		3/01/24 174	202403 320-53800-12000	FIELD MANAGEMENT MAR 24	*	884.08	
				GOVERNMENTAL MANAGEMENT SERVICES-CF			4,789.60 002028
3/11/24	00041	3/01/24 PSI05484	202403 320-53800-47000	AQUATIC MAINT MAR 24	*	5,599.50	
				SOLITUDE LAKE MANAGEMENT, LLC			5,599.50 002029
3/11/24	00035	1/17/24 2013	202401 310-51300-49000	BALLROOM CHARGE	*	125.00	
				SOLIVITA CLUB-AVATAR PROPERTIES			125.00 002030
4/18/24	00018	3/20/24 5517-03-	202403 310-51300-31200	ARBITRAGE S17-1 & 17-2	*	450.00	
				AMTEC			450.00 002031
4/18/24	00033	2/01/24 18651	202401 310-51300-31500	GENERAL COUNSEL JAN 24	*	3,307.00	
		4/02/24 18713	202403 310-51300-31500	GENERAL COUNSEL MAR 24	*	1,860.00	
		4/02/24 18714	202403 310-51300-31510	TSFR OF TRACTS MAR 24	*	124.00	
				CLARK & ALBAUGH, LLP			5,291.00 002032
4/18/24	00005	3/15/24 1031899	202403 320-53800-47100	MOSQUITO MAINT MAR 24	*	2,209.33	

POIW POIN WEST CDD PPOWERS

CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO... INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK... AMOUNT	...
		4/15/24	1032004	202404	320-53800-47100					*	2,209.33		
			MOSQUITO MAINT	APR	24				CLARKE ENVIRONMENTAL MOSQUITO			4,418.66	002033
4/18/24	00028	4/02/24	9	202404	310-51300-31300					*	100.00		
			AMORT SCHED	S17-1	5/1/24								
		4/02/24	9	202404	310-51300-31300					*	100.00		
			AMORT SCHED	S17-2	5/1/24								
									DISCLOSURE SERVICES, LLC			200.00	002034
4/18/24	00007	4/01/24	10343	202404	320-53800-46200					*	5,537.94		
			LANDSCAPE MAINT	APR	24				FLORALAWN 2, LLC			5,537.94	002035
4/18/24	00016	4/02/24	2201117	202403	310-51300-31100					*	1,251.70		
			ENGINEER SVCS	MAR	24				GAI CONSULTANTS, INC			1,251.70	002036
4/18/24	00001	4/01/24	175	202404	310-51300-34000					*	3,433.33		
			MANAGEMENT FEES	APR	24								
		4/01/24	175	202404	310-51300-35200					*	68.75		
			WEBSITE ADMIN	APR	24								
		4/01/24	175	202404	310-51300-35100					*	103.17		
			INFORMATION TECH	APR	24								
		4/01/24	175	202404	310-51300-31300					*	291.67		
			DISSEMINATION SVC	APR	24								
		4/01/24	175	202404	310-51300-51000					*	12.50		
			OFFICE SUPPLIES	APR	24								
		4/01/24	176	202404	320-53800-12000					*	884.08		
			FIELD MANAGEMENT -	APR	24				GOVERNMENTAL MANAGEMENT SERVICES-CF			4,793.50	002037
4/18/24	00013	4/18/24	04182024	202404	300-20700-10000					*	12,554.05		
			ASSESSMENT TSFR	SER17					POINCIANA WEST CDD C/O US BANK			12,554.05	002038
4/18/24	00041	4/01/24	PSI06202	202404	320-53800-47000					*	5,599.50		
			AQUATIC MAINT	APR	24				SOLITUDE LAKE MANAGEMENT, LLC			5,599.50	002039
4/18/24	00017	2/23/24	7236925	202402	310-51300-32300					*	4,256.13		
			TRUSTEE FEES	SR17-1&17A-2					U.S. BANK			4,256.13	002040
4/23/24	00015	4/23/24	TRANSFER	202404	300-10100-10100					*	200,000.00		
			TRANSFER TO MMA						POINCIANA WEST CDD			200,000.00	002041
									TOTAL FOR BANK A		262,613.85		
									POIW POIN WEST CDD PPOWERS				

