

Poinciana
Community Development District

Agenda Package

August 15, 2018

AGENDA

Poinciana

Community Development District

135 W. Central Blvd., Suite 320, Orlando, Florida 32801
Phone: 407-841-5524 – Fax: 407-839-1526

August 8, 2018

**Board of Supervisors
Poinciana Community
Development District**

Dear Board Members:

The Board of Supervisors of Poinciana Community Development District will meet **Wednesday, August 15, 2018 at 11:00 AM at the Starlight Ballroom, 384 Village Drive, Poinciana, Florida.** 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 18, 2018 Meeting
5. Public Hearing
 - A. Consideration of Resolution 2018-13 Adopting the Fiscal Year 2019 Budget and Relating to the Annual Appropriations
 - B. Consideration of Resolution 2018-14 Imposing Special Assessments and Certifying an Assessment Roll
6. Consideration of Resolution 2018-15 Accepting the Dedications on the Phase 5E-W Plat
7. Discussion of Proposals for Amenity Real Estate Transaction Legal Services
8. Staff Reports
 - A. Attorney
 - i. Litigation Update
 - B. Engineer
 - C. District Manager
 - i. Approval of Check Register
 - ii. Balance Sheet and Income Statement
 - iii. Approval of Fiscal Year 2019 Meeting Schedule
 - D. Field Manager
 - i. Field Manager's Report
 - Proposal for Aerators
 - ii. Customer Complaint Log
9. Supervisor's Requests
10. General Audience Comments
11. Other Business
12. Next Meeting Date - September 5, 2018 (Joint CDD Meeting)
13. Adjournment

The second order of business is the reciting of the Pledge of Allegiance.

The third order of business is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items.

The fourth order of business is the approval of minutes from the July 18, 2018 meeting. The minutes are enclosed for your review.

The fifth order of business is the public hearing on the budget and assessments. Section A is the consideration of Resolution 2018-13 adopting the Fiscal Year 2019 budget and relating to the annual appropriations. A copy of the Resolution and approved budget is enclosed for your review. Section B is the consideration of Resolution 2018-14 imposing special assessments and certifying an assessment roll. A copy of the Resolution is enclosed for your review and the assessment roll will be available at the meeting.

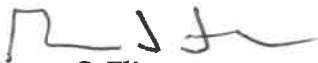
The sixth order of business is the consideration of Resolution 2018-15 accepting the dedications on the plat entitled Solivita Phase 5E-W. A copy of the Resolution and plat is enclosed for your review.

The seventh order of business is the discussion of proposals for amenity real estate transaction legal services. Three proposals are enclosed for your review.

The eighth order of business is Staff Reports. Section A is the Attorney's Report and an update on the litigation will be discussed under Sub-Section 1. Section C is the District Manager's Report. Sub-Section 1 includes the check register for approval and Sub-Section 2 includes the balance sheet and income statement for your review. Sub-Section 3 is the approval of the Fiscal Year 2019 meeting schedule. A sample meeting notice is enclosed for your review. Section D is the Field Manager's Report. The report, maintenance reports and proposal for aerators is enclosed for your review. Sub-Section 2 includes the customer complaint log for review.

The balance of the agenda will be discussed at the meeting. In the meantime, if you have any questions, please contact me.

Sincerely,



George S. Flint
District Manager

CC: Michael Eckert, District Counsel
Kathleen Leo, District Engineer
Alan Scheerer, Field Manager
Darrin Mossing, GMS

Enclosures

MINUTES

MINUTES OF MEETING
POINCIANA
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Poinciana Community Development District was held on Wednesday, July 18, 2018 at 11:00 a.m. in the Starlight Ballroom, 384 Village Drive, Poinciana, Florida.

Present and constituting a quorum were:

Robert Zimbardi	Chairman by phone
LeRue "Skip" Stellfox	Vice Chairman
David Lane	Assistant Secretary
William Land	Assistant Secretary

Also present were:

George Flint	District Manager
Michael Eckert	District Counsel
Alan Scheerer	Field Manager
Pete Deglomine	Clarke Environmental
Kevin Plenzler	Fishkind & Associates
William Viasalyers	GMS
Residents	

The following is a summary of the discussions and actions taken at the July 18, 2018 Poinciana Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Stellfox called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Public Comment Period on Agenda Items

Mr. Flint informed the residents attending the meeting that staff was not able to set up microphones for the meeting. He advised the residents to move closer if they had problems hearing the discussion of the meeting. Mr. Stellfox notified the residents that at this time they

may speak to the Board. A resident asked the Board when the fence on the pathway would be fixed, and he noted that it has been almost four weeks since it was taken down. The resident stated that he saw someone trying to enter the community through the fence but told them to leave. Mr. Stellfox informed the resident that it is an HOA issue and that he would discuss the issue with the HOA. Mr. Stellfox closed the public comment period.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the June 20, 2018 Meeting

Mr. Stellfox presented the minutes of the May 16, 2018 meeting. Mr. Lane and Mr. Land stated that after reviewing the minutes there were no corrections needed.

On MOTION by Mr. Land, seconded by Mr. Lane, with all in favor, the Minutes of the June 20, 2018 Meeting were approved, as presented.

FIFTH ORDER OF BUSINESS

Review and Acceptance of Fiscal Year 2017 Audit Report

Mr. Stellfox noted that it was a clean audit and asked for comments on the audit report. Mr. Flint informed the Board that the audit was completed prior to June 30th and transmitted to the State of Florida by the deadline.

On MOTION by Mr. Lane, seconded by Mr. Land, with all in favor, the Fiscal Year 2017 Audit Report was accepted and transmittal to the State of Florida was ratified.

SIXTH ORDER OF BUSINESS

Ratification of Engagement Letter from Rumberger, Kirk & Caldwell, P.A. to Provide Special Counsel Services

Mr. Flint stated that he was directed by the Board to search for an independent Counsel to review the conflict and disclosure letter that District Counsel had prepared.

On MOTION by Mr. Lane, seconded by Mr. Land, with all in favor, the Engagement Letter from Rumberger, Kirk & Caldwell, P.A. to Provide Special Counsel Services was ratified.

SEVENTH ORDER OF BUSINESS

Consideration of Second Amended and Restated Disclosure of Public Financing Report

Mr. Stellfox informed the Board that they had a copy of the report in their agenda. Mr. Eckert stated that under Chapter 190 of the Florida Statutes the Board is required to periodically disclose the District’s financing mechanisms as well as the infrastructure that the District maintains. He noted that this report updates the last report that the Board had recorded to include the lower bond assessment amounts that they accomplished through the refinancing of the bonds.

On MOTION by Mr. Land, seconded by Mr. Lane, with all in favor, the Second Amended and Restated Disclosure of Public Financing Report was approved.

EIGHTH ORDER OF BUSINESS

Special Assessment Matters

A. Review of First Amendment to Master Methodology Regarding Undeveloped Land in Poinciana CDD

Mr. Stellfox noted that a copy of the report was enclosed in the agenda package for the Board’s review. Mr. Eckert introduced Kevin Plenzler from Fishkind. Mr. Eckert reminded the Board that the discussions today will only affect the assessments on undeveloped land, and there is no impact on assessments for platted lots in Poinciana West or previously identified platted lots in Poinciana. Mr. Plenzler presented information regarding two parcel IDs that were identified by the developer that were not to be included within the assessment roll previously provided. Mr. Plenzler stated that this does happen occasionally, especially when there are such a significant number of parcels. Mr. Land inquired about Phase 1G. Mr. Plenzler replied that he believed they were 32 townhomes, as well as some commercial developed properties. Mr. Plenzler stated that he would need to refer to a map to be sure. Mr. Eckert reminded the Board that the CDD has no control over development approvals, it is all done through the County. Mr. Zimbardi asked what the change in the assessments, based on the newly platted area, was. Mr. Plenzler answered that there were no changes in assessments to the developed lots in Poinciana and Poinciana West. Mr. Land asked a question referring to page 3.1 about the District Amenity Facilities. Mr. Land inquired about the cost of proposed improvements being \$14,316,000, from an earlier total of \$11,100,000. Mr. Eckert stated that when the resolution was prepared the

Board wanted flexibility in spending the proceeds that were generated. Mr. Eckert explained that the Board will be able to choose what they want to do. He gave an example of the performing arts building price going up because the number of seats went up.

