

**MINUTES OF THE JOINT MEETING  
OF THE POINCIANA & POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICTS**

A joint meeting of the Board of Supervisors of the Poinciana Community Development District and Poinciana West Community Development District was held Wednesday, November 15, 2017 at 1:00 p.m. at the Starlite Ballroom, located at 384 Village Drive, Poinciana, Florida.

Present and constituting a quorum of the Poinciana CDD Board were:

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

Present and constituting a quorum of the Poinciana West CDD Board were:

Charles Case, III	Chairman
Leonard Vento	Vice Chairman
Bill Brown	Assistant Secretary
Shirley Bzdewka	Assistant Secretary
Sidney Rosenberg	Assistant Secretary

Also present were:

Bob Koncar	General Manager, Severn Trent Services
Paula Davis	Accounts Payable Manager, STS
Michael Eckert	District Counsel
Michael Dell'Isola	District Engineer
Russell Simmons	Field Manager
Numerous Residents	
Representatives from Governmental Management Services Central Florida, LLC; Rizzetta & Company; Special District Services; and Wrathell, Hunt and Associates, LLC	

*The following is a summary of the discussions and actions taken at the November 15, 2017 Joint Meeting of the Poinciana CDD and the Poinciana West CDD Board of Supervisors.*

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

**A. Poinciana CDD**

Mr. Zimbardi called the meeting to order and called the roll. All Supervisors were present and a quorum was established.

**B. Poinciana West CDD**

Mr. Case called the meeting to order and called the roll. All Supervisors were present and a quorum was established.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

- Mr. Norm Gundel discussed the proposed assessments.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of October 18, 2017 Joint Board Meeting**

**A. Poinciana CDD**

Mr. Zimbardi stated each Board member received a copy of the Minutes of the October 18, 2017 Joint Board Meeting, and requested any additions, corrections or deletions.

The Board made corrections to the October 18, 2017 Minutes, which will be reflected in the final minutes posted on the District website.

There being no further discussion,

On MOTION by Mr. Kellogg seconded by Mr. Stellfox with all in favor, the Minutes of the October 18, 2017 Board Meeting were approved as amended.

**B. Poinciana West CDD**

Mr. Case stated each Board member received a copy of the Minutes of the October 18, 2017 Joint Board Meeting, and requested any additions, corrections or deletions.

On MOTION by Mr. Brown seconded by Mr. Vento with all in favor, the Minutes of the October 18, 2017 Board Meeting were approved as amended.

**FIFTH ORDER OF BUSINESS**

**Termination of FY 2017-2018 Amenity O&M Assessment Proceedings**

**A. Poinciana CDD**

- Mr. Eckert reviewed the assessment process. Last year's amenity assessments lapsed without a transfer of ownership of the amenities so those assessments are gone. This year due to the delay in the bond validation and the class action; we are recommending the Districts terminate the amenity O&M assessment proceedings for Fiscal Year 2017-2018. This will be revisited when the litigation gets closer to being concluded.

There being no further discussion,

On MOTION by Mr. Stellfox seconded by Mr. Kellogg with all in favor, to terminate the Fiscal Year 2017-2018 Amenity O&M Assessment Proceedings was approved.

**B. Poinciana West CDD**

There being no further discussion,

On MOTION by Mr. Brown seconded by Ms. Bzdewka with all in favor, to terminate the Fiscal Year 2017-2018 Amenity O&M Assessments Proceedings was approved

*The record will reflect that Mr. Kellogg left the meeting.*

**SIXTH ORDER OF BUSINESS**

**Consideration of Proposals for District Management Services**

- Mr. Eckert reported that five proposals for District Management Services were submitted. Representatives will present their proposals in the following order as noted in the agenda package: Governmental Management Services Central Florida, LLC; Rizzetta & Company; Special District Services; Wrathell, Hunt and Associates, LLC; and Severn Trent.
- Mr. Eckert stated the proposers have discussed this beforehand and they wish to step out of the room while the other proposer is giving their presentation. This is a matter of courtesy and for the record I have not asked them to leave the meeting room.

*The record will reflect that all proposers left the room.*

- Governmental Management Services Central Florida, LLC; Rizzetta & Company; and Special District Services made their presentations. Questions and comments from the Boards were addressed.

*The record will reflect that a five-minute recess was taken.*

- The meeting continued with Wrathell, Hunt and Associates, LLC and Severn Trent presenting their proposals. Questions and comments from the Boards were addressed.
- Mr. Eckert informed the Proposers that the presentations were concluded.
- Discussion ensued with regard to the five presentations and proposals for district management services.
- There was general consensus of the Poinciana West CDD Board to engage Governmental Management Services.
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**A. Poinciana West CDD**

On MOTION by Mr. Vento seconded by Mr. Case with all in favor, to authorize District Counsel to negotiate a contract with Governmental Management Services for district management to be brought back to the Board at the December meeting was approved.