CHECK	VEND#INVOICE.....	...EXPENSED TO...	VENDOR NAME				STATUS	AMOUNTCHECK.....	
DATE		DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS		AMOUNT	#
TOTAL FOR REGISTER										262,613.85	

POIW POIN WEST CDD PPOWERS

SECTION 3



April 19, 2024

Iman Sakalla – Recording Secretary
Poinciana West CDD Office
219 E. Livingston Street
Orlando, Florida 32801-1508

RE: Poinciana West Community Development District Registered Voters

Dear Ms. Sakalla,

In response to your request, there are currently **2,545** voters within the Poinciana West Community Development District. This number of registered voters in said District is as of **April 15, 2024**.

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

Sincerely,

A handwritten signature in blue ink that reads "Lori Edwards". The signature is written in a cursive, flowing style.

Lori Edwards
Supervisor of Elections
Polk County, Florida

SECTION 4

*Item will be
provided under
separate cover.*

SECTION D

SECTION 1



Poinciana West Community Development District



May 15, 2024

Joel Blanco - Field Services Manager

GMS

Site Items

Aquatics and Midge Management Maintenance Review



- + GMS staff continues to review the ponds throughout the district.
- + District ponds have experienced excessive algae throughout the spring months due to spring heat, lack of rain, and the high nutrient boost, than normally experienced.
- + Ponds 6, 8, and 16 have experienced the highest amount of algae blooms compared to the rest of the ponds reviewed.
- + Staff has worked with vendor to schedule treatments and post-treatment reviews.
- + Staff will continue to monitor, review, and schedule treatment. As well as, inform the board of unusual algae activity.

Landscaping Maintenance Review



- + GMS staff continues to review all CDD landscaping areas throughout the district.
- + In light of the HOA's transition from Floralawn to Yardnique, the overall quality continues in satisfactory standards with easements neat and tidy.
- + Dry pond, P-2 was reviewed with complete service scheduled with Floralawn. Pictures reflect before and after.
- + Per the district engineer's recommendation, the edge grasses surrounding the ponds have been allowed to grow fuller than expected as a means of erosion prevention, particularly as we transition into the spring/summer season.

Site Items

Earth Day Presentation



- + GMS staff was invited by the HOA to present a presentation on the CDD and its relationship with the retention ponds inside the district.
- + Talking points stemmed from what a CDD is, how the stormwater system works, common recurring issues such as algae blooms, as well as fielding a Q & A with those that attended.
- + Most of the residents that attended were from Poinciana West.
- + A representative from Clarke was also present to field questions regarding midges.

Conclusion

For any questions or comments regarding the above information, please contact me by phone at 786-238-9473, or by email at jblanco@gmscfl.com. Thank you.

Respectfully,
Joel Blanco

SECTION 2

*Item will be
provided under
separate cover.*

SECTION 3



Poinciana West Community Dev. Dist. (P07800) - Service Report

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Customer State	Customer Zip
03/26/2024	0000210054	1 (0)	1000002502	Elek Foos	Elek Foos	Applicator ID	PENDING	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

Job Instructions	Comments
------------------	----------

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit
Clear		1-10 MPH	North	86	2	03/26/2024 17:01 PM	03/26/2024 17:03 PM	Complete	KIS1768 - Nat G30 12 lbs per acre