B. Consideration of Resolution 2018-11 Declaring and Adjusting Assessments Under the First Amendment to the Master Methodology Regarding Undeveloped Land in Poinciana CDD

On MOTION by Mr. Land, seconded by Mr. Lane, with all in favor, Resolution 2018-11 Declaring and Adjusting Assessments Under the First Amendment to the Master Methodology Regarding Undeveloped Land in Poinciana CDD was approved.

C. Consideration of Resolution 2018-12 Setting a Public Hearing on First Amendment to Master Methodology Regarding Undeveloped Land in Poinciana CDD

Mr. Stellfox suggested to the Board that the meeting be set for September 5, 2018 and cancel the regular meeting in September. Mr. Flint noted that there is a 30-day notice required for the meeting and they would not be able to meet that requirement for the August meeting date. The budget adoption is on the August meeting. Mr. Flint stated that the meeting room is available for September 5th. The Board members discussed their availability on the proposed meeting date. Mr. Eckert noted that the meeting would likely be a joint meeting with both Poinciana and Poinciana West in attendance. Mr. Eckert suggested 11:00 a.m. as the meeting time. All the Board members stated that they were available on September 5th to meet. The Board also agreed that the regular meeting scheduled for September 19, 2018 will be canceled.

On MOTION by Mr. Land, seconded by Mr. Lane, with all in favor, Resolution 2018-12 Setting a Public Hearing on First Amendment to Master Methodology Regarding Undeveloped Land in Poinciana CDD for September 5, 2018 at 11:00 a.m. at the Starlite Ballroom was approved.

NINTH ORDER OF BUSINESS

Staff Reports

- A. Attorney**
 - i. Litigation Update**

Mr. Eckert reported that they are in the process of getting together materials needed to re-engage in the bond validation case. Mr. Eckert stated that they expect significant movement in the next 30-45 days, and that he would provide an update on that at the August meeting.

B. Engineer

Ms. Leo noted that it is the rainy season and they tend to get a lot of questions regarding that. She also stated that they provided the updated maps in PDF form for the Board to review. Ms. Leo stated that she could provide full size prints.

C. District Manager

i. Approval of Check Register

Mr. Flint presented the Check Register for the General Fund and Payroll for the month of June 2018 in the amount of \$151,665.87. Mr. Zimbardi asked Mr. Flint if all the back payments from Avatar were collected. Mr. Flint answered that they have paid all their February and May direct bill payments of over \$200,000 and also funded all the funding requests under the funding agreement with the exception of the most recent one. The detail was behind the Check Register.

On MOTION by Mr. Stellfox, seconded by Ms. Epstein, with all in favor, the Check Register for June 1, 2018 through June 30, 2018 was approved.

ii. Balance Sheet and Income Statement

Mr. Flint stated that there was no action required by the Board but could answer any questions.

D. Field Manager

i. Field Manager's Report

Mr. Flint noted that he emailed out a Field Manager's Report the prior day, and stated that there were status reports on some of the storm water repairs that were ongoing. Mr. Flint introduced Alan Scheerer and William Viasalyers who recently joined GMS. Mr. Flint directed the Board to look at page 4. He stated that there were some concerns at 503 Barcelona Drive after a storm a couple weeks ago. Mr. Flint discussed issues concerning the elevation of two

manholes. Mr. Flint discussed the pond at the driving range, he noted that the developer had to dewater as part of the new site development next to it. Mr. Flint stated that because of that there was significant bank erosion around that pond, but the developer has agreed to regrade that pond. Mr. Zimbardi asked about reimbursement from AV Homes for the work and hours the CDD has incurred in respect to the pond because of their dewatering. Mr. Flint stated that he did not believe there was enough hours to reimburse. Mr. Zimbardi requested that Mr. Flint collect all the hours worked pertaining to the dewatering issue, and Mr. Flint responded that he would. Mr. Flint read over page 5 and discussed installing additional aerators in pond E3, and explained that the shape is the reason for the need. Mr. Deglomine of Clarke discussed waiting to put the fish in until the fall because the temperatures are too high.

ii. Customer Complaint Log

Mr. Flint presented the Customer Complaint Log.

TENTH ORDER OF BUSINESS

Supervisor’s Requests

Mr. Stellfox asked the Board if anyone had any requests. The Board did not have any requests at this time.

ELEVENTH ORDER OF BUSINESS

General Audience Comments

A resident asked if anyone had taken a look at the canal behind her property. She stated that it was all green. Mr. Eckert encouraged the resident to speak with Alan Scheerer and give him the address to identify if the District owns the canal.

TWELTH ORDER OF BUSINESS

Other Business

Mr. Stellfox asked the Board if there was any other business that needed to be discussed, but there was nothing brought up.

THIRTEENTH ORDER OF BUSINESS

Next Meeting Date – August 15, 2018 @ 11:00 A.M.

Mr. Stellfox announced that the next meeting was on August 15, 2018 at 11:00 a.m.

FOURTEENTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned at 11:49 a.m.

On MOTION by Mr. Land, seconded by Mr. Lane, with all in favor, the meeting was adjourned.

Secretary / Assistant Secretary

Chairman / Vice Chairman

SECTION V

SECTION A

RESOLUTION 2018-13

THE ANNUAL APPROPRIATION RESOLUTION OF THE POINCIANA COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGETS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2018, submitted to the Board of Supervisors (“**Board**”) of the Poinciana Community Development District (“**District**”) proposed budgets (“**Proposed Budgets**”) for the fiscal year beginning October 1, 2018 and ending September 30, 2019 (“**Fiscal Year 2018/2019**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budgets, the District filed a copy of the Proposed Budgets with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budgets on the District’s website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared the Proposed Budgets, whereby the budgets shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budgets, copies of which is on file with the office of the District Manager and at the District’s Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budgets, attached hereto as **Exhibit "A,"** as amended by the Board, are hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budgets**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budgets may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budgets, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budgets for the Poinciana Community Development District for the Fiscal Year Ending September 30, 2019."
- d. The Adopted Budgets shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least 2 years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2018/2019, the sum of \$ _____ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ _____
DEBT SERVICE FUND - SERIES 2012	\$ _____
CAPITAL RESERVE FUND	\$ _____
TOTAL ALL FUNDS	\$ _____

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2018/2019 or within 60 days following the end of the Fiscal Year 2018/2019 may amend its Adopted Budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.

- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016, *Florida Statutes*, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget under subparagraphs c. and d. above are posted on the District’s website within 5 days after adoption and remain on the website for at least 2 years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 15th DAY OF AUGUST, 2018.

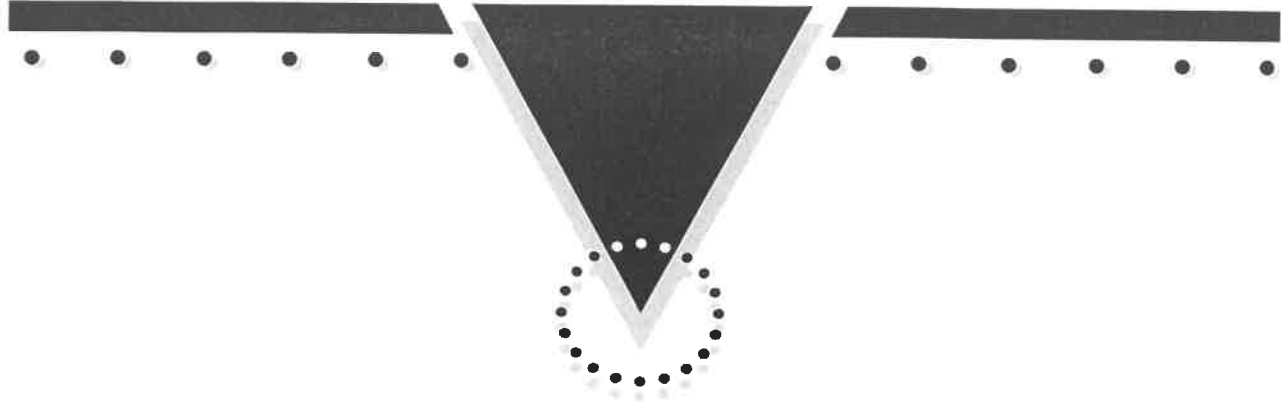
ATTEST:

**POINCIANA COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

By: _____

Its: _____



**Poinciana
Community Development District**

**Proposed Budget
FY 2019**



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Poinciana
Community Development District