**B. Poinciana CDD**

On MOTION by Ms. Epstein seconded by Mr. Zimbardi with all in favor, to authorize District Counsel to negotiate a contract with Governmental Management Services for district management to be brought back to the Board at the December meeting was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Termination of Existing District Management Contract**

**A. Poinciana CDD**

On MOTION by Mr. Stellfox seconded by Mr. Zimbardi with all in favor, to direct District Counsel to provide notice of termination of the existing district management contract and all of their other services being provided was approved.

**B. Poinciana West CDD**

On MOTION by Mr. Brown seconded by Ms. Bzdewka with all in favor, to direct District Counsel to provide notice of termination of the existing district management contract and all of their other services being provided was approved.

*The record will reflect that all Proposers returned to the meeting.*

- The vendors were thanked for their proposals and were informed that the Boards unanimously concluded to engage Governmental Management Services for district management and other related services.

**EIGHTH ORDER OF BUSINESS**

**Review and Approve Evaluation Criteria for Engineering RFQ**

**A. Poinciana CDD**

On MOTION by Mr. Stellfox seconded by Mr. Zimbardi with all in favor, the evaluation criteria for engineering RFQ was approved as presented.

**B. Poinciana West CDD**

On MOTION by Mr. Brown seconded by Mr. Vento with all in favor, the evaluation criteria for engineering RFQ was approved as presented.

**NINTH ORDER OF BUSINESS**

**Discussion Regarding Revised Floralawn Scope of Services**

**A. Poinciana CDD**

**B. Poinciana West CDD**

- The revised Floralawn scope of services was discussed.
- The District Engineer provided an update on the aerator system. The electricity will need to come through the golf course property. He will be meeting with the golf course on the location of this.

**TENTH ORDER OF BUSINESS**

**Attorney Report**

**A. Status of Bond Validation**

- Mr. Eckert updated the Boards on the process and timing of the bond validation litigation.
- B. Updated Q&A**
- Mr. Eckert distributed and reviewed an updated Q&A for Current Status of Amenity Transaction as of November 15, 2017.
- Intent of the Board is to approve this document and post it on the website to have it available to residents.
- Discussion ensued with regard to a third party adhering to the club plan. District Counsel suggested a compromise would be adding; *controlled by for profit corporation pursuant to the club plan*. The Boards agreed with this change; and also adding information on increase of assessments regarding a catastrophic event.

**Poinciana CDD**

On MOTION by Mr. Stellfox seconded by Mr. Lane with all in favor, the updated Q&A was approved with two changes as discussed.

**Poinciana West CDD**

On MOTION by Mr. Brown seconded by Mr. Rosenberg with all in favor, the updated Q&A was approved with two changes as discussed.

- Mr. Eckert commented that in answer to an audience comment that the District just build amenities; neither one of the CDDs own vacant land upon which amenities can be developed.

**ELEVENTH ORDER OF BUSINESS**

**District Manager Report**

**A. Discussion Regarding Midges**

- Mr. Simmons distributed information on Managing Pestiferous Freshwater Aquatic Midge Emergences from Storm Water Retention Ponds.
- He updated the Boards on his meeting with Polk County regarding the midge issue; and implementing an aeration program.

**TWELFTH ORDER OF BUSINESS**

**Supervisor Comments**

- The payment of O&M assessments by Avatar was discussed.

**THIRTEENTH ORDER OF BUSINESS**

**Audience Comments**

- Bonnie Young commented on the midge problem in the pond.
- Anita Nelson commented on timing of the assessments and its effect on residents. It was noted due to current litigation it is too early to know when implementation will occur.
- Martin Kessler commented on CDDs; district management services and the importance of an updated website.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

**A. Poinciana CDD**

There being no further business,


On MOTION by Mr. Stellfox seconded by Ms. Epstein with all in favor, the meeting was adjourned at approximately 4:10 p.m.

**B. Poinciana West CDD**

There being no further business

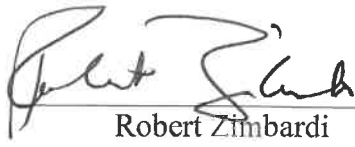
On MOTION by Mr. Brown seconded by Ms. Bzdewka with all in favor, the meeting was adjourned at approximately 4:10 p.m.

**Poinciana**




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Assistant Secretary




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Robert Zimbardi  
Chairman

**Poinciana West**




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Assistant Secretary




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Charles Case, III  
Chairman