

*Poinciana West  
Community Development District*

*Agenda Package*

*September 17, 2025*

# AGENDA

# *Poinciana West*

## *Community Development District*

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219 E. Livingston Street, Orlando, Florida 32801

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

September 10, 2025

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

Dear Board Members:

The Board of Supervisors of Poinciana West Community Development District will meet **Wednesday, September 17, 2025 at 9:30 AM at the Gator Room, 385 Village Drive, Poinciana, Florida.**

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

**Link: <https://us06web.zoom.us/j/89503079954>**

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

**Meeting ID: 895 0307 9954**

Following is the advance agenda for the meeting:

1. Roll Call
2. Pledge of Allegiance
3. Public Comment Period on Agenda Items
4. Approval of Minutes of the July 16, 2025 Board of Supervisors Meeting
5. Ratification of De-Watering Agreement with GMS
6. Consideration of Work Authorization for Fiscal Year 2026 District Management and Field Management Services
7. Consideration of Clarke Proposal for Fiscal Year 2026 Midge Management Services
8. Consideration of Floralawn Proposal for Fiscal Year 2026 Landscape Maintenance Services
9. Consideration of Solitude Proposal for Fiscal Year 2026 Pond Maintenance Services
10. Staff Reports
  - A. Attorney
  - B. Engineer
    - i. Presentation of Annual Engineer's Report
    - ii. Consideration of Fiscal Year 2026 Fee Schedule for Professional Engineering Services
  - C. District Manager
    - i. Check Register
    - ii. Financials
  - D. Field Manager's Report
    - i. Field Manager's Report
    - ii. Pond Maintenance Report

- iii. Midge Management Report
- iv. Customer Complaint Log
- 10. Supervisor's Requests
- 11. General Audience Comments
- 12. Other Business
- 13. Next Meeting Date- **November 19, 2025: The Gator Room**
- 14. Adjournment

Sincerely,

*Tricia L. Adams*

District Manager



# 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, **July 16, 2025**, at 9:30 a.m. via Zoom Communication Media Technology and in The Gator Room, 385 Village Drive, Poinciana, Florida.

Present and constituting a quorum were:

Peggy Gregory	Chair
Roy LaRue	Vice Chairman
Dr. Maneck Master <i>by Zoom</i>	Assistant Secretary
Irene Stecher	Appointed Assistant Secretary
Cap Doorn <i>by Zoom</i>	Appointed Assistant Secretary

Also present were:

Tricia Adams	District Manager
Scott Clark <i>by Zoom</i>	District Counsel
Joel Blanco	GMS Field Staff
Residents	

*The following is a summary of the discussions and actions taken at the July 16, 2025, Poinciana West Community Development District's Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Adams called the meeting to order and called the roll at 9:33 a.m. 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. Ms. Janine Fowler raised her hand, but due to technical difficulties, could not be heard and there being no further comments, Ms. Adams closed the public comment period.

**FOURTH ORDER OF BUSINESS****Organizational Matters****A. Review of Letter(s) of Interest/Resume(s) for Vacancies**

Ms. Adams reported that there were two openings on the Board of Supervisors. The seats were previously declared vacant. There was a request for staff to solicit for letters of interest or resumes from Poinciana West citizens. Because of that communication, a letter of interest was received from Ms. Irene Stecher, which was provided to the Board via email. Ms. Gregory asked if Ms. Stecher was involved with any HOAs or CDDs and was familiar with CDD regulations. Ms. Stecher, who lived at 891 Barcelona Drive, indicated that she attended HOA Board meetings and lived in the community for 11 years. She was not familiar with any rules or regulations for the CDD but was involved with curbside recycling study for the HOA. Ms. Gregory questioned whether Ms. Stecher had time to serve on the Board. Ms. Stecher confirmed that she had a commitment once a month but otherwise had time to serve. Dr. Master voiced concern that Ms. Stecher had not attended a CDD meeting. Ms. Stecher indicated that she was used to serving on Watershed Districts but always trusted the professionals to do their job. She had no problems with the quality of what she observed and had confidence that things were being managed, but wanted to be on the Board, as she had the time and was willing to serve.

**B. Appointment of Individuals**

Ms. Adams reported that the two open seats had terms which expire in November of 2028. Dr. Master questioned whether there were additional candidates. Ms. Adams indicated that there were candidates that submitted resumes previously, but no one other than Ms. Stecher was present. Dr. Master recalled that the Board spoke to Mr. Keith Laytham at the last meeting and were aware of where he stands. Ms. Gregory further recalled that Mr. Cap Doorn attended the last meeting. Ms. Adams believed when Mr. Doorn spoke to the Board, he had not yet submitted a letter of interest or resume. After that discussion, he submitted one. Although there was no urgency to appoint new Board Members, to meet quorum requirements, Ms. Adams suggested

that the Board considers appointments today. Mr. LaRue nominated Mr. Cap Doorn to the Board. Dr. Master seconded the nomination.

On MOTION by Mr. LaRue seconded by Dr. Master with all in favor the appointment of Mr. Cap Doorn to Seat 4 was approved.

Ms. Gregory nominated Ms. Irene Stecher to the Board. Mr. LaRue seconded the nomination.

On MOTION by Ms. Gregory seconded by Mr. LaRue with all in favor the appointment of Ms. Irene Stecher to Seat 3 was approved.

**C. Administration of Oath of Office to Newly Elected Supervisor**

*Ms. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Stecher.*

Mr. Clark explained that as a Supervisor, Ms. Stecher was a public officer of the State of Florida and as such, was required to abide to the Sunshine Law, prohibiting Board Members from speaking to each other outside of a meeting, about any item, upon which foreseeable action would be taken by the Board. This also applied to virtual discussions, emails, text messages and posts on social media, such as Facebook. The State takes Sunshine Laws seriously. She was also subject to the Public Records Law, whereby any CDD records were open to the public. Supervisors were not required to retain their emails or agenda packages, but if they send and receive emails about District business, it will become a public record and recommended that Ms. Stecher set up a separate email. Lastly, Ms. Stecher would be subject to the Code of Ethics under Chapter 112, requiring Supervisors not to do anything self-serving while sitting on the CDD Board or accept compensation or gifts in exchange for votes. There was also a public financial disclosure requirement, where Ms. Stecher would be required to file a form within 30 days of this meeting and renew it on or before July 1<sup>st</sup> of each year. Next year, she would be required to take a four-hour ethics training. Dr. Master reminded Ms. Stecher to not reply all to emails that were sent to the Supervisors by the District Manager. Ms. Gregory asked if she could throw out her past agenda packages and retain the emails. Mr. Clark confirmed that she was not required to retain any records. Ms. Adams pointed out that Ms. Stecher was required to file her Form 1

electronically with the Florida Commission on Ethics, 30 days from today's meeting. She was eligible to receive up to \$200 compensation for each meeting that she attended. Ms. Stecher elected to receive it.

- **Public Comment Period** (*Item 3*)

Ms. Adams reopened the public comment period. Resident (Cap Doorn) stated that he was attending by phone. Ms. Adams congratulated him on his appointment and advised he could participate in the meeting but since he was not yet sworn in, he could not vote on any motions. Resident (Janine Fowler, 942 Walnut Creek Lane) was new to these meetings and noted that a street on the CDD map, should be Estrella instead of Black Hawk Drive. She asked if policies adopted by Poinciana CDD, applied to Poinciana West CDD, such as the policies being proposed for the Fishing Club. Ms. Gregory confirmed that they do not overlap. Ms. Fowler heard that the CDD was removing some Cypress Trees on Pond 1 and questioned why they were being removal. Ms. Gregory explained that the roots were encroaching on a resident's property. There being no further comments, Ms. Adams closed the public comment period.

**D. Election of Officers**

**E. Consideration of Resolution 2025-02 Electing Officers**

Ms. Adams presented Resolution 2025-02, for the Election of Officers. Currently, Ms. Peggy Gregory served as Chairperson, Mr. Roy LaRue as Vice Chair, the remaining Board Members as Assistant Secretaries, Mr. George Flint as Secretary, Ms. Tricia Adams as Assistant Secretary and Ms. Jill Burns, Ms. Patti Powers and Ms. Katie Costa as Treasurer and Assistant Treasurer, for processing records and for check signing purposes. Dr. Master proposed electing Mr. Cap Doorn and Ms. Irene Stecher as Assistant Secretaries and retaining the existing officers.

On MOTION by Dr. Master seconded by Mr. LaRue with all in favor appointing Mr. Cap Doorn and Ms. Irene Stecher as Assistant Secretaries and retaining the same officers was approved.

**FIFTH ORDER OF BUSINESS**

**Approval of Minutes of the March 19, 2025, Board of Supervisors Meeting**

Ms. Adams presented the minutes of the March 19, 2025, Board of Supervisors Meeting, which were included in the agenda package and reviewed by District management staff and District Counsel. Ms. Gregory noted that someone was going to get back to them on the aquatic

midge contracts. Mr. LaRue asked if Poinciana West was doing the edge grasses and littoral plantings. Mr. Blanco stated it would be at the direction of the Board. There were no corrections.

On MOTION by Dr. Master seconded by Ms. Gregory with all in favor the Minutes of the March 19, 2025, Board of Supervisors Meeting were approved as presented.

Ms. Adams would follow up on any outstanding action items. Mr. LaRue recalled discussion about pop up emitters and an application fee for a French drain and requested a copy of the procedure in the next agenda package. Ms. Adams confirmed that it was previously published in the March 2025 agenda package for Board review.

## **SIXTH ORDER OF BUSINESS**

### **Public Hearing**

Ms. Adams reported that there were two public hearings: One to adopt the budget for Fiscal Year (FY) 2026 and appropriate funds and the other hearing is to impose special assessments and certify the Tax Roll. Mr. Clark was in favor of having the two public hearings together.

On MOTION by Mr. LaRue seconded by Dr. Master with all in favor the public hearings for the Fiscal Year 2026 budget and imposition of special assessments were opened.

#### **A. Consideration of Resolution 2025-04 Adopting Fiscal Year 2026 Budget and Relating to the Annual Appropriations**

Ms. Adams presented Resolution 2025-04, Adopting the Fiscal Year (FY) 2026 budget, which was included in the agenda package, memorializing that the Board met prior to June 15<sup>th</sup> and approved a Proposed Budget, which was transmitted to Polk County, 60 days prior to this public hearing. It also set July 16<sup>th</sup> as the public hearing for this budget. The budget was posted on the District's website and the public hearings noticed in accordance with Florida Statutes. Approval of this resolution approved the FY 2026 budget, which commences on October 1, 2025, and ends on September 30, 2026, and appropriates funds for the General and Debt Service Funds. There was also a provision to allow for budget amendments or supplemental appropriations for FY 2026, once the budget was adopted. Attached as an exhibit to the

resolution, was a copy of the Proposed Budget, which was approved by the Board. They were proposing that all the special assessments were collected on the Tax Roll and the proposed assessment amount for FY 2026, was \$291,295. As part of the *Revenues*, they were recognizing interest earnings. Some carry forward surplus funds were recognized to balance the budget. Total *Revenues* were \$367,418. Mr. LaRue questioned whether they would spend \$6,181 for *Attorney* in the next four months. Mr. Clark explained that the \$6,181 was the amount anticipated for regular services through the end of the year and would be surprised if they spent that much.

Ms. Gregory asked if Ms. Adams received a notice, assuming that the insurance rate was increasing another \$300. Ms. Adams confirmed the District only received a preliminary insurance estimate for FY 2026. Ms. Gregory pointed out for Ms. Stecher, that this proposed budget was not what the actual amount was, because there would be a conversation at some point. Ms. Adams indicated for District Management and for *Field Services*, a 3% increase was proposed. There were allowances for landscaping, aquatic maintenance midge management program and budget lines for landscape replacement or stormwater structure repairs. There were also allowances for contingency and capital. Ms. Gregory recalled that the contingency was increased by \$10,000. Ms. Adams pointed out what they were presenting, was a balanced budget with proposed total expenditures of \$267,418. 1,650 single-family property owners were assessed \$186.57 in gross CDD fees on an annual basis. In addition, 11 recreational parcels benefited from the maintenance of the CDD infrastructure. The next section of the budget provided a narrative of each line item. There was a correction on Page 41, as the narrative for the engineer needed to be updated to the current engineer, Rayl Engineering. There was also an analysis of past fund balances and projected funds for the end of the fiscal year, identifying the amount to be reserved in the Reserve Operating Account, to fund the first three months of the upcoming fiscal year, before tax revenues were received. The CDD was in a healthy cash position. The next page of the budget was for debt service, as homeowners paid, not only the maintenance fees, which were based on the budget, but they also pay debt service fees, which were imposed at the time that the bond was issued. The Board did not have the ability to change these fees but authorized the collection. The gross per unit amount was \$686.58. Property owners can make these payments on the property Tax Bill or pay it in a lump sum. Interest and principal payments were due in November and May, according to an Amortization Schedule. The bond retires in 2037. There was no increase in assessments.

**B. Consideration of Resolution 2025-05 Imposing Special Assessments and Certifying an Assessment Roll**

Ms. Adams presented Resolution 2025-05, memorializing the use of Chapter 197 uniform method for collecting the CDD fees on the Assessment Roll in the non-ad valorem section with Polk County. Attached to the resolution as an exhibit, was the Assessment Roll, along with the Adopted Budget for FY 2026. Adoption of this resolution authorizes the imposition of the maintenance fee, as well as the collection of the maintenance and debt service fees. Ms. Gregory questioned why they had to pay for all the parcel ID pages. Ms. Adams would eliminate it in future agenda packets and would provide one copy for the Board's review, as it was required to be attached to the resolution. She noted that many CDD Board's now use iPads to review an electronic agenda package, so there was no printing or shipping expense. Mr. LaRue questioned why some parcels had no CDD fees. Ms. Adams explained that it was for any property owned by the CDD was not assessed CDD fees. Ms. Stecher questioned the parcel that was assessed \$2,052.24 on Page 93. Ms. Adams confirmed that was for a recreational parcel owned by the developer. Dr. Master suggested that it be identified by a different color. Ms. Adams would inform Rayl Engineering of any necessary map updates. She suggested taking public comments. There were no public comments.

On MOTION by Mr. LaRue seconded by Dr. Master with all in favor the public hearings for the Fiscal Year 2026 budget and imposition of special assessments were closed.

Ms. Gregory pointed out that the adoption of this resolution was standard procedure and one that they followed last year; however, there was a post on Nextdoor for a Poinciana resident who questioned what the special assessment was about. Ms. Adams said the term special assessment, was the statutory language that was required. Anytime the CDD was imposing maintenance fees, they were considered a special assessment. Ms. Gregory felt that there was always going to be a concern because of what the HOA and Taylor Morrison were doing. Ms. Stecher agreed and questioned whether it could be a reoccurring assessment. Mr. Clark confirmed that there were statutes that refer to maintenance fees as special assessments and they needed to use the same language in CDD legal documents. Ms. Gregory questioned the



definition of special assessment being specifically the O&M expenses. Dr. Master felt that having an asterisk and footnote explaining this would help. Mr. Clark approved of having such a footnote to clarify special assessment. Ms. Adams clarified that this change would be for future budget resolutions. Mr. Clark would work on the language.

On MOTION by Ms. Gregory seconded by Mr. LaRue with all in favor Resolution 2025-04 Adopting the Fiscal Year 2026 Budget and Relating to the Annual Appropriations was adopted.

On MOTION by Mr. LaRue seconded by Dr. Master with all in favor Resolution 2025-05 Imposing Special Assessments and Certifying an Assessment Roll was adopted.

## **SEVENTH ORDER OF BUSINESS**

### **Review of Proposal to Remove Cypress Trees on Pond 1**

Ms. Adams reported that the Field Services Manager received feedback regarding Cypress trees on Pond 1 and was asked by the Board to bring back a proposal to remove them, which was included in the agenda package, from Floralawn, the incumbent landscape service provider in the amount of \$441.84.

*Dr. Master left the meeting.*

Ms. Gregory was appreciative of Mr. Blanco providing the proposal, which included removal of the trees and capping the irrigation, but asked if there would be damage from pulling out the trees. Mr. Blanco indicated that there were tree rings, which they could sod or leave mulched. Ms. Gregory asked if they would cut the roots, so they did not encroach any further. Mr. Blanco explained when they were flush cut, they were essentially killing the roots. Mr. LaRue asked if the homeowner approved of it. Mr. Blanco confirmed that the homeowner just wanted the root system to stop intruding. Mr. LaRue pointed out if he was the homeowner, he would want the area to be blended in with the rest of the lawn. Mr. Blanco could speak to the homeowner again, but based on prior conversations, the homeowner's main concern was the root system encroaching his lanai. Ms. Adams pointed out that the Board had the option of approving it today and getting the trees flush cut and in the future, they could pay for stump grinding and resodding the area. Mr. Blanco would send a picture to the Board of what it would look like when it was completed and obtain a proposal for stump grinding and resodding. Ms. Gregory felt

that the proposal was inexpensive, as the cost for stump removal and resodding would be more than \$441.84 and preferred that Floralawn cut the trees down as far as they possibly could. Mr. LaRue questioned the hourly rate, as Floralawn estimated that it would take 5 hours to cut them down. Mr. Blanco would ask the account manager.

On MOTION by Ms. Gregory seconded by Mr. LaRue with all in favor the Proposal from Floralawn to remove Cypress trees on Pond 1 in the amount of \$441.80 was approved.

## **EIGHTH ORDER OF BUSINESS**

### **Status of Pond 19A Repairs and Cost Recovery**

Ms. Adams reported that this item was discussed at several meetings and District Counsel prepared a memorandum, which was included in the agenda package. Mr. Clark recalled at the March meeting, there was a lengthy discussion about the damage that was incurred to Pond 19A by the dewatering across the highway. On March 6<sup>th</sup>, he sent a letter to the entity responsible for the damage, but had not received any response and subsequently, the Board asked him to continue to seek reimbursement and approved a proposal with Solitude to make the repairs. However, since the last meeting, the repair had been made and inspected and he was contacted by a representative of Taylor Morrison, with an offer to pay for the cost of the repair, in exchange for the Board signing an agreement and release. Mr. Clark reviewed the agreement and responded to Taylor Morrison, that the Board would have to review and approve it at a future meeting, but did not believe that their proposed agreement was sufficient, as it pays only for the work and not any of the professional fees that have been expended. At the last meeting, it was reported that the Westview South CDD would not provide him with copies of the dewatering permits, unless he paid them. However, he did the research himself, which was part of the reason why the fees were what they were. In addition, he felt that the language in the release, was too broad, but if the Board agreed to accept some payments and issue releases, the language should be tailored to refer to the Pond 19A damage and ensure that they were not releasing any other business disputes or arrangements that might exist now or in the future between the CDD and Taylor Morrison.

Therefore, should the Board want to proceed with the agreement, Mr. Clark recommended that it be re-drafted to change the amount, cover all the expenses and be more

reasonable in its language. A copy of the expenses that have been incurred, was included in the agenda package, as well as an estimate of some additional costs that Mr. Clark would expend to negotiate the agreement and bring this matter to conclusion, which total \$22,600. Mr. Clark further recommended that any settlement and release of the claim, be in exchange for payment of \$22,600, under a Settlement Agreement that was acceptable to him. Ms. Gregory pointed out that the agreement was not even a legal agreement and felt that Mr. Clark should make it as long or short as he wanted to and make it specific to the property, but questioned whether the \$22,600 needed to be increased, to prepare another release and agreement that they needed. Mr. Clark stated it depends on how difficult Taylor Morrison wanted to be, but he could take their form of release and revise it within that scope but wanted a full recovery of all costs. Mr. LaRue felt that it needed to be built into a statement, so if this needed to proceed into a lawsuit, those damages would be assessed as well. Mr. Clark did not imagine that Taylor Morrison would want to have a lawsuit, because of the nature of the matter and the amount of money. Mr. LaRue felt that the Board needed to be prepared for it and if Taylor Morrison wanted to play hardball, the CDD should not be absorbing that cost. Mr. Clark believed that they would reach an agreement on this after this meeting and if so, would inform the Board at the next meeting that it was all handled, but if not, he would come back with recommendations for next steps. Mr. LaRue and Ms. Gregory were satisfied with this.

On MOTION by Ms. Gregory seconded by Ms. Stecher with all in favor approving a settlement with LT Westview LLC, the Westview South Community Development District and Junior Davis Construction in exchange for full compensation of District costs including professional fees relating to the Pond 19A damage and with a form of release to be approved by District Counsel was approved.

## **NINTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Mr. Clark reported that the only matter that he was working on, was the Pond 19A matter and he had nothing further to report.

#### **B. Engineer**

Ms. Adams reported that because they did not have any District engineering matters on the agenda, the Chair elected to excuse the engineer from today's meeting, but historically, the District Engineer has performed a once per year inspection of the entire stormwater system with a detailed inspection of the outfall structures, pond banks, etc. This was not required but was considered best practice and questioned whether the Board wanted to see a work authorization on a future agenda for such an inspection. Ms. Gregory questioned whether Ms. Leo performed one last year. Ms. Adams confirmed that Ms. Leo performed one in May 2024. Ms. Gregory did not see the need for one now, as Ms. Leo always performed an extremely thorough job, now that Pond 19A was cleared up and she was continually driving around the community. There may need to be remediation with a pond here or there, but it was easily remedied. However, based on what was going on with the weather, suggested getting through hurricane season first and then having a report completed next year. Ms. Stecher asked if it was best practice to do it during the dry season. Ms. Adams confirmed that this was the best practice to do it during the dry season and in advance of the budget discussion. *There was Board consensus to consider a work authorization for an inspection of the stormwater system in the spring of 2026.* Ms. Adams would inform the District Engineer. She asked for confirmation if the Board wanted pond ownership map updated to show the location of the recreational parcel which was identified as a recreational parcel that was owned by Avatar. There were 11 units, which were assigned to this one parcel. Ms. Gregory noted there was no need for Mr. Rayl to update the map as there would be an expense to do so.

**C. District Manager**

**i. Approval of Check Register**

Ms. Adams presented the Check Register for May 1, 2025, through May 31, 2025, in the amount of \$92,759.70, which included the detailed invoices and Check Run Summary. Mr. LaRue asked if the check numbers were actual checks or electronic transfers. Ms. Adams indicated that it had Check #'s 2121 through 2128. It did not appear that any of them were electronic payments. Ms. Gregory recalled ongoing discussions about this and Clarke and Floralawn stating that they were not set up for electronic transfers, but they include a routing number and account number on their invoice for ACH transfers and could not believe that their payments were not through ACH. Ms. Adams believed that the ACH information was added at the request of the accountant and would check on the status of implementing ACH for accounts

payable. Ms. Gregory asked if GMS could accept and send out ACH payments. Ms. Adams was aware of ACH payments going to Board Members and electronic transmittals being received from the Tax Collector. Ms. Gregory pointed out if GMS could receive electronic transmittals, they could do a transfer out the same way. Mr. LaRue recalled that a check was stolen and fraudulently processed. Ms. Adams indicated that fraud protection services were added and offered to reach out to the accountant on the status of ACH. Ms. Gregory questioned the cost for bank fees for fraud protection, because of the fact that the daily reports for checks going out, were not being reviewed, they had this discussion and the Board had been asking for a year and a half, to get their contractors converted over to ACH, so they did not have all of these bank charges, which equated to \$25 per check, per month. Ms. Gregory provided a statement in the morning before the meeting regarding the payments and bank fees and deficiencies with GMS accounting.

Mr. LaRue requested that someone from the accounting department attend the next meeting. Ms. Gregory agreed, as she was upset that this matter was taking a long time. If it was not resolved, she wanted this to be part of the contract negotiation for the October 1<sup>st</sup> renewal of GMS. Ms. Gregory opined GMS should be verifying payments with the bank every day. Ms. Adams understood. Mr. Doorn asked if there was compensation for the CDD since this matter had been brought up for several months. Ms. Gregory indicated this must come from Mr. Mossing or Mr. Flint or whomever is responsible for the oversight of accounting. The major issue was why something so simple had not been accomplished. Ms. Adams confirmed that she represented GMS, and the District Management team is responsible for accounting procedures.

On MOTION by Ms. Gregory seconded by Mr. LaRue with all in favor the Check Register as stated above was approved.
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**ii. Financials**

Ms. Adams presented the Unaudited Financials through the end of May 31, 2025, which were included in the agenda package. General Fund monies were invested with the State Board of Administration (SBA) account, Money Market account, as well as a CD that was maturing at the end of this month. The District was 100% collected on their special assessments for the current fiscal year. Ms. Gregory pointed out that there must be three months of working capital for October, November and December, until residents pay their Tax Bills. However, there was a CD that had a balance of \$154,460 at an interest rate 5%. Ms. Adams confirmed that the current rate of the Money Market at Bank United was 4.06%, but they could get a six-month CD at 3.75%- or 12-month CD at 3.0%. She reached out to another bank for a competitive rate. Their interest rate for a three-month CD was 3.97%, a seven-month CD was 3.8%, 11- and 12-month CDs were 3.4% and there were lower interest rates for longer terms. Ms. Gregory asked if the interest rate for Florida SBA was 4.47%. Ms. Adams confirmed that the SBA had the highest interest rate at this time. Ms. Gregory could not believe that it was dropping down to 3%. Ms. Adams pointed out that the Money Market was earning more interest than the CDs. Ms. Gregory requested that \$50,000 of the \$154,460, be moved into the SBA account and the balance go into the Money Market. *There was Board consensus.*

**iii. Presentation of Registered Voters – 2,540**

Ms. Adams stated that the District was required annually to present each year on the record, the number of registered voters. A letter was provided by the Polk County Supervisor of Elections office, confirming as of April 15, 2025, there were 2,540 registered voters within the boundaries of the Poinciana West CDD. It was more significant to the District in the early years when a District was established, as they must have a certain number of registered voters to transition from a Landowner Election to General Election process, which the District already met, but once they met that threshold of 250 registered voters, there was no provision to stop reporting the information to the Board. No Board action was required.

**iv. Approval of Fiscal Year 2026 Meeting Schedule**

Ms. Adams presented the Fiscal Year 2026 meeting schedule, which started in October and was consistent with the prior year's meeting schedule, with meetings on the third

Wednesday of every other month at 9:30 a.m. in the Gator Room, starting on November 19, 2025, and ending September 16, 2026.

On MOTION by Mr. LaRue seconded by Ms. Stecher with all in favor the Fiscal Year 2026 meeting schedule as presented was approved.

Ms. Gregory asked if the Board Members were amenable to meeting in September, as there must be discussion before October 1<sup>st</sup>, on the contracts and the status of ACH payments. Ms. Adams confirmed that historically at the September meeting, GMS presented agreements for the upcoming fiscal year, including the renewal of the landscape maintenance, pond maintenance and midge maintenance. Ms. Gregory was not available to meet in August and October. There was Board consensus to meet in September.

**v. District Goals and Objectives**

**a. Presentation of Fiscal Year 2025 Authorizing Chair to Execute**

**b. Adoption of Fiscal Year 2026 Goals & Objectives**

Ms. Adams presented a Memorandum, which was included in the agenda package and was presented last year, when a new Florida Law was implemented, requiring Florida Special Districts to adopt annual goals and objectives for community communication and engagement, infrastructure and facilities maintenance and financial transparency and accountability. GMS looked for ways to meet this new law with the most efficiency. They identified tasks and business that the District was already conducting. As a result, the Board adopted goals for FY 2025. This agenda item was being provided as an interim status report and requested a motion to authorize the Chair to execute the final form of the report, which was required to be filed on the District's website by December 1<sup>st</sup>. At the end of the fiscal year after September 30<sup>th</sup>, the report would identify whether those goals were met, and it would then be presented to the Chair to execute the final form of the report.

On MOTION by Mr. LaRue seconded by Ms. Stecher with all in favor authorizing the Chair or Vice Chair to execute the completed 2025 goal report was approved.

Ms. Adams reported that there was an attempt during the legislative session this year, to repeal this law; however, it failed and CDDs were required to go through this process again. Therefore, the goals and objectives for FY 2026, were included in the agenda, which were the same goals and objectives that were previously approved. Mr. Clark noted that Goal 2.2 required an annual inspection by the engineer, but there was an earlier conversation about doing it less frequently. Ms. Adams would change this t, on an *as needed* basis.

On MOTION by Ms. Gregory seconded by Mr. LaRue with all in favor adopting the Fiscal Year 2026 goals and objectives as amended was approved.

**D. Field Manager's Report**

- i. Field Manager's Report**
- ii. Pond Maintenance Report**
- iii. Midge Management Report**
- iv. Customer Complaint Log**
- v. Consideration of Proposal for Cypress Tree Removal on Pond 5**

Mr. Blanco presented the Field Manager, Pond Maintenance and Midge Management Reports and Customer Complaint Log, which were included in the agenda package. GMS staff continues to review the ponds around the District. Ponds experiencing low water levels, have filled noticeably, as they transition from the dry Spring to Summer rain and assisted with the exposed edge grasses. He was pleased with the ponds that he had been monitoring with the exposed edge grasses and banks, notably Ponds 19A, 16 and 15. During reviews, field staff noted that P-6 had aggressive dollar and penny weeds growing on the pond edges. The vendor utilized the spray treatment with the treatment taking affect, as noted by its color change. Staff would continue to monitor and update the Board. During the landscape maintenance review, GMS staff noted that littorals were consistently being cut by residents on 468, 464, 460, and 456 Bel Air Way bordering P-22. Letters were sent in April, requesting that the residents cease. He reviewed the littorals prior to the meeting, and many were starting to grow back. Staff would continue to monitor it; in case a resident started to cut them again. If so, Mr. Blanco would reach out to the Board. A landscaping review had been conducted on the dry ponds. The reviewed landscaping remained in satisfactory condition at the end of resident property lines, with pond banks at appropriate height levels. Dry ponds tracts have been serviced consistently when able, with some



dry ponds holding water in the sumps. The vendor was advised to consistently string trim drain areas and spill stations, as they should always be neat and free of weeds. They were also trying to get drain areas in the sump areas, to be clear of vegetation. However, if the sumps had vegetation, the drains should have no vegetation at all. This was communicated to Floralawn. Staff would continue to review it during the summer season and report back to the Board with the next report.

Mr. Blanco also reported that field staff continued to monitor the repairs and completion of Pond 19A by Solitude and coordinated a post inspection. During the inspection, it was noted that the Bahia that was laid, was found brown initially, but turned green and has been consistently maintained since then. Water levels have continued to increase at a healthy rate, due to the scattered Summer rain. Feld staff noted last week, an irrigation break on the landscaping bed behind 350 Estrella Dr. It was trickling and causing minor erosion on the CDD tract. Juniper was notified and they informed him, that the irrigation was repaired and followed up to see if the area was repaired, but had not yet received a response. Once he was notified, he would perform a post inspection. He would continue to monitor water levels of ponds throughout the summer. Mr. LaRue had not seen any midge complaints. Mr. Blanco had a resident reach out to him for P-22, which was resolved, but had not received any further midge complaints. Mr. LaRue pointed out that everything looked good. Ms. Gregory agreed.

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

There being no comments, the next item followed.

**ELEVENTH ORDER OF BUSINESS****General Audience Comments**

There being no comments, the next item followed.

**TWELFTH ORDER OF BUSINESS****Other Business**

There being no comments, the next item followed.

**THIRTEENTH ORDER OF BUSINESS**

**Next Meeting Date – September 17, 2025;  
The Gator Room**

The next meeting was scheduled for September 17, 2025, at 9:30 a.m. in The Gator Room.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

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

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Chair/Vice Chairman

# SECTION V

## **CONSTRUCTION AGREEMENT**

This Construction Agreement (“Agreement”) is made and entered into this 27<sup>th</sup> day of August, 2025, by and between:

POINCIANA WEST COMMUNITY DEVELOPMENT DISTRICT, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, whose address is 219 E. Livingston St., Orlando, FL 32801, Attention: District Manager (the "District"), and

GOVERNMENTAL MANAGEMENT SERVICES - CENTRAL FLORIDA, LLC, a Florida Limited Liability Company, whose address is 219 E. Livingston St., Orlando, FL 32801 (“Contractor”).

**WHEREAS**, the District is a special purpose unit of local government established pursuant to and governed by Chapter 190, Florida Statutes; and

**WHEREAS**, Contractor submitted its Proposal # 473 dated August 26, 2025, which is attached hereto as Attachment A and incorporated herein by reference (the “Proposal”), to deliver and setup a 6” dewatering pump at Pond 10, as more thoroughly described in the Proposal (the “Scope of Work”) within property owned by the District (the “Project”); and

**WHEREAS**, Contractor represents that it is qualified to provide those services outlined in the Proposal and necessary to complete the Project.