Fiscal Year 2019
General Fund

Description	Adopted Budget FY2018	Actual Thru 7/31/18	Projected Next 2 Months	Total Thru 9/30/18	Proposed Budget FY2019
Revenues					
Special Assessments - Tax Collector	\$452,500	\$454,515	\$0	\$454,515	\$469,835
Special Assessments - Direct Billed	\$71,073	\$71,073	\$0	\$71,073	\$54,201
Special Assessments - Developer	\$84,960	\$84,960	\$0	\$84,960	\$96,604
Interest	\$3,500	\$1,795	\$305	\$2,100	\$3,500
Carry Forward Surplus	\$0	\$52,361	\$0	\$52,361	\$56,090
Total Revenues	\$612,033	\$664,704	\$305	\$665,009	\$680,230
Expenditures					
<i>Administrative</i>					
Supervisors Fees	\$12,000	\$12,200	\$2,000	\$14,200	\$12,000
FICA Expense	\$918	\$933	\$153	\$1,086	\$918
Engineering	\$18,000	\$34,446	\$5,554	\$40,000	\$18,000
Attorney	\$30,000	\$51,896	\$8,654	\$60,550	\$30,000
Arbitrage	\$600	\$450	\$0	\$450	\$450
Dissemination	\$5,000	\$7,582	\$833	\$8,416	\$5,000
Annual Audit	\$4,250	\$0	\$3,590	\$3,590	\$3,590
Trustee Fees	\$7,000	\$9,772	\$0	\$9,772	\$7,000
Assessment Administration	\$11,365	\$230	\$0	\$230	\$5,000
Management Fees	\$55,341	\$41,866	\$7,500	\$49,366	\$45,000
Information Technology	\$16	\$1,074	\$250	\$1,324	\$1,500
Telephone	\$0	\$24	\$56	\$80	\$100
Postage	\$1,200	\$5,030	\$1,367	\$6,397	\$2,400
Printing & Binding	\$2,700	\$2,412	\$1,109	\$3,521	\$2,700
Insurance	\$15,447	\$14,151	\$0	\$14,151	\$15,447
Legal Advertising	\$2,000	\$9,434	\$500	\$9,934	\$3,500
Other Current Charges	\$0	\$356	\$50	\$406	\$100
Office Supplies	\$300	\$218	\$42	\$260	\$300
Property Appraiser	\$9,628	\$0	\$9,628	\$9,628	\$9,628
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
Administrative Expenses	\$175,940	\$192,250	\$41,287	\$233,537	\$162,808
<i>Operation & Maintenance</i>					
Field Services	\$14,000	\$9,802	\$1,667	\$11,469	\$10,000
Electric	\$1,500	\$1,346	\$304	\$1,650	\$2,000
Landscape Maintenance	\$143,645	\$119,704	\$23,941	\$143,645	\$143,645
Aquatic Control Maintenance	\$98,000	\$81,667	\$16,333	\$98,000	\$98,000
Aquatic Midge Management	\$152,800	\$119,167	\$25,167	\$144,333	\$172,800
R&M - Drainage	\$3,000	\$0	\$500	\$500	\$3,000
R&M - Mulch	\$4,500	\$592	\$500	\$1,092	\$4,500
R&M Plant Replacement	\$4,060	\$0	\$500	\$500	\$4,060
Storm Structure Repairs	\$0	\$5,462	\$500	\$5,962	\$50,000
Contingency	\$14,589	\$6,473	\$500	\$6,973	\$10,000
Capital Outlay	\$0	\$17,347	\$0	\$17,347	\$20,000
Operation & Maintenance Expenses	\$436,094	\$361,561	\$69,911	\$431,472	\$518,005
Total Expenditures	\$612,033	\$553,811	\$111,198	\$665,009	\$680,813
Excess Revenues/(Expenditures)	\$0	\$110,893	-\$110,893	\$0	-\$583

Net Assessment	\$469,835
Collection Cost (6%)	\$29,989
Gross Assessment	<u>\$499,824</u>

Poinciana
Community Development District
GENERAL FUND BUDGET

REVENUES:

Special Assessments – Tax Collector

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

Special Assessments – Direct Billed

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

Special Assessments – Developer

Per the "Partial Budget Funding Agreement between Poinciana Community Development District and Avatar Properties Inc. D/B/A AV Homes for Operations and Maintenance Expenses" dated December 23, 2014 under Section 2 Provision of Operations and Maintenance Contributions, The Developer hereby agrees to pay the District an annual O&M Contribution beginning with Fiscal Year 2015-2016 in addition to the operation and maintenance assessments and debt service assessments levied by the District" "...the Developer shall provide such payment by November 1 of each year. The Developer shall pay the annual O&M Contribution due to the District each year until the recordation of the final plat of any portion of the Undeveloped Lands within the District, at which the Developer's obligation to pay an O&M Contribution shall terminate beginning with the following fiscal year." (Section 2.B)

Interest

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

EXPENDITURES:

Administrative:

Supervisors Fees

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings. The amount is based on 5 supervisors attending 12 meetings during the fiscal year.

FICA Expense

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

Engineering

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

Poinciana
Community Development District
GENERAL FUND BUDGET

Attorney

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

Arbitrage

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on the Series 2012A-1 & A-2 Special Assessment Refunding Bonds. The District has contracted with AMTEC for this service.

Dissemination

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

Annual Audit

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

Trustee Fees

The District will pay annual trustee fees for the Series 2012A-1 & A-2 Special Assessment Refunding Bonds that are deposited with a Trustee at USBank.

Assessment Administration

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

Management Fees

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

Information Technology

Represents costs related to District's accounting and information systems, District's website creation and maintenance, electronic compliance with Florida Statutes and other electronic data requirements.

Telephone

Telephone and fax machine.

Poinciana
Community Development District
GENERAL FUND BUDGET

Postage

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

Printing & Binding

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

Insurance

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

Legal Advertising

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

Other Current Charges

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

Office Supplies

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

Property Appraiser

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

Dues, Licenses & Subscriptions

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

Operation s& Maintenance:

Field Services

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

Poinciana
Community Development District
 GENERAL FUND BUDGET

Electric

Represents cost of electric services for item lights. District currently has two accounts with Duke Energy.

Account #	Service Address	Monthly	Annual
48750 39182	1051 Cypress Pky, 9 Tunnel Lights	\$30	\$360
87555 08008	1051 Cypress Pky, Lites/Golf Tunnel 33	\$125	\$1,500
	Contingency		\$140
	Total		\$2,000

Landscape Maintenance

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

Description	Monthly	Annual
Landscape Maintenance	\$11,970	\$143,645
Total		\$143,645

Aquatic Control Maintenance

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

Description	Monthly	Annual
Aquatic Maintenance	\$8,167	\$98,000
Total		\$98,000

Aquatic Midge Management

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

Description	Monthly	Annual
Aquatic Midge Control	\$11,750	\$141,000
Basin B-5	\$200	\$2,400
Aquatic Midge Control - Basin B-5	\$783	\$9,396
Contingency		\$20,004
Total		\$172,800

R&M - Drainage

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

Poinciana
Community Development District
GENERAL FUND BUDGET

R&M - Mulch

Represents estimated cost for mulch.

R&M – Plant Replacement

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

Contingency

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

Capital Outlay

Represents estimated cost for Aeration Systems.