Site ID	Latitude	Longitude	Treated Acreage	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Treatment Site Time	Units Treated	Action Threshold	Adverse Effects Check
001-0001	28.1212	-81.4981	2.835	SV11820 - NATULAR G30 GRANULE 40LB BAG EPA #: 8329-83	6.400 lbs	1.53 lbs	0.000		2.83454 acres	Habitat Conditions	Yes
001-0002	28.1305	-81.4956	3.218	SV11820 - NATULAR G30 GRANULE 40LB BAG EPA #: 8329-83	8.500 lbs	2.04 lbs	0.000		3.21808 acres	Habitat Conditions	Yes
001-0008	28.1321	-81.5	13.901	SV11820 - NATULAR G30 GRANULE 40LB BAG EPA #: 8329-83	26.700 lbs	6.40 lbs	0.000		13.9006 acres	Habitat Conditions	Yes
001-0015	28.1373	-81.5102	3.411	SV11820 - NATULAR G30 GRANULE 40LB BAG EPA #: 8329-83	8.400 lbs	2.01 lbs	0.000		3.41086 acres	Habitat Conditions	Yes

Clarke
3036 Michigan Avenue
Kissimmee, FL 34744
(800) 443-2034


Poinciana West Community Dev. Dist. (P07800) - Service Report

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Customer State	Customer Zip
04/25/2024	0000210056	1 (0)	1000002502	Elek Foos	Elek Foos	Applicator ID	JE350894	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

Job Instructions
Comments

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit
Clear		1-10 MPH	North	80	63	04/25/2024 16:19 PM	04/25/2024 17:22 PM	Complete	KIS1768 - Nat G30 12 lbs per acre

Site ID	Latitude	Longitude	Treated Acreage	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Treatment Site Time	Units Treated	Action Threshold	Adverse Effects Check
001-0001	28.1212	-81.4981	2.835	SV11820 - NATULAR G30 GRANULE 40LB BAG EPA #: 8329-83	6.400 lbs	1.53 lbs	0.000		2.83454 acres	Habitat Conditions	Yes
001-0002	28.1305	-81.4956	3.218	SV11820 - NATULAR G30 GRANULE 40LB BAG EPA #: 8329-83	8.500 lbs	2.04 lbs	0.000		3.21808 acres	Habitat Conditions	Yes
001-0008	28.1321	-81.5	13.901	SV11820 - NATULAR G30 GRANULE 40LB BAG EPA #: 8329-83	26.700 lbs	6.40 lbs	0.000		13.9006 acres	Habitat Conditions	Yes
001-0015	28.1373	-81.5102	3.411	SV11820 - NATULAR G30 GRANULE 40LB BAG EPA #: 8329-83	8.400 lbs	2.01 lbs	0.000		3.41086 acres	Habitat Conditions	Yes

Clarke
3036 Michigan Avenue
Kissimmee, FL 34744
(800) 443-2034

PW

Prius Site ID	Customer Site ID
001-0001	5
001-0002	9
001-0006	6
001-0008	8
001-0015	15
001-0021	21