**NOW, THEREFORE**, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, the parties agree as follows:

Section 1.     Recitals. The recitals so stated are true and correct and by this reference are incorporated, inclusive of the above referenced exhibits, into and form a material part of this Agreement.

Section 2.     Duties.

A.     The duties, obligations, and responsibilities of the Contractor are those as more particularly described in the Scope of Work.

B.     Contractor shall be solely responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District.

C.     Contractor shall report to the District Manager or his designee.

D. Contractor shall furnish all materials, supplies, machines, equipment, tools, superintendents, labor, insurance, and other accessories and services necessary to complete the Project in accordance with the conditions and prices as stated herein and in the Proposal.

E. Contractor shall furnish all tools, equipment, materials and supplies and to do all the work associated with the Project in a first-class, substantial and workmanlike manner.

F. Contractor is responsible for advising District of any necessary permits required for the Project and obtaining same, at the District's expense. The cost of required permits is not included in the Contract Sum (as defined below) and shall be the responsibility of District.

G. Contractor shall perform all the work and labor required pursuant to this Agreement.

H. Contractor shall remove and clean up all rubbish, debris, excess material, tools and equipment from streets, alleys, parkways and adjacent property that may have been used or worked on by the Contractor in connection with the Project.

I. Contractor will be held responsible for the care, protection and condition of all work until final completion and acceptance thereof and will be required to make good at its own cost any damage or injury occurring from any cause resulting from Contractor's acts or omissions or the acts or omissions of its subcontractors or suppliers.

J. After execution of this Contract by both parties, District shall give Contractor a Notice to Proceed for the Project, and Contractor shall commence work on the Project at the direction of the District.

Section 3. Compensation. District agrees to compensate the Contractor in the amount of **FOUR THOUSAND EIGHT HUNDRED TWENTY-THREE AND 31/100 DOLLARS** (\$4,823.31 USD) (the "Contract Sum") to be paid upon completion of the Scope of Work to the District's satisfaction. Upon completion, Contractor shall deliver an invoice to District so that payment can be made. Payment will not be made until Contractor produces a final contractor's affidavit and final lien waivers as required by Chapter 713, Florida Statutes. By executing the Contract, Contractor covenants, represents and warrants that it has had ample opportunity to, and by careful examination has, satisfied itself as to the nature and location of the Project, the conditions of the site, the character, quality and quantity of the materials to be encountered, the soil, subsoil and subsurface condition of the site, the equipment and facilities needed preliminary to and during the prosecution and completion of the Project, the general and local conditions, including weather, and all other matters whatsoever which can or could in any way affect the Project, and has, as necessary, consulted with the District or District's consultants as Contractor, in its expertise, deemed necessary to obtain any and all clarifications necessary to establish the Contract Sum and the time for performance of the Scope of Work.

Section 4. Independent Contractor. The District and Contractor agree and acknowledge that Contractor shall serve as an independent contractor of the District.

Section 5. Term. This Agreement shall commence upon execution and shall continue until the Project is completed to the District's satisfaction. The Project shall be completed in an expedited manner to limit the inconvenience to District's residents.

A. Contractor shall indemnify, defend, and save harmless the District, its officials, agents, servants, and employees from and against any claim, demand, or cause of action of whatsoever kind or nature arising out of error, omission or negligent act of Contractor, its agents, servants, or employees in the performance of services under this Agreement.

B. Contractor shall indemnify, defend, and save harmless District, its agents, servants and employees from and against any kind and all causes, claims, demands, actions, losses, liabilities, settlements, judgments, damages, costs, expenses, and fees (including without limitation reasonable attorney's and paralegal expenses at both the trial and appellate levels) of whatsoever kind or nature for damages to persons or property caused in whole or in part by any act, omission, or default of the Contractor, its agents, servants or employees arising from this Agreement or its performance. The Contractor and the District hereby agree and covenant that the Contractor has incorporated in the original cost proposal, which constitutes the Contract Sum payable by the District to the Contractor, specific additional consideration in the amount of Ten and no/100 Dollars (\$10.00) sufficient to support this obligation of indemnification provided for in this paragraph. The indemnification required pursuant to the Agreement shall in no event be less than \$1 million per occurrence or no more than the limits of insurance required of the Contractor by the Agreement, whichever is greater. It is the District's and Contractor's full intention that this provision shall be enforceable and said provision shall be in compliance with Section 725.06, Florida Statute.

C. The execution of this Agreement by the Contractor shall obligate Contractor to comply with the foregoing indemnification provision, as well as the insurance provisions which are set forth in Section 10 of this Agreement. However, the indemnification provision, and the insurance provision are not interdependent of each other, but rather each one is separate and distinct from the other.

D. The obligation of the Contractor to indemnify the District is not subject to any offset, limitation or defense as a result of any insurance proceeds available to either the District or the Contractor.

E. Nothing herein is intended to be construed, by either party, as a waiver of the protections, immunities, and limitations afforded a governmental entity pursuant to Section 768.28, Florida Statutes.

Section 6. Indemnification.

A. Contractor shall indemnify, defend, and save harmless District, its agents, servants and employees from and against any kind and all causes, claims, demands, actions, losses, liabilities, settlements, judgments, damages, costs, expenses, and fees (including without limitation

reasonable attorney's and paralegal expenses at both the trial and appellate levels) of whatsoever kind or nature for damages to persons or property caused in whole or in part by any act, omission, of the Contractor, its agents, servants or employees arising from this Agreement or its performance. The Contractor and the District hereby agree and covenant that the Contractor has incorporated in the original cost proposal, which constitutes the Contract sum payable by the District to the Contractor, specific additional consideration in the amount of Ten and no/100 Dollars (\$10.00) sufficient to support this obligation of indemnification provided for in this paragraph. The indemnification required pursuant to the Agreement shall in no event be less than \$1 million per occurrence or no more than the limits of insurance required of the Contractor by the Agreement, whichever is greater. It is the District's and Contractor's full intention that this provision shall be enforceable and said provision shall be in compliance with Section 725.06, Florida Statute. Notwithstanding anything to the contrary in this Agreement, Contractor's liability to the indemnified parties is limited to \$1,000,000 regardless of legal basis of recovery or type of claimed damages.

B. The execution of this Agreement by the Contractor shall obligate Contractor to comply with the foregoing indemnification provision, as well as the insurance provisions which are set forth in Section 10 of this Agreement. However, the indemnification provision, and the insurance provision are not interdependent of each other, but rather each one is separate and distinct from the other.

C. The obligation of the Contractor to indemnify the District is not subject to any offset, limitation or defense as a result of any insurance proceeds available to either the District or the Contractor.

D. Nothing herein is intended to be construed, by either party, as a waiver of the protections, immunities, and limitations afforded a governmental entity pursuant to Section 768.28, Florida Statutes.

Section 7. Enforcement. A default by either party under this Agreement shall entitle the other party to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief and specific performance.

Section 8. Recovery of Costs and Fees. In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover from the other party all fees and costs incurred including reasonable attorneys' fees (and paralegal fees) and costs whether incurred prior to, during, or post litigation, appeal, or through alternative dispute resolution.

Section 9. Termination or Cancellation. In the event Contractor breaches this Agreement, fails to commence the work within a reasonable time or abandons the work for a period of ten (10) days or more, District shall be entitled to terminate this Agreement upon seven (7) days' written notice. Such written notice may be mailed to the address set forth above. If District defaults under the terms of this Agreement, Contractor shall be entitled to terminate upon seven (7) days' written notice.

Section 10. Warranty. The Contractor warrants its work against defects in materials or workmanship for a period of one (1) year from final acceptance by District. Any defects noted within this time period shall be timely corrected by Contractor at Contractor's expense. Contractor shall make the necessary corrections within ten (10) days of receipt of the written notice from District. Contractor shall not be responsible for warranty repairs for damage that occurs because of the negligence of District or District residents or due to weather events or other "acts of God" that are not the result of negligence by Contractor.

Section 11. Insurance. The Contractor shall maintain the following insurance coverages during the execution of this Project:

A. Comprehensive General Liability covering all operations, including legal liability and completed operations/products liability, with minimum limits of \$1,000,000 combined single limit occurrence;

B. Comprehensive Automobile Liability Insurance covering owned, non-owned, or rented automotive equipment to be used in performance of the Work with minimum limits of \$500,000 combined single limit per occurrence; and

C. Workers compensation insurance in a form and in amounts prescribed by the laws of the State of Florida.

The District shall be named as the Insurance Certificate Holder and shall be an additional named insured on all policies of liability insurance.

Section 12. Changes in the Work.

A. District, without invalidating the Agreement, may order extra work or make changes by altering, adding to or deducting from the Scope of Work, the Contract Sum being adjusted accordingly. All such work shall be executed under the conditions of this Agreement. Any claim for extension of time caused thereby shall be made in writing at the time such change is ordered.

B. All change orders and adjustments shall be in writing and approved in advance, prior to work commencing, by the District, otherwise, no claim for extras will be allowed.

C. Claim of payment for extra work shall be submitted by the Contractor upon certified statement supported by receipted bills. No claim for extra work shall be allowed unless same was ordered, in writing, as aforesaid and the claim presented at the time of the first estimate after the Scope of Work is complete.

D. In the event of any delay in the Project caused by any act or omission of the District, its agents or employees, by the act or omission of any other party other than the Contractor, his agents, employees or subcontractors, or delay caused by weather conditions or



unavailability of materials, the sole remedy available to Contractor shall be by extension of the time allocated to complete the Project.

E. NO MONETARY DAMAGES SHALL BE CLAIMED OR AWARDED TO CONTRACTOR IN ASSOCIATION WITH ANY DELAY IN THE PROJECT CAUSED BY AN ACT OR OMISSION OF THE DISTRICT, ITS OFFICERS, AGENTS OR EMPLOYEES. CONTRACTOR ACKNOWLEDGES THIS LIMITATION ON RECOVERY AND ASSUMES ALL MONETARY RISK ASSOCIATED WITH THIS LIMITATION.

F. Failure on the part of Contractor to timely process a request for an extension of time to complete the Project shall constitute a waiver by Contractor, and Contractor shall be held responsible for completing the Project within the time allocated by this Agreement.

G. All requests for extension of time to complete the Project shall be made in writing to the District.

Section 13. Completion of Work.

A. In the event of any delay in the Project caused by any act or omission of the District, its agents or employees, or delay caused by weather conditions or unavailability of materials, the sole remedy available to Contractor shall be by extension of the time allocated to complete the Project.

B. Failure on the part of Contractor to timely process a request for an extension of time to complete the work shall constitute a waiver by Contractor and Contractor shall be held responsible for completing the work within the time allocated by this Agreement.

C. All requests for extension of time to complete the work shall be made in writing to the District.

Section 14. Entire Agreement. This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement.

Section 15. Amendment. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing, which is executed by both of the parties hereto.

Section 16. Assignment. Neither the District nor the Contractor may assign their rights, duties, or obligations under this Agreement or any monies to become due hereunder without the prior written approval of the other.

Section 17. Applicable Law; Waiver of Jury Trial. This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida. **DISTRICT AND CONTRACTOR HEREBY KNOWINGLY AND VOLUNTARILY WAIVE ANY RIGHT TO A JURY TRIAL OF ANY DISPUTE ARISING**

**IN CONNECTION WITH THIS AGREEMENT. CONTRACTOR ACKNOWLEDGES THAT THIS WAIVER WAS EXPRESSLY NEGOTIATED AND IS A MATERIAL INDUCEMENT FOR THE EXECUTION OF THIS AGREEMENT BY DISTRICT.**

Section 18. Conflicts. In the event of a conflict between any provision of this Agreement and the terms and conditions, then this Agreement shall control.

Section 19. Venue. In the event of any litigation arising out of this Agreement or the performance thereof, venue shall be Polk County, Florida.

Section 20. Compliance with All Laws, Regulations, Rules and Policies. Contractor recognizes that the District is a governmental entity, that its assets are public facilities and that their operation is subject to all applicable statutes, rules and regulations.

At all times, Contractor is expected and required to operate within and comply with all applicable federal, state and local laws and regulations including, but not limited to, all environmental, labor, employment and insurance laws and regulations, as well as the rules and policies of the District.

Contractor shall promptly comply with all rules, laws, regulations, policies and notices and shall not keep or accumulate any flammable, polluting, or hazardous materials or substances on district property except in quantities reasonably necessary to carry out its duties under this Agreement. Contractor shall hold the District harmless from any fines, penalties, costs and damages resulting from the Contractor's failure to do so. Contractor shall immediately discontinue any activity, which is in violation of law and shall remedy the same immediately; Contractor shall be responsible for the payment of any associated fines or penalties.

Contractor shall be responsible for all payroll taxes and payments required under employment insurance laws with respect to employees of Contractor performing pursuant to this agreement.

Section 21. Public Records. The District is subject to the requirements of Chapter 119 of the Florida Statutes pertaining to Public Records. As such, all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received by the District in connection with the transaction of its official business are public records.

In connection with this Agreement, Contractor shall comply Chapter 119, Florida Statutes, as follows:

A. Keep and maintain public records required by the District to perform the services that are the subject of this Agreement.

B. Upon the request of the District's Custodian of Public Records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by law.

C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the District.

D. Upon completion of the Agreement, transfer, at no cost, to the District all public records in Contractor's possession or keep and maintain public records required by the District to perform the services that are the subject of this Agreement. If Contractor transfers all public records to the District upon completion of the Agreement, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of the Agreement, Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the District's information technology systems.

**IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE DISTRICT'S CUSTODIAN OF PUBLIC RECORDS AT THE ADDRESS LISTED FOR THE DISTRICT IN THIS AGREEMENT.**

Section 22. E-Verify Requirement.

A. The District is subject to the requirements of section 448.095, Florida Statutes, pertaining to the use of the E-Verify system to confirm the work authorization status of all employees hired on or after January 1, 2021. By signing this Agreement Contractor acknowledges and confirms that it is registered with and uses the E-Verify system to confirm the work authorization status of all new hires. Contractor further confirms that it shall only subcontract work to be performed under this Agreement to subcontractors who are registered with and use the E-Verify system and have provided to Contractor the affidavit described in section 448.095(5)(b). Contractor must maintain a copy of the subcontractor's affidavit for the duration of this Agreement.

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

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

Section 23. Anti-Human Trafficking Affidavit Requirement. The District is subject to the requirements of section 787.06(13), Florida Statutes (2024) pertaining to human trafficking. As such, Contractor must execute the affidavit attached hereto as Attachment B.

**IN WITNESS WHEREOF**, the parties hereto have signed this Agreement between Poinciana West Community Development District and Governmental Management Services - Central Florida, LLC, a Florida Limited Liability Company, on the day and year first written above.

**POINCIANA WEST COMMUNITY  
DEVELOPMENT DISTRICT**

Signed by:  
Attest: Tricia Adams  
Name: Tricia Adams  
Title: Assistant Secretary

Signed by:  
By: Peggy Gregory  
Name: Peggy Gregory  
Title: Chair

**GOVERNMENTAL MANAGEMENT  
SERVICES - CENTRAL FLORIDA, LLC,**  
a Florida Limited Liability Company

DocuSigned by:  
By: George Flint  
Name: George Flint  
Title: Vice President

# **ATTACHMENT A**

## **PROPOSAL**

Proposal #: 473

Proposal Date: 8/26/25



Governmental  
Management Services - CF

Maintenance Services  
Phone: 407-201-1514  
Email:  
Csmith@gmscfl.com

Bill To/District: PWCDD	Prepared By: Governmental Management Services- CF, LLC 219 E. Livingston Street Orlando, FL 32801
<b>Job name and Description</b>	
<p><b>Job Name:</b> Pond Dewatering  <b>Description:</b> Delivery and setup of a 6" diesel dewatering pump at Pond 10. The pump will be positioned on the berm to discharge water into the western wetland. This service includes pump setup, one week of operation for dewatering Pond 10 (which is connected to Ponds 9 and 12, also dewatering them), and eventual removal. Refueling of the pump is included; however, additional diesel fuel is not and will be billed after.</p>	

Qty	Description	Unit Price	Line Total
50	Labor	\$55.00	\$2750.00
4	Mobilization	\$65.00	\$260.00
	Equipment		\$270.00
	Materials		\$1543.31
Total Due:			\$4823.31

This Proposal is Valid for 30 days.

Client Signature: \_\_\_\_\_

GOVERNMENTAL MANAGEMENT SERVICES 2025 | Proposal

# SECTION VI



# WORK AUTHORIZATION FOR FISCAL YEAR 2026 DISTRICT MANAGEMENT SERVICES

This Work Authorization is issued pursuant to the Management Agreement between Poinciana West Community Development District ("District") and Governmental Management Services-Central Florida, LLC ("Manager" or "GMS"), dated December 13, 2017, as amended. In accordance with Section 7 (Amendments and Changes) and the Agreement’s provisions regarding annual fee adjustments as approved in the District’s adopted budget, this Work Authorization expands the District Management Services to include Fiscal Year 2026 District Management Services as detailed below.

This Work Authorization shall become effective as of October 1st, 2025, and shall remain in effect until terminated or otherwise modified pursuant to the terms of the Management Agreement and all duly adopted budget adjustments.

**EXHIBIT A – FEE SCHEDULE:**

Services Descriptions	FY '25 Adopted Budget	FY '26 Adopted Budget	GMS Variance
<b>Management, Administrative, Financial and Revenue Collection, and Accounting Services</b> <ul style="list-style-type: none"><li>Annual Fee paid in equal monthly payments (plus reimbursable expenses)</li><li>Our Agreement contemplates up to 12 meetings per year</li></ul>	\$43,260	\$44,558	\$1,298 3.0%
<b>Annual Assessment Administration</b> <ul style="list-style-type: none"><li>(Beginning with the first assessment to individual unit owners, direct assessment, or utilizing tax collector)</li></ul>	\$5,250	\$5,250	\$0 0.0%
<b>Information Technology Fees &amp; Annual Website Maintenance</b> <ul style="list-style-type: none"><li>Annual Fee paid in equal monthly payments (Does not include the cost of the creation of an ADA-compliant website, if applicable. No overage fees due to the number of pages stored by GMS.)</li></ul>	\$2,167	\$2,232	\$65 3.0%
<b>Dissemination Agent Services</b> <ul style="list-style-type: none"><li>Annual Fee for 1st Bond Issuance</li><li>(\$1,000 for each additional series of Bonds)</li></ul>	\$3,675	\$3,785	\$110 3.0%
<b>Field Operations Management</b> <ul style="list-style-type: none"><li>Annual Fee paid in equal monthly payments (plus, reimbursable expenses)</li><li>Monthly On-Site Inspections Vendor Coordination<ul style="list-style-type: none"><li>Two (2) Visits per Month on Average</li></ul></li></ul>	\$11,140	\$11,474	\$334 3.0%
<b>Totals</b>	<b>\$65,492</b>	<b>\$67,299</b>	<b>\$1,807 2.8%</b>

**ORLANDO**  
219 E. Livingston St.  
Orlando, FL 32801  
(407) 841-5524

**ORLANDO**  
6200 Lee Vista Boulevard  
Suite 300  
Orlando, FL 32822  
(407) 841-5524

**ST. AUGUSTINE**  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092  
(904) 940-5850

**FT. LAUDERDALE**  
5385 N. Nob Hill Road  
Sunrise, FL 33351  
(954) 721-8681

**TAMPA**  
4530 Eagle Falls Pl  
Tampa, FL 33619  
(813) 344-4844

**PALM COAST**  
393 Palm Coast Parkway SW  
Suite 4  
Palm Coast, FL 32137  
(904) 940-5850

**KNOXVILLE**  
1001 Bradford Way  
Kingston, TN 37763  
(865) 717-7700





**EXHIBIT B – MISCELLANEOUS FEES SCHEDULE:**

Item	Cost
Agenda Package Hardcopy (if Applicable)	\$2.50 per regular Agenda Mtg.
Copy	\$0.15 / black and white page
Binders, Envelopes, Storage Boxes, and other Office Supplies	Actual Cost
USPS / FedEx / UPS / Conference Calls	Actual Cost
Offsite Physical Records Storage and Archival	\$50.00 / Month
Additional Services Available:	Cost
<b>Other Services</b> <ul style="list-style-type: none"><li>New Bond Issuance Cost (per bond issue)</li><li>Refinance Bond Issuance Cost (per bond issue)</li><li>Debt Service Assessment Methodology Preparation</li><li>SERC Preparation &amp; Assistance w/ Petition</li><li>Prepaid Estoppel Letter – One Lot</li><li>Prepaid Estoppel Letter – Multiple Lots</li><li>Prepaid Estoppel Letter – Partial Payoffs</li><li>Annual Construction Accounting Fee (while active)</li><li>Request For Proposal Scope Preparation Documents (per RFP request - Landscaping, Irrigation, Aquatic, etc.)</li></ul>	<div>\$ 17,500</div> <div>\$ 15,000</div> <div>\$ 17,500</div> <div>\$ 6,000</div> <div>\$ 100</div> <div>\$ 250</div> <div>\$ 299</div> <div>\$ 5,000</div> <div>\$ 3,500</div>
<b>Other Requested Administrative Services As Requested By Bondholders, Dissemination Agent, District Counsel, or Boards of Supervisors</b> <ul style="list-style-type: none"><li>District Manager</li><li>District Accountant</li><li>District Administration</li><li>Field Operations Manager</li></ul>	<div>\$ 175/Hour</div> <div>\$ 125/Hour</div> <div>\$ 80/Hour</div> <div>\$ 85/Hour</div>
<b>Facility Maintenance and Repair Services</b> <ul style="list-style-type: none"><li>GMS has a comprehensive on-site and insured maintenance service for small to medium-sized projects, which can be provided at the direction of the District Board of Supervisors and/or the District Manager</li></ul>	<div>\$55.00/Hour</div> <div>+ Expenses</div>

**Governmental Management  
Services-Central Florida, LLC.**

**Poinciana West Community  
Development District**

George Flint  
Senior Vice-President

Chair/Vice-Chair, Board of Supervisors

Signature Date

Signature Date



# **GOVERNMENTAL MANAGEMENT SERVICES**

## **COMPANY PROFILE**

**[ 29 PAGES TO FOLLOW ]**

**District Management Services Company Profile Prepared For The <sup>39 of 133</sup>  
Poinciana West Community Development District:**



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# **GOVERNMENTAL MANAGEMENT SERVICES-CENTRAL FLORIDA, LLC**

**DISTRICT  
MANAGEMENT  
SERVICES**



[www.govmgtsvc.com](http://www.govmgtsvc.com)

Submitted  
September 17<sup>th</sup>, 2025

# TABLE OF CONTENTS

---

**COMPANY INFORMATION**  
3

**HOW WE WORK**  
4

**CONTACT INFORMATION**  
6

**FAMILY OF GMS COMPANIES**  
7

**OUR GMS TEAM**  
8

**SERVICES**  
9

**REFERENCES**  
16

**EXPERIENCE SUMMARY**  
17

**COST OF SERVICES**  
26

**THANK YOU**  
29



# COMPANY INFORMATION

**Governmental Management Services ("GMS")** is a family of limited liability companies that was established for the purpose of providing district management services to Special Taxing Districts. With encouragement from industry professionals and the development community, GMS was created to provide an alternative to the existing district management companies. GMS currently has offices in St. Cloud, Orlando, Tampa, Sunrise, Miami, Tallahassee, Port St. Lucie, St. Augustine, Palm Coast, Florida, and Knoxville, Tennessee. Company personnel who would be providing services are generally determined by geography of the District and required services. However, everyone at GMS works together to provide the most efficient, effective and comprehensive management services possible. GMS currently manages over 275 Community Development Districts across the State of Florida and fully understands the requirements of Chapter 190. As described in Section 3, the personnel at GMS are very well known and respected by people involved with Community Development Districts. Many of the personnel have worked with Investment Bankers, Bond Counsel, District Counsel, Engineers, Developers, and Boards of Supervisors across the State of Florida.

They have provided management, financial, administrative, and operational services to over 275 special taxing districts and homeowners associations. Our greatest strength is our ability to respond to individual client needs quickly, efficiently and professionally.

*GMS WAS ESTABLISHED TO  
PROVIDE THE MOST EFFICIENT,  
EFFECTIVE AND  
COMPREHENSIVE MANAGEMENT  
SERVICES FOR COMMUNITY  
DEVELOPMENT DISTRICTS IN THE  
STATE OF FLORIDA.*





# HOW WE WORK

Established in 2004, Governmental Management Services has over 250 full time and part time employees and has offices across the State of Florida. Services are provided by seasoned professionals with well over 1,000 person years of combined Community Development District management experience. Our commitment to serving our clients and providing the most efficient, effective and comprehensive management services for Community Development Districts continues to fuel our growth.

## Statement of Qualifications

GMS is the best qualified provider of district management services because of the experience of the personnel who will be providing the management services for the District. GMS brings a wealth of experience in the management, administrative, accounting and financial reporting, field operations, and assessment certifications.

GMS focuses exclusively on the services necessary for the proper management of Community Development Districts. Our staff includes managers, accountants, financial analysts, recording secretaries and operations managers all with experience with Community Development Districts and other special districts. We offer integrated management services including:

- General Management
- Recording Secretary Services
- Accounting and Financial Reporting
- Assessment Roll Administration
- Investment Management
- Field Operations Management
- Amenity Management
- Preventative Maintenance
- Dissemination Agent Services
- Utility Billing
- Other Services

## FULLY INTEGRATED SERVICES



These management services are being provided by the principals of GMS to over 275 Community Development Districts across the State of Florida.

# OUR VALUES

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## MISSION

The goal of GMS is to provide the most efficient, effective, and comprehensive management services for Community Development Districts in the State of Florida.



## CORE VALUES

Governmental Management Services' greatest strength is its ability to respond to individual client needs quickly, efficiently, and professionally. Listed below are our GMS core values:



### Customer Commitment

*We keep customer needs at the center of all that we do to provide a superior customer experience.*



### Integrity

*We are honest, open, ethical, and fair.*

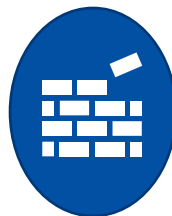
*People trust us to do what's right.*



### Teamwork

*We win together, not alone.*

*We work together, across divisions, to meet the needs of our customers.*



### Passion and Drive

*We are proud of the services we provide.*

*We play to win and strive to help our customers do the same.*



### Empower Individuals

*Our employees set us apart.*

*We value our employees, encourage their development, and reward their performance.*



### Quality

*Details matter.*

*We provide consistent and unsurpassed service that, together, deliver premium value to our customers.*

# CONTACT INFORMATION

## Corporate Office:

1001 Bradford Way  
Kingston, TN 37763  
(865) 717-7700

As the largest CDD Management firm in the State of Florida, GMS is prepared to provide all CDD Management services directly and does not contemplate the need to subcontract services.

## GMS – South Florida

5385 Nob Hill Road  
Sunrise, FL 33351  
(954) 721-8681

## GMS – Central Florida

219 E. Livingston St.  
Orlando, FL 32801  
(407) 841-5524

6200 Lee Vista Blvd  
Ste. 300  
Orlando, FL 32822

## GMS – Tampa

4530 Eagle Falls Place  
Tampa, Florida 33619  
(813) 344-4844

## GMS – North Florida

475 West Town Place,  
Suite 114  
St. Augustine, FL 32092  
(904) 940-5850

393 Palm Coast Parkway  
SW, Suite 4  
Palm Coast, FL 32137

We have additional satellite offices  
throughout the State of Florida





# GOVERNMENTAL MANAGEMENT SERVICES

**DARRIN MOSSING**

PRESIDENT

**KEITH NELSON**

CHIEF OPERATING  
OFFICER

HUMAN RESOURCES • RECRUITING • TRAINING  
COMPLIANCE • CORPORATE FINANCE

**RIVERSIDE (NF)**

ALISON MOSSING  
VICE PRESIDENT

**SOUTH FLORIDA**

PATTI POWERS  
VICE PRESIDENT

**CENTRAL FLORIDA**

GEORGE FLINT  
VICE PRESIDENT

**NORTH FLORIDA**

JIM OLIVER  
MANAGING PARTNER

**TAMPA**

JASON GREENWOOD  
MANAGING PARTNER

**FIELD  
OPERATIONS**

- CHRISTIAN BIROL
- CHRISTIAN DELINGER
- JAY SORIANO
- JAMES SCHLESZER
- RICHARD GRAY

**AMENITIES**

- ALISON MOSSING
- TIM WRIGHT
- NATALIE CLEM
- KAYLA RINKER
- ANDREW BEVIS
- & 18 OTHERS

**ACCOUNTING**

- PATTI POWERS, VICE PRESIDENT
- TIZIANA CESSINA
- SHARON RINKUS
- ASHLEY COOPER
- JENNIFER WASSERMAN, CPA
- & 2 OTHERS

**DISTRICT  
MANAGEMENT**

- PAUL WINKELJOHN
- JULIANA DUQUE
- ANDREW GILL
- ELLEN ACOSTA
- JULIO PADILLA
- ANDRESSA PHILLIPS
- BEN QUE SADA
- JESUS LORENZO

**ACCOUNTING**

- KATIE COSTA, DIRECTOR
- TERESA VISCARRA
- TERESA VISCARRA
- LISA CALZ
- NANCY SOLER
- TRACY ADAMS
- JIN YI YAN
- CAROL WRIGHT
- & 6 OTHERS

**DISTRICT  
MANAGEMENT**

- JILL BURNS, MANAGING PARTNER
- JASON SHOWE
- TRACY ADAMS
- JEREMY LEBRUN
- ROB SZOZDA

**ACCOUNTING**

- OKSANA KUZMUK
- BERNDETTE PEREGRINO
- TODD POLVERE
- TARALEE SUSAN FERREO

**DISTRICT  
MANAGEMENT**

- MATTHEW BIAGETTI
- CORBIN DENAGY
- MARLEE GILES
- DANIEL LAUGHLIN
- JAMES PERRY

**ACCOUNTING**

- SHARON HENNING, CPA
- HANNAH HENRY
- SAVANNA SZOZDA
- ALEXANDRA WOFF, CPA

**DISTRICT  
MANAGEMENT**

- JASON GREENWOOD
- HANNAH AMANDA FERGUSON
- RICHARD MCGRATH
- BRIAN YOUNG

**MAINTENANCE**

- TIMOTHY CARTER
- LUTHER NEWTON
- MARK CESSINA
- JOSEPH SOMMER
- & 13 OTHERS

**LIFEGUARDS  
& POOL  
ATTENDANTS**

- 30 - 50 OTHERS ON SEASQA AND/OR FLEX SCHEDULES

**ASSESSMENT  
ADMINISTRATION**

- RICHARD HANIS, VP
- DARRIN MOSSING JR
- DANIEL HARVEY

**ADMINISTRATION**

- JENNIFER MCCONNELL
- LATOYA FLORES
- ELLEN ACOSTA
- REGINE LUCAS
- & 2 OTHERS

**ASSESSMENT  
ADMINISTRATION**

- DARRIN MOSSING JR.
- MICHAEL CORTESE

**ADMINISTRATION**

- STACE VANDERBILT, DIRECTOR
- SWANITHA HANI
- & 8 OTHERS

**ASSESSMENT  
ADMINISTRATION**

- SHERYL FILKIS
- DARRIN MOSSING JR.
- MARISA SARTO

**ADMINISTRATION**

- COURTNEY HOGGE
- LISA PELKEY
- SARAH SWEETING

**ASSESSMENT  
ADMINISTRATION**

- DARRIN MOSSING JR.
- MICHAEL CORTESE
- BRAEDON NELSON

**ADMINISTRATION**

- NICOLE VIERITO
- REBECCA SANTOS
- SUSAN YOUNG
- DORIS SANTOS

**FIELD  
OPERATIONS**

- PAT SZOZDA
- PATRICK BURGESS
- JASON GITEL
- JULIO PADILLA

**AMENITIES**

- 7-15 DISTRICT EMPLOYEES FLEX SCHEDULES

**FIELD  
OPERATIONS**

- ALAN SCHREIBER
- CLAYTON SMITH
- MARSHALL TINDALL
- ROB SZOZDA
- & 4 OTHERS

**AMENITIES**

- MARCA CALLEJA
- CHRISTINE WELLS
- ALEXANDRA PERALDO
- & 11 OTHERS

**FIELD  
OPERATIONS**

- JAY SORIANO
- ROBERT BERLIN
- CHRISTIAN DELINGER
- TERRY GLINN

**AMENITIES**

- 7-15 DISTRICT EMPLOYEES FLEX SCHEDULES

**FIELD  
OPERATIONS**

- CLAYTON SMITH
- MICK SHEPARD

**AMENITIES**

- BRIAN YOUNG
- & 14 OTHERS

**INFORMATION  
TECHNOLOGY**

- DAN BRAWLEY


**MAINTENANCE**

- ANGEL GUZMAN
- JULIO COLOIN
- ABNER DEJESUS
- JOSE SOTO
- & 3 OTHERS

**MAINTENANCE**

- GARETT DUBOS
- STEVEN WENTZ
- JEFF BACHELOR
- & 3 OTHERS

# OUR TEAM



Although technology has tremendously impacted how services are provided for nearly every business today, GMS realizes an organization is only as good as the individuals working within it. If an organization is not able to retain hardworking, knowledgeable and dedicated employees that understand their client's needs, it is most certain to fail. It is for this reason that GMS has focused a significant effort on recruiting and retaining the best in the district management industry

## STATEMENT OF STAFF CONSISTENCY

The District Management Team proposed remains the same for the duration of the contracts. Any changes in the District Management Team will be discussed and approved by the Boards of Supervisors. Members of the management team have worked together for years, and there is complete trust and loyalty in their abilities to provide the most efficient, effective and professional management services possible. In addition, these types of long-term personal relationship among GMS staff are reassuring to our clients because personnel turnover in any organization is extremely detrimental to its ability to provide the necessary services.