Poinciana
Community Development District

Fiscal Year 2019
Debt Service Fund

Adopted Budget FY2018	Actual Thru 7/31/18	Projected Next 2 Months	Total Thru 9/30/18	Proposed Budget FY2019
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Revenues

Special Assessments - Tax Collector	\$1,333,839	\$1,338,931	\$0	\$1,338,931	\$1,426,421
Special Assessments - Direct Billed	\$382,908	\$382,908	\$0	\$382,908	\$292,011
Interest Income	\$500	\$3,037	\$213	\$3,250	\$0
Carry Forward Surplus	\$1,572,963	\$540,007	\$0	\$540,007	\$612,054
Total Revenues	\$3,290,210	\$2,264,884	\$213	\$2,265,097	\$2,330,486

Expenses

Administrative

Property Appraiser	\$28,380	\$0	\$28,380	\$28,380	\$28,380
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Series 2012A-1

Interest - 11/1	\$218,550	\$218,550	\$0	\$218,550	\$209,850
Principal - 11/1	\$580,000	\$580,000	\$0	\$580,000	\$600,000
Interest - 5/1	\$218,550	\$218,550	\$0	\$218,550	\$209,850

Series 2012A-2

Interest - 11/1	\$168,781	\$168,781	\$0	\$168,781	\$160,425
Principal - 11/1	\$270,000	\$270,000	\$0	\$270,000	\$285,000
Interest - 5/1	\$168,781	\$168,781	\$0	\$168,781	\$160,425

Total Expenditures	\$1,653,042	\$1,624,663	\$28,380	\$1,653,043	\$1,653,930
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Excess Revenues/(Expenditures)	\$1,637,168	\$640,221	(\$28,167)	\$612,054	\$676,556
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Series 2012A-1	
Interest - 11/1/2019	\$200,100

Series 2012A-2	
Interest - 11/1/2019	\$152,231

Net Assessment	\$1,426,421
Collection Cost (6%)	\$91,048
Gross Assessment	\$1,517,469

**Poinciana
Community Development District**

**SERIES 2012A-1
AMORTIZATION SCHEDULE**

DATE	BALANCE	PRINCIPAL	INTEREST	TOTAL
11/1/18	\$ 10,015,000.00	\$ -	\$ 209,850.00	\$ 209,850.00
5/1/19	\$ 10,015,000.00	\$ 600,000.00	\$ 209,850.00	\$ -
11/1/19	\$ 9,415,000.00	\$ -	\$ 200,100.00	\$ 1,009,950.00
5/1/20	\$ 9,415,000.00	\$ 620,000.00	\$ 200,100.00	\$ -
11/1/20	\$ 8,795,000.00	\$ -	\$ 189,250.00	\$ 1,009,350.00
5/1/21	\$ 8,795,000.00	\$ 645,000.00	\$ 189,250.00	\$ -
11/1/21	\$ 8,150,000.00	\$ -	\$ 177,156.25	\$ 1,011,406.25
5/1/22	\$ 8,150,000.00	\$ 670,000.00	\$ 177,156.25	\$ -
11/1/22	\$ 7,480,000.00	\$ -	\$ 164,175.00	\$ 1,011,331.25
5/1/23	\$ 7,480,000.00	\$ 695,000.00	\$ 164,175.00	\$ -
11/1/23	\$ 6,785,000.00	\$ -	\$ 150,275.00	\$ 1,009,450.00
5/1/24	\$ 6,785,000.00	\$ 725,000.00	\$ 150,275.00	\$ -
11/1/24	\$ 6,060,000.00	\$ -	\$ 134,868.75	\$ 1,010,143.75
5/1/25	\$ 6,060,000.00	\$ 755,000.00	\$ 134,868.75	\$ -
11/1/25	\$ 5,305,000.00	\$ -	\$ 118,353.13	\$ 1,008,221.88
5/1/26	\$ 5,305,000.00	\$ 790,000.00	\$ 118,353.13	\$ -
11/1/26	\$ 4,515,000.00	\$ -	\$ 101,071.88	\$ 1,009,425.00
5/1/27	\$ 4,515,000.00	\$ 825,000.00	\$ 101,071.88	\$ -
11/1/27	\$ 3,690,000.00	\$ -	\$ 83,025.00	\$ 1,009,096.88
5/1/28	\$ 3,690,000.00	\$ 860,000.00	\$ 83,025.00	\$ -
11/1/28	\$ 2,830,000.00	\$ -	\$ 63,675.00	\$ 1,006,700.00
5/1/29	\$ 2,830,000.00	\$ 900,000.00	\$ 63,675.00	\$ -
11/1/29	\$ 1,930,000.00	\$ -	\$ 43,425.00	\$ 1,007,100.00
5/1/30	\$ 1,930,000.00	\$ 945,000.00	\$ 43,425.00	\$ -
11/1/30	\$ 985,000.00	\$ -	\$ 22,162.50	\$ 1,010,587.50
5/1/31	\$ 985,000.00	\$ 985,000.00	\$ 22,162.50	\$ 1,007,162.50
		\$ 10,015,000.00	\$ 3,314,775.00	\$ 13,329,775.00

Poinciana

Community Development District

SERIES 2012A-2 AMORTIZATION SCHEDULE

DATE	BALANCE	PRINCIPAL	INTEREST	TOTAL
11/1/18	\$ 5,385,000.00	\$ -	\$ 160,425.00	\$ 160,425.00
5/1/19	\$ 5,385,000.00	\$ 285,000.00	\$ 160,425.00	\$ -
11/1/19	\$ 5,100,000.00	\$ -	\$ 152,231.25	\$ 597,656.25
5/1/20	\$ 5,100,000.00	\$ 300,000.00	\$ 152,231.25	\$ -
11/1/20	\$ 4,800,000.00	\$ -	\$ 143,606.25	\$ 595,837.50
5/1/21	\$ 4,800,000.00	\$ 315,000.00	\$ 143,606.25	\$ -
11/1/21	\$ 4,485,000.00	\$ -	\$ 134,550.00	\$ 593,156.25
5/1/22	\$ 4,485,000.00	\$ 335,000.00	\$ 134,550.00	\$ -
11/1/22	\$ 4,150,000.00	\$ -	\$ 124,500.00	\$ 594,050.00
5/1/23	\$ 4,150,000.00	\$ 355,000.00	\$ 124,500.00	\$ -
11/1/23	\$ 3,795,000.00	\$ -	\$ 113,850.00	\$ 593,350.00
5/1/24	\$ 3,795,000.00	\$ 380,000.00	\$ 113,850.00	\$ -
11/1/24	\$ 3,415,000.00	\$ -	\$ 102,450.00	\$ 596,300.00
5/1/25	\$ 3,415,000.00	\$ 405,000.00	\$ 102,450.00	\$ -
11/1/25	\$ 3,010,000.00	\$ -	\$ 90,300.00	\$ 597,750.00
5/1/26	\$ 3,010,000.00	\$ 430,000.00	\$ 90,300.00	\$ -
11/1/26	\$ 2,580,000.00	\$ -	\$ 77,400.00	\$ 597,700.00
5/1/27	\$ 2,580,000.00	\$ 455,000.00	\$ 77,400.00	\$ -
11/1/27	\$ 2,125,000.00	\$ -	\$ 63,750.00	\$ 596,150.00
5/1/28	\$ 2,125,000.00	\$ 485,000.00	\$ 63,750.00	\$ -
11/1/28	\$ 1,640,000.00	\$ -	\$ 49,200.00	\$ 597,950.00
5/1/29	\$ 1,640,000.00	\$ 515,000.00	\$ 49,200.00	\$ -
11/1/29	\$ 1,125,000.00	\$ -	\$ 33,750.00	\$ 597,950.00
5/1/30	\$ 1,125,000.00	\$ 545,000.00	\$ 33,750.00	\$ -
11/1/30	\$ 580,000.00	\$ -	\$ 17,400.00	\$ 596,150.00
5/1/31	\$ 580,000.00	\$ 580,000.00	\$ 17,400.00	\$ 597,400.00
		\$ 5,385,000.00	\$ 2,526,825.00	\$ 7,911,825.00

SECTION B

RESOLUTION 2018-14

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE POINCIANA COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2018/2019; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Poinciana Community Development District (“**District**”) is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Polk County, Florida (“**County**”); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District’s adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, the Board of Supervisors (“**Board**”) of the District hereby determines to undertake various operations and maintenance and other activities described in the District’s budget (“**Adopted Budget**”) for the fiscal year beginning October 1, 2018 and ending September 30, 2019 (“**Fiscal Year 2018/2019**”), attached hereto as **Exhibit “A”** and incorporated by reference herein; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

WHEREAS, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2018/2019; and

WHEREAS, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector (“**Uniform Method**”), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the Poinciana Community Development District (“**Assessment Roll**”) attached to this Resolution as **Exhibit “B”** and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

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

SECTION 1. BENEFIT & ALLOCATION FINDINGS. The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit “A”** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits “A” and “B,”** is hereby found to be fair and reasonable.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits “A” and “B.”** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the “maximum rate” authorized by law for operation and maintenance assessments.

SECTION 3. COLLECTION. The collection of the operation and maintenance special assessments and previously levied debt service assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as indicated on **Exhibits “A” and “B.”** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

SECTION 4. ASSESSMENT ROLL. The Assessment Roll, attached to this Resolution as **Exhibit “B,”** is hereby certified to the County Tax Collector and shall be collected by the County

Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution, and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

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

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED this 15th day of August, 2018.

