

**MINUTES OF MEETING
POINCIANA
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Poinciana Community Development District was held Wednesday, October 18, 2017 at 11:00 a.m. at the Starlite Ballroom, located at 384 Village Drive, Poinciana, Florida.

Present and constituting a quorum were:

Robert Zimbardi	Chairman
LeRue Stellfox	Vice Chairman
Lita Epstein	Assistant Secretary
Richard Kellogg	Assistant Secretary
David Lane	Assistant Secretary

Also present were:

Chuck Walter	District Manager
Michael Eckert	District Counsel
Lindsay Whelan	District Counsel
Michael Dell'Isola	District Engineer
Russell Simmons	Field Manager
Clarke Representatives	
Residents	

The following is a summary of the discussions and actions taken at the October 18, 2017 Poinciana Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Zimbardi called the meeting to order. The Supervisors introduced themselves and a quorum was established.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Audience Comments

Hearing no comments from the audience, the next order of business followed.

FOURTH ORDER OF BUSINESS

Approval of August 16, 2017 Meeting Minutes

Mr. Zimbardi stated each Board member received a copy of the Minutes of the August 16, 2017 Meeting and requested any additions, corrections or deletions.

On MOTION by Mr. Stellfox seconded by Mr. Kellogg with all in favor the Minutes of the August 16, 2017 Meeting were approved.

FIFTH ORDER OF BUSINESS

District Manager's Report

A. Presentation of Financial Statements

- The Financial Report for the period ending September 30, 2017 was reviewed.
 - It was requested wording in the Memorandum, "Additional changes due to *merger*" be changed to "Additional charges due to *joint meetings*".
 - Clarification of Check #2511 charges relating to Prof Serv-Field Management was requested.
 - Provide AV Homes account receivables.
 - It was reported Labor Staffing-Rodgers charges have been reversed.

On MOTION by Mr. Kellogg seconded by Mr. Lane with all in favor the financials for the period ending September 30, 2017 were approved and the check register was accepted as modified.

B. Resolution 2018-06 Amending the General Fund Budget for FY 2017

- This is a reconciliation for the end of the fiscal year 2017 budget.

On MOTION by Mr. Kellogg seconded by Ms. Epstein with all in favor Resolution 2018-06 Amending the General Fund Budget for FY 2017 was adopted.

C. Motion Assigning Fund Balance as of September 30, 2017

- This is the rollover of existing assets to the new fiscal year. It is a carry-over allocating \$155,224 of operating reserves into revenues to fund operations while waiting for fiscal year 2018 special assessments to be collected and provided by the Tax Collector.

On MOTION by Mr. Kellogg seconded by Mr. Stellfox with all in favor assigning the fund balance of \$155,224 to fund fiscal year 2017 operations as of September 30, 2017, was approved.

D. Discussion and Ratification of Fiscal Year 2018 Insurance Policy

- Due to time constraints, the fiscal year 2018 insurance policy was renewed for one year at the current terms and conditions. The next renewal in July will be brought back to the Board for review.

On MOTION by Mr. Kellogg seconded by Mr. Lane with all in favor the action by the District Manager to renew the insurance policy for fiscal year 2018 was ratified.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There not being any, the next item followed.

B. Engineer

- Kathy Leo is no longer with Atkins. Michael Dell’Isola will be the representative from Atkins working with the District.

C. Field Manager

- Proceeding with a FEMA claim regarding damage to control structures after hurricane Irma was discussed. It was noted the FEMA website, Floridapa.org, is a good source of information regarding submitting a claim.

On MOTION by Mr. Kellogg seconded by Mr. Stellfox with all in favor the motion of the Board to not to proceed with filing a FEMA claim was approved.

- The Board will review current insurance policies.
 - i. **Discussion of Maintenance Agreements**
 - a. **Landscape – Floralawn – Expires 10/31/17**
 - b. **Midge – Clarke – Expires 9/30/17**
 - c. **Aquatic – Clarke – Expires 9/30/17**
- Ms. Whelan reported that the Clarke Midge and Aquatic Agreements expired on September 30, 2017. Since the expiration was prior to this Board meeting, a letter was

sent to Clarke to continue the services it provides to the District as set forth in the agreements on a month-to-month basis.

On MOTION by Mr. Lane seconded by Mr. Kellogg with all in favor the action by District Counsel to notify Clarke of a temporary agreement extension was ratified.

- The Board has the option to direct staff to enter into a new one year agreement with Clarke, or request additional proposals.

On MOTION by Mr. Kellogg seconded by Mr. Lane with all in favor one year contracts with Clarke for Midge and Aquatic services with the same price and conditions as the existing contracts were approved.

- The Floralawn contract was discussed and the Board would like to renew the contract with certain terms and conditions.
- A scope of services will be prepared including the issue of throwing of grass clippings into the ponds; and any cutting of a slope on the pond banks should be thrown uphill.

On MOTION by Mr. Kellogg seconded by Mr. Lane with all in favor staff was authorized to send letter to Floralawn requesting an extension of the contract for additional one month period(s) to allow the contractor to prepare a revised scope of services.

- Floralawn will be invited to next CDD meeting to discuss scope of services.
- It was requested Clarke report any landscape maintenance items to Mr. Zimbardi or Mr. Case for follow up.
- A representative from Clarke addressed the problem of access to the pond in the area where the technician fell.
- It was requested that a list of problem access areas be prepared by Clarke and submitted to the District Manager.

ii. Field Report

- Field reports were reviewed.
- The Board requested a *Pending Item List* be included with the report.
- The Floralawn report is to separately identify Poinciana and Poinciana West ponds.

SEVENTH ORDER OF BUSINESS

Supervisor Comments

- Mr. Stellfox proposed RFPs for services of a management company be obtained. It was noted this will be discussed at the Poinciana and Poinciana West Joint meeting.

EIGHTH ORDER OF BUSINESS

Audience Comments

Hearing no comments from the audience, the next order of business followed.

NINTH ORDER OF BUSINESS

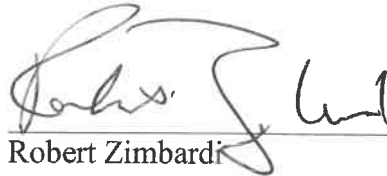
Adjournment

There being no further business,

On MOTION by Mr. Kellogg seconded by Ms. Epstein with all in favor the meeting was adjourned at approximately 12:05 p.m.



Assistant Secretary



Robert Zimbardi
Chairman