*"GMS realizes an organization is only as good as the individuals working within it."*

**EDUCATION**

Ohio University, 1988,  
Bachelor of Science,  
Major: Accounting

**EXPERIENCE**

36+ Years

- President and Founder  
— GMS Organization
- Corporate Operations &  
District Management

# DARRIN MOSSING

## PRESIDENT

Darrin Mossing is the President and Founder of the GMS organization. Mr. Mossing graduated from the Ohio University with a Bachelor's degree in accounting in June 1988 and began his career as a staff accountant on September 1, 1988, for Indian Trace Community Development District. In November 2004, Mr. Mossing established the GMS organization, which has grown to over 275 CDDs, Homeowners Association and other Special Taxing Districts across the State of Florida.

# GEORGE FLINT

## MANAGING PARTNER

Mr. Flint is a shareholder in GMS and oversees all aspects of the Central Florida office. Mr. Flint manages numerous special districts in the Central Florida region. George graduated from Princeton University with a Bachelor's Degree in Politics/Economics and holds a Master's in Public Administration from Florida State University with a focus of public budgeting and financial management. He has an extensive background in the public and private sectors. Prior to opening the GMS Central Florida office in 2005, he served as an Assistant County Administrator, Budget Officer, Water and Sewer Authority Executive Director, and Management Consultant/Regional Manager for an environmental engineering firm.

**EDUCATION**

B.A., Politics/  
Economics, Princeton  
University, 1990

MPA, Public  
Budgeting and  
Financial  
Management, Florida  
State University,  
1994

**EXPERIENCE**

- 30+ Years District  
Management

**EDUCATION**

University of Central  
Florida, Bachelor of  
Liberal Studies

**EXPERIENCE**

- 18+ Years
- \$300M+ Bond  
Issuance In The Last 5  
Years
- Corporate Operations &  
District Management

# JILL BURNS

## MANAGING PARTNER

Jill Burns has a Bachelor's Degree in Liberal Studies from the University of Central Florida. She has over sixteen years of experience in the establishing, financing, and managing of special districts across the state of Florida. Jill is dedicated to working with residents, developers, and the boards of supervisors in order to bring the highest level of service to each District she manages. Ms. Burns has been responsible for overseeing and managing over 30 CDDs across Florida including Districts in Manatee, Sarasota, Polk, St. Johns, Duval, Nassau, Flagler, Volusia, Alachua, and Orange Counties.

**EDUCATION**

Bachelor of Public  
Administration, FIU

Master of Public  
Administration, Univ. of  
Central Florida

**EXPERIENCE**

25+ Years

- District Management
- Assessment  
Administration

# JASON SHOWE

## SR. DISTRICT MANAGER

Mr. Showe has a Bachelor's Degree in Public Administration from Florida International University and a Master's Degree in Public Administration from the University of Central Florida. He has over twenty-five years of experience in customer service, budgeting, revenue coordination, training, and program analysis in government agencies throughout the state of Florida. Additionally, he obtained the Certified Public Manager Certification through Florida State University and is designated as a Competent Speaker and a Competent Leader through Toastmasters International. He is involved in all facets of District Management including Field Management, Budgeting, and the Assessment Administration. He provides the highest level of service to the clients of GMS.

# TRICIA ADAMS

## DISTRICT MANAGER

Ms. Adams has a Bachelor's Degree in Management and Marketing, as well as a graduate degree in Public Administration. During graduate coursework, she researched emerging issues related to Community Development Districts in Florida. For over 15 years, Ms. Adams has had the opportunity to work with Districts that own and operate exceptional aquatic facilities, clubhouses, restaurants, and wellness centers. She has recently assisted a District acquiring top-tier golf club facilities and on-boarded golf management services.

**EDUCATION**

B.A., Marketing and  
Management  
Graduate Degree in Public  
Administration

**EXPERIENCE**

15+Years

- District Management
- Amenity Management

**EDUCATION**

Bachelor of Arts, History &  
Education,  
Univ. of North Florida

Masters in Educational  
Leadership,  
Univ. of Central Florida

**EXPERIENCE**

- Public Education Principal

# JEREMY LEBRUN

## DISTRICT MANAGER

Mr. Lebrun joined the GMS organization in early 2022. He has a passion for customer service and consultancy. His background as a public-school principal for many years serves him well to offer excellent customer service to a varied constituency in the Community Development District business.

# DISTRICT MANAGEMENT SERVICES

**THE FOLLOWING MANAGEMENT SERVICES ARE TYPICALLY PROVIDED TO ENSURE THE DISTRICT OPERATES IN ACCORDANCE WITH ALL APPLICABLE STATUTES, LAWS, RULES AND REGULATIONS:**

- Attend, record and conduct all regularly scheduled Board of Supervisors' Meetings including landowners meetings, continued meetings and workshops.
- Present the District's annual budget in accordance with Chapter 190, Florida Statutes.
- Ensure District is in compliance with administrative and financial reporting for CDDs.
- Correspond and communicate with Board of Supervisors and Staff to respond to the various needs of the District and Community.
- Review and approve agendas for circulation to the Board of Supervisors.
- Review and approve annual budget, annual audit, and monthly disbursements.
- Review annual insurance policy to ensure District maintains proper insurance coverage.



# ADMINISTRATIVE SERVICES

**Stacie Vanderbilt, Samantha Ham**, and the rest of our GMS administration support team will prepare agenda packages, meeting notices, public records administration, statutory compliance and various other required administrative services. Ms. Vanderbilt has 17+ years of GMS experience and has a Bachelor's of Science in Business Administration. Ms. Ham has a Bachelor's of Science in Animal Nutrition from the Ohio State University. Our GMS administrative services department has an excellent reputation in the industry for providing timely, accurate and professional administrative services to our Community Development District clients.

## THE FOLLOWING ADMINISTRATIVE SERVICES ARE TYPICALLY PROVIDED TO ENSURE THE DISTRICT OPERATES IN ACCORDANCE WITH ALL APPLICABLE STATUTES, LAWS, RULES AND REGULATIONS:

- Prepare agenda packages for transmittal to Board of Supervisors and staff seven days prior to Board of Supervisors' Meeting.
- Provide minutes for all Board of Supervisors' Meetings, including landowners' meetings
- Ensure compliance with all administrative statutes affecting the District which include but are not limited to:
  - Publish and circulate annual meeting notice.
  - Report annually the number of registered voters in the District by June 1 of each year.
  - Maintain "Record of Proceedings" for the District within the County that the District is located which includes meeting minutes, agreements, resolutions and other required records.
  - Transmit Registered Agent information to DCA and local governing authorities.
  - File Ordinance or Rule establishing the District to DCA.





# ACCOUNTING & FINANCIAL SERVICES

**Katie Costa** leads our accounting and financial reporting department. She has over 12 years of accounting and financial reporting experience with Community Development Districts across the State of Florida. Ms. Costa and her teams provide financial statement preparation, payroll, budget preparation, preparation of annual audit reports, statutory and bond compliance. She has a dual major Bachelors of Science Degree in Accounting and Finance from the University Of Central Florida. Ms. Costa and her team currently provide services as District Accountants to 100+ Community Development Districts in the state of Florida.

## EDUCATION

B.S. Dual Major  
Accounting & Finance  
University of Central  
Florida

## EXPERIENCE

12+ Years

- Accounting
- Financial Reporting

## THE FOLLOWING FINANCIAL SERVICES ARE TYPICALLY PROVIDED TO ENSURE THE DISTRICT OPERATES IN ACCORDANCE WITH ALL APPLICABLE STATUTES, LAWS, AND RULES AND REGULATIONS:

- Establish Governmental Fund Accounting System in accordance with the Uniform Accounting System prescribed by the Florida Department of Financial Services for Government Accounting. This system includes preparing monthly balance sheet and income statement(s) with budget to actual variances.
- Prepare accounts payable and present to Board of Supervisors for approval or ratification.
- Prepare annual budget for review and approval by the Board of Supervisors.
- Transmit proposed budget to local governing authorities 60 days prior to adoption.
- Prepare year-end adjusting journal entries in preparation for annual audit by Independent Certified Public Accounting Firm.
- Maintain checking accounts with qualified public depository selected by the Board of Supervisors.
- Ensure compliance with financial and accounting statutes affecting the District which include but are not limited to:
  - Complete annual financial audit report within 9 months after the fiscal year end.
  - Circulate annual financial audit report and annual financial report to appropriate government agencies.
- Prepare annual public depositor report.
- Oversee and implement bond issue related compliance, i.e., coordination of annual arbitrage report, transmittal of annual audit and budget to the trustee, transmittal of annual audit to bond holders and underwriters, annual/quarterly disclosure reporting, etc.
- Transmit Public Facilities Report to the appropriate agencies
- Bind necessary insurance for the District, which includes liability, property, workers' compensation, etc.

# OPERATIONS MANAGEMENT SERVICES

GMS provides operations/field management services to o v e r 30 Districts throughout Central Florida under the direction of **Clayton Smith** and **Alan Scheerer**. Our field/operations managers also oversee maintenance projects and the teams providing maintenance services. **Mr. Scheerer** currently provides operations/field management for 17 CDDs and has over 25 years of business experience including 15 years as a chief engineer for several resorts and hotels in the Central Florida Area. **Mr. Smith** has a deep, and lengthy family history connected to CDD management, and has owned and operated his own maintenance company in the Central Florida area which carried out various undertakings, primarily for CDDs. He is a proud alumnus of the Florida State University.

## PROPER OPERATION OF THE DISTRICTS INCLUDE:

- Administer and manage maintenance contracts for landscaping, stormwater, wastewater and reuse systems management
- Respond to resident and Board of Supervisors inquiries regarding Maintenance Operations
- Coordinate and implement maintenance projects throughout the community with vendors
- Conduct site visits (day and nighttime) to ensure satisfactory operation of the district and prepare periodic reports to the Board.
- Review and approve construction contracts, change orders, payment request, etc. during construction phase
- We can also develop landscaping RFPs as requested

## PREVENTATIVE REPAIR & MAINTENANCE SERVICES

GMS has an in-house preventative repairs and maintenance department providing fully insured maintenance services in Tampa, Central Florida, and North Florida territories. Small to medium-size maintenance requests are coordinated through the District Manager and/or Field Operations Manager at the direction of the Board of Supervisors.



# ASSESSMENT ROLL CERTIFICATIONS & ADMINISTRATION

**Darrin Mossing Jr.** and **Michael Cortese** perform our assessment administration services for the Tampa, Central, and North Florida Divisions.

## Our GMS Services Include:

- Develop and administer the annual assessment roll for the District. This includes administering the tax roll for the District for assessments collected by the County tax collector and administering assessments for off tax roll parcels/lots.
- Provide payoff information and pre-payment amounts as requested by property owners and collect prepayment of assessments as necessary
- Issue estoppel letters as needed for property transfers.
- Maintain the District's Lien Book, in which is recorded the details of any District debt and the related debt service assessments. The Lien Book will account for all District debt and show the allocation of debt principal to assessed properties within the Tampa and Central Florida Divisions.



# REFERENCES

GMS prides itself on the timely delivery of quality services to its clients. As a result, our clients and other CDD industry stakeholders have come to recognize and appreciate the quality of the services that we provide. GMS encourages its prospective clients to contact our references and learn what other district supervisors, developers, attorneys, engineers, and financial professionals are saying about us. The following table contains just a few of the clients and professionals who are pleased to serve as our references:

## Mark Greenstein

Chair, Reunion East CDD  
7423 Gathering Court  
Reunion, FL 34747  
(407) 744-8344

[gmark10@msn.com](mailto:gmark10@msn.com)

## G. Melvin Mills, Jr.

Chair, Baytree CDD  
8200 Compton Way  
Melbourne, FL 32940  
(321) 253-4613

[gmmills@cfl.rr.com](mailto:gmmills@cfl.rr.com)

## Brian (Ken) Brown

Seat 4, Remington CDD  
212 Cornwall Court  
Kissimmee, FL 34744  
(407) 873-2817

[brown\\_bk@hotmail.com](mailto:brown_bk@hotmail.com)

## Sara Hurst

Chair, Falcon Trace CDD  
1549 Nestlewood Trail  
Orlando, FL 32837  
(407) 812-7304

[sara.hurst@disney.com](mailto:sara.hurst@disney.com)

## Graham Staley

Chair, Reunion West CDD  
1113 Grand Traverse Parkway  
Reunion, FL 34747  
(407) 465-0126

[gdstaley@gmail.com](mailto:gdstaley@gmail.com)

## Greg Jones

Chair, Towne Park CDD  
6311 Dolostone Drive  
Lakeland, FL 33811  
(813) 690-5654

[gjgardengrove@gmail.com](mailto:gjgardengrove@gmail.com)

## Woody Hutton

Chair, Deer Island CDD  
30131 Palm Else Court  
Deer Island, FL 32778  
(859) 421-1661

[woodyhutton@gmail.com](mailto:woodyhutton@gmail.com)

*GMS's current clients are listed in  
Table 2-1. This grid reflects a portion of the  
services provided to our clients.*

# GOVERNMENTAL MANAGEMENT SERVICES

55 of 183

17

Table 2-1. District Management & Client Management Experience Summary

GMS Client #	GMS Client Name As of 2025-08-25	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
1	Aberdeen	St. Johns	✓	✓	✓		
2	Academical Village	Broward	✓	✓	✓		✓
3	Acree	Duval	✓	✓	✓		
4	Amelia Concourse	Nassau	✓	✓	✓		✓
5	Amelia Walk	Nassau	✓	✓	✓		✓
6	Anabelle Island	Clay	✓	✓	✓		✓
7	Armstrong	Clay	✓	✓	✓		
8	Astoria	Polk	✓	✓	✓		✓
9	Auburn Lakes	Brevard	✓	✓	✓		
10	Bahia Mar	Broward	✓	✓	✓		
11	Ballentrae Hillsborough( Billing ne	Hillsborough	✓	✓	✓		✓
12	Bannon Lakes	St. Johns	✓	✓	✓		
13	Banyan Drive Security Guard Spec	Miami-Dade	✓	✓			
14	Bartram Park	Duval	✓	✓	✓		
15	Bartram Springs	Duval	✓	✓	✓		
16	Bauer Drive	Miami-Dade	✓	✓	✓		
17	Bay Laurel Center	Marion	✓	✓	✓	✓	
18	Baytree	Brevard	✓	✓	✓		✓
19	Baywinds	Miami-Dade	✓	✓	✓		✓
20	Beacon Tradeport	Miami-Dade	✓	✓	✓		
21	Bella Collina	Lake	✓	✓	✓	✓	✓
22	Bella Tara	Osceola	✓	✓	✓		
23	Bellagio	Miami-Dade	✓	✓	✓		
24	Belmont	Hillsborough	✓	✓	✓		✓
25	Bent Creek	St. Lucie	✓	✓	✓		
26	Biscayne Drive Estates	Miami-Dade	✓	✓	✓		
27	Bonita Village	Lee	✓	✓	✓		
28	Bonnet Creek	Orange	✓	✓	✓		✓
29	Botaniko	Broward	✓	✓	✓		
30	Bradbury	Polk	✓	✓	✓		✓
31	Brandy Creek	St. Johns	✓	✓	✓		
32	Bridgewalk	Osceola	✓	✓	✓		✓
33	Bridgewater	Polk	✓	✓	✓		✓
34	By-The-Sea Security Guard Specia	Miami-Dade	✓	✓			
35	Campo Bello	Miami-Dade	✓	✓	✓		
36	Candler Hills East	Marion	✓	✓	✓		
37	Canopy	Leon	✓	✓	✓		
38	Capital Region	Leon	✓	✓	✓		
39	Central Lake	Lake	✓	✓	✓	✓	
40	Centre Lake	Miami-Dade	✓	✓	✓		✓
41	ChampionsGate	Osceola	✓	✓	✓		
42	ChampionsGate Condominium Pro	Osceola	✓	✓	✓		
43	ChampionsGate Villas Building 1 C	Osceola	✓	✓	✓		
44	Chapel Creek	Pasco	✓	✓	✓		✓
45	Cheswick South	Clay	✓	✓	✓		

## CLIENT LISTING

[www.govmgtsvc.com](http://www.govmgtsvc.com)



GMS Client #	GMS Client Name As of 2025-08-25	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
46	City of Coral Gables**	Miami-Dade	✓	✓			
47	Coastal Ridge	Duval	✓	✓	✓		
48	Coconut Cay	Miami-Dade	✓	✓	✓		✓
49	Cocoplum Lights	Miami-Dade	✓	✓			
50	Cocoplum Security Roving Special	Miami-Dade	✓	✓			
51	Copper Creek	St. Lucie	✓	✓	✓		✓
52	Copper Oaks	Lee	✓	✓	✓		
53	Coquina Shores	Flagler	✓	✓	✓		
54	Coral Bay	Broward	✓	✓	✓		✓
55	Coral Keys Homes	Miami-Dade	✓	✓	✓		
56	Cordova Palms	St. Johns	✓	✓	✓		✓
57	County Road 33	Polk	✓	✓	✓		
58	Creek Preserve	Hillsborough	✓	✓	✓		✓
59	Creekside	St. Lucie	✓	✓	✓		
60	Crossings	Osceola	✓	✓	✓		✓
61	Crossroads Village Center	Polk	✓	✓	✓		
62	Crosswinds East	Polk	✓	✓	✓		✓
63	Crosswinds West	Polk	✓	✓	✓		
64	Crystal Cay	Miami-Dade	✓	✓	✓		
65	Cypress Bluff	Duval	✓	✓	✓		
66	Cypress Cove	Broward	✓	✓	✓		✓
67	Cypress Park Estates	Polk	✓	✓	✓		✓
68	Cypress Ridge	Hillsborough	✓	✓	✓		✓
69	Darby	Duval	✓	✓	✓		
70	Davenport Road South	Polk	✓	✓	✓		✓
71	Davis Reserve	Polk	✓	✓	✓		✓
72	Deer Island	Lake	✓	✓	✓		✓
73	Deer Run	Flagler	✓	✓	✓		✓
74	Dewey Robbins	Lake	✓	✓	✓		
75	Double Branch	Clay	✓	✓	✓		
76	Dowden West	Orange	✓	✓	✓		✓
77	Downtown Doral	Miami-Dade	✓	✓	✓		
78	Downtown Doral South	Miami-Dade	✓	✓	✓		✓
79	Dunes	Flagler	✓	✓	✓		
80	Dupree Lakes	Pasco	✓	✓	✓		✓
81	Durbin Crossings	St. Johns	✓	✓	✓		
82	Eagle Hammock	Polk	✓	✓	✓		✓
83	Eagle Trace	Polk	✓	✓	✓		
84	East 547	Polk	✓	✓	✓		✓
85	Eden Hills	Polk	✓	✓	✓		✓
86	Elevation Pointe	Orange	✓	✓	✓		
87	Enclave At Black Pointe Marina	Miami-Dade	✓	✓	✓		✓
88	Epcore	Miami-Dade	✓	✓	✓		
89	Estancia at Wiregrass	Pasco	✓	✓	✓		✓
90	Eureka Grove	Miami-Dade	✓	✓	✓		

## CLIENT LISTING

GMS Client #	GMS Client Name As of 2025-08-25	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
91	Falcon Trace	Orange	✓	✓	✓		✓
92	Forest Brooke	Hillsborough	✓	✓	✓		✓
93	Founders Ridge	Lake	✓	✓	✓		
94	Fronterra (Starts Oct 1)	Collier	✓	✓	✓		
95	Gardens at Hammock Beach	Flagler	✓	✓	✓		
96	GIR East	Osceola	✓	✓	✓		
97	Golden Gem	Lake	✓	✓	✓		
98	Grand Oaks	St. Johns	✓	✓	✓		
99	Grande Pines	Orange	✓	✓	✓		✓
100	Green Corridor	Multiple	✓	✓			
101	Griffin Lakes	Broward	✓	✓	✓		✓
102	Hamilton Bluff	Polk	✓	✓	✓		
103	Hammock Lake Banyan Dr. Security	Miami-Dade	✓	✓			
104	Hammock Lakes Security Guard Station	Miami-Dade	✓	✓			
105	Hammock Oaks Golf and RV Resort	Sumter	✓	✓	✓		✓
106	Hammock Oaks Harbor Security Guard Station	Miami-Dade	✓	✓			
107	Hammock Reserve	Polk	✓	✓	✓		✓
108	Hartford Terrace	Polk	✓	✓	✓		✓
109	Hemingway Point	Broward	✓	✓	✓		✓
110	Heritage Park	St. Johns	✓	✓	✓		✓
111	Heron Isles	Nassau	✓	✓	✓		
112	Hickory Tree	Osceola	✓	✓	✓		
113	Hicks Ditch	Lake	✓	✓	✓		
114	Highland Meadows	Polk	✓	✓	✓		✓
115	Highland Meadows West	Polk	✓	✓	✓		✓
116	Holly Hill Road East	Polk	✓	✓	✓		✓
117	Hollywood Beach 1	Broward	✓	✓	✓		
118	Horseshoe Creek	Polk	✓	✓	✓		
119	Hunt Club Grove	Polk	✓	✓	✓		✓
120	Indigo	Volusia	✓	✓	✓		
121	Indigo East	Marion	✓	✓	✓		
122	Islands of Doral III	Miami-Dade	✓	✓	✓		
123	Isle of Bartram Park	St. Johns	✓	✓	✓		
124	Jennings Farms HOA	Clay	✓				
125	Kepler Road	Volusia	✓	✓	✓		
126	Kingman Gate	Miami-Dade	✓	✓	✓		✓
127	Kings Bay Security Guard Station	Miami-Dade	✓	✓			
128	Knightsbridge	Osceola	✓	✓	✓		✓
129	Lake Ashton	Polk	✓	✓	✓		
130	Lake Ashton II	Polk	✓	✓	✓		
131	Lake Deer	Polk	✓	✓	✓		✓
132	Lake Emma	Lake	✓	✓	✓		✓
133	Lake Harris	Lake	✓	✓	✓		✓
134	Lake Lizzie	Osceola	✓	✓	✓		✓
135	Lake Mattie Preserve	Polk	✓	✓	✓		

## CLIENT LISTING

GMS Client #	GMS Client Name As of 2025-08-25	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
136	Lakes by the Bay South	Miami-Dade	✓	✓	✓		✓
137	LakeShore Ranch	Pasco	✓	✓	✓		✓
138	Lakeside Plantation	Sarasota	✓	✓	✓		
139	Landings	Flagler	✓	✓	✓		
140	Landings At Miami Beach	Miami-Dade	✓	✓	✓		
141	Lawson Dunes	Polk	✓	✓	✓		✓
142	Live Oak Lake	Osceola	✓	✓	✓		✓
143	Lucaya	Lee	✓	✓	✓		
144	Lucerne Park	Polk	✓	✓	✓		✓
145	Mainstreet at Coconut Street	Miami-Dade	✓	✓	✓		
146	Majorca Isles	Miami-Dade	✓	✓	✓		
147	Mayfair	Brevard	✓	✓	✓		
148	McJunkin At Parkland	Broward	✓	✓	✓		
149	Meadowview At Twin Creeks	St. Johns	✓	✓	✓		
150	Mediterranea	Palm Beach	✓	✓	✓		
151	Metropica	Broward	✓	✓	✓		
152	Middle Village	Clay	✓	✓	✓		
153	Mirada (Lee)	Lee	✓	✓	✓		
154	Mirada (Pasco)	Pasco	✓	✓	✓		✓
155	Narcoossee	Orange	✓	✓	✓		✓
156	Newtown Road	Miami-Dade	✓	✓	✓		
157	North Boulevard	Polk	✓	✓	✓		✓
158	North Dade	Miami-Dade	✓	✓	✓		
159	North Powerline Road	Polk	✓	✓	✓		✓
160	North Springs	Broward		✓	✓	✓	
161	Northern Riverwalk	Palm Beach	✓	✓	✓		
162	Oakridge	Broward	✓	✓	✓		
163	Ocean Gate	Miami-Dade	✓	✓	✓		
164	Old Cutler Bay Security Guard Spe	Miami-Dade	✓	✓			
165	Old Hickory	Osceola	✓	✓	✓		✓
166	Orchid Grove	Broward	✓	✓	✓		✓
167	Osceola Chain of Lakes	Osceola	✓	✓	✓		✓
168	OTC	Duval	✓	✓	✓		
169	Palm Coast Park	Flagler	✓	✓	✓		
170	Palm Glades	Miami-Dade	✓	✓	✓		✓
171	Palms of Terra Ceia Bay	Manatee	✓	✓	✓		
172	Park Creek	Hillsborough	✓	✓	✓		✓
173	Parkside Trails	Lake	✓	✓	✓		
174	Peace Creek	Polk	✓	✓	✓		✓
175	Peace Creek Village	Polk	✓	✓	✓		✓
176	Pine Air Lakes	Collier	✓	✓	✓		✓
177	Pine Bay Estates Security Roving &	Miami-Dade	✓	✓			
178	Pine Isles	Miami-Dade	✓	✓	✓		
179	Pine Ridge Plantation	Clay	✓	✓	✓		
180	Poinciana	Polk	✓	✓	✓		✓

## CLIENT LISTING



GMS Client #	GMS Client Name As of 2025-08-25	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
181	Poinciana West	Polk	✓	✓	✓		✓
182	Pollard Road	Polk	✓	✓	✓		
183	Portofino Isles	St. Lucie	✓	✓	✓		
184	Portofino Landings	St. Lucie	✓	✓	✓		✓
185	Portofino Shores	St. Lucie	✓	✓	✓		✓
186	Portofino Springs	Lee	✓	✓	✓		
187	Portofino Vineyards	Lee	✓	✓	✓		
188	Portofino Vista	Osceola	✓	✓	✓		
189	Preston Cove	Osceola	✓	✓	✓		✓
190	Princeton Commons	Miami-Dade	✓	✓	✓		
191	Quail Roost	Miami-Dade	✓	✓	✓		✓
192	Ranches at Lake McLeod	Polk	✓	✓	✓		✓
193	Randal Park	Orange	✓	✓	✓		✓
194	Randal Park POA *	Orange	✓	✓			
195	Randal Park THOA *	Orange	✓	✓			
196	Randal Walk HOA-	Orange	✓	✓			
197	Remington	Osceola	✓	✓	✓		✓
198	Reserve	St. Lucie	✓	✓	✓	✓	
199	Reserve II	St. Lucie	✓	✓	✓		
200	Residences at Tohoqua Community	Osceola	✓	✓			
201	Reunion East	Osceola	✓	✓	✓		✓
202	Reunion West	Osceola	✓	✓	✓		✓
203	Rhodine Road North	Hillsborough	✓	✓	✓		✓
204	Ridges at Apopka	Orange	✓	✓	✓		✓
205	Ridgewood Trails	Clay	✓	✓	✓		
206	River Place On The St. Lucie	St. Lucie	✓	✓	✓		✓
207	Riverbend	Hillsborough	✓	✓	✓		
208	Rivercrest	Hillsborough	✓	✓	✓		✓
209	Rivers Edge	St. Johns	✓	✓	✓		
210	Rivers Edge II	St. Johns	✓	✓	✓		
211	Rivers Edge III	St. Johns	✓	✓	✓		
212	Riverwalk	Orange	✓	✓	✓		✓
213	Rolling Hills	Clay	✓	✓	✓		
214	Rolling Oaks	Osceola	✓	✓	✓		✓
215	Sabal Palm	Broward	✓	✓	✓		✓
216	Sampson Creek	St. Johns	✓	✓	✓		
217	San Simeon	Miami-Dade	✓	✓	✓		✓
218	Sandmine Road	Polk	✓	✓	✓		✓
219	Sawyer's Landing	Miami-Dade	✓	✓	✓		
220	Scenic Highway	Polk	✓	✓	✓		✓
221	Scenic Terrace North	Polk	✓	✓	✓		✓
222	Scenic Terrace South	Polk	✓	✓	✓		✓
223	Schaller Preserve	Polk	✓	✓	✓		
224	Seaton Creek Reserve	Duval	✓	✓	✓		✓
225	Sedona Point	Miami-Dade	✓	✓	✓		

## CLIENT LISTING

GMS Client #	GMS Client Name As of 2025-08-25	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
226	Seminole Palms of Flager*	Flagler	✓	✓			
227	Shingle Creek	Osceola	✓	✓	✓		✓
228	Shingle Creek At Bronson	Osceola	✓	✓	✓		✓
229	Shotgun Road	Broward	✓	✓	✓		
230	Siena North	Miami-Dade	✓	✓	✓		
231	Silver Palms	Miami-Dade	✓	✓	✓		
232	Six Mile	Clay	✓	✓	✓		✓
233	Snapper Creek Lakes Security Gua	Miami-Dade	✓	✓			
234	Solterra	Miami-Dade	✓	✓	✓		
235	South Village	Clay	✓	✓	✓		
236	South-Dade Venture	Miami-Dade	✓	✓	✓		
237	St. Augustine Lakes	St. Johns	✓	✓	✓		
238	Stillwater	St. Johns	✓	✓	✓		
239	Stoneybrook South	Osceola	✓	✓	✓		✓
240	Stoneybrook South At CG	Osceola	✓	✓	✓		✓
241	Stoneybrook West	Orange	✓	✓	✓		✓
242	Storey Creek	Osceola	✓	✓	✓		✓
243	Storey Drive	Orange	✓	✓	✓		✓
244	Storey Park	Orange	✓	✓	✓		✓
245	Summit View	Pasco	✓	✓	✓		✓
246	Summit View II	Pasco	✓	✓	✓		
247	Sunrise Harbour Security Guard S	Miami-Dade	✓	✓			
248	Talis Park	Collier	✓	✓	✓		✓
249	Tapestry	Osceola	✓	✓	✓		✓
250	Terra Bella	Pasco	✓	✓	✓		✓
251	Tesoro	St. Lucie	✓	✓	✓		✓
252	The Crossings At Fleming Island	Clay	✓	✓	✓	✓	
253	TIFA	Brevard	✓	✓	✓		
254	Tison's Landing	Duval	✓	✓	✓		
255	Tohoqua	Osceola	✓	✓	✓		✓
256	Tohoqua Crossings Townhomes H	Osceola	✓	✓			
257	Tohoqua Master Association *	Osceola	✓	✓			
258	Tohoqua Reserve *	Osceola	✓	✓			
259	Tolomato	St. Johns	✓	✓	✓		
260	Towne Park	Polk	✓	✓	✓		✓
261	Townhomes at Tohoqua *	Osceola	✓	✓			
262	Tranquility	Brevard	✓	✓	✓		
263	Turnbull Creek	St. Johns	✓	✓	✓		
264	Turtle Run	Broward	✓	✓	✓		✓
265	Valencia Water Control District	Orange	✓	✓	✓		
266	Veranda Landing	St. Lucie	✓	✓	✓		
267	Verano #1	St. Lucie	✓	✓	✓		
268	Verano #2	St. Lucie	✓	✓	✓		✓
269	Verano #3	St. Lucie	✓	✓	✓		✓
270	Verano #4	St. Lucie	✓	✓	✓		