Witness:

**POINCIANA COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Budget

Exhibit B: Assessment Roll

SECTION VI

RESOLUTION NO 2018-15

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE POINCIANA COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE ACCEPTANCE OF DEDICATIONS ON THE PLAT ENTITLED "SOLIVITA - PHASE 5E-W" AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Poinciana Community Development District ("District"), is a local unit of special-purpose government created and established in accordance with the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the "Act"); and

WHEREAS, the District has been created and established for the purpose of delivering certain community development services and facilities for the benefit of the land owners and residents of the District: and

WHEREAS, Polk County has requested affirmation of the District's intention to own tracts or easements dedicated to the District within the boundaries of the plat entitled *SOLIVITA, PHASE 5E-W*, hereinafter referred to as "Plat."

NOW, THEREFORE, be it resolved by the Board of Supervisors of the Poinciana Community Development District that:

1. This resolution is adopted pursuant to the provisions of Chapter 190, Florida Statutes
2. The District hereby acknowledges and affirms that it will accept ownership of all tracts and easements dedicated to the District appearing within that certain plat named "*SOLIVITA - PHASE 5E-W*," a true and correct copy of said Plat being attached hereto and made part hereof as Exhibit "A."
3. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED this 15th of August, 2018.

Attest:

**BOARD OF SUPERVISORS OF THE
POINCIANA COMMUNITY
DEVELOPMENT DISTRICT**

Print Name: _____
Title: Secretary/Asst. Secretary

By: _____
Print Name: Robert Zimbardi
Title: Chairman

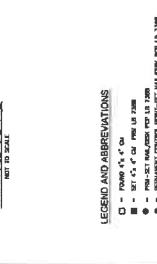
SOLMIVTA - PHASE 5E - W

PLAT BOOK PAGE SOLMIVTA - PHASE 5E - W DEDICATION

KNOW ALL MEN BY THESE PRESENTS that the undersigned, the Public, hereby dedicate and intend to dedicate to the use of the people of the State of Florida, the land hereinafter described, to wit: ...

KNOW ALL MEN BY THESE PRESENTS, that the Public, Community Development District, a body unit of special purpose government, ...

LEGAL DESCRIPTION A part of a portion of SOLMIVTA - PHASE 1, according to the plat thereof as recorded in Plat Book 112, Pages 1 through 14 of the Public Records of Polk County, Florida, ...



- LEGEND AND ABBREVIATIONS
- CD - POWER CO.
- ST - 1/4" OF ONE INCH
- ...

TRAFFIC HAZARD WARNING
NO PROPERTY LINES ARE SHOWN ON THIS MAP. THE BOUNDARIES OF THE SUBJECT PROPERTY ARE SHOWN BY THE DOTTED LINE. THE BOUNDARIES OF THE ADJACENT PROPERTY ARE SHOWN BY THE SOLID LINE. ...

MASER logo and contact information for Maser Engineering, Inc., including address, phone, and website details.

PLAT NOTES
1. The subject property is shown on the Plat Book 112, Page 14 of the Public Records of Polk County, Florida, ...

LEGAL DESCRIPTION (continued)
... and a portion of the subject property, according to the plat thereof as recorded in Plat Book 112, Pages 1 through 14 of the Public Records of Polk County, Florida, ...

LEGAL DESCRIPTION (continued)
... and a portion of the subject property, according to the plat thereof as recorded in Plat Book 112, Pages 1 through 14 of the Public Records of Polk County, Florida, ...

LEGAL DESCRIPTION (continued)
... and a portion of the subject property, according to the plat thereof as recorded in Plat Book 112, Pages 1 through 14 of the Public Records of Polk County, Florida, ...

LEGAL DESCRIPTION (continued)
... and a portion of the subject property, according to the plat thereof as recorded in Plat Book 112, Pages 1 through 14 of the Public Records of Polk County, Florida, ...

LEGAL DESCRIPTION (continued)
... and a portion of the subject property, according to the plat thereof as recorded in Plat Book 112, Pages 1 through 14 of the Public Records of Polk County, Florida, ...

PLAT BOOK PAGE SOLMIVTA - PHASE 5E - W DEDICATION

KNOW ALL MEN BY THESE PRESENTS, that the Public, Community Development District, a body unit of special purpose government, ...

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PLAT BOOK PAGE SOLMIVTA - PHASE 5E - W DEDICATION

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KNOW ALL MEN BY THESE PRESENTS, that the Public, Community Development District, a body unit of special purpose government, ...

SECTION VII



Scott I. Steady
ssteady@burr.com
Direct Dial: (813) 367-5719

One Tampa City Center, Suite 3200
201 North Franklin Street
Tampa, FL 33602

Office (813) 221-2626
Fax (813) 221-7335

BURR.COM

July 20, 2018

Chairman and Members of the Board of Supervisors
Poinciana Community Development District
Poinciana West Community Development District
c/o George S. Flint
Governmental Management Services -
Central Florida, LLC
135 West Central Boulevard, Suite 320
Orlando, FL 32801

Re: Proposal for Legal Services

Dear Chairman:

Burr Forman is pleased to have the opportunity to submit this proposal to assist the Districts with the acquisitions. Scott Steady is the partner with the firm that will provide the primary representation to the Districts. Scott has thirty (30) years of experience representing local governments and Community Development Districts (CDDs). During the first few years of his practice, Scott Steady was an assistant City attorney for Tampa, an assistant county attorney for Pinellas and an assistant City attorney for Temple Terrace. In addition to his local government practice, Scott also represents developers in land use and zoning matters and clients concerning environmental clean-ups. Scott currently represents the City of Tampa's solid waste department on special matters.

- Scott is currently in the process of creating a new CDD in Pasco County
- Scott represents seven (7) resident-controlled CDDs in Hillsborough and Pasco County
- Scott represents the Trustee/Board in two defaulted CDDs
- Scott represents four (4) developer-controlled CDDs

Both Scott Brown and Iden Sinai are real estate lawyers in our office and they will provide whatever transaction services are required.

Scott Brown has over thirty years' worth of experience as a real estate lawyer in the greater Tampa Bay area. He has an extensive practice throughout the country representing clients in a variety of industries, including multi-family, office and medical center property acquisitions and dispositions. Scott also has significant experience with LIHTC use restrictions and guiding

clients through the Qualified Contract process and other regulatory matters within the multi-family housing space.

Scott Brown and his team also have an active practice representing borrowers in Fannie Mae and Freddie Mac financing. Scott also represents local, regional and national lenders in structuring and documenting construction and permanent real estate loans throughout Florida and the southeast, as well as issuance of title insurance for acquisition and loan transactions for multiple national underwriters.

Iden Sinai has nearly a decade of experience throughout the United States representing real estate developers and lenders in loan transactions secured by real estate, as well as representing developers and real estate investors on acquisitions and sales across a variety of industries. Iden also works with multifamily housing and other developers on a number of day-to-day operational issues, including drafting leases, applying for LIHTC and other regulatory approval and assisting with other compliance issues.

Iden also has broad legal experience representing corporations with general governance issues and general corporate matters, including corporate formation, restructuring, governance issues, and preparing bylaws and operating agreements for a variety of corporate entities. In addition, Iden has significant third-party legal opinion experience for asset-based and real estate lending in the State of Florida.

Scott Steady's proposed rate is \$375.00
Iden Sinai's proposed rate is \$325.00
Scott Brown's proposed rate if \$425.00

We appreciate your consideration of this proposal and look forward to hearing from you.

Sincerely,



Scott I. Steady

SIS/lat



BRIAN M. JONES
PARTNER
Shutts & Bowen LLP
300 South Orange Avenue
Suite 1600
Orlando, Florida 32801
DIRECT (407) 835-6937
FAX (407) 849-7237
EMAIL bjones@shutts.com

August 1, 2018

VIA E-MAIL

District Manager
George Flint
Vice-President
Governmental Management Services –
Central Florida, LLC
135 West Central Blvd, Suite 320
Orlando, Florida 32801

Re: Poinciana West Community Development District (collectively “Poinciana West CDD”) and Poinciana Community Development District Poinciana CDD (collectively “Districts”) request for proposal of legal services

Dear George:

Thank you for the opportunity to respond to the RFP (“RFP”) and to submit our firm’s qualifications and proposed rate and fee structure related to the Districts’ proposed acquisition of certain amenities from Avatar Properties Inc. (“Transaction”). Shutts & Bowen has significant experience in both sophisticated commercial real estate transactions, and in the representation of community development districts. (We have included with this correspondence some general information about our firm as well as more specific information concerning our real estate and community development district experience.)