SECTION 4

Customer Complaint Log Poinciana West CDD												
Date	Resident	Address	Pond	Contact Given	Complaint	Assigned To	Resolution	Date Resolved	Date Reported to Vendor	Date Treated by Vendor	Midge Activity Reported by Field	
3/14/2024	Barry Dombchik	1320 Bonita Canyon Dr.	P22		Midge issue since October 2020	Joel	Treatment scheduled.	3/14/2024	03/18/24	03/21/24	P22 - 03/27	
3/15/2024	David Claussen	468 Bel Air Way	P21		Weeds growing around pond	Joel	Explained that aquatic plantings are not weeds.	3/15/2024			P8 - 04/26	
3/15/2024	Ann Frye	634 Irvine Ranch Rd.	P20		Brown algae on edges of pond	Joel	Advised resident that brown algae is dead, will schedule for review of any new blooms	3/15/2024			D3 - 04/26	
3/18/2024	Hedy Lowenheim	340 Monterey St.	P2		Asking if treatment will be scheduled	Joel	Confirmed treatment with Clarke.	3/18/2024				
3/20/2024	Ann Frye	634 Irvine Ranch Rd.	P20		Requesting edges trimmed	Joel	Explained edge grasses are growing fuller as a method of erosion prevention.	3/20/2024				
3/25/2024	Carol Rosario	428 Bel Air Way	P21		Requesting midge treatment	Joel	Treatment scheduled.	03/25/24		03/27/24	03/28	
4/1/2024	Bruce Menzies	532 Villa Park Road	P6		Algae and plants in pond	Joel	Reviewed with treatment request sent to vendor.	4/1/2024		04/02/24	04/03	
4/4/2024	Karl Krell	967 Laders Ranch Rd.	P17		Overgrowth around pond	Joel	Reviewed and explained the health benefits of edge grasses growing fuller for the pond.	4/3/2024				
4/5/2024	Dorothy Gauggel	1034 Harbor Ridge Dr			Dead tree behind home, asking for removal		Reviewed. Tree is inside the conservation area.	4/5/2024				
4/8/2024	Mary Ann Bull	334 Vestrella Dr	P19A		Gate by pond left open by vendor	Joel/Vendor	Requested vendor to close gates.	4/8/2024		4/8/2024		
4/8/2024	Kirsten Thomas	307 Presido Park Pl.	P16		Algae growth	Joel	Reviewed with treatment request sent to vendor.	4/8/2024		04/13/24	04/14	
4/10/2024	Michele Grand	776 Barcelona Dr.			Overgrowth of conservation area		Advised resident that they may trim anything within their property line	4/11/2024				
4/15/2024	Bruce Menzies	532 Villa Park Rd.	P6		Follow up questions about when treatment will take effect	Joel	Pond scheduled for treatment; will continue to review	4/11/2024				
4/17/2024	Dolores Berger	822 Shorehaven Dr.	PD7		Midge Infestation	Joel/Vendor	Vendor to schedule treatment	4/17/2024		04/18/24	04/25/24	
4/19/2024	Robert Jolly	442 Villa Park Rd.	P6		Algae	Joel/Vendor	Left voicemail.	4/19/2024				
4/19/2024	Laurence Shapiro	361 Monterey St.	LD1		Alligator grass in pond	HOA	Pond not part of the PWCDD.	4/19/2024				
4/23/2024	Robert Jolly	442 Villa Park Rd.	P6		Algae; requesting follow up	Joel	Resident Contacted; will review and schedule treatment	4/26/2024		04/29/24	05/02	
4/25/2024	Elida Miller	161 Rancho Mirage Dr.	P8		Algae growth & overgrown grass; midges	Joel	Pond scheduled for treatment	4/26/2024		04/29/24	05/01/24	
4/25/2024	Robert Johnson	538 Villa Park Rd.	P6		Algae growth on pond surface	Joel	Pond scheduled for treatment	4/26/2024		04/29/24	05/02/24	
4/26/2024	Charles Phillips	148 Rancho Mirage Dr.	P7		Fishermen encroaching on private property on foot/in golf carts	Joel	Advised resident to speak to HOA about by-laws	4/26/2024				
4/29/2024	Bruce Menzies	532 Villa Park Rd	P6		Condition of pond getting worse	Joel	Left resident voicemail confirming dates of treatment	4/29/2024				
5/1/2024	JoAnne Hinrichs	598 Villa Park Rd.	P6		Algae and grass islands	Joel	Treatment scheduled	5/1/2024		05/01/24	05/06/24	
							Resident was asking about the edge grasses. Provided benefits of the					
5/2/2024	Joy Hamilton	707 Shady Canyon Way	P16		General concerns	Joel	edge grasses growing fuller.	5/2/2024				
5/2/2024	Julio Irizarry	579 Presido Park Pl	P16		Grass islands	Joel	Scheduling review of grass islands.	5/3/2024			05/06/24	
5/6/2024	Peggy Gregory	742 San Raphael St.	P8	Dead grass edges.	Joel	Provided response regarding treatment.	5/6/2024					