## CLIENT LISTING




GMS Client #	GMS Client Name As of 2025-08-25	Florida State County	General Management	Accounting & Financial Reporting	Recording Secretary	Water / Wastewater Utility	Operations Management/ Amenities
271	Verano #5	St. Lucie	✓	✓	✓		
272	Verano Center	St. Lucie	✓	✓	✓		
273	Viera East	Brevard	✓	✓	✓		
274	Villa Portofino East	Miami-Dade	✓	✓	✓		
275	Villa Portofino West	Miami-Dade	✓	✓	✓		
276	Villages of Biscayne Park**	Miami-Dade	✓	✓			
277	Villages of Bloomingdale	Hillsborough	✓	✓	✓		✓
278	Villages of Westport	Duval	✓	✓	✓		
279	Villamar	Polk	✓	✓	✓		✓
280	Water Tank Road	Polk	✓	✓	✓		
281	Water's Edge	Manatee	✓	✓	✓		✓
282	Waterford Estates	Charlotte	✓	✓	✓		
283	Waterleaf	Hillsborough	✓	✓	✓		
284	Waterstone	St. Lucie	✓	✓	✓		✓
285	Weiberg Road	Polk	✓	✓	✓		
286	Wellness Ridge	Lake	✓	✓	✓		✓
287	Westside	Osceola	✓	✓	✓		✓
288	Westside Haines City	Polk	✓	✓	✓		
289	Westview North	Miami-Dade	✓	✓	✓		✓
290	Westwood OCC	Orange	✓	✓	✓		
291	White Clay	Polk	✓	✓	✓		
292	Wilford Preserve	Clay	✓	✓	✓		✓
293	Willow Creek	Brevard	✓	✓	✓		✓
294	Willow Creek II	Brevard	✓	✓	✓		
295	Willowbrook	Polk	✓	✓	✓		
296	Wind Meadows South	Polk	✓	✓	✓		✓
297	Windsor at Westside	Osceola	✓	✓	✓		✓
298	Windsor Cay	Lake	✓	✓	✓		✓
299	Windward	Osceola	✓	✓	✓		✓
300	Woodland Crossing	Sumter	✓	✓	✓		
301	Woodland Ranch Estates	Polk	✓	✓	✓		
302	Woodlands Section 9	Broward	✓	✓	✓		
303	Wynnfield Lakes	Duval	✓	✓	✓		
304	Wynnmere West	Hillsborough	✓	✓	✓		✓
305	Yarborough Lane	Polk	✓	✓	✓		
306	Zephyr Ridge	Pasco	✓	✓	✓		✓
307							
308							
309							
310							
311							
312							
313							
314							
315							

## CLIENT LISTING

# RISK MANAGEMENT REQUIREMENTS

ACORD		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 08/25/2025	
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.					
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).					
<b>PRODUCER</b> Zelen Risk Solutions, Inc. 7964 Devoe Street Jacksonville FL 32220			<b>CONTACT</b> NAME: Holly Howe PHONE (A/C No. Ext): (904) 262-8080 FAX (A/C No.): (904) 262-1444 E-MAIL: holly@zelenrisk.com ADDRESS:		
<b>INSURED</b> Governmental Management Services-Central Florida, LLC 1001 Bradford Way Kingston TN 37763-3146			<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Northfield Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:		
<b>COVERAGES</b>			<b>CERTIFICATE NUMBER:</b>		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.			<b>REVISION NUMBER:</b>		
INSR	TYPE OF INSURANCE	ADDL SUBR	POLICY NUMBER	POLICY EFF.	POLICY EXP.
				(MM/DD/YYYY)	(MM/DD/YYYY)
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC		WS623406	09/02/2024	09/02/2025
					LIMITS EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (EA CONTRACTOR) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMPO-OP AGG \$3,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (EA accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE/OFFICER/ MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A		WC STATU- TORY LIMITS \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) Certificate holder is additional insured when required by written contract.					
<b>CERTIFICATE HOLDER</b>			<b>CANCELLATION</b>		
Poinciana West CDD 219 E Livingston St Orlando, FL 32801			SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Vicky M. Zelen</i> <HH>		
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# RISK MANAGEMENT REQUIREMENTS

ACORD		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 08/25/2025		
<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p> <p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p>						
<b>PRODUCER</b>  <b>Edie Williams State Farm</b> 330 A1A N Suite 324 Ponte Vedra, FL 32082		<b>CONTACT</b> NAME: Angela Dietrich PHONE: 904-425-4054 FAX: 904-425-4049 (A/C No. Ext.) E-MAIL: Angela@EdieWilliams.com ADDRESS:				
<b>INSURED</b> Governmental Management Services Central FL LLC 1001 Bradford Way Kingston, TN 37753		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: State Farm Mutual Automobile Insurance Company NAIG # 25178 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:				
<b>COVERAGES</b> <b>CERTIFICATE NUMBER:</b> <b>REVISION NUMBER:</b>						
<p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p>						
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD. WVD	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPROP AGG \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		K20 4805-B15-59	08/15/2025	02/15/2026	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 1,000,000 BODILY INJURY (Per accident) \$ 1,000,000 PROPERTY DAMAGE (Per accident) \$ 1,000,000
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)						
<b>CERTIFICATE HOLDER</b> Poinciana West 219 E. Livingston Street Orlando, FL 32081				<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 		
ACORD 25 (2016/03)      The ACORD name and logo are registered marks of ACORD      © 1988-2015 ACORD CORPORATION. All rights reserved.						

# COST OF SERVICES

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## MANAGEMENT SERVICES

Management services will be provided for a fixed annual fee.

*See Exhibits "A" and "B"*

Reimbursable expenses such as copies, postage, courier services, printing, and binding will be billed on a monthly basis. Management fees are invoiced at the beginning of each month and due within 30 days of the invoice date. Subsequent management fees will be established based upon the adoption of the annual operating budget, which will be adjusted to reflect ongoing levels of service.



**EXHIBIT “A” – DISTRICT MANAGEMENT FEE SCHEDULE**

Services Descriptions	FY '25 Adopted Budget	FY '26 Adopted Budget	GMS Variance
<b>Management, Administrative, Financial and Revenue Collection, and Accounting Services</b> <ul style="list-style-type: none"><li>Annual Fee paid in equal monthly payments (plus, reimbursable expenses)</li><li>Our Agreement contemplates up to 12 meetings per year</li></ul>	\$43,260	\$44,558	\$1,298 3.0%
<b>Annual Assessment Administration</b> <ul style="list-style-type: none"><li>(Beginning with the first assessment to individual unit owners, direct assessment, or utilizing tax collector)</li></ul>	\$5,250	\$5,250	\$0 0.0%
<b>Information Technology Fees &amp; Annual Website Maintenance</b> <ul style="list-style-type: none"><li>Annual Fee paid in equal monthly payments (Does not include the cost of the creation of an ADA-compliant website, if applicable. No overage fees due to the number of pages stored by GMS.)</li></ul>	\$2,167	\$2,232	\$65 3.0%
<b>Dissemination Agent Services</b> <ul style="list-style-type: none"><li>Annual Fee for 1st Bond Issuance</li><li>(\$1,000 for each additional series of Bonds)</li></ul>	\$3,675	\$3,785	\$110 3.0%
<b>Field Operations Management</b> <ul style="list-style-type: none"><li>Annual Fee paid in equal monthly payments (plus reimbursable expenses)</li><li>Monthly On-Site Inspections Vendor Coordination<ul style="list-style-type: none"><li>Two (2) Visits per Month on Average</li></ul></li></ul>	\$11,140	\$11,474	\$334 3.0%
<b>The GMS Proposal Compared To The Adopted Fiscal Year '26 Budget For The Poinciana West Community Development District</b>	<b>\$65,492</b>	<b>\$67,299</b>	<b>\$1,807 2.8% Variance</b>





## EXHIBIT “B” – MISCELLANEOUS FEES SCHEDULE

Item	Cost
Agenda Package Hardcopy (if Applicable)	\$2.50 per regular Agenda Mtg.
Copy	\$0.15 / black and white page
Binders, Envelopes, Storage Boxes, and other Office Supplies	Actual Cost
USPS / FedEx / UPS / Conference Calls	Actual Cost
Offsite Physical Records Storage and Archival	\$50.00 / Month
Additional Services Available:	Cost
<b>Other Services **</b> <ul style="list-style-type: none"> <li>New Bond Issuance Cost (per bond issue)</li> <li>Refinance Bond Issuance Cost (per bond issue)</li> <li>Debt Service Assessment Methodology Preparation</li> <li>SERC Preparation &amp; Assistance w/ Petition</li> <li>Prepaid Estoppel Letter – One Lot</li> <li>Prepaid Estoppel Letter – Multiple Lots</li> <li>Prepaid Estoppel Letter – Partial Payoffs</li> <li>Annual Construction Accounting Fee (while active)</li> <li>Request For Proposal Scope Preparation Documents (per RFP request - Landscaping, Irrigation, Aquatic, etc.)</li> </ul>	\$ 17,500 \$ 15,000 \$ 17,500 \$ 6,000 \$ 100 \$ 250 \$ 299 \$ 5,000 \$ 3,500
<b>Other Requested Administrative Services As Requested By Bondholders, Dissemination Agent, District Counsel, or Boards of Supervisors</b> <ul style="list-style-type: none"> <li>District Manager</li> <li>District Accountant</li> <li>District Administration</li> <li>Field Operations Manager</li> </ul>	\$ 175/Hour \$ 125/Hour \$ 80/Hour \$ 85/Hour
<b>Facility Maintenance and Repair Services.</b> <ul style="list-style-type: none"> <li>GMS has a comprehensive on-site and insured maintenance service for small to medium-sized projects, which can be provided at the direction of the District Board of Supervisors and/or the District Manager</li> </ul>	\$55.00/Hour + Expenses

Miscellaneous fees are reviewed annually by GMS. An itemization of all miscellaneous fees and units consumed is included in the monthly invoice and presented to the Board of Supervisors for approval as part of the agenda packages. GMS strives to work with the District to minimize reimbursable expenses by utilizing electronic agendas and similar approaches. Any additional insurance requirements will be treated as reimbursable expenses and invoiced to the District annually.

# TO THE BOARD OF SUPERVISORS OF THE **Poinciana West CDD**



**THANK**



**YOU**

**SERVING FLORIDA'S  
COMMUNITIES**



**Addresses:**  
219 East Livingston Street  
Orlando, Florida 32801



**Direct Phone Line:**  
(407) 841-5524 x 103



**George Flint,**  
Senior Vice President  
[GFLINT@GMSFEL.COM](mailto:GFLINT@GMSFEL.COM)

## SECTION VII



3036 Michigan Ave  
Kissimmee, FL 34744  
(P) 630.671.3067  
(C) 407.212.0892

May 7, 2025

Poinciana West Community Development District  
219 E. Livingston Street  
Orlando, FL 32801

**RE: PWCDD 2024-25 Contract**

Dear PWCDD Board Members,

It is truly our pleasure to provide the Poinciana West Community Development District midge control services. On behalf of the entire Clarke team, I would like to thank the Board and Governmental Management Services for your continued business and trust.

In response to the increase in costs of the resources needed to provide service to the community, Clarke is requesting that the current contract be renewed for an additional year with a fee adjustment of 6%. When previously used products for midge control were discontinued, we were forced to switch to products that were much more expensive in order to continue to provide the same level of customer service that you have been given. As this happened suddenly, Clarke attempted to absorb as much of the increase as possible in the short-term. Since some of these new products are not manufactured by Clarke, we have less input on the final costing. Additionally, over the last 5 years, labor costs have gone up faster than we increase our fees to the our customers. As you already realize, this is happening in every market area, not just the pest control industry and is expected to continue to occur over the next several years as the minimum wage in Florida is approved for several upcoming increases. The jump in product costs and labor wages, in addition to normal cost increases make it necessary to request a higher than normal fee increase.

This adjustment brings the current monthly service cost from \$2,275.60 to \$2,412.14, an increase of \$136.54 monthly, totaling an annual increase of \$1,638.43. Therefore, the yearly cost of \$27,307.21 increases to \$28,945.64.

We have enjoyed being your vendor for many years. Thank you in advance for your consideration, as we look forward to serving Poinciana West Community Development District for years to come.

Sincerely,



Cherrief Jackson  
Control Consultant



## Clarke Environmental Mosquito Management, Inc.

### 2025-26 Midge Service Agreement | Poinciana West Community

Development District, 219 East Livingston Street, Orlando, FL 32801

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#### Part I. General Service

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

#### Part II. Larval Midge Control

- A. Prescription Larval Control will be performed with Natular G30 or other granular larvicide as described in the following sections.
  - 1. Larval Control: The program provides for backpack pre-hatch treatments of Ponds P-5, P-6, P8, and P9 as needed up to 21 acres. Larval treatments scheduled as needed to maximize effectiveness of aquatic midge control services.

#### Part III. Adult Midge Control

- A. Adulticiding in mosquito harborage areas:
  - 1. At least forty (40) scheduled truck and ATV Ultra Low Volume (ULV) treatments of up to 3 miles, of any Poinciana West CDD ponds as needed, with a synthetic pyrethroid insecticide to maximize effectiveness of aquatic midge control services.
  - 2. Up to 10 backpack barrier treatments as needed to reduce re-infestation using a pyrethroid insecticide for residual control of adult mosquitoes.
- B. Adulticiding Operational Procedures
  - 1. Notification of community contact.
  - 2. Weather limit monitoring and compliance.
  - 3. ULV particle size evaluation.
  - 4. Insecticide dosage and quality control analysis.

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

**\$28,945.64**



## Clarke Environmental Mosquito Management, Inc.

### 2025-26 Midge Service Agreement | Poinciana West Community

Development District, 219 East Livingston Street, Orlando, FL 32801

- I. **Program Payment Plan:** For Parts I, II, III as specified in the 2025-26 Professional Services Cost Outline, the total for the program is \$28,945.64. The payments will be due on according to the payment schedule below. Any additional treatments beyond the core program will be invoiced when the treatment is completed.

#### II.

##### PROGRAM PAYMENT PLAN

Month	2025-26
October	\$2,412.14
November	\$2,412.14
December	\$2,412.14
January	\$2,412.14
February	\$2,412.14
March	\$2,412.14
April	\$2,412.14
May	\$2,412.14
June	\$2,412.14
July	\$2,412.14
August	\$2,412.14
September	\$2,412.10
<b>TOTAL</b>	<b>\$28,945.64</b>

#### III. Approved Contract Period and Agreement

Please check one of the following contract periods:

☐ 2025-26 Season

**For Poinciana West Community Development District:**


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

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

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

## SECTION VIII

## Exhibit A- Poinciana West CDD 2026 Pricing

			
<b>Exhibit A: Poinciana West CDD October 2026 Price Increases</b>	Total FY 2025 Cost	FY 2026 Price Increase of 1.5%	Total FY 2026 Cost
Poinciana West CDD	\$66,455.28	\$996.83	\$67,452.11

The above reflects the current 2025 total cost. The increase of 1.5% for year 2026 and the new total cost for year 2026.

\_\_\_\_\_  
Contractor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Association

\_\_\_\_\_  
Date

## SECTION IX

### **SERVICES AGREEMENT**

PROPERTY NAME: Poinciana West Community Dev. Dist.

CUSTOMER NAME: Poinciana West Community Dev. Dist.

SERVICE DESCRIPTION: **Annual Maintenance Services Renewal Agreement for the Poinciana West Community Dev. Dist.**

EFFECTIVE DATE: October 1, 2025 through September 31, 2026

SUBMITTED TO: Clayton Smith

SUBMITTED BY: Daniel Benitez, Inside Sales Manager

THIS SERVICES AGREEMENT (the "Agreement") is effective as of the date indicated above (the "Effective Date"), by and between SOLitude Lake Management, LLC ("SOLitude" or "Company"), and the customer identified above (the "Customer"), in accordance with the terms and conditions set forth in this Agreement.

1. **SERVICES.** SOLitude will provide services (the "Services") at the Customer's property in accordance with the Scope of Services attached hereto as Schedule A.

2. **MODIFICATIONS.** Any deviation from the requirements and Services outlined in Schedule A involving extra cost of material and labor will result in extra charges. Such additional services will be provided by SOLitude only upon a Change Order mutually approved by the parties in writing (the "Change Order").

3. **PRICING.** The Customer agrees to pay for the Services, as well as any applicable sales or other taxes, in accordance with the Pricing Schedule attached hereto as Schedule B. Prices are subject to annual increases. SOLitude will notify the Customer in writing (which may be by invoice) of such increases.

4. **PAYMENT.** Payment is due within thirty (30) days of the invoice date. Any disputes with an invoice or invoices must be brought to the attention of SOLitude by written notice within one hundred and twenty (120) days from the invoice date, otherwise Company will not be liable for any potential credits or adjustments. The parties agree to use good faith efforts to resolve any disputed invoice amounts within thirty (30) days after written notification of a dispute. Disputed amounts shall not affect payment of all undisputed amounts, and Customer agrees to pay all undisputed amounts owed on any disputed invoice within the applicable due dates. Invoices not paid on or before the invoice due date shall accrue interest charges at a rate of one percent (1%) per month, accruing as of the invoice date, until the time that such amounts are paid in full. Additionally, the Customer is liable for payment of all costs of collection of past due accounts, specifically including, but not limited to, court costs, expenses, and reasonable attorneys' fees. In addition to the compensation paid to SOLitude for performance of the Services, Customer shall reimburse Customer for all of the expenses paid or incurred by SOLitude in connection with the Services, including, but not limited to non-routine expenses, administrative fees, compliance fees, or any other similar expense that are incurred as a result of requirements placed on SOLitude by the Customer that are not covered specifically by the written specifications of this Agreement ("Reimbursable Expenses").

5. **TERM AND EXPIRATION.** This Agreement shall commence on the Effective Date and shall remain in effect for an initial term of twelve months(s) (the "Initial Term"). Thereafter, this Agreement shall automatically renew under the same terms, conditions and specifications as set forth by this Agreement and for the same period of time as the Initial Term (each an "Additional Term") (the "Initial Term" and each "Additional Term" thereafter are collectively referred to herein as the "Term") unless either party gives written notice of cancellation thirty (30) days prior to the termination





date of the Term then in effect. The parties understand and agree that the prices for each Additional Term shall automatically increase by six percent (6%) of then current annual pricing. Notwithstanding the foregoing, SOLitude reserves the right to annually increase the amount charged for the Services beyond the escalation percentage stated herein. Such increase shall be communicated by written notice to the Customer, which notice may be by invoice. Customer may reject any such additional increase by notifying SOLitude in writing within fifteen (15) days of receiving such price increase notice.

6. TERMINATION. SOLitude may terminate this Agreement at any time, with or without cause, upon thirty (30) days' written notice to Customer. Subject to Sec. 7, in the event that this Agreement is terminated for any reason prior to the end of the Term, Customer agrees to pay SOLitude, in addition to all other amounts owed, an early termination fee of fifty percent (50%) of the remaining value of the Agreement (the "Early Termination Fee"). The Early Termination Fee is not a penalty, but rather a charge to compensate SOLitude for the Customer's failure to satisfy the Agreement in which the Customer's pricing plan is based.

7. TERMINATION FOR CAUSE. If SOLitude fails to materially perform pursuant to the terms of this Agreement, Customer shall provide written notice to SOLitude specifying the default. If SOLitude does not cure such default within forty-five (45) days of SOLitude's receipt of Customer's written notice, Customer may terminate this Agreement, in whole or in part, for cause. The Company, in case of such default, shall be entitled to receive payment only for work completed prior to said default, so long as the total paid hereunder does not exceed the contract sum. Either party may terminate this Agreement immediately if the other party becomes the subject of a petition in bankruptcy or any other proceeding relating to insolvency, receivership, liquidation or assignment for the benefit of creditors.

8. INSURANCE. SOLitude will maintain general liability and property damage insurance as necessary given the scope and nature of the Services. A certificate of insurance will be issued to Customer, upon request.

9. INDEMNIFICATION; LIMITATION OF LIABILITY. THE CUSTOMER AGREES THAT THE WORK PROVIDED UNDER THIS AGREEMENT IS NOT TO BE CONSTRUED AS INSURANCE, OR AS A COVENANT, GUARANTEE, WARRANTY, OR PROMISE OF ANY KIND THAT THE CUSTOMER IS IN COMPLIANCE WITH ANY LEGAL GUIDELINES OR REQUIREMENTS. COMPANY DISCLAIMS ANY LIABILITY OR RESPONSIBILITY REGARDING THE PRACTICES AND OPERATIONS OF THE CUSTOMER, AND BEARS NO RESPONSIBILITY OR LIABILITY FOR WHETHER THE CUSTOMER CARRIES OUT THE RECOMMENDATIONS MADE BY COMPANY AND IN NO EVENT WILL COMPANY BE LIABLE FOR CONSEQUENTIAL, INDIRECT, OR ECONOMIC DAMAGES. THE CUSTOMER SHALL INDEMNIFY AND HOLD COMPANY HARMLESS FROM AND AGAINST ALL CLAIMS, DEMANDS, LIABILITIES, OBLIGATIONS, AND ATTORNEYS' FEES OR COSTS BROUGHT BY ANY THIRD PARTIES, ARISING OUT OF OR RELATED TO THIS AGREEMENT OR BY FAILURE OF THE CUSTOMER TO ACT IN ACCORDANCE WITH ANY LEGAL REQUIREMENTS IN CONNECTION WITH THE SERVICES DESCRIBED IN SCHEDULE A. COMPANY SHALL NOT BE LIABLE FOR ANY DELAY IN PERFORMING THE SERVICES, NOR LIABLE FOR ANY FAILURE TO PROVIDE THE SERVICES, DUE TO ANY CAUSE BEYOND ITS REASONABLE CONTROL. COMPANY WILL BE RESPONSIBLE FOR ONLY THOSE DAMAGES, CLAIMS, CAUSES OF ACTION, INJURIES, OR LEGAL COSTS CAUSED BY ITS OWN DIRECT NEGLIGENCE OR MISCONDUCT, BUT THEN ONLY TO AN AMOUNT NOT TO EXCEED THE ANNUAL FEES CHARGED UNDER THE AGREEMENT.

10. CONFIDENTIAL INFORMATION. "Confidential Information" means any information disclosed by one party ("Discloser") to the other party ("Recipient"), either directly or indirectly, in writing, orally, or by inspection of tangible objects, other than information that the Recipient can establish (i) was publicly known and made generally available in the public domain prior to the time of disclosure; (ii) becomes publicly known and made generally available after disclosure other than through Recipient's action or inaction; or (iii) is in Recipient's possession, without confidentiality



restrictions, at the time of disclosure by Discloser as shown by Recipient's files and records immediately prior to the time of disclosure. Recipient shall not at any time (a) disclose, sell, license, transfer, or otherwise make available to any person or entity any Confidential Information, or (b) use, reproduce, or otherwise copy any Confidential Information, except as necessary in connection with the purpose for which such Confidential Information is disclosed to Recipient or as required by applicable law. Recipient agrees to take all reasonable measures to protect the secrecy of and avoid disclosure and unauthorized use of the Confidential Information. All Confidential Information shall at all times remain the property of Discloser, and all documents, electronic media, and other tangible items containing or relating to any Confidential Information shall be delivered to Discloser immediately upon the request of Discloser.

Notwithstanding the foregoing, if Recipient is required by law, regulation, subpoena, government order, regulatory agency order, judicial order, or other court order to disclose any Confidential Information, Recipient shall give the Disclosing Party timely and lawful written notice of such a requirement prior to such disclosure, and shall reasonably and lawfully cooperate with the Disclosing Party to seek a protective order, confidential treatment, or other appropriate measures for such Confidential Information.

11. FORCE MAJEURE. The Company shall not be liable for any delay in performing the Services, nor liable for any failure to provide the Services, due to any cause beyond its reasonable control.

12. RIGHT TO SUBCONTRACT. The Company, in its sole discretion, may subcontract or delegate to an affiliate or third party any of its duties and obligations hereunder.

13. FUEL/TRANSPORTATION SURCHARGE. Like many other companies that are impacted by the price of gasoline, a rise in gasoline prices may necessitate a fuel surcharge. As such, the Company reserves the right to add a fuel surcharge to Customer's invoice for any increase in the cost of fuel as measured above the same time period in the prior year (by the National U.S. Average Motor Gasoline-Regular Fuel Price per Gallon Index reported by the U.S. Department of Energy). The surcharge may be adjusted monthly (up or down) with the price of gasoline.

14. ANTI-CORRUPTION AND BRIBERY. Each party represents that neither it nor anyone acting on its behalf has offered, given, requested or accepted any undue financial or other advantage of any kind in entering into this Agreement, and that it will comply with all applicable laws and regulations pertaining to corruption, competition and bribery in carrying out the terms and conditions of this Agreement.

15. E-VERIFY. SOLitude utilizes the federal E-Verify program in contracts with public employers as required by Florida State law, and acknowledges all the provisions of Florida Statute 448.095 are incorporated herein by reference and hereby certifies it will comply with the same.

16. GOVERNING LAW. Except for the Mandatory Arbitration Clause in Section 17 of this Agreement, which is governed by and construed in accordance with the Federal Arbitration Act, this Agreement shall be governed by, and construed in accordance with, the laws of the state in which the Services are performed.

17. MANDATORY ARBITRATION. Any claim, dispute or controversy, regarding any contract, tort, statute, or otherwise ("Claim"), arising out of or relating to this Agreement or the relationships among the parties hereto shall be resolved by one arbitrator through binding arbitration administered by the American Arbitration Association ("AAA"), under the AAA Commercial or Consumer, as applicable, Rules in effect at the time the Claim is filed ("AAA Rules").



Copies of the AAA Rules and forms can be located at [www.adr.org](http://www.adr.org), or by calling 1-800-778-7879. The arbitrator's decision shall be final, binding, and non-appealable. Judgment upon the award may be entered and enforced in any court having jurisdiction. This clause is made pursuant to a transaction involving interstate commerce and shall be governed by the Federal Arbitration Act. Neither party shall sue the other party other than as provided herein or for enforcement of this clause or of the arbitrator's award; any such suit may be brought only in Federal District Court for the District in which the services were performed or, if any such court lacks jurisdiction, in any state court that has jurisdiction. The arbitrator, and not any federal, state, or local court, shall have exclusive authority to resolve any dispute relating to the interpretation, applicability, unconscionability, arbitrability, enforceability or formation of this Agreement including any claim that all or any part of the Agreement is void or voidable. Venue for arbitration hereunder shall be within the state where the customer's property, that is the subject of the services provided, is located.

18. ASSIGNMENT. The Company may assign this Agreement to a related or affiliated entity upon written notice to the Customer.

19. NOTICES. All notices, requests, consents, claims, demands, waivers and other communications hereunder shall be in writing and shall be directed to the individuals and addresses listed in the signature block. Notices sent in accordance with this Section shall be deemed effectively given: (a) when received, if delivered by hand (with written confirmation of receipt); (b) when received, if sent by a nationally recognized overnight courier (receipt requested); or (c) on the third (3rd) business day after the date mailed, by certified or registered mail, return receipt requested, postage prepaid.

20. DISCLAIMER. SOLitude is not responsible for the failure of any treatment, equipment installation, or other work that may result from dam or other structural failures, severe weather and storms, flooding, or other acts of God that are outside of the control of SOLitude. Customer understands and acknowledges that there are irrigation restrictions associated with many of the products used to treat lakes and ponds. The Customer is responsible for notifying SOLitude in advance of the contract signing and the start of the Agreement if they utilize any of the water in their lakes or ponds for irrigation purposes. The Customer accepts full responsibility for any issues that may arise from the irrigation of turf, ornamentals, trees, crops, or any other plants as a result of treated water being used by the Customer for irrigation without the consent or knowledge of SOLitude. Although there is rarely direct fish toxicity with the products used for treatment when applied at the labeled rate, or the installation and normal operation of the equipment we install, there is a risk under certain circumstances of significant dissolved oxygen drops. This risk is most severe in times of extremely hot weather and warm water temperatures, as these are the conditions during which dissolved oxygen levels are naturally at their lowest levels. Oftentimes, lakes and ponds will experience natural fish kills under these conditions even if no work is performed. Every effort, to include the method and timing of application, the choice of products and equipment used, and the skill and training of the staff, is made to avoid such problems. However, the Customer understands and accepts that there is always a slight risk of the occurrence of adverse conditions outside the control of SOLitude that will result in the death of some fish and other aquatic life. The Customer also understands and accepts that similar risks would remain even if no work was performed. The Customer agrees to hold SOLitude harmless for any issues with fish or other aquatic life which occur as described above, or are otherwise outside the direct control of SOLitude, unless there is willful negligence on the part of SOLitude.

21. BINDING. This Agreement shall inure to the benefit of and be binding upon the legal representatives and successors of the parties.



22. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement between the parties with respect to the subject matter and replaces any prior agreements or understandings, whether in writing or otherwise. This Agreement may not be modified or amended except by written agreement executed by both parties. In the event that any provision of this Agreement is determined to be void, invalid, or unenforceable, the validity and enforceability of the remaining provisions of this Agreement shall not be affected.

23. **SEVERABILITY.** If any part of this Agreement is held to be invalid or unenforceable for any reason, the remaining Terms and Conditions of this Agreement shall remain in full force and effect.

By signing below, the parties agree to be bound by the terms and conditions of this Agreement and any accompanying schedules as of the Effective Date.

ACCEPTED AND APPROVED:

**SOLITUDE LAKE MANAGEMENT, LLC.**

**Poinciana West Community Dev. Dist.**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Please Remit All Payments to:**

**Customer's Address for Notice Purposes:**

**SOLitude Lake Management, LLC  
1320 Brookwood Drive Suite H  
Little Rock AR 72202**

\_\_\_\_\_

**Please Mail All Notices and Agreements to:**

**SOLitude Lake Management, LLC  
1253 Jensen Drive, Suite 103  
Virginia Beach, VA 23451**



### **SCHEDULE A – SCOPE OF SERVICES**

**A SOLitude Aquatic Specialist will visit the site and inspect the Ponds on a one (1) time per week basis.**

**Monitoring:**

1. Observations and data collected during the inspections will be used to inform and guide all activities required to fulfill the requirements of this contract as specified in the description of services below.

**Visual Inspections:**

1. A visual inspection of the lake(s) will be performed during each visit to the site. The inspections shall include the following:
  - Water levels
  - Water clarity or quality
  - Turbidity
  - Beneficial Aquatic Vegetation
  - Nuisance, Invasive, or Exotic Aquatic Vegetation
  - Algae
  - Physical components such as above ground pipes, inlet and outlet structures, trash racks, emergency spillways, and dams
  - Erosion
  - Issues with shoreline and bank stabilization measures such as rip rap stone, bulkheads, retaining walls, etc.
  - Forebays and inflowing or outflowing swales, ditches, and stream channels
  - Vegetated buffers
  - Sedimentation
  - Nuisance animal activity
  - Fish habitat
  - Mosquito breeding conditions and habitat
  - Trash and debris
2. Any issues or deficiencies that are observed during this visual monitoring will be documented by our staff in the field notes of the service order completed at the time the issue was first observed and reported to the Customer in writing as part of that month's service report.
3. Customer will be notified immediately if there are any deficiencies observed that appear in the judgment of our staff to be posing an immediate risk or otherwise jeopardizing the integrity of the pond(s) structures.
4. The scope of these services is limited to what can be reasonably observed at the surface of the water and above the ground around the water that makes up the physical structure of the lake(s). These routine inspection services are not intended to replace any requirement or need for a more comprehensive engineered inspection, or any other type of inspection that would require expertise or equipment to survey the condition of the physical components of the lake(s) underground, underwater, or inside any of the associated structures.



Aquatic Weed Control:

1. Any growth of undesirable aquatic weeds and vegetation found in the lake(s) with each inspection shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the specific varieties of aquatic weeds and vegetation found at the time of application.
2. Invasive and unwanted submersed and floating vegetation will be treated and controlled preventatively and curatively each spring and early summer through the use of systemic herbicides at the rate appropriate for control of the target species. Application rates will be designed to allow for selective control of unwanted species while allowing for desirable species of submersed and emergent wetland plants to prosper.

Shoreline Weed Control:

1. Shoreline areas will be inspected for any growth of cattails, phragmites, or other unwanted shoreline vegetation found within the lake areas shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required for control of the plants present at time of application.
2. Any growth of unwanted plants or weeds growing in areas where stone has been installed for bank stabilization and erosion control shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the unwanted growth present at the time of application.

Algae Control:

1. Any algae found in the lake(s) with each inspection shall be treated and controlled through the application of algaecides, aquatic herbicides, and aquatic surfactants as needed for control of the algae present at the time of service.

Lake Dye:

1. Lake **Dye** will be applied to the lake(s) on an as-needed basis. A combination of blue and/or black dye will be used as required to maintain a dark natural water color.