If we were retained by the Districts, I would be the lead attorney for the Transaction. As reflected in my biographical information I have over thirty (30) years of real estate experience. In addition, I have represented developers and homebuilders with respect to the establishment and operation of community development districts. I have also represented the Viera East Community Development District (“Viera East CDD”) located in Brevard County Florida, continuously since 2004. Our representation of the Viera East CDD has encompassed various legal matters from bond refinancing to the negotiation of service contracts, and has included numerous real estate transactions and conveyances between the Viera East CDD and the community developer, Brevard County and the State of Florida.

ORLDOCS 16298671 |

Mr. George Flint
August 1, 2018
Page 2

We would extend our governmental hourly rates to the Districts for the Transaction, which are as follows:

1. Brian M. Jones \$340.00
2. Steven Zucker \$340.00
3. Scott Glass \$340.00
4. Paul Jezierny \$210.00
5. Paralegal rates would be reduced to \$175.00

After your review of this correspondence and the enclosed information please contact me with any questions or requests for additional information.

Very Truly Yours,

Shutts & Bowen LLP



Brian M. Jones

BMJ/aem



PROPOSAL FOR

GOVERNMENTAL MANAGEMENT
SERVICES – CENTRAL FLORIDA, LLC,
DISTRICT MANAGER FOR THE
POINCIANA COMMUNITY
DEVELOPMENT DISTRICT AND THE
POINCIANA WEST COMMUNITY
DEVELOPMENT DISTRICT

Presented by:

BRIAN M. JONES
407-835-6937
BJones@shutts.com

August 1, 2018



Community Development Districts

Overview

Our Community Development District (CDD) team has decades of experience working on all sides of transactions involving special districts. We have assisted in the formation of CDDs as well as the development and implementation of their associated policies and procedures.

Our attorneys regularly assist CDD's in a broad range of legal issues including real estate matters, bond issuance contracts, and litigation. We also have extensive experience assisting developers and investors seeking to utilize CDDs and better understand the obligations and responsibilities inherent in existing CDDs. This includes addressing the concerns of permitting agencies, and meeting the expectations of local governments. The team includes Brian M. Jones with over thirty (30) years of real estate experience; Steven J. Zucker, who, as a former member of the City of Orlando City Attorney's Office, was responsible for the review of all CDD petitions and oversight of operations for compliance with Interlocal Agreements; and Scott Glass, who, as former City Attorney, has extensive experience in local government representation.

We have also served as general counsel to scores of CDDs throughout the State of Florida. Our attorneys are keenly aware of the complex issues associated with public finance, public bidding processes, and rule-making, as well as public records and open meetings laws.

The services we provide to our clients include the following:

- Real Estate Transactions Regulatory Compliances and Permitting
- Contract Drafting and Negotiation, Including the Preparing and Filing of Petitions and Resolutions for the Establishment of a CDD
- Preparing Exhibits and Compiling All Evidence Necessary for Admission at Public Hearings
- Addressing the Requirements of the Appropriate Governmental Authority or Administrative Body
- Bond Financing
- CDD Budgeting
- Enforcement
- Special Assessment Implementation



REAL ESTATE

Overview

If you operate in the dynamic, fast-paced world of real estate, you need trusted counselors to help you navigate the myriad issues that emerge along the way - from first assessment to final sale. As real estate attorneys with decades of experience, we pride ourselves on partnering with commercial and residential developers, financiers, builders, contractors and others conducting business in the real estate arena. We counsel clients throughout the State of Florida, and also serve as trusted advisors to major companies in national and international markets.

We've been honored for outstanding service to clients by such prestigious organizations and ranking agencies as *Chambers USA*, *Best Lawyers in America*®, *Super Lawyers* and *Florida Trend*, and several of our attorneys are Florida Bar Board Certified in real estate.

Experience

Different ventures require different approaches, and our team can create and apply innovative legal strategies as needed. Our statewide practice handles projects such as residential and condominium developments, office buildings, shopping centers, industrial parks, hotels and resorts, golf courses, hospitals and manufacturing plants. We also bring knowledge and experience in finance, corporate law, litigation, tax and other areas.

Services

- **Development:** Whether your project is a building complex or a single unit, we have experience in counseling developers, property owners and investors in buying, developing, selling, leasing and converting residential and commercial property.
- **Finance:** We've built close working relationships with many lenders in Florida and across the country, and help our clients get deals done. We advise on interim and permanent mortgage loans on commercial projects, as well as workouts, bankruptcies, foreclosures and restructurings of troubled projects.
- **Construction:** We represent developers, home builders and contractors on contract and other construction-related issues. Our construction litigation team counsels clients when construction defects, delays and contract disputes arise. We work to resolve matters quickly and effectively.
- **Land Use and Zoning:** The laws and regulations governing land use and zoning matters are often dense and complex. We help companies navigate through this



regulatory labyrinth, and regularly appear before local, state and federal agencies.

- **Litigation:** When disputes involving contracts, tax protests, zoning, construction and related areas surface, our litigation attorneys help resolve matters quickly and efficiently.
- **Eminent Domain and Condemnation:** We represent property and business owners, tenants and mortgage holders in eminent domain and condemnation proceedings and appeals. We also counsel on inverse condemnation proceedings.
- **Title Insurance:** We act as agents for most major title insurance companies in issuing owners and mortgagee title insurance policies for both residential and commercial transactions.



FIRM OVERVIEW

Shutts & Bowen LLP is a full-service law firm with a deep connection to Florida's history, a commitment to excellent service for our clients and community, and a focus on diversity in the workplace. For more than 100 years, Shutts has been opening doors to our business clients across the state with sophisticated, cutting-edge legal skills from Florida's top legal talent.

Our firm employs approximately 280 attorneys who focus on more than 30 distinct practice areas, including litigation, construction, financial services, hospitality, insurance, real estate, taxation and trusts and estates. At Shutts, we are committed to offering sophisticated legal services efficiently and responsively. We work tirelessly with businesses and individual clients, as well as with referring national and international law firms and companies. We always strive to provide the highest degree of professionalism and passion for our work.

Shutts & Bowen's attorneys work in an environment where people are recognized for their value as individuals, giving them the autonomy and freedom to best serve their clients.

Because of our stake in the past, we are poised to become the law firm of the future.



FIRM HISTORY

It was 1909 when Frank B. Shutts, a member of the Indiana Bar, came to Miami at the request of the United States Comptroller of the Currency to act as a receiver for the Old Fort Dallas Bank. His first reaction to the hot July weather was to instruct his companion to find out when the next train to Indiana would leave. However, after meeting Henry Flagler and obtaining substantially more money for the depositors of the defunct bank than they expected, he confided, "This spot has a future; I am coming back to it."

The story of Shutts & Bowen begins with the return in 1910 of that young attorney, Frank B. Shutts, and his belief in the future of Miami. In that year, Shutts and Henry F. Atkinson associated for the practice of law under the name of Shutts & Atkinson. In 1911, William Pruden Smith joined the firm, and the firm was called Shutts, Atkinson & Smith. When Mr. Atkinson left the firm to become a Circuit Judge and Crate D. Bowen joined the firm in 1912, the firm was known as Shutts, Smith & Bowen. In 1919, when Mr. Smith was elected Mayor of the City of Miami and retired from the practice of law, the firm became known as Shutts & Bowen.

Appointed a Lieutenant Colonel on the staff of Florida Governor Cary Hardee from 1921 until 1925, Colonel Shutts, as he was thereafter known, played an important role in many of the significant developments which transformed Miami from the small community of approximately 5,000 residents it was when he arrived to the major international city it is today. It was Colonel Shutts' contribution to these key developments that began our firm's tradition of service to our state that we maintain to this day.

Shortly after his return to Miami, Shutts suggested to Flagler that Miami should have a newspaper that would present both sides of current issues. With funds borrowed from the railroad builder, he founded *The Miami Herald* on December 1, 1910, and remained the guiding spirit of that publication for 27 years.