Littoral Shelf Control:

1. Littoral areas will be inspected and treated on an as-needed basis to maintain compliance with governing agencies for the management of all nuisance and exotic species.
2. Maintenance of future littoral plantings may necessitate an increased service level at an additional cost.
3. All Species will be killed in place with an approved herbicide.
4. This proposal does not include debris removal or disposal.

Midge Fly Larvae Applications Services:

1. Company will perform twelve (12) Midge Larvicide applications approximately thirty (30) days apart.
2. This Biological Larvicide treatment(s) has no effect on Midges that have reached the pupa state prior to treatments.
3. Company can not guarantee full control of the midges.



Service Reporting:

1. Customer will be provided with a service report detailing all of the work performed as part of this Agreement after each visit.

General Qualifications:

1. Company is a licensed pesticide applicator in the state in which service is to be provided.
2. Individual Applicators are Certified Pesticide Applicators in Aquatics, Public Health, Forestry, Right of Way, and Turf/Ornamental as required in the state in which service is to be provided.
3. Company is a SePRO Preferred Applicator and dedicated Steward of Water. Each individual applicator has been trained and educated in the water quality testing and analysis required for prescriptive site-specific water quality management and utilizes an integrated approach that encompasses all aspects of ecologically balanced management. Each applicator has received extensive training in the proper selection, use, and application of all aquatic herbicides, algaecides, adjuvants, and water quality enhancement products necessary to properly treat our Customers' lakes and ponds as part of an overall integrated pest management program.
4. Company guarantees that all products used for treatment are EPA registered and labeled as appropriate and safe for use in lakes, ponds, and other aquatic sites, and are being applied in a manner consistent with their labeling.
5. All pesticide applications made directly to the water or along the shoreline for the control of algae, aquatic weeds, or other aquatic pests as specified in this Agreement will meet or exceed all of the Company's legal regulatory requirements as set forth by the EPA and related state agencies for NPDES and FIFRA. Company will perform treatments that are consistent with NPDES compliance standards as applicable in and determined by the specific state in which treatments are made. All staff will be fully trained to perform all applications in compliance with all federal, state, and local law.
6. Company will furnish the personnel, vehicles, boats, equipment, materials, and other items required to provide the foregoing at its expense. The application method and equipment (boat, ATV, backpack, etc.) used is determined by our technician at the time of the treatment to ensure the most effective method is provided for optimal results.

**SCHEDULE B – PRICING SCHEDULE**

Total Price: **\$72,672.00**

Invoice Amount: **\$6,056.00**

Invoice Frequency: **Monthly**

# SECTION X



## SECTION B

# SECTION 1

July 22, 2025

Ms. Tricia Adams  
Poinciana West CDD Manager  
Governmental Management Service Central Florida, LLC  
219 E. Livingston Street  
Orlando, FL 32801

**RE: 2025 Consulting Engineer's Report Poinciana West CDD Special Assessment Bonds, Series 2017  
RES #: 25-105**

Dear Ms. Adams,

We have completed our annual review of the facilities located in the Poinciana West CDD area which are owned and maintained by the Poinciana West CDD.

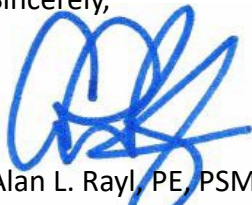
We hereby offer the following consulting engineer report for the Series 2017 Bond referenced above.

The facilities owned by the District have been found to be in generally good condition, well maintained, and in good working order. The drainage treatment facilities are in service, functioning properly, and are regularly maintained by the District. No maintenance or repairs are necessary at this time.

The District currently maintains property insurance in relation to District-owned improvements. The District Engineer does not recommend an adjustment to the District's current coverages or methods of premium payment.

Moreover, the District owned properties are functioning in accordance with their intended purpose. If you have any questions or need additional information, please let me know.

Sincerely,



Alan L. Rayl, PE, PSM (FL, GA, IN; FL)  
District Engineer, Poinciana West Community Development District  
Rayl Engineering and Surveying, LLC

## SECTION 2

---

From: **Kayla Derrick** <[Admin@raylengineering.com](mailto:Admin@raylengineering.com)>  
Date: Thu, Aug 7, 2025 at 4:17 PM  
Subject: Current Invoice | RES 25-105-2  
To: Tricia Adams <[tadams@gmscfi.com](mailto:tadams@gmscfi.com)>  
Cc: Iman Sakalla <[isakalla@gmscfi.com](mailto:isakalla@gmscfi.com)>, Alan Rayl <[alan@raylengineering.com](mailto:alan@raylengineering.com)>

Good afternoon,

Our current invoice for services is attached. Invoices are due upon receipt and are considered past due after 25 days. Please contact us if you have any questions regarding this invoice.

*In early 2025, Rayl Engineering & Surveying, LLC updated our Hourly Rate Schedule to reflect changes in employee roles, address cost increases, and to remain competitive within the markets we serve.*

*You are receiving this notice because the updated rate schedule was **not** applied to your project for 2025 services. As a result, you have and will continue to benefit from cost savings throughout 2025, while also having the opportunity to plan budgets accurately based on the 2026 rates. The new rates will take effect for your project beginning January 1, 2026.*

*For your reference, the updated rate schedule, effective January 2026 is attached.*

Thank you,

**Kayla Derrick**  
Director of Business Operations  
**Rayl Engineering and Surveying, LLC**

810 East Main Street  
Bartow, FL 33830  
863-537-7901  
[admin@raylengineering.com](mailto:admin@raylengineering.com)  
[www.raylengineering.com](http://www.raylengineering.com)





## Hourly Rate Schedule

Rates are effective through December 31, 2025 and are subject to increase annually.

Sr. Professional/Principal.....	\$ 275.00/hour
Project Engineer/PE.....	\$ 200.00/hour
Professional Surveyor & Mapper/PSM.....	\$ 200.00/hour
Sr. Project Manager.....	\$ 165.00/hour
Project Engineer/EI.....	\$ 150.00/hour
Sr. Designer.....	\$ 125.00/hour
Designer.....	\$ 120.00/hour
Sr. Design Technician.....	\$ 110.00/hour
Design Technician.....	\$ 100.00/hour
Survey Crew (2 or 3 man).....	\$ 225.00/hour
Survey Crew (1 man).....	\$ 200.00/hour
Executive & Administrative Assistant/Office Manager.....	\$ 80.00/hour
Clerical Assistant.....	\$ 65.00/hour
Expert Witness Testimony/Research/ Support Services.....	\$ 425.00/hour

# SECTION C

# SECTION 1



**Poinciana West**  
**COMMUNITY DEVELOPMENT DISTRICT**

**Fiscal Year 2025**  
**Check/ACH Register**

<i>Date</i>	<i>check #'s</i>	<i>Amount</i>
6/1-6/30	2129-2139	\$101,632.00
7/1-7/31	2140-2143	\$19,053.94
8/1-8/31	80001-80003	\$16,591.84
<b>TOTAL</b>		<b>\$137,277.78</b>

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
6/10/25	00005	5/15/25 1036241	202505 320-53800-47100	MOSQUITO MAINT MAY 25	*	2,275.60	
				CLARKE ENVIRONMENTAL MOSQUITO			2,275.60 002129
6/10/25	00033	6/03/25 19166	202505 310-51300-31500	MAY 25 - GENERAL COUNSEL	*	162.50	
		6/03/25 19167	202505 310-51300-31520	POND 19A DAMAGE	*	162.50	
				CLARK & ALBAUGH, LLP			325.00 002130
6/10/25	00007	5/01/25 31935	202505 320-53800-46200	MAY 25 - LANDSCAPE MAINT	*	5,537.94	
		6/01/25 32510	202506 320-53800-46200	JUN 25 - LANDSCAPE MAINT	*	5,537.94	
				FLORALAWN 2, LLC			11,075.88 002131
6/10/25	00001	5/01/25 203	202505 310-51300-34000	MAY 25 - MGMT FEES	*	3,605.00	
		5/01/25 203	202505 310-51300-35200	MAY 25 - WEBSITE ADMIN	*	72.25	
		5/01/25 203	202505 310-51300-35100	MAY 25 - IT	*	108.33	
		5/01/25 203	202505 310-51300-31300	MAY 25 - DISSEMINATION	*	306.25	
		5/01/25 203	202505 310-51300-42000	MAY 25 - POSTAGE	*	160.90	
		5/01/25 204	202505 320-53800-12000	MAY 25 - FIELD MANAGEMENT	*	928.33	
		5/01/25 204	202505 310-51300-51000	STAPLES - NAME PLATE	*	14.58	
				GOVERNMENTAL MANAGEMENT SERVICES-CF			5,195.64 002132
6/10/25	00013	6/10/25 TAX REC	202506 300-20700-10000	TRANSFER OF TAX RECEIPTS	*	53,077.09	
				POINCIANA WEST CDD C/O US BANK			53,077.09 002133
6/10/25	00041	5/01/25 PSI16484	202505 320-53800-47000	MAY 25 - LAKE MAINT	*	5,823.50	
		5/28/25 PSI17028	202505 320-53800-49000	POND REPAIR	*	6,205.00	
		6/01/25 PSI17295	202506 320-53800-47000	JUN 25 - LAKE MAINT	*	5,823.50	
		5/01/25 PSI16484	202505 320-53800-47000	MAY 25 - LAKE MAINT	V	5,823.50-	
		5/28/25 PSI17028	202505 320-53800-49000	POND REPAIR	V	6,205.00-	

POIW POIN WEST CDD PPOWERS

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
		6/01/25 PSI17295 JUN 25 -	202506 320-53800-47000 LAKE MAINT	SOLITUDE LAKE MANAGEMENT, LLC	V	5,823.50-	.00 002134
6/10/25 00017		2/25/25 7659657 TRUSTEE FEES	202502 310-51300-32300 SRI17-1&17A-2	U.S. BANK	*	4,256.13	4,256.13 002135
6/10/25 00041		5/01/25 PSI16484 MAY 25 -	202505 320-53800-47000 LAKE MAINT		*	5,823.50	
		6/01/25 PSI17295 JUN 25 -	202506 320-53800-47000 LAKE MAINT	SOLITUDE LAKE MANAGEMENT, LLC	*	5,823.50	11,647.00 002136
6/26/25 00005		6/16/25 00103677 MOSQUITO MAINT	202506 320-53800-47100 JUN 25	CLARKE ENVIRONMENTAL MOSQUITO	*	2,275.60	2,275.60 002137
6/26/25 00001		6/01/25 205 JUN 25 -	202506 320-53800-12000 FIELD MANAGEMENT		*	928.33	
		6/01/25 206 JUN 25 -	202506 310-51300-34000 MGMT FEES		*	3,605.00	
		6/01/25 206 JUN 25 -	202506 310-51300-35200 WEBSITE ADMIN		*	72.25	
		6/01/25 206 JUN 25 -	202506 310-51300-35100 IT		*	108.33	
		6/01/25 206 JUN 25 -	202506 310-51300-31300 DISSEMINATION	GOVERNMENTAL MANAGEMENT SERVICES-CF	*	306.25	5,020.16 002138
6/26/25 00013		6/26/25 06262025 TRANSFER OF TAX RECEIPTS	202506 300-20700-10000	POINCIANA WEST CDD C/O US BANK	*	6,483.90	6,483.90 002139
7/08/25 00033		7/01/25 19194 JUN 25 -	202506 310-51300-31500 GENERAL COUNSEL		*	325.00	
		7/01/25 19195 POND 19A	202506 310-51300-31520 DAMAGE	CLARK & ALBAUGH, LLP	*	162.50	487.50 002140
7/08/25 00007		7/01/25 33163 JUL 25 -	202507 320-53800-46200 LANDSCAPE MAINT	FLORALAWN 2, LLC	*	5,537.94	5,537.94 002141
7/08/25 00016		7/02/25 2221398 ENGINEER SVCS	202506 310-51300-31100 JUN 25	GAI CONSULTANTS, INC	*	1,000.00	1,000.00 002142
				POIW POIN WEST CDD PPOWERS			

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
7/08/25	00041	5/28/25 PSI17028	202505 320-53800-49000	BALANCE POND REPAIR	*	6,205.00	
		7/01/25 PSI18124	202507 320-53800-47000	JUL 25 - LAKE MAINT	*	5,823.50	
SOLITUDE LAKE MANAGEMENT, LLC							12,028.50 002143
TOTAL FOR BANK A						120,685.94	
TOTAL FOR REGISTER						120,685.94	

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
8/25/25	00001	7/01/25 207	202507 320-53800-12000		*	928.33	
		JUL 25 - FIELD MGMT					
		7/01/25 207	202507 320-53800-49000		*	50.32	
		ASAP PRINTS					
		7/01/25 208	202507 310-51300-34000		*	3,605.00	
		JUL 25 - MGMT FEES					
		7/01/25 208	202507 310-51300-35200		*	72.25	
		JUL 25 - WEBSITE ADMIN					
		7/01/25 208	202507 310-51300-35100		*	108.33	
		JUL 25 - IT					
		7/01/25 208	202507 310-51300-31300		*	306.25	
		JUL 25 - DISSEMINATION					
		8/01/25 209	202508 320-53800-12000		*	928.33	
		AUG 25 - FIELD MGMT					
		8/01/25 210	202508 310-51300-34000		*	3,605.00	
		AUG 25 - MGMT FEES					
		8/01/25 210	202508 310-51300-35200		*	72.25	
		AUG 25 - WEBSITE ADMIN					
		8/01/25 210	202508 310-51300-35100		*	108.33	
		AUG 25 - IT					
		8/01/25 210	202508 310-51300-31300		*	306.25	
		AUG 25 - DISSEMINATION					
GOVERNMENTAL MANAGEMENT SERVICES-CF						10,090.64	080001
8/27/25	00005	7/15/25 103785	202507 320-53800-47100		*	2,275.60	
		MOSQUITO MAINT JUL 2025					
		8/15/25 1037955	202508 320-53800-47100		*	2,275.60	
		MOSQUITO MAINT AUG 2025					
CLARKE ENVIRONMENTAL MOSQUITO						4,551.20	080002
8/28/25	00033	8/01/25 19225	202507 310-51300-31500		*	1,397.50	
		JUL 25 - GENERAL COUNSEL					
		8/01/25 19226	202507 310-51300-31520		*	552.50	
		JUL 25 - POND DAMAGE					
CLARK & ALBAUGH, LLP						1,950.00	080003
TOTAL FOR BANK Z						16,591.84	
TOTAL FOR REGISTER						16,591.84	

POINCIANA WEST - GENERAL FUND

98 of 183  
6/10/2025

VENDOR NUMBER/NAME: 41 SOLITUDE LAKE MANAGEMENT, LLC

CHECK #: 002136

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250501	PSI16484	5,823.50		5,823.50	MAY 25 - LAKE MAINT
20250601	PSI17295	5,823.50		5,823.50	JUN 25 - LAKE MAINT

TOTAL

\$11,647.00

FILE

COPY

POINCIANA WEST - GENERAL FUND

6/10/2025

VENDOR NUMBER/NAME: 41 SOLITUDE LAKE MANAGEMENT, LLC

CHECK #: 002136

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250501	PSI16484	5,823.50		5,823.50	MAY 25 - LAKE MAINT
20250601	PSI17295	5,823.50		5,823.50	JUN 25 - LAKE MAINT

TOTAL

\$11,647.00

002136

POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT  
6200 LEE VISTA BLVD STE 300  
ORLANDO, FL 32822  
407-841-5524

SUNTRUST BANK, NA  
CELEBRATION, FL

63-607/670

DATE  
6/10/2025

AMOUNT  
\$11,647.00\*

ELEVEN THOUSAND SIX HUNDRED FORTY-SEVEN DOLLARS & 00 CENTS \*\*\*\*\*

PAY  
TO THE  
ORDER  
OF:

SOLITUDE LAKE MANAGEMENT, LLC  
1320 BROOKWOOD DRIVE  
SUITE H  
LITTLE ROCK AR 72202

AUTHORIZED SIGNATURE

C002136C

**Tuesday, June 10, 2025 at 13:21:20 Eastern Daylight Time**

**Subject:** Re: FW: Invoice - Poinciana West Community Dev. Dist. (17634)  
**Date:** Tuesday, June 10, 2025 at 1:18:51 PM Eastern Daylight Time  
**From:** Tricia Adams  
**To:** Joel Blanco  
**CC:** Patti Powers  
**Attachments:** image001.png

Patti - please hold in case the Chair wants the engineer to review the repair before payment. This is a litigation/collection matter.

On Tue, Jun 10, 2025 at 9:35AM Joel Blanco <[jblanco@gmscfl.com](mailto:jblanco@gmscfl.com)> wrote:

Good morning Patti,

This was a board approved erosion repair for pond 19A caused by a neighboring community.

Invoice #: PSI170288 - Contingency - \$6,205 - Approved

Thank you,

On Tue, Jun 10, 2025 at 9:25AM Patti Powers <[ppowers@gmssf.com](mailto:ppowers@gmssf.com)> wrote:

Joel/Tricia – see attached, is this approved?

Thanks.

**Patti Powers**

**GMS-SF, LLC**

**5385 N Nob Hill Road**

**Sunrise, FL 33351**

**☎ (954) 721-8681 x202**

**📠: (954) 721-9202**

**[www.govmgtsvc.com](http://www.govmgtsvc.com)**

**[ppowers@gmssf.com](mailto:ppowers@gmssf.com)**

POINCIANA WEST - GENERAL FUND

6/10/2025

VENDOR NUMBER/NAME: 41 SOLITUDE LAKE MANAGEMENT, LLC

CHECK #: 002134

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250501	PSI16484	5,823.50		5,823.50	MAY 25 - LAKE MAINT
20250528	PSI17028	6,205.00		6,205.00	POND REPAIR
20250601	PSI17295	5,823.50		5,823.50	JUN 25 - LAKE MAINT

TOTAL \$17,852.00

POINCIANA WEST - GENERAL FUND

6/10/2025

VENDOR NUMBER/NAME: 41 SOLITUDE LAKE MANAGEMENT, LLC

CHECK #: 002134

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250501	PSI16484	5,823.50		5,823.50	MAY 25 - LAKE MAINT
20250528	PSI17028	6,205.00		6,205.00	POND REPAIR
20250601	PSI17295	5,823.50		5,823.50	JUN 25 - LAKE MAINT

TOTAL \$17,852.00

THIS DOCUMENT HAS A COLORED BACKGROUND AND MICROPRINTING. THE REVERSE SIDE INCLUDES AN ARTIFICIAL WATERMARK.

002134

POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT  
6200 LEE VISTA BLVD STE 300  
ORLANDO, FL 32822  
407-841-5524


SUNTRUST BANK, NA  
CELEBRATION, FL

63-607/670

DATE 6/10/2025  
AMOUNT \$17,852.00\*

SEVENTEEN THOUSAND EIGHT HUNDRED FIFTY-TWO DOLLARS & 00 CENTS \*\*\*\*\*

PAY  
TO THE ORDER OF: SOLITUDE LAKE MANAGEMENT, LLC  
1320 BROOKWOOD DRIVE  
SUITE H  
LITTLE ROCK AR 72202

  
AUTHORIZED SIGNATURE

002134 0631021521000048837396



POINCIANA WEST - GENERAL FUND  
VENDOR NUMBER/NAME: 5 CLARKE ENVIRONMENTAL MOSQUITO  
INV DATE INV# AMOUNT DISCOUNT NET  
20250515 1036241 2,275.60 2,275.60 MOSQUITO MAINT MAY 25

6/10/2025  
CHECK #: 002129

TOTAL \$2,275.60  
**FILE COPY**

POINCIANA WEST - GENERAL FUND  
VENDOR NUMBER/NAME: 5 CLARKE ENVIRONMENTAL MOSQUITO  
INV DATE INV# AMOUNT DISCOUNT NET  
20250515 1036241 2,275.60 2,275.60 MOSQUITO MAINT MAY 25

6/10/2025  
CHECK #: 002129

TOTAL \$2,275.60

**002129**

POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT  
6200 LEE VISTA BLVD STE 300  
ORLANDO, FL 32822  
407-841-5524

SUNTRUST BANK, NA  
CELEBRATION, FL

63-607/670

DATE AMOUNT  
6/10/2025 \$2,275.60\*

TWO THOUSAND TWO HUNDRED SEVENTY-FIVE DOLLARS & 60 CENTS \*\*\*\*\*

PAY  
TO THE ORDER OF: CLARKE ENVIRONMENTAL MOSQUITO  
MANAGEMENT, INC.  
16300 COLLECTIONS CENTER DRIVE  
CHICAGO IL 60693

AUTHORIZED SIGNATURE

C002129C



**Clarke Environmental Mosquito Mgmt.**  
 675 Sidwell Ct.  
 St. Charles IL 60174  
 United States  
 www.clarke.com

# INVOICE

Invoice no	Invoice date	Due date
001036241	5/15/25	6/13/25
<b>TO PAY</b>		
USD 2,275.60		

<b>Customer</b>	
P07800	
<b>Payer address</b>	
Poinciana West Community Dev. Dist. 6200 Lee Vista Blvd. Suite 300 Orlando, FL 32822-5149	
<b>Your reference</b>	<b>Our reference</b>
George Flint	Cherrief Jackson
<b>Order number</b>	<b>Agreement</b>
0000168562	1000002512
<b>Customer PO#</b>	
N/A	

<b>Payment terms</b>	
Net 30 Days	

Text	Inv dt	Inv amount - local
	5/15/25	2,275.60
Service May 2025		

<b>Order total</b>	USD	2,275.60
--------------------	-----	----------

<b>Invoice total</b>	USD	2,275.60
<b>Sales tax</b>	USD	0.00
<b>TO PAY</b>	<b>USD</b>	<b>2,275.60</b>

**Remittance Information: Clarke Environmental Mosquito Management, Inc.**  
 ACH: Bank of America - Account: 8666607231 - Routing: 071000039  
 Online: <https://www.clarke.com/billpay> - available online next day  
 Check: 16300 Collections Center Drive, Chicago, IL 60693  
 Questions: [accountsreceivable@clarke.com](mailto:accountsreceivable@clarke.com) or call: 800-323-5727 opt 6  
 W9's can be found on our website at [www.clarke.com](http://www.clarke.com)

POINCIANA WEST - GENERAL FUND

VENDOR NUMBER/NAME: 33 CLARK & ALBAUGH, LLP

6/10/2025  
CHECK #: 002130

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250603	19166	162.50		162.50	MAY 25 - GENERAL COUNSEL
20250603	19167	162.50		162.50	POND 19A DAMAGE

TOTAL \$325.00  
**FILE COPY**

POINCIANA WEST - GENERAL FUND

VENDOR NUMBER/NAME: 33 CLARK & ALBAUGH, LLP

6/10/2025  
CHECK #: 002130

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250603	19166	162.50		162.50	MAY 25 - GENERAL COUNSEL
20250603	19167	162.50		162.50	POND 19A DAMAGE

TOTAL \$325.00

**002130**

POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT  
6200 LEE VISTA BLVD STE 300  
ORLANDO, FL 32822  
407-841-5524

SUNTRUST BANK, NA  
CELEBRATION, FL

63-607/670

DATE	AMOUNT
6/10/2025	\$325.00*

THREE HUNDRED TWENTY-FIVE DOLLARS & 00 CENTS \*\*\*\*\*

PAY  
TO THE  
ORDER  
OF: CLARK & ALBAUGH, LLP  
219 SHILOH COVE  
HEATHROW FL 32746

AUTHORIZED SIGNATURE

C002130C

**Clark & Albaugh, PLLC**  
219 Shiloh Cove  
Heathrow, Florida 32746

Phone: (407) 647-7600

Fax: (407) 647-7622

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

June 3, 2025

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

File # 7784-001  
Invoice # 19166

**RE:** General matters

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
May-02-25	review of correspondence regarding improper maintenance of littoral zones	0.20	65.00	SDC
May-13-25	correspondence regarding meeting agenda; correspondence regarding meeting cancellation	0.30	97.50	SDC
	Totals	0.50	\$162.50	
	<b>Total Fee &amp; Disbursements</b>			<b>\$162.50</b>
	Previous Balance			2,275.00
	Previous Payments			2,275.00
	<b>Balance Now Due</b>			<b>\$162.50</b>

Send PAYMENTS ONLY to:  
Clark & Albaugh, PLLC  
219 Shiloh Cove  
Heathrow, FL 32746

Our physical address for all other correspondence is:  
1300 Town Plaza Court  
Winter Springs, FL 32708

TAX ID Number 92-2830590

Clark & Albaugh, PLLC  
219 Shiloh Cove  
Heathrow, Florida 32746

Phone: (407) 647-7600

Fax: (407) 647-7622

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

June 3, 2025

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

File # 7784-003  
Invoice # 19167

**RE:** Pond 19A Damage

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
May-13-25	additional review of Taylor Morrison agreement; correspondence with manager regarding status of repair and handling of requested agreement. correspondence to Taylor Morrison	0.50	162.50	SDC
	Totals	0.50	\$162.50	
	<b>Total Fee &amp; Disbursements</b>			<b>\$162.50</b>
	Previous Balance			4,137.04
	Previous Payments			4,137.04
	<b>Balance Now Due</b>			<b>\$162.50</b>

Send PAYMENTS ONLY to:  
Clark & Albaugh, PLLC  
219 Shiloh Cove  
Heathrow, FL 32746

Our physical address for all other correspondence is:  
1800 Town Plaza Court  
Winter Springs, FL 32708

TAX ID Number 92-2830590

POINCIANA WEST - GENERAL FUND  
VENDOR NUMBER/NAME: 7 FLORALAWN 2, LLC  
INV DATE INV# AMOUNT DISCOUNT NET  
20250501 31935 5,537.94 5,537.94 MAY 25 - LANDSCAPE MAINT  
20250601 32510 5,537.94 5,537.94 JUN 25 - LANDSCAPE MAINT

6/10/2025  
CHECK #: 002131

TOTAL \$11,075.88

FILE COPY

POINCIANA WEST - GENERAL FUND  
VENDOR NUMBER/NAME: 7 FLORALAWN 2, LLC  
INV DATE INV# AMOUNT DISCOUNT NET  
20250501 31935 5,537.94 5,537.94 MAY 25 - LANDSCAPE MAINT  
20250601 32510 5,537.94 5,537.94 JUN 25 - LANDSCAPE MAINT

6/10/2025  
CHECK #: 002131

TOTAL \$11,075.88

002131

POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT  
6200 LEE VISTA BLVD STE 300  
ORLANDO, FL 32822  
407-841-5524

SUNTRUST BANK, NA  
CELEBRATION, FL

63-607/670

DATE AMOUNT  
6/10/2025 \$11,075.88\*

ELEVEN THOUSAND SEVENTY-FIVE DOLLARS & 88 CENTS \*\*\*\*\*

PAY  
TO THE ORDER OF: FLORALAWN 2, LLC  
PO BOX 91597  
LAKELAND FL 33804

AUTHORIZED SIGNATURE



P.O. Box 91597  
Lakeland, FL 33804

Invoice 31935<sup>107 of 183</sup>

Date	Terms
05/01/25	Due on Receipt

Bill To
Poinciana West CDD Poinciana West CDD Central Florida, LLC Kissimmee, FL 34759

Property Address
Poinciana West CLD Residence Central Florida, LLC Kissimmee, FL 34759

Description	Amount
Landscape Maintenance May 2025	\$5,537.94

Thank you for your business.		
Phone #	Fax #	Website
	863-668-0494	

<b>Total</b>	<b>\$5,537.94</b>
Credits/Payments	(\$0.00)
<b>Balance Due</b>	<b>\$5,537.94</b>

All late payments are subject to 1.5% interest. Thank you for your timely payment.

"If your check is not paid on presentment or is dishonored, you agree to pay the amount allowed by state law. We may electronically debit or draft your account for this charge. Also, if your check is returned for insufficient or uncollected funds, your check may be electronically re-presented for payment."



P.O. Box 91597  
Lakeland, FL 33804

Invoice 32510 <sup>108 of 183</sup>

Date	Terms
06/01/25	Due on Receipt

Bill To
Poinciana West CDD Poinciana West CDD Central Florida, LLC Kissimmee, FL 34759

Property Address
Poinciana West CDD Residence Central Florida, LLC Kissimmee, FL 34759

Description	Amount
Landscape Maintenance June 2025	\$5,537.94

Thank you for your business		
Phone #	Fax #	Website
	863-668 0494	

<b>Total</b>	<b>\$5,537.94</b>
Credits/Payments	(\$0.00)
<b>Balance Due</b>	<b>\$5,537.94</b>

All late payments are subject to 1.5% interest. Thank you for your timely payment.

"If your check is not paid on presentment or is dishonored, you agree to pay the amount allowed by state law. We may electronically debit or draft your account for this charge. Also, if your check is returned for insufficient or uncollected funds, your check may be electronically re-presented for payment."