Colonel Shutts negotiated the City of Miami's acquisition of the property which is now Bayfront Park from the Florida East Coast Railway. He was instrumental in bringing the Seaboard Air Line Railway to Miami, and in the construction of the Tamiami Trail and Dixie Highway. It was through his personal efforts that Carl G. Fisher became interested in Miami Beach and made his first investments in Florida, which included assisting John F. Collins in completing his wooden bridge across Biscayne Bay.

While Colonel Shutts divided his attention among *The Miami Herald*, the development of Miami and his law practice, Crate Bowen centered his professional attention solely on the practice of law. He was an excellent trial lawyer who was well known for his thoroughness in preparing cases. Mr. Bowen attracted wide attention in 1929 when



President Calvin Coolidge appointed him United States District Judge and he declined the appointment, stating, "I just want to practice law."

From the very beginning, Shutts & Bowen's growth and history have paralleled that of Miami. In the great land boom of 1925, Shutts & Bowen's practice necessitated the employment of 23 attorneys, which, in those days, was an unheard of number of attorneys in a single firm.

One of the attorneys joining the firm during the great land boom was Sherman Minton, a young, ambitious trial lawyer from Indiana. Mr. Minton later returned to his home state to pursue a political career and was elected to the United States Senate. During his years in Washington, D.C., Senator Minton became one of President Franklin D. Roosevelt's closest confidants, and Roosevelt appointed him to the United States Court of Appeals in Chicago. President Truman later appointed Judge Minton to the United States Supreme Court, where he served with distinction.

Just as Colonel Shutts saw the bright future of Miami in 1909, so too do we see the bright future of all of Florida today. To serve the needs of our clients, we have offices in Fort Lauderdale, Jacksonville, Miami, Orlando, Sarasota, Tallahassee, Tampa and West Palm Beach.

In the years to come, we will maintain our tradition of service to our clients. We will strive always to be worthy of the reputation established by our founders more than 100 years ago.

Thus, while we are proud of our heritage of providing legal service to our clients continuously for more than a century, we are most excited not about our past, but about our future.

[Click here to read the history of Shutts & Bowen.](#)

[Click here to read an article about Shutts & Bowen and Miami's growth.](#)



Selected Biographies



BRIAN M. JONES

Partner

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300 South Orange Avenue, Suite 1600
Orlando, FL 32801

Brian M. Jones is a partner in the Orlando office of Shutts & Bowen LLP, where he is a member of the Real Estate Practice Group.

A Martindale-Hubbell AV® rated attorney, Brian has a background in accounting and over 20 years of experience representing national and international developers in commercial and residential real estate development matters and commercial banks and investment funds in commercial loans and investments.

Brian has more than 20 years of experience serving as developer's counsel for numerous Community Development District (CDD) offerings, restructurings, and overall CDD operations and management.

Brian has played a role in many large commercial and residential real estate developments, hotel condominium, hotel and timeshare resort projects in Florida. He has represented individual investors, public companies, community, regional and national banks and lenders and real estate investment trusts in projects of all sizes, including developments of regional impact.

Brian is also experienced in representing commercial developers and national home builders in addressing development, regulatory, and environmental issues for residential and commercial condominiums, timeshare resorts and hotel condominiums, including public offering statement registrations with state agencies.

With an accounting background, Brian brings financial experience to his work with institutional lenders. He counsels clients through the commercial loan process and helps them restructure troubled-debts.

He is a frequent lecturer of civic and business associations on issues affecting developers, small businesses and professionals. Outside of his practice, Brian is actively involved in the Orlando community

PRACTICE AREA

Real Estate
Land Use & Zoning
Environmental

INDUSTRIES

Real Estate
Hospitality
Financial Services

BAR ADMISSIONS

Florida



and supports charitable organizations for children.

Services

- Commercial and Residential Real Estate Development
- Commercial and Residential Condominium Development
- Land Use and Development Issues
- Hotel Sale, Acquisition, and Development
- Commercial Loan Restructuring
- Troubled Debt Refinancing
- Debt and Equity Structuring
- Commercial Loan Foreclosures
- Timeshare Resort Development
- Hotel Condominium
- Commercial and Retail Leasing
- Environmental Law
- Commercial Lending

EDUCATION

- University of Florida College of Law, J.D., 1987
- University of Florida, B.S., Accounting, 1983

PROFESSIONAL ACTIVITIES

- American Bar Association
- Orange County Bar Association

RECOGNITION

- Martindale-Hubbell AV® Preeminent™ Rated. 5.0 out of 5.0



STEVEN J. ZUCKER

Partner

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Orlando, FL 32801

Steven J. Zucker is a partner in the Orlando office of Shutts & Bowen LLP, where he practices public finance and local government law and is Co-Chair of the Government Law and Public Finance Practice Group.

Steven serves as counsel to a wide range of local governments and special districts, including cities, community redevelopment agencies, community development districts and transportation authorities in the offering of tax-exempt bonds, notes and other forms of indebtedness. Since joining Shutts in 2002, Steven's experience includes the establishment and/or representation of dozens of CDDs, including acting as issuer's counsel during issuance of CDD bonds.

He provides legal advice on local government law issues, including the Sunshine Law and the Public Records Law in the State of Florida. In addition, Steven has served in the capacity of underwriter's counsel and trustee's counsel in tax-exempt bond offerings. He also has experience handling matters involving special assessments, and state and local taxes.

Prior to joining the firm in 2002, Steven worked with the City Attorney's Office for the City of Orlando, Florida.

EDUCATION

- University of Florida, J.D., 1988
- University of Florida, M.B.A., 1988
- University of Florida, B.S.B.A., 1985

COURT ADMISSIONS

- U.S. District Court for the Middle District of Florida

PRACTICE AREA

Government Law
Public Finance

INDUSTRIES

Government

BAR ADMISSIONS

Florida



PROFESSIONAL AND CIVIC ACTIVITIES

- Orange County Bar Association
- City, County, Local Government Law Section of The Florida Bar
- National Association of Bond Lawyers



SCOTT A. GLASS

Partner

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Orlando

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Scott Glass is a partner in the Orlando office of Shutts & Bowen LLP, where he focuses his practice on local government law, land use issues and related litigation and is a member of the Government Law Practice Group. He is Board Certified by the Florida Bar in City, County and Local Government Law.

Having served as an elected official and a city attorney, Scott understands how local government works. This perspective allows him to anticipate problems and work with clients, elected officials and staff to avoid them. His business background and creditors' rights work for the Resolution Trust Corporation and numerous lending institutions during the 1980s and 1990s add to his practice. Having worked through both economic downturns and upturns, Scott has the experience and knowledge to counsel public and private clients through the legal challenges that each presents.

With more than 25 years of experience, Scott is recognized in the region for confronting tough legal issues with a focused approach. On the public sector side, he has represented and advised large public entities, such as the Expressway Authority, City of Orlando, OUC and the Sanford-Orlando Airport, and smaller communities like West Melbourne and Winter Park, each with its own unique issues and opportunities. He counsels government clients on a multitude of issues including public records, open meetings, land use, development agreements, utilities, annexation, and interlocal agreements.

In the private sector, Scott represents clients ranging from individuals to Fortune 500 and other national and international companies with regard to due diligence, land use, economic incentives, and general commercial matters. Scott frequently appears before government boards and agencies to gain approvals

PRACTICE AREA

Government Law
Land Use & Zoning
Administrative Law and
Licensing

INDUSTRIES

Real Estate
Hospitality
Government
Energy
Construction

BAR ADMISSIONS

Florida
Maryland (1985-1991,
Inactive)



for clients and, when necessary, litigates to either achieve or defend such approvals.

Background

Prior to joining Shutts, Scott served as a Senior Assistant City Attorney with the City of Orlando, where he practiced in the Land Development and Transactions Section. During that same period he served as a City Commissioner, Mayor Pro Tem, Code Enforcement Board Member, and Police Advisory Board Member in the City of Ocoee. He was also appointed by the Honorable Daniel Webster to the Florida Public School Construction Study Commission.

Scott previously practiced in Baltimore, Maryland where he concentrated his practice in creditors' rights, loan workouts, general corporate and commercial matters, and business litigation. He was a charter member of the Baltimore Bankruptcy Bar Association and practiced in Washington, D.C., before various government agencies and before that jurisdiction's courts, *pro hac vice*.