POINCIANA WEST - GENERAL FUND

VENDOR NUMBER/NAME: 1 GOVERNMENTAL MANAGEMENT SERVIC

6/10/2025  
CHECK #: 002132

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250501	203	4,252.73		4,252.73	MAY 25 - MGMT FEES
20250501	204	942.91		942.91	MAY 25 - FIELD MANAGEMENT

TOTAL \$5,195.64  
**FILE COPY**

POINCIANA WEST - GENERAL FUND

VENDOR NUMBER/NAME: 1 GOVERNMENTAL MANAGEMENT SERVIC

6/10/2025  
CHECK #: 002132

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250501	203	4,252.73		4,252.73	MAY 25 - MGMT FEES
20250501	204	942.91		942.91	MAY 25 - FIELD MANAGEMENT

TOTAL \$5,195.64

**002132**

POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT  
6200 LEE VISTA BLVD STE 300  
ORLANDO, FL 32822  
407-841-5524

SUNTRUST BANK, NA  
CELEBRATION, FL

63-607/670

DATE	AMOUNT
6/10/2025	\$5,195.64*

FIVE THOUSAND ONE HUNDRED NINETY-FIVE DOLLARS & 64 CENTS \*\*\*\*\*

PAY  
TO THE  
ORDER  
OF: GOVERNMENTAL MANAGEMENT SERVICES-CF  
219 E. LIVINGSTON STREET  
ORLANDO FL 32801

AUTHORIZED SIGNATURE

C002132C

**GMS-Central Florida, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

**Invoice #:** 203

**Invoice Date:** 5/1/25

**Due Date:** 5/1/25

**Case:**

**P.O. Number:**

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Management Fees - May 2025	310	3,605.00	3,605.00
Website Administration - May 2025	352	72.25	72.25
Information Technology - May 2025	351	108.33	108.33
Dissemination Agent Services - May 2025	313	306.25	306.25
Postage	420	160.90	160.90
<b>Total</b>			<b>\$4,252.73</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$4,252.73</b>

**GMS-Central Florida LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 204

Invoice Date: 5/1/25

Due Date: 5/1/25

Case:

P.O. Number:

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Field Management - May 2025		928.33	928.33
American Express Statement Closing 4/2/25 - Staples 1 Name Plate		14.58	14.58
<b>Total</b>			<b>\$942.91</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$942.91</b>

POINCIANA WEST - GENERAL FUND

VENDOR NUMBER/NAME:13 POINCIANA WEST CDD C/O US BANK

112610/2025

CHECK #: 002133

INV DATEINV#AMOUNTDISCOUNTNET

20250610TAX REC53,077.0953,077.09TRANSFER OF TAX RECEIPTS

TOTAL\$53,077.09

FILECOPY

POINCIANA WEST - GENERAL FUND

VENDOR NUMBER/NAME:13 POINCIANA WEST CDD C/O US BANK

6/10/2025

CHECK #: 002133

INV DATEINV#AMOUNTDISCOUNTNET

20250610TAX REC53,077.0953,077.09TRANSFER OF TAX RECEIPTS

TOTAL\$53,077.09

002133

POINCIANA WEST

SUNTRUST BANK, NA

CELEBRATION, FL

63-607/670

COMMUNITY DEVELOPMENT DISTRICT

6200 LEE VISTA BLVD STE 300

ORLANDO, FL 32822

407-841-5524

DATE

6/10/2025

AMOUNT

\$53,077.09\*

FIFTY-THREE THOUSAND SEVENTY-SEVEN DOLLARS & 09 CENTS\*\*\*\*\*

PAY

TO THE

ORDER

OF:

POINCIANA WEST CDD C/O US BANK

SERIES 2017

AUTHORIZED SIGNATURE

**Poinciana West**  
Community Development District  
Special Assessment Receipts  
Fiscal Year 2025

**MAINTENANCE ASSESSMENTS**

Gross Assessments \$ 309,892.77  
Certified Net Assessments \$ 288,200.28  
100.00%

Date	Distribution	Gross Assessments Received	Discounts/Penalties	Commissions Paid	Interest Income	Net Assessments Received	General Fund
11/12/24	10/21-10/21	\$ 4,383.67	\$ 220.65	\$ 83.26		\$ 4,079.76	\$ 4,079.76
11/15/24	10/1-10/31	\$ 1,305.99	\$ 52.22	\$ 25.08		\$ 1,228.69	\$ 1,228.69
11/21/24	11/1-11/07	\$ 30,970.62	\$ 1,238.36	\$ 594.64		\$ 29,137.62	\$ 29,137.62
11/26/24	11/8-11/15	\$ 45,056.03	\$ 1,799.36	\$ 865.13		\$ 42,391.54	\$ 42,391.54
12/6/27	11/16-11/26	\$ 63,677.71	\$ 2,543.72	\$ 1,222.68		\$ 59,911.31	\$ 59,911.31
12/20/24	11/27-11/30	\$ 111,940.46	\$ 4,483.46	\$ 2,149.32		\$ 105,316.68	\$ 105,316.68
12/27/24	12/01-12/15	\$ 21,261.96	\$ 755.58	\$ 410.14		\$ 20,097.24	\$ 20,097.24
01/10/25	12/16-12/31	\$ 8,073.07	\$ 898.60	\$ 576.65		\$ 6,603.82	\$ 6,603.82
02/03/25	Interest 10/1-12/31				\$ 1,903.63	\$ 1,903.63	\$ 1,903.63
02/10/25	1/1-1/31	\$ 6,570.95	\$ 132.42	\$ 127.95		\$ 6,269.58	\$ 6,269.58
03/07/25	2/1-2/28	\$ 5,230.19	\$ 50.48	\$ 103.59		\$ 5,076.12	\$ 5,076.12
04/08/25	3/1-3/31	\$ 9,100.93	\$ 186.57	\$ 178.29	\$ 157.91	\$ 8,893.98	\$ 8,893.98
05/10/25	4/1-4/30	\$ 800.79		\$ 16.19		\$ 793.60	\$ 793.60
						\$ -	\$ -
						\$ -	\$ -
						\$ -	\$ -
						\$ -	\$ -
<b>Total Collected</b>		<b>\$ 308,366.37</b>	<b>\$ 12,361.42</b>	<b>\$ 6,352.92</b>	<b>\$ 2,061.54</b>	<b>\$ 291,703.57</b>	<b>\$ 291,703.57</b>
<b>Percentage Collected</b>							<b>101%</b>

**DEBT SERVICE ASSESSMENTS**

Gross Assessments \$ 1,106,766.96  
Certified Net Assessments \$ 1,029,293.27  
100%

Date	Distribution	Gross Assessments Received	Discounts/Penalties	Commissions Paid	Interest Income	Net Assessments Received	Debt Service Fund
11/12/24	10/21-10/21	\$ 16,132.00	\$ 812.15	\$ 306.40		\$ 15,013.45	\$ 15,013.45
11/15/24	10/1-10/31	\$ 4,110.48	\$ 164.78	\$ 79.09		\$ 3,875.61	\$ 3,875.61
11/21/25	11/1-11/07	\$ 105,723.32	\$ 4,229.07	\$ 2,030.09		\$ 99,474.16	\$ 99,474.16
11/26/24	11/8-11/15	\$ 158,943.98	\$ 6,349.17	\$ 3,051.84		\$ 149,539.97	\$ 149,539.97
12/6/27	11/16-11/26	\$ 225,409.30	\$ 9,006.96	\$ 4,328.05		\$ 212,074.29	\$ 212,074.29
12/20/24	11/27-11/30	\$ 405,109.66	\$ 16,230.19	\$ 7,777.59		\$ 381,101.88	\$ 381,101.88
12/27/24	12/01-12/15	\$ 76,874.93	\$ 2,732.60	\$ 1,482.85		\$ 72,659.48	\$ 72,659.48
01/10/25	12/16-12/31	\$ 29,750.99	\$ 1,444.34	\$ 156.69		\$ 29,329.96	\$ 29,329.96
						\$ -	\$ -
02/10/25	1/1-1/31	\$ 24,020.30	\$ 487.67	\$ 470.85		\$ 23,071.78	\$ 23,071.78
03/07/25	2/1-2/28	\$ 19,247.20	\$ 185.35	\$ 381.24		\$ 18,680.61	\$ 18,680.61
04/08/25	3/1-3/31	\$ 33,491.61	\$ 686.58	\$ 656.10		\$ 32,148.93	\$ 32,148.93
05/10/25	4/1-4/30	\$ 2,293.42		\$ 45.87		\$ 2,247.55	\$ 2,247.55
						\$ -	\$ -
<b>Total Collected</b>		<b>\$ 1,101,113.19</b>	<b>\$ 41,128.86</b>	<b>\$ 20,766.66</b>	<b>\$ -</b>	<b>\$ 1,039,217.67</b>	<b>\$ 1,039,217.67</b>
<b>Percentage Collected</b>							<b>101%</b>

	Net Amount Assessed	Assessments Collected	Assessments Transferred	Amount To be Trans.
Debt Service 2017	\$ 1,029,293.27	\$ 1,039,217.67	\$ (986,140.58)	\$ 53,077.09

V# 13 001.300.20700.10000

**TRANSFERS TO DEBT SERVICE**

11/26/24	2093	\$ 153,415.58
12/30/25	2101	\$ 666,903.36
1/9/25	2105	\$ 113,411.90
5/7/25	2126	\$ 52,401.74
<b>TOTAL</b>		<b>\$ 986,140.58</b>

POINCIANA WEST - GENERAL FUND

VENDOR NUMBER/NAME: 41 SOLITUDE LAKE MANAGEMENT, LLC

6/10/2025  
CHECK #: 002134

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250501	PSI16484	5,823.50		5,823.50	MAY 25 - LAKE MAINT
20250528	PSI17028	6,205.00		6,205.00	POND REPAIR
20250601	PSI17295	5,823.50		5,823.50	JUN 25 - LAKE MAINT

TOTAL \$17,852.00

# FILE COPY

POINCIANA WEST - GENERAL FUND

VENDOR NUMBER/NAME: 41 SOLITUDE LAKE MANAGEMENT, LLC

6/10/2025  
CHECK #: 002134

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250501	PSI16484	5,823.50		5,823.50	MAY 25 - LAKE MAINT
20250528	PSI17028	6,205.00		6,205.00	POND REPAIR
20250601	PSI17295	5,823.50		5,823.50	JUN 25 - LAKE MAINT

TOTAL \$17,852.00

## 002134

POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT  
6200 LEE VISTA BLVD STE 300  
ORLANDO, FL 32822  
407-841-5524

SUNTRUST BANK, NA  
CELEBRATION, FL

63-607/670

DATE	AMOUNT
6/10/2025	\$17,852.00*

SEVENTEEN THOUSAND EIGHT HUNDRED FIFTY-TWO DOLLARS & 00 CENTS \*\*\*\*\*

PAY

TO THE  
ORDER  
OF:

SOLITUDE LAKE MANAGEMENT, LLC  
1320 BROOKWOOD DRIVE  
SUITE H  
LITTLE ROCK AR 72202

AUTHORIZED SIGNATURE

C002134C

**INVOICE**

**PLEASE REMIT PAYMENT TO:**

1320 Brookwood Drive Suite H  
Little Rock, AR 72202  
Phone# (888)480-5253  
Fax # (888)358-0088

Invoice Number:	PSI164846
Invoice Date:	5/1/2025

Bill To:	Poinciana West Community Dev. Dist. c/o GMS - Central Florida  219 E. Livingston St.  Orlando, FL 32801	Ship To:	Poinciana West Community Dev. Dist. c/o GMS - Central Florida  219 E. Livingston St.  Orlando, FL 32801
----------	--	----------	--

Ship Date	5/1/2025	Customer ID	17634
Due Date	5/31/2025	P.O. Number	
Terms	Net 30	P.O. Date	

Item/Description	Order Qty	Quantity	Unit Price	Total Price
Annual Maintenance May Billing 5/1/2025 - 5/30/2025 Poinciana West Community Dev. Dist.- Lake Maintenance 1-4, 4A, 5-16, 16A, 17-22, P1-P6, 19A, 19B	1	1	5,823.50	5,823.50

Amount Subject to Sales Tax	0.00	Subtotal:	5,823.50
Amount Exempt from Sales Tax	5,823.50	Invoice Discount:	0.00
		Total Sales Tax:	
		Total:	5,823.50

# INVOICE

**PLEASE REMIT PAYMENT TO:**

1320 Brookwood Drive Suite H  
Little Rock, AR 72202  
Phone# (888)480-5253  
Fax # (888)358-0088

Invoice Number:	PSI172953
Invoice Date:	6/1/2025

Bill To:	Poinciana West Community Dev. Dist. c/o GMS - Central Florida 219 E. Livingston St. Orlando, FL 32801	Ship To:	Poinciana West Community Dev. Dist. c/o GMS - Central Florida 219 E. Livingston St. Orlando, FL 32801
----------	--	----------	--

Ship Date	6/1/2025	Customer ID	17634
Due Date	7/1/2025	P.O. Number	
Terms	Net 30	P.O. Date	

Item/Description	Order Qty	Quantity	Unit Price	Total Price
Annual Maintenance June Billing 6/1/2025 - 6/30/2025 Poinciana West Community Dev. Dist. - Lake Maintenance 1-4, 4A, 5-16, 16A, 17-22, P1-P6, 19A, 19B	1	1	5,823.50	5,823.50

Amount Subject to Sales Tax	0.00	Subtotal:	5,823.50
Amount Exempt from Sales Tax	5,823.50	Invoice Discount:	0.00
		Total Sales Tax:	
		Total:	5,823.50



# INVOICE

Page: 1

**Please Remit Payment to:**

Solitude Lake Management, LLC  
1320 Brookwood Drive  
Suite H  
Little Rock, AR 72202  
Phone #: (888) 480-5253  
Fax #: (888) 358-0088

Invoice Number: PSI170288  
Invoice Date: 5/28/2025

Bill  
To: Poinciana West Community Dev. Dist.  
c/o GMS - Central Florida  
219 E. Livingston St.  
Orlando, FL 32801

Ship  
To: Poinciana West Community Dev. Dist.  
c/o GMS - Central Florida  
219 E. Livingston St.  
Orlando, FL 32801

Ship Via  
Ship Date 5/28/2025  
Due Date 6/27/2025  
Terms Net 30

Customer ID 17634  
P.O. Number  
P.O. Date 5/28/2025  
Our Order No.

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Subcontract (Dredge, BMP Repair, Etc.) One-Time Service p19 POND REPAIR Washout Repairs and Grate Work complete		1	1	12,410.00	12,410.00

Amount Subject to Sales Tax 0.00  
Amount Exempt from Sales Tax 12,410.00

**Subtotal:** 12,410.00  
Invoice Discount: 0.00  
Total Sales Tax: 0.00  
Payment Amount: 6,205.00  
**Total:** 6,205.00

**Tuesday, June 10, 2025 at 09:37:01 Eastern Daylight Time**

**Subject:** Re: FW: Invoice - Poinciana West Community Dev. Dist. (17634)  
**Date:** Tuesday, June 10, 2025 at 9:35:24 AM Eastern Daylight Time  
**From:** Joel Blanco  
**To:** Patti Powers  
**CC:** Tricia Adams  
**Attachments:** image001.png

Good morning Patti,

This was a board approved erosion repair for pond 19A caused by a neighboring community.

Invoice #: PSI170288 - Contingency - \$6,205 - Approved

Thank you,

On Tue, Jun 10, 2025 at 9:25AM Patti Powers <[ppowers@gmssf.com](mailto:ppowers@gmssf.com)> wrote:

Joel/Tricia – see attached, is this approved?

Thanks.

**Patti Powers**

**GMS-SF, LLC**

**5385 N Nob Hill Road**

**Sunrise, FL 33351**

**☎ (954) 721-8681 x202**

**📠 (954) 721-9202**

**[www.govmgtlsv.com](http://www.govmgtlsv.com)**

**[ppowers@gmssf.com](mailto:ppowers@gmssf.com)**

POINCIANA WEST - GENERAL FUND  
VENDOR NUMBER/NAME: 17 U.S. BANK  
INV DATE INV# AMOUNT DISCOUNT NET  
20250225 7659657 4,256.13 4,256.13 TRUSTEE FEES SR17-1&17A-2

6/10/2025  
CHECK #: 002135

TOTAL  
FILE

\$4,256.13  
COPY

POINCIANA WEST - GENERAL FUND  
VENDOR NUMBER/NAME: 17 U.S. BANK  
INV DATE INV# AMOUNT DISCOUNT NET  
20250225 7659657 4,256.13 4,256.13 TRUSTEE FEES SR17-1&17A-2

6/10/2025  
CHECK #: 002135

TOTAL

\$4,256.13

002135

POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT  
6200 LEE VISTA BLVD STE 300  
ORLANDO, FL 32822  
407-841-5524

SUNTRUST BANK, NA  
CELEBRATION, FL

63-607/670

DATE AMOUNT  
6/10/2025 \$4,256.13\*

FOUR THOUSAND TWO HUNDRED FIFTY-SIX DOLLARS & 13 CENTS \*\*\*\*\*

PAY  
TO THE  
ORDER  
OF:

U.S. BANK  
CM-9690  
PO BOX 70870  
ST. PAUL MN 55170-9690

AUTHORIZED SIGNATURE



MK-WI-S300 GCFS  
1555 N. Rivercenter Drive, Suite 300  
Milwaukee, WI 53212

7659657



000002033 02 SP 106481257594716 P

Poinciana West CDD  
c/o GMS - Central Florida, LLC  
1408 Hamlin Avenue, Unit E  
St.Cloud, FL 34771  
United States





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

Invoice Number: 7659657  
Account Number: 274037000  
Invoice Date: 02/25/2025  
Direct Inquiries To: Schuhle, Scott A  
Phone: (954)-938-2476

Poinciana West CDD  
c/o GMS - Central Florida, LLC  
1408 Hamlin Avenue, Unit E  
St. Cloud, FL 34771  
United States

**POINCIANA WEST COMMUNITY DEVELOPMENT DISTRICT SPECIAL ASSESSMENT REFUNDING BONDS  
SENIOR SERIES 2017-1 AND SUBORDINATESERIES 2017A-2**

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

**STATEMENT SUMMARY**

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

**TOTAL AMOUNT DUE \$4,256.13**

All invoices are due upon receipt.

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

**POINCIANA WEST COMMUNITY DEVELOPMENT  
DISTRICT SPECIAL ASSESSMENT REFUNDING BONDS  
SENIOR SERIES 2017-1 AND SUBORDINATESERIES  
2017A-2**

Invoice Number:	7659657
Account Number:	274037000
Current Due:	\$4,256.13
Direct Inquiries To:	Schuhle, Scott A
Phone:	(954)-938-2476

Wire Instructions:  
U.S. Bank  
ABA # 091000022  
Acct # 1-801-5013-5135  
Trust Acct # 274037000  
Invoice # 7659657  
Attn: Fee Dept St. Paul

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





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

122 of 183 3/3

Invoice Number: 7659657  
Invoice Date: 02/25/2025  
Account Number: 274037000  
Direct Inquiries To: Schuhle, Scott A  
Phone: (954)-938-2476

POINCIANA WEST COMMUNITY DEVELOPMENT  
DISTRICT SPECIAL ASSESSMENT REFUNDING BONDS  
SENIOR SERIES 2017-1 AND SUBORDINATESERIES  
2017A-2

Accounts Included 274037000 274037001 274037002 274037003 274037004 274037005  
In This Relationship: 274037006 274037007 274037008

CURRENT CHARGES SUMMARIZED FOR ENTIRE RELATIONSHIP				
Detail of Current Charges	Volume	Rate	Portion of Year	Total Fees
04200 Trustee	1.00	3,950.00	100.00%	\$3,950.00
<b>Subtotal Administration Fees - In Advance 02/01/2025 - 01/31/2026</b>				<b>\$3,950.00</b>
Incidental Expenses 02/01/2025 to 01/31/2026	3,950.00	0.0775		\$306.13
<b>Subtotal Incidental Expenses</b>				<b>\$306.13</b>
<b>TOTAL AMOUNT DUE</b>				<b>\$4,256.13</b>



POINCIANA WEST - GENERAL FUND

6/26/2025

VENDOR NUMBER/NAME: 5 CLARKE ENVIRONMENTAL MOSQUITO

CHECK #: 002137

INV DATE INV# AMOUNT DISCOUNT NET

20250616 00103677 2,275.60 2,275.60 MOSQUITO MAINT JUN 25

TOTAL \$2,275.60

# FILE COPY

POINCIANA WEST - GENERAL FUND

6/26/2025

VENDOR NUMBER/NAME: 5 CLARKE ENVIRONMENTAL MOSQUITO

CHECK #: 002137

INV DATE INV# AMOUNT DISCOUNT NET

20250616 00103677 2,275.60 2,275.60 MOSQUITO MAINT JUN 25

TOTAL \$2,275.60

002137

POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT  
6200 LEE VISTA BLVD STE 300  
ORLANDO, FL 32822  
407-841-5524

SUNTRUST BANK, NA  
CELEBRATION, FL

63-607/670

DATE AMOUNT  
6/26/2025 \$2,275.60\*

TWO THOUSAND TWO HUNDRED SEVENTY-FIVE DOLLARS & 60 CENTS \*\*\*\*\*

PAY

TO THE  
ORDER

OF:

CLARKE ENVIRONMENTAL MOSQUITO  
MANAGEMENT, INC.  
16300 COLLECTIONS CENTER DRIVE  
CHICAGO IL 60693

\_\_\_\_\_  
AUTHORIZED SIGNATURE

C002137C



**Clarke Environmental Mosquito Mgmt.**  
 675 Sidwell Ct.  
 St. Charles IL 60174  
 United States  
 www.clarke.com

# INVOICE

Invoice no	Invoice date	Due date
001036777	6/16/25	7/16/25
<b>TO PAY</b>		
USD 2,275.60		

<b>Customer</b>	
P07800	
<b>Payer address</b>	
Poinciana West Community Dev. Dist. 6200 Lee Vista Blvd. Suite 300 Orlando, FL 32822-5149	
<b>Your reference</b>	<b>Our reference</b>
George Flint	Cherrief Jackson
<b>Order number</b>	<b>Agreement</b>
0000168562	1000002512
<b>Customer PO#</b>	
N/A	

<b>Payment terms</b>	
Net 30 Days	

Text	Inv dt	Inv amount - local
	6/16/25	2,275.60
Service June 2025		

<b>Order total</b>	USD	2,275.60
--------------------	-----	----------

<b>Invoice total</b>	USD	2,275.60
<b>Sales tax</b>	USD	0.00
<b>TO PAY</b>	<b>USD</b>	<b>2,275.60</b>

## Remittance Information: Clarke Environmental Mosquito Management, Inc.

ACH: Bank of America - Account: 8666607231 - Routing: 071000039

Online: <https://www.clarke.com/billpay> - available online next day

Check: 16300 Collections Center Drive, Chicago, IL 60693

Questions: [accountsreceivable@clarke.com](mailto:accountsreceivable@clarke.com) or call: 800-323-5727 opt 6

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



POINCIANA WEST - GENERAL FUND

6/26/2025

VENDOR NUMBER/NAME: 1 GOVERNMENTAL MANAGEMENT SERVIC

CHECK #: 002138

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250601	205	928.33		928.33	JUN 25 - FIELD MANAGEMENT
20250601	206	4,091.83		4,091.83	JUN 25 - MGMT FEES

TOTAL \$5,020.16

# FILE COPY

POINCIANA WEST - GENERAL FUND

6/26/2025

VENDOR NUMBER/NAME: 1 GOVERNMENTAL MANAGEMENT SERVIC

CHECK #: 002138

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250601	205	928.33		928.33	JUN 25 - FIELD MANAGEMENT
20250601	206	4,091.83		4,091.83	JUN 25 - MGMT FEES

TOTAL \$5,020.16

002138

POINCIANA WEST  
 COMMUNITY DEVELOPMENT DISTRICT  
 6200 LEE VISTA BLVD STE 300  
 ORLANDO, FL 32822  
 407-841-5524

SUNTRUST BANK, NA  
 CELEBRATION, FL

63-607/670

DATE	AMOUNT
6/26/2025	\$5,020.16*

FIVE THOUSAND TWENTY DOLLARS & 16 CENTS \*\*\*\*\*

PAY

TO THE  
 ORDER GOVERNMENTAL MANAGEMENT SERVICES-CF  
 OF: 219 E. LIVINGSTON STREET  
 ORLANDO FL 32801

\_\_\_\_\_  
 AUTHORIZED SIGNATURE

C002138C

**GMS-Central Florida, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 206**Invoice Date:** 6/1/25**Due Date:** 6/1/25**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Management Fees	340	3,605.00	3,605.00
Website Administration	352	72.25	72.25
Information Technology	351	108.33	108.33
Dissemination Agent Services	313	306.25	306.25
<b>Total</b>			<b>\$4,091.83</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$4,091.83</b>

**GMS-Central Florida, LLC**1001 Bradford Way  
Kingston, TN 37763**Invoice****Invoice #:** 205**Invoice Date:** 6/1/25**Due Date:** 6/1/25**Case:****P.O. Number:****Bill To:**Poinciana West CDD  
219 E. Livingston St.  
Orlando, FL 32801

Description	Hours/Qty	Rate	Amount
Field Management	120	928.33	928.33
<b>Total</b>			<b>\$928.33</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$928.33</b>

POINCIANA WEST - GENERAL FUND

6/26/2025

VENDOR NUMBER/NAME: 13 POINCIANA WEST CDD C/O US BANK CHECK #: 002139  
 INV DATE INV# AMOUNT DISCOUNT NET  
 20250626 06262025 6,483.90 6,483.90 TRANSFER OF TAX RECEIPTS

TOTAL \$6,483.90  
**FILE COPY**

POINCIANA WEST - GENERAL FUND

6/26/2025

VENDOR NUMBER/NAME: 13 POINCIANA WEST CDD C/O US BANK CHECK #: 002139  
 INV DATE INV# AMOUNT DISCOUNT NET  
 20250626 06262025 6,483.90 6,483.90 TRANSFER OF TAX RECEIPTS

TOTAL \$6,483.90

**002139**

POINCIANA WEST  
 COMMUNITY DEVELOPMENT DISTRICT  
 6200 LEE VISTA BLVD STE 300  
 ORLANDO, FL 32822  
 407-841-5524

SUNTRUST BANK, NA  
 CELEBRATION, FL

63-607/670

DATE AMOUNT  
 6/26/2025 \$6,483.90\*

SIX THOUSAND FOUR HUNDRED EIGHTY-THREE DOLLARS & 90 CENTS \*\*\*\*\*

PAY  
 TO THE ORDER OF: POINCIANA WEST CDD C/O US BANK  
 SERIES 2017

\_\_\_\_\_  
 AUTHORIZED SIGNATURE

C002139C

**Poinciana West**  
Community Development District  
Special Assessment Receipts  
Fiscal Year 2025

## MAINTENANCE ASSESSMENTS

Gross Assessments \$ 309,892.77  
Certified Net Assessments \$ 288,200.28  
100.00%

Date	Distribution	Gross Assessments			Commissions Paid	Interest Income	Net Assessments	
		Received	Discounts/Penalties				Received	General Fund
11/12/24	10/21-10/21	\$ 4,383.67	\$ 220.65	\$ 83.26			\$ 4,079.76	\$ 4,079.76
11/15/24	10/1-10/31	\$ 1,305.99	\$ 52.22	\$ 25.08			\$ 1,228.69	\$ 1,228.69
11/21/24	11/1-11/07	\$ 30,970.62	\$ 1,238.36	\$ 594.64			\$ 29,137.62	\$ 29,137.62
11/26/24	11/8-11/15	\$ 45,055.03	\$ 1,799.36	\$ 865.13			\$ 42,391.54	\$ 42,391.54
12/6/27	11/16-11/26	\$ 63,677.71	\$ 2,543.72	\$ 1,222.68			\$ 59,911.31	\$ 59,911.31
12/20/24	11/27-11/30	\$ 111,943.46	\$ 4,483.46	\$ 2,149.32			\$ 105,316.68	\$ 105,316.68
12/27/24	12/01-12/15	\$ 21,262.96	\$ 755.58	\$ 410.14			\$ 20,097.24	\$ 20,097.24
01/10/25	12/16-12/31	\$ 8,079.07	\$ 898.60	\$ 576.65			\$ 6,603.82	\$ 6,603.82
02/03/25	Interest 10/1-12/31				\$ 1,903.63		\$ 1,903.63	\$ 1,903.63
02/10/25	1/1-1/31	\$ 6,570.95	\$ 132.42	\$ 127.95			\$ 6,269.58	\$ 6,269.58
03/07/25	2/1-2/28	\$ 5,230.19	\$ 50.48	\$ 103.59			\$ 5,076.12	\$ 5,076.12
04/08/25	3/1-3/31	\$ 9,110.92	\$ 136.57	\$ 178.29	\$ 157.91		\$ 8,893.98	\$ 8,893.98
05/10/25	4/1-4/30	\$ 8,300.73		\$ 16.19			\$ 793.60	\$ 793.60
06/13/25	5/1-5/31	\$ 573.51		\$ 11.53			\$ 564.98	\$ 564.98
06/23/25	6/2/25	\$ 1,211.41		\$ 24.43			\$ 1,196.98	\$ 1,196.98
							\$ -	\$ -
<b>Total Collected</b>		<b>\$ 310,154.29</b>	<b>\$ 12,361.42</b>	<b>\$ 6,388.88</b>	<b>\$ 2,061.54</b>		<b>\$ 293,465.53</b>	<b>\$ 293,465.53</b>
<b>Percentage Collected</b>		<b>102%</b>						

## DEBT SERVICE ASSESSMENTS

Gross Assessments \$ 1,106,766.96  
Certified Net Assessments \$ 1,029,293.27  
100%

Date	Distribution	Gross Assessments			Commissions Paid	Interest Income	Net Assessments	
		Received	Discounts/Penalties				Received	Debt Service Fund
11/12/24	10/21-10/21	\$ 16,132.00	\$ 812.15	\$ 306.40			\$ 15,013.45	\$ 15,013.45
11/15/24	10/1-10/31	\$ 4,110.48	\$ 164.78	\$ 79.09			\$ 3,875.61	\$ 3,875.61
11/21/25	11/1-11/07	\$ 105,733.32	\$ 4,229.07	\$ 2,030.09			\$ 99,474.16	\$ 99,474.16
11/26/24	11/8-11/15	\$ 158,940.98	\$ 6,349.17	\$ 3,051.84			\$ 149,539.97	\$ 149,539.97
12/6/27	11/16-11/26	\$ 225,409.30	\$ 9,006.96	\$ 4,328.05			\$ 212,074.29	\$ 212,074.29
12/20/24	11/27-11/30	\$ 405,109.66	\$ 16,230.19	\$ 7,777.59			\$ 381,101.88	\$ 381,101.88
12/27/24	12/01-12/15	\$ 76,874.93	\$ 2,732.60	\$ 1,482.85			\$ 72,659.48	\$ 72,659.48
01/10/25	12/16-12/31	\$ 29,710.99	\$ 244.34	\$ 156.69			\$ 29,329.96	\$ 29,329.96
							\$ -	\$ -
02/10/25	1/1-1/31	\$ 24,030.30	\$ 487.67	\$ 470.85			\$ 23,071.78	\$ 23,071.78
03/07/25	2/1-2/28	\$ 19,247.20	\$ 185.35	\$ 381.24			\$ 18,680.61	\$ 18,680.61
04/08/25	3/1-3/31	\$ 33,491.61	\$ 686.58	\$ 656.10			\$ 32,148.93	\$ 32,148.93
05/10/25	4/1-4/30	\$ 2,293.42		\$ 45.87			\$ 2,247.55	\$ 2,247.55
06/13/25	5/1-5/31	\$ 2,121.54		\$ 42.43			\$ 2,079.11	\$ 2,079.11
06/13/25	6/2/25	\$ 4,494.68		\$ 89.89			\$ 4,404.79	\$ 4,404.79
							\$ -	\$ -
<b>Total Collected</b>		<b>\$ 1,107,729.41</b>	<b>\$ 41,123.86</b>	<b>\$ 20,898.98</b>	<b>\$ -</b>		<b>\$ 1,045,701.57</b>	<b>\$ 1,045,701.57</b>
<b>Percentage Collected</b>		<b>102%</b>						

Net Amount Assessed	Assessments Collected	Assessments Transferred	Amount To be Trans.
---------------------	-----------------------	-------------------------	---------------------

Debt Service 2017

\$ 1,029,293.27 \$ 1,045,701.57 \$ (1,039,217.67) \$ 6,483.90

V# 13 001300.20700.10000

## TRANSFERS TO DEBT SERVICE

11/26/24	2093	\$ 153,415.58
12/30/25	2101	\$ 666,903.36
1/9/25	2105	\$ 113,411.90
5/7/25	2126	\$ 52,401.74
6/10/25	2133	\$ 53,077.09
<b>TOTAL</b>		<b>\$ 1,039,217.67</b>

POINCIANA WEST - GENERAL FUND

1307/08/2025

VENDOR NUMBER/NAME: 33 CLARK & ALBAUGH, LLP

CHECK #: 002140

INV DATE INV# AMOUNT DISCOUNT NET

20250701 19194 325.00 325.00 JUN 25 - GENERAL COUNSEL

20250701 19195 162.50 162.50 POND 19A DAMAGE

FILE COPY

POINCIANA WEST - GENERAL FUND

7/08/2025

VENDOR NUMBER/NAME: 33 CLARK & ALBAUGH, LLP

CHECK #: 002140

INV DATE INV# AMOUNT DISCOUNT NET

20250701 19194 325.00 325.00 JUN 25 - GENERAL COUNSEL

20250701 19195 162.50 162.50 POND 19A DAMAGE

TOTAL \$487.50

002140

POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT  
6200 LEE VISTA BLVD STE 300  
ORLANDO, FL 32822  
407-841-5524

SUNTRUST BANK, NA  
CELEBRATION, FL

63-607/670

DATE AMOUNT  
7/08/2025 \$487.50\*

FOUR HUNDRED EIGHTY-SEVEN DOLLARS & 50 CENTS \*\*\*\*\*

PAY  
TO THE  
ORDER  
OF: CLARK & ALBAUGH, LLP  
219 SHILOH COVE  
HEATHROW FL 32746

AUTHORIZED SIGNATURE

C002140C

**Clark & Albaugh, PLLC**  
 219 Shiloh Cove  
 Heathrow, Florida 32746

Phone: (407) 647-7600

Fax: (407) 647-7622

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

July 1, 2025

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

File # 7784-001  
 Invoice # 19194

**RE:** General matters

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Jun-11-25	review of draft budget publication notice and related correspondence	0.40	130.00	SDC
Jun-23-25	correspondence with manager regarding topics for July meeting agenda	0.10	32.50	SDC
Jun-30-25	review of correspondence and attachments regarding request of expressway authority to inspect property; and responsive correspondence	0.50	162.50	SDC
	<b>Totals</b>	<b>1.00</b>	<b>\$325.00</b>	
	<b>Total Fee &amp; Disbursements</b>			<b>\$325.00</b>
	Previous Balance			162.50
	Previous Payments			162.50
	<b>Balance Now Due</b>			<b>\$325.00</b>

Send PAYMENTS ONLY to:  
 Clark & Albaugh, PLLC  
 219 Shiloh Cove  
 Heathrow, FL 32746

Our physical address for all other correspondence is:

**Clark & Albaugh, PLLC**  
 219 Shiloh Cove  
 Heathrow, Florida 32746

Phone: (407) 647-7600

Fax: (407) 647-7622

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

July 1, 2025

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

File # 7784-003  
 Invoice # 19195

**RE:** Pond 19A Damage

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Jun-20-25	review of final report on Pond 19A repairs	0.20	65.00	SDC
Jun-30-25	correspondence and telephone call with underwriter for Westview South CDD regarding claim	0.30	97.50	SDC
	Totals	0.50	\$162.50	
	<b>Total Fee &amp; Disbursements</b>			<b>\$162.50</b>
	Previous Balance			162.50
	Previous Payments			162.50
	<b>Balance Now Due</b>			<b>\$162.50</b>

Send PAYMENTS ONLY to:  
 Clark & Albaugh, PLLC  
 219 Shiloh Cove  
 Heathrow, FL 32746

Our physical address for all other correspondence is:  
 1800 Town Plaza Court  
 Winter Springs, FL 32708

TAX ID Number 92-2830590



POINCIANA WEST - GENERAL FUND  
VENDOR NUMBER/NAME: 7 FLORALAWN 2, LLC  
INV DATE INV# AMOUNT DISCOUNT NET  
20250701 33163 5,537.94 5,537.94 JUL 25 - LANDSCAPE MAINT

1337/138/2025

CHECK #: 002141

TOTAL \$5,537.94  
**FILE COPY**

POINCIANA WEST - GENERAL FUND  
VENDOR NUMBER/NAME: 7 FLORALAWN 2, LLC  
INV DATE INV# AMOUNT DISCOUNT NET  
20250701 33163 5,537.94 5,537.94 JUL 25 - LANDSCAPE MAINT

7/08/2025

CHECK #: 002141

TOTAL \$5,537.94

**002141**

POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT  
6200 LEE VISTA BLVD STE 300  
ORLANDO, FL 32822  
407-841-5524

SUNTRUST BANK, NA  
CELEBRATION, FL

63-607/670

DATE AMOUNT  
7/08/2025 \$5,537.94\*

FIVE THOUSAND FIVE HUNDRED THIRTY-SEVEN DOLLARS & 94 CENTS \*\*\*\*\*

PAY  
TO THE  
ORDER  
OF: FLORALAWN 2, LLC  
PO BOX 91597  
LAKELAND FL 33804

AUTHORIZED SIGNATURE

C002141C



Invoice 33163

P.O. Box 91597  
Lakeland, FL 33804

Date	Terms
07/01/25	Due on Receipt

Bill To
Poinciana West CDD Poinciana West CDD Central Florida, LLC Kissimmee, FL 34759

Property Address
Poinciana West CDD Residence Central Florida, LLC Kissimmee, FL 34759

Description	Amount
Landscape Maintenance July 2025	\$5,537.94

Thank you for your business.		
Phone #	Fax #	Website
	863-668-0494	

<b>Total</b>	<b>\$5,537.94</b>
Credits/Payments	(\$0.00)
<b>Balance Due</b>	<b>\$5,537.94</b>

All late payments are subject to 1.5% interest. Thank you for your timely payment.

"If your check is not paid on presentation or is dishonored, you agree to pay the amount allowed by state law. We may electronically debit or draft your account for this charge. Also, if your check is returned for insufficient or uncollected funds, your check may be electronically re-presented for payment."

POINCIANA WEST - GENERAL FUND

1357 of 138 / 2025

VENDOR NUMBER/NAME: 16 GAI CONSULTANTS, INC

CHECK #: 002142

INV DATE INV# AMOUNT DISCOUNT NET

20250702 2221398 1,000.00 1,000.00 ENGINEER SVCS JUN 25

FILE COPY

POINCIANA WEST - GENERAL FUND

7/08/2025

VENDOR NUMBER/NAME: 16 GAI CONSULTANTS, INC

CHECK #: 002142

INV DATE INV# AMOUNT DISCOUNT NET

20250702 2221398 1,000.00 1,000.00 ENGINEER SVCS JUN 25

TOTAL \$1,000.00

002142

POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT  
6200 LEE VISTA BLVD STE 300  
ORLANDO, FL 32822  
407-841-5524

SUNTRUST BANK, NA  
CELEBRATION, FL

63-607/670

DATE AMOUNT  
7/08/2025 \$1,000.00\*

ONE THOUSAND DOLLARS & 00 CENTS \*\*\*\*\*

PAY

TO THE

ORDER

OF:

GAI CONSULTANTS, INC  
385 E WATERFRONT DR  
HOMESTEAD PA 15120

AUTHORIZED SIGNATURE

C002142C



# INVOICE

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

T 407.423.8398  
F 407.843.1070

Tricia Adams  
Poinciana West Community Development District  
313 Campus St  
Celebration, FL 34747

July 02, 2025  
Project No: A171207.02  
Invoice No: 2221398

Project A171207.02 PWCDD Pond 19A Inspection #1

**Professional Services from May 18, 2025 to June 21, 2025**

Phase	Contract Amount	Percent Complete	Amount Earned	Previously Invoiced	Current Invoice
Inspection 1	1,500.00	100.00	1,500.00	1,500.00	0.00
Erosion Repair Inspection (6/2025)	1,000.00	100.00	1,000.00	0.00	1,000.00
Total Fee	2,500.00		2,500.00	1,500.00	1,000.00
		<b>Total Fee</b>			<b>1,000.00</b>
			<b>Total this Invoice</b>		<b>\$1,000.00</b>

Thursday, July 3, 2025 at 08:51:37 Eastern Daylight Time

**Subject:** Fwd: Invoice Submittal For Project A171207.02 - Invoice Number 2221398  
**Date:** Wednesday, July 2, 2025 at 3:52:13 PM Eastern Daylight Time  
**From:** Tricia Adams  
**To:** Patti Powers  
**CC:** Peggy Gregory  
**Attachments:** image001.png, Project A171207.02 Package 2221398 2025-07-02 15-48-27.pdf

Hi Patti,

Please see attached approved for payment.

All the best,

Tricia L. Adams

District Manager  
Governmental Management Services  
219 E. Livingston Street  
Orlando, FL 32801

Office 407.841.5524 ext 138  
Cell 863.241.8050

"It is not the mountain we conquer but ourselves."  
—Edmund Hillary

Begin forwarded message:

**From:** Sarah Johnson <[S.Johnson@gaiconsultants.com](mailto:S.Johnson@gaiconsultants.com)>  
**Subject:** Invoice Submittal For Project A171207.02 - Invoice Number 2221398  
**Date:** July 2, 2025 at 3:49:14 PM EDT  
**To:** "[tadams@gmscfl.com](mailto:tadams@gmscfl.com)" <[tadams@gmscfl.com](mailto:tadams@gmscfl.com)>  
**Cc:** "[kcosta@gmscfl.com](mailto:kcosta@gmscfl.com)" <[kcosta@gmscfl.com](mailto:kcosta@gmscfl.com)>, "[invoices@gmscfl.com](mailto:invoices@gmscfl.com)" <[invoices@gmscfl.com](mailto:invoices@gmscfl.com)>, Kathleen Leo <[K.Leo@gaiconsultants.com](mailto:K.Leo@gaiconsultants.com)>

Please respond to this email to verify receipt of the attached invoice.

POINCIANA WEST - GENERAL FUND

1387/108/2025

VENDOR NUMBER/NAME: 41 SOLITUDE LAKE MANAGEMENT, LLC

CHECK #: 002143

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250528	PSI17028	6,205.00		6,205.00	BALANCE POND REPAIR
20250701	PSI18124	5,823.50		5,823.50	JUL 25 - LAKE MAINT

TOTAL \$12,028.50

# FILE COPY

POINCIANA WEST - GENERAL FUND

7/08/2025

VENDOR NUMBER/NAME: 41 SOLITUDE LAKE MANAGEMENT, LLC

CHECK #: 002143

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250528	PSI17028	6,205.00		6,205.00	BALANCE POND REPAIR
20250701	PSI18124	5,823.50		5,823.50	JUL 25 - LAKE MAINT

TOTAL \$12,028.50

## 002143

POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT  
6200 LEE VISTA BLVD STE 300  
ORLANDO, FL 32822  
407-841-5524

SUNTRUST BANK, NA  
CELEBRATION, FL

63-607/670

DATE	AMOUNT
7/08/2025	\$12,028.50*

TWELVE THOUSAND TWENTY-EIGHT DOLLARS & 50 CENTS \*\*\*\*\*

PAY  
TO THE  
ORDER  
OF:  
SOLITUDE LAKE MANAGEMENT, LLC  
1320 BROOKWOOD DRIVE  
SUITE H  
LITTLE ROCK AR 72202

AUTHORIZED SIGNATURE

C002143C

# INVOICE

Page: 1

**Please Remit Payment to:**

Solitude Lake Management, LLC  
1320 Brookwood Drive  
Suite H  
Little Rock, AR 72202  
Phone #: (888) 480-5253  
Fax #: (888) 358-0088

Invoice Number: PSI170288  
Invoice Date: 5/28/2025

Bill  
To: Poinciana West Community Dev. Dist.  
c/o GMS - Central Florida  
219 E. Livingston St.  
Orlando, FL 32801

Ship  
To: Poinciana West Community Dev. Dist.  
c/o GMS - Central Florida  
219 E. Livingston St.  
Orlando, FL 32801

Ship Via  
Ship Date 5/28/2025  
Due Date 6/27/2025  
Terms Net 30

Customer ID 17634  
P.O. Number  
P.O. Date 5/28/2025  
Our Order No.

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Subcontract (Dredge, BMP Repair, Etc.) One-Time Service p19 POND REPAIR Washout Repairs and Grate Work complete		1	1	12,410.00	12,410.00

Amount Subject to Sales Tax 0.00  
Amount Exempt from Sales Tax 12,410.00

**Subtotal:** 12,410.00  
Invoice Discount: 0.00  
Total Sales Tax: 0.00  
Payment Amount: 6,205.00  
**Total:** 6,205.00

**INVOICE****PLEASE REMIT PAYMENT TO:**

1320 Brookwood Drive Suite H  
 Little Rock, AR 72202  
 Phone# (888)480-5253  
 Fax # (888)358-0088

Invoice Number:	PSI181242
Invoice Date:	7/1/2025

Bill To:	Poinciana West Community Dev. Dist. c/o GMS - Central Florida 219 E. Livingston St. Orlando, FL 32801	Ship To:	Poinciana West Community Dev. Dist. c/o GMS - Central Florida 219 E. Livingston St. Orlando, FL 32801
----------	--	----------	--

Ship Date	7/1/2025	Customer ID	17634
Due Date	7/31/2025	P.O. Number	
Terms	Net 30	P.O. Date	

Item/Description	Order Qty	Quantity	Unit Price	Total Price
Annual Maintenance July Billing 7/1/2025 - 7/31/2025 Poinciana West Community Dev. Dist. - Lake Maintenance 1-4, 4A, 5-16, 16A, 17-22, P1-P6, 19A, 19B	1	1	5,823.50	5,823.50

Amount Subject to Sales Tax	0.00	Subtotal:	5,823.50
Amount Exempt from Sales Tax	5,823.50	Invoice Discount:	0.00
		Total Sales Tax:	
		Total:	5,823.50



Monday, July 7, 2025 at 15:26:08 Eastern Daylight Time

**Subject:** Fwd: Solitude - Pond 19 repairs  
**Date:** Monday, July 7, 2025 at 3:21:23 PM Eastern Daylight Time  
**From:** Katie Costa  
**To:** Patti Powers  
**Attachments:** 50% Deposit Invoice -WO-00811271 Poinciana West Community Dev. Dist. #17634(CFL).docx (1).pdf,  
Sales Invoice PSI170288.pdf

Patti,

Please see the below.

Thank you,

Katie Costa  
Director of Accounting Services  
Governmental Management Services-CF, LLC  
6200 Lee Vista Boulevard  
Suite 300  
Orlando, FL 32822  
Phone: (407) 841-5524  
Fax: (407) 839-1526  
Email: [kcosta@gmscfl.com](mailto:kcosta@gmscfl.com)

Begin forwarded message:

**From:** Tricia Adams <[tadams@gmscfl.com](mailto:tadams@gmscfl.com)>  
**Subject:** Fwd: Solitude - Pond 19 repairs  
**Date:** July 7, 2025 at 2:50:53 PM EDT  
**To:** Katie Costa <[kcosta@gmscfl.com](mailto:kcosta@gmscfl.com)>  
**Cc:** Joel Blanco <[jblanco@gmscfl.com](mailto:jblanco@gmscfl.com)>, Clayton Smith  
<[csmith@gmscfl.com](mailto:csmith@gmscfl.com)>

Katie,

Both of the attached Solitude invoices are approved for payment at Poinciana West CDD.

All the best,

Tricia L. Adams

District Manager  
Governmental Management Services  
219 E. Livingston Street  
Orlando, FL 32801

POINCIANA WEST - GENERAL FUND

1480125/2025

VENDOR NUMBER/NAME: 1 GOVERNMENTAL MANAGEMENT SERVIC

CHECK #: 080001

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250701	207	978.65		978.65	JUL 25 - FIELD MGMT
20250701	208	4,091.83		4,091.83	JUL 25 - MGMT FEES
20250801	209	928.33		928.33	AUG 25 - FIELD MGMT
20250801	210	4,091.83		4,091.83	AUG 25 - MGMT FEES

TOTAL

\$10,090.64

FILE

COPY

POINCIANA WEST - GENERAL FUND

8/25/2025

VENDOR NUMBER/NAME: 1 GOVERNMENTAL MANAGEMENT SERVIC

CHECK #: 080001

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250701	207	978.65		978.65	JUL 25 - FIELD MGMT
20250701	208	4,091.83		4,091.83	JUL 25 - MGMT FEES
20250801	209	928.33		928.33	AUG 25 - FIELD MGMT
20250801	210	4,091.83		4,091.83	AUG 25 - MGMT FEES

TOTAL

\$10,090.64

080001

POINCIANA WEST CDD - AUTOPAY

DATE

AMOUNT

8/25/2025

\$10,090.64\*

TEN THOUSAND NINETY DOLLARS & 64 CENTS

\*\*\*\*\*

PAY

TO THE  
ORDER

OF:

GOVERNMENTAL MANAGEMENT SERVICES-CF  
219 E. LIVINGSTON STREET  
ORLANDO FL 32801

AUTHORIZED SIGNATURE

C080001C

**GMS-Central Florida, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Bill To:**

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

**Invoice #:** 207**Invoice Date:** 7/1/25**Due Date:** 7/1/25**Case:****P.O. Number:**

Description	Hours/Qty	Rate	Amount
Field Management		928.33	928.33
American Express Statement Closing 5/2/25 - ASAP Prints		50.32	50.32

**Payments**

✓ Success 1 Payment Approved

^ Details



Funds Available

ID: 34

To: GMS-CF, LLC

From: POINCIANA WEST COMMUNITY DEVELOPMEN 1000048837396

Amount: 978.65 USD

Value Date: 08/26/2025

Payment Type: ACH - Cash Disbursement (CR)

<b>Total</b>	<b>\$978.65</b>
--------------	-----------------

<b>Payments/Credits</b>	<b>\$0.00</b>
-------------------------	---------------

<b>Balance Due</b>	<b>\$978.65</b>
--------------------	-----------------

**GMS-Central Florida, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 208**Invoice Date:** 7/1/25**Due Date:** 7/1/25**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Management Fees		3,605.00	3,605.00
Website Administration		72.25	72.25
Information Technology		108.33	108.33
Dissemination Agent Services		306.25	306.25

**Payments**

✓ Success 1 Payment Approved

^ Details



Funds Available

ID: 35

To: GMS-CF, LLC

From: POINCIANA WEST COMMUNITY DEVELOPMEN 1000048837396

Amount: 4,091.83 USD

Value Date: 08/26/2025

Payment Type: ACH - Cash Disbursement (CR)

**Total** \$4,091.83

**Payments/Credits** \$0.00

**Balance Due** \$4,091.83

**GMS-Central Florida, LLC**1001 Bradford Way  
Kingston, TN 37763**Invoice****Invoice #:** 209**Invoice Date:** 8/1/25**Due Date:** 8/1/25**Case:****P.O. Number:****Bill To:**Poinciana West CDD  
219 E. Livingston St.  
Orlando, FL 32801

Description	Hours/Qty	Rate	Amount
Field Management		928.33	928.33

**Payments**

✓ Success 1 Payment Approved

^ Details



Funds Available

ID: 32

To: ~~GMS-SF~~, LLC

From: POINCIANA WEST COMMUNITY DEVELOPMEN 1000048837396

Amount: 928.33 USD

Value Date: 08/26/2025

Payment Type: ACH - Cash Disbursement (CR)

<b>Total</b>	<b>\$928.33</b>
--------------	-----------------

<b>Payments/Credits</b>	<b>\$0.00</b>
-------------------------	---------------

<b>Balance Due</b>	<b>\$928.33</b>
--------------------	-----------------

**GMS-Central Florida, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 210**Invoice Date:** 8/1/25**Due Date:** 8/1/25**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Management Fees		3,605.00	3,605.00
Website Administration		72.25	72.25
Information Technology		108.33	108.33
Dissemination Agent Services		306.25	306.25

**Payments**

✓ Success 1 Payment Approved

^ Details



Funds Available

ID: 30

To: ~~GMS-CF~~ LLC

From: POINCIANA WEST COMMUNITY DEVELOPMEN 1000048837396

Amount: 4,091.83 USD

Value Date: 08/26/2025

Payment Type: ACH - Cash Disbursement (CR)

**Total** \$4,091.83

**Payments/Credits** \$0.00

**Balance Due** \$4,091.83

POINCIANA WEST - GENERAL FUND

18/02/2025

VENDOR NUMBER/NAME: 5 CLARKE ENVIRONMENTAL MOSQUITO

CHECK #: 080002

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250715	103785	2,275.60		2,275.60	MOSQUITO MAINT JUL 2025
20250815	1037955	2,275.60		2,275.60	MOSQUITO MAINT AUG 2025

TOTAL

\$4,551.20

FILE

COPY

POINCIANA WEST - GENERAL FUND

8/27/2025

VENDOR NUMBER/NAME: 5 CLARKE ENVIRONMENTAL MOSQUITO

CHECK #: 080002

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250715	103785	2,275.60		2,275.60	MOSQUITO MAINT JUL 2025
20250815	1037955	2,275.60		2,275.60	MOSQUITO MAINT AUG 2025

TOTAL

\$4,551.20

080002

POINCIANA WEST CDD - AUTOPAY

DATE

8/27/2025

AMOUNT

\$4,551.20\*

FOUR THOUSAND FIVE HUNDRED FIFTY-ONE DOLLARS & 20 CENTS \*\*\*\*\*

PAY  
TO THE  
ORDER  
OF:

CLARKE ENVIRONMENTAL MOSQUITO  
MANAGEMENT, INC.  
16300 COLLECTIONS CENTER DRIVE  
CHICAGO IL 60693

AUTHORIZED SIGNATURE

C080002C


**Clarke Environmental Mosquito Mgmt.**

675 Sidwell Ct.  
St. Charles IL 60174  
United States  
www.clarke.com

**INVOICE**

Invoice no	Invoice date	Due date
001037955	8/15/25	9/15/25
<b>TO PAY</b>		
USD 2,275.60		

<b>Customer</b>	
P07800	
<b>Payer address</b>	
Poinciana West Community Dev. Dist. 6200 Lee Vista Blvd. Suite 300 Orlando, FL 32822-5149	
<b>Your reference</b>	<b>Our reference</b>
George Flint	Cherrie Jackson
<b>Order number</b>	<b>Agreement</b>
0000168562	1000002102
<b>Customer PO#</b>	
N/A	

<b>Payment terms</b>	
Net 30 Days	

Text	Inv dt	Inv amount - local
	8/15/25	2,275.60
Service August 2025		

<b>Order total</b>	USD	2,275.60
--------------------	-----	----------

<b>Invoice total</b>	USD	2,275.60
<b>Sales tax</b>	USD	0.00
<b>TO PAY</b>	<b>USD</b>	<b>2,275.60</b>

**Remittance Information: Clarke Environmental Mosquito Management, Inc.**

ACH: Bank of America - Account: 8666607231 - Routing: 071000039

Online: <https://www.clarke.com/billpay> - available online next day

Check: 16300 Collections Center Drive, Chicago, IL 60693

Questions: [accountsreceivable@clarke.com](mailto:accountsreceivable@clarke.com) or call: 800-323-5727 opt: 6

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

✓ Success 1 Payment Approved

^ Details



Funds Available

ID: 48

To: Clarke Environmental M

From: POINCIANA WEST COMMUNITY DEVELOPMENT ~~1000002102~~

Amount: 2,275.60 USD

Value Date: 08/28/2025

Payment Type: ACH - Cash Disbursement (CR)





Clarke Environmental Mosquito Mgmt.  
675 Sidwell Ct.  
St. Charles IL 60174  
United States  
(630) 894-2000  
www.clarke.com

## STATEMENT OF ACCOUNT

Payer	Statement no	Date
P07800	8027431	8/4/25
Credit dept ref	Telephone no 1	

### Payer address

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

Invoice no	Inv dt	Due dt	Cur	tp	Customer	Name	Invoice amount	Remaining amt
001037385	7/15/25	8/14/25	USD		P07800	Poinciana West Community Dev. Dist.	2,275.60	2,275.60
					<b>Total</b>	USD P07800	2,275.60	2,275.60

<b>Total</b>	USD	2,275.60
--------------	-----	----------

### Remittance Information: Clarke Environmental Mosquito Management, Inc.

ACH: Bank of America - Account: 8666607231 - Routing: 071000039

Online: <https://www.clarke.com/billpay>

Check: 16300 Collections Center Drive, Chicago, IL 60693

Questions: [accountsreceivable@clarke.com](mailto:accountsreceivable@clarke.com) or call: 800-323-5727 opt 6

### \*\*NOTICE\*\* THIS IS NOT A BILL

Please see above for a list of your open invoice(s) and credit(s). If you need copies, please contact us at [accountsreceivable@clarke.com](mailto:accountsreceivable@clarke.com) or call

1-800-323-5727 Option 6

We appreciate your business and partnership.

### Age Distribution

Overdue payments by invoice date aged from

0 - 30 Days	31 - 60 Days	> 60 Days	Total overdue
2,275.60	0.00	0.00	USD 2,275.60



**Clarke Environmental Mosquito Mgmt.**  
 675 Sidwell Ct.  
 St. Charles IL 60174  
 United States  
 www.clarke.com

**INVOICE**

Invoice no	Invoice date	Due date
001037385	7/15/25	8/14/25
<b>TO PAY</b>		
USD 2,275.60		

<b>Customer</b>	
P07800	
<b>Payer address</b>	
Poinciana West Community Dev. Dist. 6200 Lee Vista Blvd. Suite 300 Orlando, FL 32822-5149	
<b>Your reference</b>	<b>Our reference</b>
George Flint	Cherrie Jackson
<b>Order number</b>	<b>Agreement</b>
0000168562	1000002102
<b>Customer PO#</b>	
N/A	

<b>Payment terms</b>	
Net 30 Days	

Text	Inv dt	Inv amount - local
	7/15/25	2,275.60
Service July 2025		

<b>Order total</b>	USD	2,275.60
--------------------	-----	----------

<b>Invoice total</b>	USD	2,275.60
<b>Sales tax</b>	USD	0.00
<b>TO PAY</b>	<b>USD</b>	<b>2,275.60</b>

**Remittance Information: Clarke Environmental Mosquito Management, Inc.**

ACH: Bank of America - Account: 8666607231 - Routing: 071000039

Online: <https://www.clarke.com/billpay> - available online next day

Check: 16300 Collections Center Drive, Chicago, IL 60693

Questions: [accountsreceivable@clarke.com](mailto:accountsreceivable@clarke.com) or call: 800-323-5727 opt 6W9's can be found on our website at [www.clarke.com](http://www.clarke.com)

✓ Success 1 Payment Approved

^ Details



Funds Available

ID: 46

To: Clarke Environmental M

From: POINCIANA WEST COMMUNITY DEVELOPMEN ~~XXXXXXXXXX~~

Amount: 2,275.31 USD + .29 Tax ACH

Value Date: 08/28/2025

Payment Type: ACH - Cash Disbursement (CR)

POINCIANA WEST - GENERAL FUND

8/28/2025

VENDOR NUMBER/NAME: 33 CLARK & ALBAUGH, LLP

CHECK #: 080003

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250801	19225	1,397.50		1,397.50	JUL 25 - GENERAL COUNSEL
20250801	19226	552.50		552.50	JUL 25 - POND DAMAGE

TOTAL

\$1,950.00

FILE

COPY

POINCIANA WEST - GENERAL FUND

8/28/2025

VENDOR NUMBER/NAME: 33 CLARK & ALBAUGH, LLP

CHECK #: 080003

INV DATE	INV#	AMOUNT	DISCOUNT	NET	
20250801	19225	1,397.50		1,397.50	JUL 25 - GENERAL COUNSEL
20250801	19226	552.50		552.50	JUL 25 - POND DAMAGE

TOTAL

\$1,950.00

080003

POINCIANA WEST CDD - AUTOPAY

DATE

AMOUNT

8/28/2025

\$1,950.00\*

ONE THOUSAND NINE HUNDRED FIFTY DOLLARS & 00 CENTS \*\*\*\*\*

PAY

TO THE  
ORDER

OF:

CLARK & ALBAUGH, LLP  
219 SHILOH COVE  
HEATHROW FL 32746

AUTHORIZED SIGNATURE

C080003C

**Clark & Albaugh, PLLC**  
 219 Shiloh Cove  
 Heathrow, Florida 32746

Phone: (407) 647-7600

Fax: (407) 647-7622

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

August 1, 2025

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

File # 7784-001  
 Invoice # 19225

**RE:** General matters

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Jul-02-25	review of proposed resolutions for budget public hearing and related correspondence with district management staff	0.50	162.50	SDC
Jul-07-25	correspondence with manager and provide materials for agenda development	0.20	65.00	SDC
Jul-11-25	review of agenda materials; communications regarding meeting quorum	0.60	195.00	SDC
Jul-15-25	correspondence with manager regarding quorum status; review of agenda package and related correspondence	0.80	260.00	SDC
Jul-16-25	review of correspondence from chair; attendance at board meeting (Zoom)	2.20	715.00	SDC
	Totals	4.30	<u>\$1,397.50</u>	
	<b>Total Fee &amp; Disbursements</b>			<b>\$1,397.50</b>
	Previous Balance			325.00
	Previous Payments			325.00
	<b>Balance Now Due</b>			<b>\$1,397.50</b>

Send PAYMENTS ONLY to:  
Clark & Albaugh, PLLC  
219 Shiloh Cove  
Heathrow, FL 32746

Our physical address for all other correspondence is:  
1800 Town Plaza Court  
Winter Springs, FL 32708

TAX ID Number 92-2830590

## Payments

✓ Success 1 Payment Approved

^ Details



Funds Available

ID: 50

To: Clark & Albaugh

From: POINCIANA WEST COMMUNITY DEVELOPMEN

Amount: 1,397.21 USD

Value Date: 08/29/2025

Payment Type: ACH - Cash Disbursement (CR)

**Clark & Albaugh, PLLC**  
 219 Shiloh Cove  
 Heathrow, Florida 32746

Phone: (407) 647-7600

Fax: (407) 647-7622

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

August 1, 2025

<b>Attention:</b>	George S. Flint, District Manager	File #	7784-003
		Invoice #	19226
<b>RE:</b>	Pond 19A Damage		

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Jul-02-25	telephone call with manager regarding upcoming agenda topic for damage recovery	0.20	65.00	SDC
Jul-08-25	preparation of memorandum and backup materials for board discussion on Pond 19A; correspondence regarding meeting and agenda development; review of TM proposed settlement agreement	1.20	390.00	SDC
	review of cost summary for meeting presentation and correspondence with manager	0.20	65.00	SDC
Jul-31-25	correspondence with Jeff Champaigne regarding damages	0.10	32.50	SDC
	Totals	1.70	\$552.50	
	<b>Total Fee &amp; Disbursements</b>			<b>\$552.50</b>
	Previous Balance			162.50
	Previous Payments			162.50
	<b>Balance Now Due</b>			<b>\$552.50</b>

Payment on this invoice is due 20 days from the date of the invoice.

155 of 183

Send PAYMENTS ONLY to:  
Clark & Albaugh, PLLC  
219 Shiloh Cove  
Heathrow, FL 32746

Our physical address for all other correspondence is:  
1800 Town Plaza Court  
Winter Springs, FL 32708

TAX ID Number 92-2830590

## Payments

✓ Success 1 Payment Approved

^ Details



Funds Available

ID: 52

To: Clark & Albaugh

From: POINCIANA WEST COMMUNITY DEVELOPMEN

Amount: 552.50 USD

Value Date: 08/29/2025

Payment Type: ACH - Cash Disbursement (CR)

ONLINE  
VIEW

APP  
VIEW

## SECTION 2



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

***Unaudited Financial Reporting***  
***August 31, 2025***



# Table of Contents

1	<u>Balance Sheet</u>
2-3	<u>General Fund</u>
4	<u>Debt Service Fund Series 2017</u>
5-6	<u>Month to Month</u>
7	<u>Long Term Debt Report</u>
8	<u>Assessment Receipt Schedule</u>
9	<u>Investments schedule</u>
10	<u>Check Register Summary</u>

**Poinciana West**  
**Community Development District**  
**Combined Balance Sheet**  
**August 31, 2025**

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Totals Governmental Funds</i>
<b>Assets:</b>			
<b>Cash:</b>			
Operating Account	\$ 10,500	\$ -	\$ 10,500
Assessments Receivable	-	-	-
Due from Debt Service	-	-	-
Due from Other	-	-	-
Due from General Fund	-	-	-
<b>Investments:</b>			
State Board of Administration (SBA)	41,573	-	41,573
Money Market Account	804,257	-	804,257
Bank United CD 12MT	-	-	-
<b>Series 2017R-1 &amp; R-2</b>			
Reserve R-1	-	397,312	397,312
Reserve R-2	-	123,371	123,371
Revenue	-	316,774	316,774
Prepayment R-1	-	9,226	9,226
Prepayment R-2	-	2,659	2,659
Prepaid Expenses	-	-	-
Deposits	-	-	-
<b>Total Assets</b>	<b>\$ 856,330</b>	<b>\$ 849,342</b>	<b>\$ 1,705,672</b>
<b>Liabilities:</b>			
Accounts Payable	\$ 13,393	\$ -	\$ 13,393
Due to General Fund	-	-	-
Due to Debt Service	-	-	-
<b>Total Liabilities</b>	<b>\$ 13,393</b>	<b>\$ -</b>	<b>\$ 13,393</b>
<b>Fund Balance:</b>			
Restricted for:			
Debt Service	\$ -	\$ 849,342	\$ 849,342
Capital Project	-	-	-
Assigned for:			
Capital Reserve Fund	-	-	-
Capital Reserves	-	-	-
Unassigned	842,937	-	842,937
<b>Total Fund Balances</b>	<b>\$ 842,937</b>	<b>\$ 849,342</b>	<b>\$ 1,692,279</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 856,330</b>	<b>\$ 849,342</b>	<b>\$ 1,705,672</b>

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

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending August 31, 2025**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 08/31/25	Thru 08/31/25	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 291,299	\$ 291,299	\$ 293,466	\$ 2,167
Interest Income	20,000	18,333	30,703	12,370
Miscellaneous Revenue	-	-	3,857	3,857
<b>Total Revenues</b>	<b>\$ 311,299</b>	<b>\$ 309,632</b>	<b>\$ 328,026</b>	<b>\$ 18,394</b>
<b>Expenditures:</b>				
<b><u>General &amp; Administrative:</u></b>				
Supervisor Fees	\$ 6,000	\$ 5,500	\$ 2,600	\$ 2,900
PR-FICA	459 -	421	199	222
Engineering	15,000	13,750	1,938	11,812
Engineering - Pond Damage	-	-	-	-
Attorney	20,000	18,333	15,442	2,892
Attorney - Pond Damage	-	-	9,465	(9,465)
Annual Audit	3,800	3,800	3,400	400
Assessment Administration	5,250	5,250	5,250	-
Arbitrage Rebate	450	450	450	-
Dissemination Agent	3,675	3,369	3,369	-
Trustee Fees	4,256	4,256	4,256	(0)
Management Fees	43,260	39,655	39,655	-
Information Technology	1,300	1,192	1,192	0
Website Maintenance	867	795	795	-
Postage & Delivery	750	688	829	(142)
Insurance General Liability/Public Officials	5,500	5,500	5,200	300
Printing & Binding	800	733	143	590
Legal Advertising	2,500	2,292	593	1,698
Other Current Charges	2,400	2,200	1,902	298
Office Supplies	200	183	35	149
Property Appraiser	3,100	-	-	-
Dues, Licenses & Subscriptions	175	175	175	-
<b>Total General &amp; Administrative</b>	<b>\$ 119,742</b>	<b>\$ 108,541</b>	<b>\$ 96,886</b>	<b>\$ 11,655</b>

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

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending August 31, 2025**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 08/31/25	Thru 08/31/25	Variance
<b><u>Operations &amp; Maintenance</u></b>				
<b>Grounds Maintenance</b>				
Field Services	\$ 11,140	\$ 10,212	\$ 10,212	\$ 0
Landscape Maintenance	68,449	62,745	60,917	1,828
Aquatic Control Maintenance	69,210	63,443	64,059	(616)
Aquatic Midge Maintenance	27,307	25,031	25,032	(0)
R&M Plant Replacement	3,000	2,750	-	2,750
Storm Structure Repairs	10,000	9,167	-	9,167
Contingency	20,000	18,333	6,785	11,548
Capital Outlay	15,000	13,750	6,205	7,545
<b>Subtotal Grounds Maintenance</b>	<b>\$ 224,106</b>	<b>\$ 205,430</b>	<b>\$ 173,209</b>	<b>\$ 32,222</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 224,106</b>	<b>\$ 205,430</b>	<b>\$ 173,209</b>	<b>\$ 32,222</b>
<b>Total Expenditures</b>	<b>\$ 343,848</b>	<b>\$ 313,971</b>	<b>\$ 270,095</b>	<b>\$ 43,877</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (32,549)</b>	<b>\$ (4,339)</b>	<b>\$ 57,931</b>	<b>\$ 62,270</b>
<b><u>Other Financing Sources/(Uses):</u></b>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ (32,549)</b>	<b>\$ (4,339)</b>	<b>\$ 57,931</b>	<b>\$ 62,270</b>
<b>Fund Balance - Beginning</b>	<b>\$ 32,549</b>		<b>\$ 785,006</b>	
<b>Fund Balance - Ending</b>	<b>\$ 0</b>		<b>\$ 842,937</b>	

**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 August 31, 2025**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 08/31/25	Thru 08/31/25	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 1,040,361	\$ 1,040,361	\$ 1,045,702	\$ 5,341
Special Assessments - Prepayments	-	-	17,285	17,285
Interest Income	-	-	29,597	29,597
<b>Total Revenues</b>	<b>\$ 1,040,361</b>	<b>\$ 1,040,361</b>	<b>\$ 1,092,583</b>	<b>\$ 52,222</b>
<b>Expenditures:</b>				
<b>Series 2017R-1</b>				
Interest - 11/1	\$ 157,071	\$ 157,071	\$ 157,071	\$ -
Special Call - 11/1	-	-	10,000	(10,000)
Principal - 5/1	465,000	465,000	465,000	-
Interest - 5/1	157,071	156,863	156,863	-
Special Call - 5/1	-	-	15,000	-
<b>Series 2017R-2</b>				
Interest - 11/1	\$ 55,504	\$ 55,504	\$ 55,504	\$ -
Special Call - 11/1	-	-	5,000	(5,000)
Principal - 5/1	110,000	110,000	110,000	-
Interest - 5/1	55,504	55,362	55,362	-
Special Call - 5/1	-	-	85,000	-
Property Appraiser	11,200	-	-	-
<b>Total Expenditures</b>	<b>\$ 1,011,350</b>	<b>\$ 999,800</b>	<b>\$ 1,114,800</b>	<b>\$ (15,000)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 29,011</b>	<b>\$ 40,561</b>	<b>\$ (22,217)</b>	<b>\$ 37,222</b>
<b>Other Financing Sources/(Uses):</b>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ 29,011</b>	<b>\$ 40,561</b>	<b>\$ (22,217)</b>	<b>\$ 37,222</b>
<b>Fund Balance - Beginning</b>	<b>\$ 338,409</b>		<b>\$ 871,558</b>	
<b>Fund Balance - Ending</b>	<b>\$ 367,420</b>		<b>\$ 849,342</b>	

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

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Revenues:</b>													
Special Assessments - Tax Roll	\$ -	\$ 76,838	\$ 185,325	\$ 6,604	\$ 8,173	\$ 5,076	\$ 8,894	\$ 794	\$ 1,762	\$ -	\$ -	\$ -	\$ 293,466
Interest Income	3,033	1,996	3,687	1,957	1,770	3,632	2,097	2,587	2,412	2,401	5,132	-	30,703
Property Conveyance Fees	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous Revenue	810	2,913	-	134	-	-	-	-	-	-	-	-	3,857
<b>Total Revenues</b>	<b>\$ 3,843</b>	<b>\$ 81,747</b>	<b>\$ 189,012</b>	<b>\$ 8,695</b>	<b>\$ 9,943</b>	<b>\$ 8,708</b>	<b>\$ 10,991</b>	<b>\$ 3,380</b>	<b>\$ 4,174</b>	<b>\$ 2,401</b>	<b>\$ 5,132</b>	<b>\$ -</b>	<b>\$ 328,026</b>
<b>Expenditures:</b>													
<b>General &amp; Administrative:</b>													
Supervisor Fees	\$ -	\$ 600	\$ -	\$ -	\$ 600	\$ 600	\$ -	\$ -	\$ 800	\$ -	\$ -	\$ -	\$ 2,600
PR-FICA	-	46	-	-	46	46	-	-	61	-	-	-	199
Engineering	-	-	-	-	-	1,263	-	-	-	675	-	-	1,938
Engineering - Pond Damage	-	-	-	-	-	-	-	-	-	-	-	-	-
Attorney	488	4,481	800	4,157	-	2,178	98	163	325	1,398	1,357	-	15,442
Attorney - Pond Damage	-	-	1,950	1,500	-	3,520	618	163	1,163	553	-	-	9,465
Annual Audit	-	-	-	-	3,400	-	-	-	-	-	-	-	3,400
Assessment Administration	5,250	-	-	-	-	-	-	-	-	-	-	-	5,250
Arbitrage Rebate	-	-	-	-	450	-	-	-	-	-	-	-	450
Dissemination Agent	306	306	306	306	306	306	306	306	306	306	306	-	3,369
Trustee Fees	-	-	-	-	-	-	-	4,256	-	-	-	-	4,256
Management Fees	3,605	3,605	3,605	3,605	3,605	3,605	3,605	3,605	3,605	3,605	3,605	-	39,655
Information Technology	108	108	108	108	108	108	108	108	108	108	108	-	1,192
Website Maintenance	72	72	72	72	72	72	72	72	72	72	72	-	795
Telephone	-	-	-	-	-	-	-	-	-	-	-	-	-
Postage & Delivery	24	124	1	208	305	-	6	161	-	-	-	-	829
Insurance General Liability/Public Officials	5,200	-	-	-	-	-	-	-	-	-	-	-	5,200
Printing & Binding	-	-	1	-	121	5	17	-	-	-	-	-	143
Legal Advertising	-	593	-	-	-	-	-	-	-	-	-	-	593
Other Current Charges	257	71	135	95	110	104	101	450	188	199	191	-	1,902
Office Supplies	0	-	10	-	10	-	-	15	-	-	-	-	35
Property Appraiser	-	-	-	-	-	-	-	-	-	-	-	-	-
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
<b>Total General &amp; Administrative</b>	<b>\$ 15,485</b>	<b>\$ 10,007</b>	<b>\$ 6,988</b>	<b>\$ 10,052</b>	<b>\$ 9,133</b>	<b>\$ 11,807</b>	<b>\$ 4,930</b>	<b>\$ 9,298</b>	<b>\$ 6,629</b>	<b>\$ 6,916</b>	<b>\$ 5,640</b>	<b>\$ -</b>	<b>\$ 96,886</b>

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

164 of 183

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b><u>Operations &amp; Maintenance</u></b>													
<b>Grounds Maintenance</b>													
Field Services	\$ 928	\$ 928	\$ 928	\$ 928	\$ 928	\$ 928	\$ 928	\$ 928	\$ 928	\$ 928	\$ 928	-	\$ 10,212
Landscape Maintenance	5,538	5,538	5,538	5,538	5,538	5,538	5,538	5,538	5,538	5,538	5,538	-	60,917
Aquatic Control Maintenance	5,824	5,824	5,824	5,824	5,824	5,824	5,824	5,824	5,824	5,824	5,824	-	64,059
Aquatic Midge Maintenance	2,276	2,276	2,276	2,276	2,276	2,276	2,276	2,276	2,276	2,276	2,276	-	25,032
R&M Plant Replacement	-	-	-	-	-	-	-	-	-	-	-	-	-
Storm Structure Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
Contingency	-	-	-	529	-	-	-	-	6,205	50	-	-	6,785
Capital Outlay	-	-	-	-	-	-	6,205	-	-	-	-	-	6,205
<b>Subtotal Grounds Maintenance</b>	<b>\$ 14,565</b>	<b>\$ 14,565</b>	<b>\$ 14,565</b>	<b>\$ 15,095</b>	<b>\$ 14,565</b>	<b>\$ 14,565</b>	<b>\$ 20,770</b>	<b>\$ 14,565</b>	<b>\$ 20,770</b>	<b>\$ 14,616</b>	<b>\$ 14,565</b>	<b>\$ -</b>	<b>\$ 173,209</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 14,565</b>	<b>\$ 14,565</b>	<b>\$ 14,565</b>	<b>\$ 15,095</b>	<b>\$ 14,565</b>	<b>\$ 14,565</b>	<b>\$ 20,770</b>	<b>\$ 14,565</b>	<b>\$ 20,770</b>	<b>\$ 14,616</b>	<b>\$ 14,565</b>	<b>\$ -</b>	<b>\$ 173,209</b>
<b>Total Expenditures</b>	<b>\$ 30,051</b>	<b>\$ 24,572</b>	<b>\$ 21,553</b>	<b>\$ 25,147</b>	<b>\$ 23,699</b>	<b>\$ 26,372</b>	<b>\$ 25,701</b>	<b>\$ 23,864</b>	<b>\$ 27,399</b>	<b>\$ 21,532</b>	<b>\$ 20,205</b>	<b>\$ -</b>	<b>\$ 270,095</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (26,208)</b>	<b>\$ 57,175</b>	<b>\$ 167,459</b>	<b>\$ (16,451)</b>	<b>\$ (13,756)</b>	<b>\$ (17,665)</b>	<b>\$ (14,710)</b>	<b>\$ (20,483)</b>	<b>\$ (23,225)</b>	<b>\$ (19,131)</b>	<b>\$ (15,073)</b>	<b>\$ -</b>	<b>\$ 57,931</b>
<b>Other Financing Sources/Uses:</b>													
Transfer In/(Out)	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Other Financing Sources/Uses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ (26,208)</b>	<b>\$ 57,175</b>	<b>\$ 167,459</b>	<b>\$ (16,451)</b>	<b>\$ (13,756)</b>	<b>\$ (17,665)</b>	<b>\$ (14,710)</b>	<b>\$ (20,483)</b>	<b>\$ (23,225)</b>	<b>\$ (19,131)</b>	<b>\$ (15,073)</b>	<b>\$ -</b>	<b>\$ 57,931</b>



**Poinciana West**  
**Community Development District**  
**Long Term Debt Report**

<b>Series 2017-1 Senior Special Assessment Refunding Bonds</b>		
Interest Rate:	2% - 4.3%	
Maturity Date:	5/1/2037	
Reserve Fund Definition	50% of Maximum Annual Debt Service	
Reserve Fund Requirement	\$392,337	
Reserve Fund Balance	397,312	
Bonds Outstanding - 12/20/2016		\$11,215,000
Less: Principal Payment - 5/1/17		(\$485,000)
Less: Principal Payment - 5/1/18		(\$385,000)
Less: Principal Payment - 5/1/19		(\$395,000)
Less: Special Call - 5/1/19		(\$5,000)
Less: Principal Payment - 5/1/20		(\$405,000)
Less: Special Call - 5/1/20		(\$15,000)
Less: Special Call - 11/1/20		(\$15,000)
Less: Principal Payment - 5/1/21		(\$415,000)
Less: Special Call - 5/1/21		(\$10,000)
Less: Special Call - 11/1/21		(\$15,000)
Less: Principal Payment - 5/1/22		(\$425,000)
Less: Special Call - 5/1/22		(\$15,000)
Less: Special Call - 11/1/22		(\$20,000)
Less: Principal Payment - 5/1/23		(\$435,000)
Less: Principal Payment - 5/1/24		(\$450,000)
Less: Special Call - 5/1/24		(\$10,000)
Less: Special Call - 11/1/24		(\$10,000)
Less: Principal Payment - 5/1/25		(\$465,000)
Less: Special Call - 5/1/25		(\$15,000)
<b>Current Bonds Outstanding</b>		<b>\$7,225,000</b>

<b>Series 2017-2 Subordinate Special Assessment Refunding Bonds</b>		
Interest Rate:	5.375% - 5.7%	
Maturity Date:	5/1/2037	
Reserve Fund Definition	50% of Maximum Annual Debt Service	
Reserve Fund Requirement	\$121,826	
Reserve Fund Balance	123,371	
Bonds Outstanding - 12/20/2016		\$2,945,000
Less: Principal Payment - 5/1/17		(\$125,000)
Less: Principal Payment - 5/1/18		(\$80,000)
Less: Principal Payment - 5/1/19		(\$85,000)
Less: Special Call - 5/1/19		(\$35,000)
Less: Principal Payment - 5/1/20		(\$90,000)
Less: Special Call - 5/1/20		(\$30,000)
Less: Special Call - 11/1/20		(\$5,000)
Less: Principal Payment - 5/1/21		(\$90,000)
Less: Special Call - 5/1/21		(\$25,000)
Less: Special Call - 11/1/21		(\$5,000)
Less: Principal Payment - 5/1/22		(\$95,000)
Less: Special Call - 11/1/22		(\$5,000)
Less: Special Call - 5/1/22		(\$40,000)
Less: Principal Payment - 5/1/23		(\$100,000)
Less: Special Call - 5/1/23		(\$40,000)
Less: Principal Payment - 5/1/24		(\$100,000)
Less: Special Call - 5/1/24		(\$5,000)
Less: Special Call - 11/1/24		(\$5,000)
Less: Principal Payment - 5/1/25		(\$110,000)
Less: Special Call - 5/1/25		(\$85,000)
<b>Current Bonds Outstanding</b>		<b>\$1,790,000</b>

<b>Total Bonds Outstanding</b>	<b>\$9,015,000</b>
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**Poinciana West**  
**Community Development District**  
**Special Assessment Receipts**  
**Fiscal Year 2025**

**MAINTENANCE ASSESSMENTS**

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

Date	Distribution	Gross Assessments			Commissions Paid	Interest Income	Net Assessments	
		Received	Discounts/Penalties				Received	General Fund
11/12/24	10/21-10/21	\$ 4,383.67	\$ 220.65	\$ 83.26			\$ 4,079.76	\$ 4,079.76
11/15/24	10/1-10/31	\$ 1,305.99	\$ 52.22	\$ 25.08			\$ 1,228.69	\$ 1,228.69
11/21/24	11/1-11/07	\$ 30,970.62	\$ 1,238.36	\$ 594.64			\$ 29,137.62	\$ 29,137.62
11/26/24	11/8-11/15	\$ 45,056.03	\$ 1,799.36	\$ 865.13			\$ 42,391.54	\$ 42,391.54
12/6/27	11/16-11/26	\$ 63,677.71	\$ 2,543.72	\$ 1,222.68			\$ 59,911.31	\$ 59,911.31
12/20/24	11/27-11/30	\$ 111,949.46	\$ 4,483.46	\$ 2,149.32			\$ 105,316.68	\$ 105,316.68
12/27/24	12/01-12/15	\$ 21,262.96	\$ 755.58	\$ 410.14			\$ 20,097.24	\$ 20,097.24
01/10/25	12/16-12/31	\$ 8,079.07	\$ 898.60	\$ 576.65	\$ 1,903.63		\$ 8,507.45	\$ 8,507.45
02/10/25	1/1-1/31	\$ 6,529.95	\$ 132.42	\$ 127.95			\$ 6,269.58	\$ 6,269.58
03/07/25	2/1-2/28	\$ 5,230.19	\$ 50.48	\$ 103.59			\$ 5,076.12	\$ 5,076.12
04/08/25	3/1-3/31	\$ 9,100.93	\$ 186.57	\$ 178.29	\$ 157.91		\$ 8,893.98	\$ 8,893.98
05/10/25	4/1-4/30	\$ 809.79		\$ 16.19			\$ 793.60	\$ 793.60
06/13/25	5/1-5/31	\$ 576.51		\$ 11.53			\$ 564.98	\$ 564.98
06/23/25	6/2/25	\$ 1,221.41		\$ 24.43			\$ 1,196.98	\$ 1,196.98
<b>Total Collected</b>		<b>\$ 310,154.29</b>	<b>\$ 12,361.42</b>	<b>\$ 6,388.88</b>	<b>\$ 2,061.54</b>		<b>\$ 293,465.53</b>	<b>\$ 293,465.53</b>
<b>Percentage Collected</b>								<b>102%</b>

**DEBT SERVICE ASSESSMENTS**

Gross Assessments \$ 1,106,766.96  
 Certified Net Assessments \$ 1,029,293.27

Date	Distribution	Gross Assessments			Commissions Paid	Interest Income	Net Assessments	
		Received	Discounts/Penalties				Received	Debt Service Fund
11/12/24	10/21-10/21	\$ 16,132.00	\$ 812.15	\$ 306.40			\$ 15,013.45	\$ 15,013.45
11/15/24	10/1-10/31	\$ 4,119.48	\$ 164.78	\$ 79.09			\$ 3,875.61	\$ 3,875.61
11/21/25	11/1-11/07	\$ 105,733.32	\$ 4,229.07	\$ 2,030.09			\$ 99,474.16	\$ 99,474.16
11/26/24	11/8-11/15	\$ 158,940.98	\$ 6,349.17	\$ 3,051.84			\$ 149,539.97	\$ 149,539.97
12/6/27	11/16-11/26	\$ 225,409.30	\$ 9,006.96	\$ 4,328.05			\$ 212,074.29	\$ 212,074.29
12/20/24	11/27-11/30	\$ 405,109.66	\$ 16,230.19	\$ 7,777.59			\$ 381,101.88	\$ 381,101.88
12/27/24	12/01-12/15	\$ 76,874.93	\$ 2,732.60	\$ 1,482.85			\$ 72,659.48	\$ 72,659.48
01/10/25	12/16-12/31	\$ 29,730.99	\$ 244.34	\$ 156.69			\$ 29,329.96	\$ 29,329.96
02/10/25	1/1-1/31	\$ 24,030.30	\$ 487.67	\$ 470.85			\$ 23,071.78	\$ 23,071.78
03/07/25	2/1-2/28	\$ 19,247.20	\$ 185.35	\$ 381.24			\$ 18,680.61	\$ 18,680.61
04/08/25	3/1-3/31	\$ 33,491.61	\$ 686.58	\$ 656.10			\$ 32,148.93	\$ 32,148.93
05/10/25	4/1-4/30	\$ 2,293.42		\$ 45.87			\$ 2,247.55	\$ 2,247.55
06/13/25	5/1-5/31	\$ 2,121.54		\$ 42.43			\$ 2,079.11	\$ 2,079.11
06/13/25	6/2/25	\$ 4,494.68		\$ 89.89			\$ 4,404.79	\$ 4,404.79
<b>Total Collected</b>		<b>\$ 1,107,729.41</b>	<b>\$ 41,128.86</b>	<b>\$ 20,898.98</b>	<b>\$ -</b>		<b>\$ 1,045,701.57</b>	<b>\$ 1,045,701.57</b>
<b>Percentage Collected</b>								<b>102%</b>

**Poinciana West**  
**Community Development District**  
**Investment Summary**

<i>Institution</i>	<i>Transfer Dates</i>	<i>Transfer Amounts</i>	<i>Current Balances as of 8/31/25</i>	<i>Investment Type</i>	<i>Maturity Dates</i>	<i>Current Interest Rates</i>
Florida Prime (SBA)			\$ 41,572.93	Florida Government Investment Pool	N/A	4.46%
Bank United			\$ 804,257.47	Money Market Account	N/A	3.40%
			<div> <div>\$ 845,830.40</div> <div>Total Invested Balance</div> </div>			

# SECTION D

# SECTION 1



# Poinciana West Community Development District



September 17<sup>th</sup>, 2025

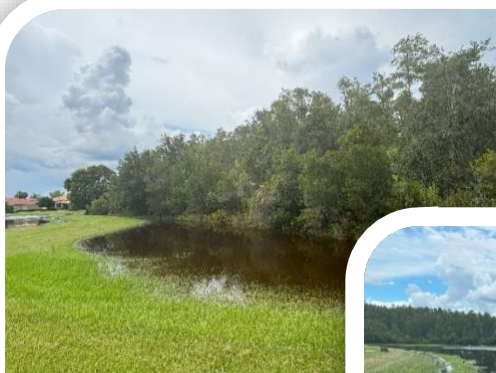
Joel Blanco - Field Services Manager

GMS



# Completed

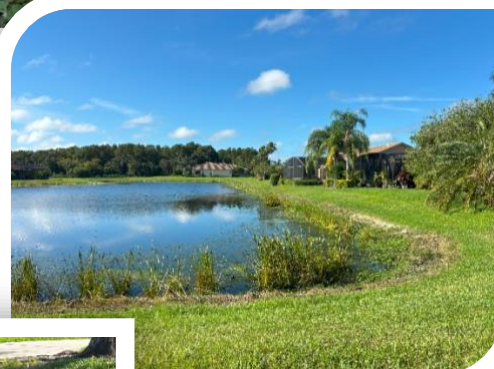
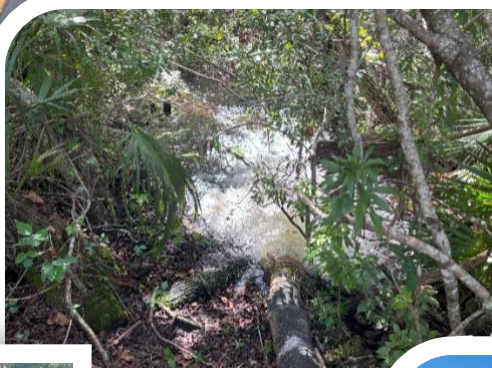
## De-watering & Drain Repair on P-10



- ✚ GMS staff was made aware of flooding occurring at P-10, inlets on Newport, Tapatio, and San Raphael.
- ✚ Upon review, P-10 was confirmed overfilled including the right-side conservation area, noted inlets, drain lines surrounding P-10, and ponds P-9 and P-12.
- ✚ GMS and district engineer collaborated in identifying the cause of the issue along with the previous district engineer, which resulted in a potential clog in the bleeder drain to the west of the pond.
- ✚ A dewatering pump was utilized to alleviate the excess water in the ponds, drains and inlets. As well as, locating the bleeder drain.
- ✚ Field staff was frequently on site to monitor and refill the dewatering pump.
- ✚ The pond was 10-12 ft. lowered with bleeder drain located in both pond and conservation area.
- ✚ Maintenance unclogged the drain, removed damaged portions of the drain, extended the bleeder, installed an atrium grate on both ends and backfilled drain areas. Dewatering pump was also packed up and returned.
- ✚ Field will continue to monitor ponds—P-10, 9, and 12 as they return to normal state.

# Completed

## De-watering & Drain Repair on P-10 Cont'd



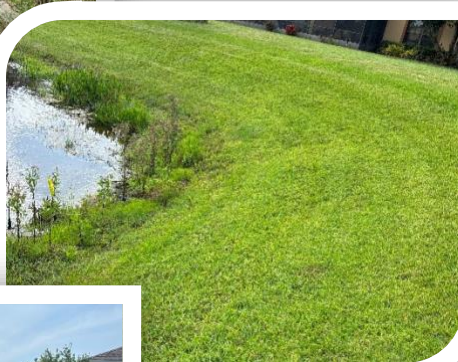


# Completed

## De-watering & Drain Repair on P-10 Cont'd



## Landscaping Review



- + GMS staff has reviewed all CDD landscaping areas throughout the district including dry ponds.
- + All dry ponds were recently serviced including sump areas, which hold more water than the rest of the ponds.
- + Vendor was advised to keep dry pond drains and skimmer stations mowed and spill pads free of weeds. We will monitor these areas during the rainy season.
- + Landscaping tracts were found neatly and consistently mowed throughout the district.



# Site Items

## Pond Review



- Field Staff has continued to review the ponds throughout the district.
- During review, ponds appear to be in the later stages of treatment with additional blooms surfacing, which is common during the later summer season—such as P-19B.
- Aggressive grasses were noted during review in P-15 and some in P-16 with vendor notified and completed boat treatment on the week of the 8<sup>th</sup>.
- P-21 and P-22 continue to experience aggressive filamentous algae with vendor applying treatment every 14 days.
- P-19A water levels have risen to normal levels with the influx of summer rain.
- Vendor was advised to beginning hydrilla treatment on P-10 and P-12 with current lower water levels.

# Conclusion

176 of 183

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](mailto:jblanco@gmscfl.com). Thank you.

Respectfully,  
Joel Blanco

## SECTION 2

Poinciana West CDD - July Treatment Log							
Pond #	Date Serviced	Algae	Grasses	Submersed Weeds	No Treatment Needed	Comments	Treatment Used
1	7-16		AN				
2	7-16		AN				
3	7-16		AN				
4	7-16		AN				
4A	7-16				x		
5	7-10			909/DIQ			
6	7-10		AN				
7	7-21		AN				
8	7-21		AN				
9	7-21				X		
10	7-21				X		
11	7-21				X		
12							
13	7-28				X		
14							
15	7-28		AN				
16	7-28		AN				
16A	7-28				X		
17	7-10			909/DIQ			
18	7-10			909/DIQ			
19	7-28		AN				
20	7-28		AN				
21	7-28		AN				
22	7-28		AN				
P1							
P2							
P3							
P4							
P5							
P6							
19A							
19B							

## SECTION 3



## All Services By Customer Summary

Run By: kisasst

Page 1 of 1  
Monday, August 4, 2025  
7:05:20 AM

Poinciana West Community Dev. Dist. (P07800)

Filter Date between 07/01/2025 and 07/31/2025

Customer	Work Type	Service Item	Service Item Description	Start Date	End Date	Used Quantity	Unit Of Measure	Ponds Treated
P07800 - Poinciana West Community Dev. Dist.	Municipal Back Pack	KIS1768 - Nat G30 10 lbs per acre		07/23/2025	07/23/2025	3.47	acr	1,2,8
P07800 - Poinciana West Community Dev. Dist.	Municipal Back Pack	KIS1818 - Strike Pellets 10lbs/acre		07/23/2025	07/23/2025	0.41	acr	26
						<b>3.88</b>		
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2715 - Biomist 4+4 ATV/ULV		07/02/2025	07/02/2025	3.20	mi	
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2827 - Biomist 4+4 Truck ULV		07/03/2025	07/03/2025	4.40	mi	
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2715 - Biomist 4+4 ATV/ULV		07/09/2025	07/09/2025	3.10	mi	
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2827 - Biomist 4+4 Truck ULV		07/10/2025	07/10/2025	4.30	mi	
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2715 - Biomist 4+4 ATV/ULV		07/16/2025	07/16/2025	3.20	mi	
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2827 - Biomist 4+4 Truck ULV		07/17/2025	07/17/2025	4.50	mi	
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2715 - Biomist 4+4 ATV/ULV		07/22/2025	07/22/2025	3.10	mi	
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2827 - Biomist 4+4 Truck ULV		07/24/2025	07/24/2025	4.40	mi	
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2715 - Biomist 4+4 ATV/ULV		07/30/2025	07/30/2025	3.00	mi	
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2827 - Biomist 4+4 Truck ULV		07/31/2025	07/31/2025	4.50	mi	
						<b>37.70</b>		





## All Services By Customer Summary

Run By: kisasst

Page 1 of 1  
Thursday, September 4, 2025  
6:37:46 AM

Poinciana West Community Dev. Dist. (P07800)

Filter Date between 08/01/2025 and 08/31/2025

Customer	Work Type	Service Item	Service Item Description	Start Date	End Date	Used Quantity	Unit Of Measure	Ponds Treated
P07800 - Poinciana West Community Dev. Dist.	Municipal Back Pack	KIS1768 - Nat G30 10 lbs per acre		08/28/2025	08/28/2025	3.47	acr	1,2,8
P07800 - Poinciana West Community Dev. Dist.	Municipal Back Pack	KIS1818 - Strike Pellets 10lbs/acre		08/28/2025	08/28/2025	0.41	acr	6
						<b>3.88</b>		
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2827 - Biomist 4+4 Truck ULV		08/07/2025	08/07/2025	4.40	mi	
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2715 - Biomist 4+4 ATV/ULV		08/08/2025	08/08/2025	2.30	mi	
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2827 - Biomist 4+4 Truck ULV		08/14/2025	08/14/2025	4.50	mi	
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2715 - Biomist 4+4 ATV/ULV		08/15/2025	08/15/2025	2.60	mi	
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2827 - Biomist 4+4 Truck ULV		08/21/2025	08/21/2025	4.50	mi	
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2715 - Biomist 4+4 ATV/ULV		08/22/2025	08/22/2025	3.10	mi	
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2827 - Biomist 4+4 Truck ULV		08/28/2025	08/28/2025	4.50	mi	
P07800 - Poinciana West Community Dev. Dist.	Night Truck	KIS2715 - Biomist 4+4 ATV/ULV		08/29/2025	08/29/2025	3.00	mi	
						<b>28.90</b>		

## 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
7/22/2025	CJ Remington	490 Indian Wells Ave	LD-1		Weeds and algae present in pond	Joel	Communicated to resident that pond ownership is with Taylor Morrison/Avatar. They would need to contact the HOA.	7/22/2025	N/A		
7/22/2025	Keith Laytham	490 Indian Wells Ave	LD-1		Questions about pond ownership/requesting maintenance of pond	Tricia/Joel	Provided same update as Mr. Remington.	7/22/2025	N/A		
7/31/2025	Richard Sones	1331 Bonita Canyon Dr	P22		High weeds/edge grasses around pond, grass islands in pond	Joel	Scheduled spray treatment with the aquatics vendor.	7/31/2025		07/31/2025	08/04/2025
8/11/2025	Richard Sones	1331 Bonita Canyon Dr	P22		Requesting update	Joel	Sent update to resident regarding spray treatment.	8/11/2025	N/A		
8/11/2025	Patty Ojeda	1135 Harbor Ridge Dr.	P10		Unusually high water levels, possible clogged drain	Joel	Informed resident that staff is aware of high water in ponds P-10, P-9, and P-12. District engineer is current reviewing for possible solution.	8/11/2025	N/A		
8/12/2025	816 Pacific Ridge Rd	816 Pacific Ridge Dr	P6		Swale overgrown/weeds extremely high	Joel	Reviewed dry pond and schedule pond to serviced.	8/12/2025		08/12/25	
8/13/2025	Emily Kelly	681 Villa Park Rd	P5		Requesting pond cleanup	Joel	Reviewed pond--pond has hydrilla. Scheduled vendor for treatment.	8/13/2025	N/A		
8/15/2025	No name given	No name given	P10		P10 not draining; district engineer alerted	Engineer	Provided same update as Ms. Ojeda.	8/15/2025	N/A		
8/15/2025	William Brown	Lemon Grove Dr	N/A		Drains backed up	Joel	Provided same update as Ms. Ojeda.	8/15/2025	N/A		
8/15/2025	Charles Racansky	214 Escondido Dr	P8		Drains backed up	Joel	Provided same update as Ms. Ojeda.	8/15/2025	N/A		
8/15/2025	Michael Gray	674 Tapatio Lane	P9		Drains backed up	Joel	Provided same update as Ms. Ojeda.	8/15/2025	N/A		
8/20/2025	Joe Holtshouser	933 San Raphael St	P10		Concern about P10 staging high	Joel	Provided same update as Ms. Ojeda.	8/20/2025	N/A		
8/28/2025	David Barrett	1414 Del Mar Dr	Tract 2-C A (Dry)		Dry retention pond retaining water after heavy rains	Joel	Explained the function of the dry ponds and the stormwater system.	8/28/2025	N/A		
8/29/2025	Norton Shapiro	856 San Raphael St.	P8		Pond staging high; culvert under water	Joel	Provided same update as Ms. Ojeda.	8/29/2025	N/A		
8/29/2025	Rosemarie Gaudio	208 Indian Wells Ave	D1		High edge grasses; requesting spray or cut down	Joel	Reviewed pond--grass in question are littoral plants.	9/4/2025	N/A		
8/29/2025	Karl Krell	967 Ladera Ranch Road	P17		Requesting call back	Joel	Reviewed landscaping along the back perimeter wall. Requested improved string trimming by perimeter wall.	9/4/2025		09/04/2025	09/08/2025
8/31/2025	Pamela Wallace	220 Indian Wells Ave	PD1		floating grass islands/pictures of pond	Joel	Requested treatment with aquatics vendor.	9/4/2025		09/04/2025	09/08/2025
9/6/2025	Turned Zagadinow	168 Palazzo Lane	P-19B	surface	Possible algae bloom	Joel	Vendor confirmed boat treatment scheduled for week of the 8th.	9/6/2025		09/06/2025	