Professional and Community Involvement

Scott enjoys speaking at industry seminars on various topics, including the Public Records Act, the Government in the Sunshine Law, government takings, private property rights, the Harris Act, quasi-judicial hearings, concurrency and First Amendment issues in land use regulation. He has also taught Urban Land Use Law to numerous local government officials and staff members as part of the University of Central Florida School of Health and Public Administration's Master of Public Administration program.

EDUCATION

- University of Virginia, J.D., 1985
- Towson University, B.S., *magna cum laude*, 1981

COURT ADMISSIONS

- Florida State Courts
- U.S. District Court for the Middle District of Florida

PROFESSIONAL AND CIVIC ACTIVITIES

- Transportation & Expressway Authority Membership of Florida, Inc. (TeamFL)
- Past President, TeamFL Helping Advance Neighborhoods, Kids & Schools, Inc.
- The Florida Bar



- Environmental and Land Use Law Section
- Local Government Law Section
- West Orange Chamber of Commerce
- Former Member, Orange County Redistricting Commission
- Former Member, City of Ocoee Code Enforcement Board
- Former Member, City of Ocoee Police Advisory Board
- Former Member, Public School Construction Study Commission

RECOGNITION

- Florida Bar Board Certified in City, County and Local Government Law
- Martindale-Hubbell AV® Preeminent™ Rated. 4.9 out of 5.0

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ANDREW C. D'ADESKY
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August 3, 2018

Sent via Electronic Mail

Poinciana CDD Board of Supervisors and
Poinciana West CDD Board of Supervisors
c/o GMS-CF, LLC
135 West Central Boulevard, Suite 320
Orlando, Florida 32801
Attention: George Flint

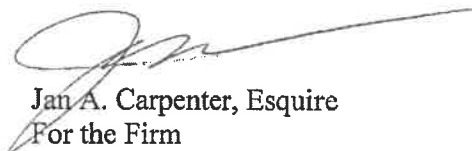
Re: **Latham, Shuker, Eden & Beaudine, LLP regarding Legal Services to
Poinciana and Poinciana West Community Development Districts.**

Dear Mr. Flint:

We thank you for the opportunity to provide you with information on our firm in regard to legal services for real estate matters for Poinciana and Poinciana West Community Development Districts. We have reviewed the potential representation and do not find any conflict in assisting the two Community Development Districts in the acquisition of certain assets for the developer. With our experience in public finance (particularly with Community Development Districts) and real estate expertise our firm has the unique capability to assist you. Attached to this letter is an overview of our firms' experience and capabilities for your review.

We look forward to working with you. Please feel free to contact us with any questions or requests for additional information.

Very truly yours,



Jan A. Carpenter, Esquire
For the Firm

cc: Andrew C. d'Adesky, Esq.

GENERAL AND REAL ESTATE EXPERIENCE OF
LATHAM, SHUKER, EDEN & BEAUDINE, LLP

Latham, Shuker, Eden & Beaudine, LLP ("LSEB") is a midsized, diverse law firm, located in downtown Orlando, Florida, and dedicated to the representation of businesses and governments. The firm consists of 19 Attorneys and all senior partners are Martindale Hubbell AV rated. The firm's primary goal is to provide outstanding legal services for all clients, whether located in Florida or beyond, and to provide a challenging and rewarding work environment and career experience for our professionals.

In addition to our outstanding public finance practice group, the firm has exceptional attorneys practicing in most areas of business and commercial law, in areas that are critical for governmental clients with significant business interests in Central Florida. The firm represents a diverse group of clients from the real estate, public finance, government, securities, construction, manufacturing, bankruptcy insurance, technology, franchising, agriculture, health care, and entertainment industries. Our firms' real estate practice has experience in all areas of land development, acquisition and financing.

In addition to our governmental clients listed herein, the firm represents and has represented a number of private clients. Some clients include: a number of national home-builders; Universal City Property Management, III; Universal Studios Florida; Buena Vista Development; Buena Vista Corporation; Isleworth Country Club, Inc.; Ocean Reef Club; Prudential Palms Realty; Tavistock Group; Golden Gem Growers, Inc.; Rotadata, Inc.; Emerson International, Inc.; Isolyser, Inc.; Jostens, Inc.; Citrus World, Inc.; Southeast Milk, Inc.; Olympus Media; Kanye West; Sunoco Oil Company; Bill Heard Enterprises; Bill Heard Chevrolet; Sun State Ford; Bob Dance Dodge; Advanced Marketing Int'l., Inc.; Motion Picture Association of America, Inc.; Planet Hollywood; and Priority Transportation, Inc.

Our real estate team handles real estate development for Universal Studios, as an example of the significant capacity and experience we have in real estate matters. The Firm takes real estate projects from concept to completion. Careful planning and experience are required. Our attorneys are well equipped to assist clients in turning proposed land acquisitions and developments into reality. We are experienced in all aspects of real estate development, including commercial and residential real estate development, finance, acquisition, commercial lending and public finance, planning and zoning, local government law, purchase and sale transactions, title matters and commercial leasing. As can be seen by the names of some of the clients listed above, this firm has significant experience in land planning, development, legislative and lobbying efforts as related to real estate development and governmental matters.

We are approved attorneys to write title insurance for real estate and lending transactions for: Fidelity Title Insurance Company; First American Title Insurance Company; and Old Republic Title Insurance Company. We also represent Old Republic Title Insurance Company in litigation claims and related matters.

FIRM EXPERIENCE WITH COMMUNITY DEVELOPMENT DISTRICTS

Latham, Shuker, Eden & Beaudine, LLP (“LSEB”) has extensive experience representing governments, both state and local. LSEB provides a vast array of knowledge in such relevant areas as contracts, real estate, public finance, procurement, land use and planning, securities law, as well as the impact of litigation on government. Our firm provides clients with advice that is innovative and individualized to each government entity.

LSEB currently represents numerous community development districts and similar special districts as further listed in the Representative Governmental Client section. In addition to being general counsel for various special districts, our firm is often engaged to provide legal assistance in complex public finance and governmental law matters on a “special counsel” basis.

Jan Albanese Carpenter is Public Finance Chair for LSEB and has worked in the public finance and government area for over 25 years. She is a Martindale Hubbell AV Rated attorney and has extensive experience in representing community development districts, both in good economic times and bad. Ms. Carpenter’s government practice is ably assisted by Andrew d’Adesky, the primary public finance associate attorney, as well as three paralegals, one legal assistant and experienced associates and partners from other practice areas.

Clients seek our firm’s services on a wide variety of public finance and governmental legal matters, including the following:

- Advise on general legal issues regarding day-to-day governmental operations
- Inform and advise clients on Sunshine Law, Ethics Law and Public Records Law
- Attend government board meetings, workshops and committee and advisory board meetings
- Establish, expand, contract and terminate community development districts
- Issue and refinance tax exempt and taxable bonds (and notes), including bond validation proceedings
- Advise and consult regarding the restructuring of “defaulted” bond issues, and other forbearance and default-related settlement matters
- Negotiate with developers, third party lenders and tax certificate holders
- Develop loan programs for governmental entities
- Participate in rule-making, legislative lobbying efforts and following state legislative sessions to provide advice to clients
- Advise on land use issues related to real estate development
- Handle litigation matters for community development districts, including bond default and foreclosure litigation matters, as well as construction litigation, bankruptcy related issues and other commercial and governmental litigation matters
- Resolving bid protests and administrative challenges

- Review and draft requests for proposals, bid documents, legal contracts and contract amendments
- Process real estate transactions (from contract, through due diligence and closing) for property conveyances
- Finance projects through community redevelopment agencies
- Negotiate with numerous interlocal agreements among special districts and with counties and municipalities
- Address environmental issues for both private and governmental clients from basic real estate issues through cases litigated at the appellate level

In the area of governmental services, particularly in community development district representation, we feel it is essential that LSEB works as a “team” with the District’s board of supervisors, bond counsel, district manager, district engineer, underwriters, financial advisors, as well as with other stakeholders in order to ensure a strong community.

Our firm is proud to offer personalized service to our clients and we strive to ensure that all our attorneys are readily accessible and responsive to each of our clients.

REPRESENTATIVE GOVERNMENTAL CLIENTS

COMMUNITY DEVELOPMENT DISTRICTS:

Bella Collina Community Development District – Lake County
Bonnet Creek Community Development District – Orange County
Celebration Community Development District – Osceola County
Dowden West Community Development District – Orange County
Lake Ashton Community Development District – Polk County
Lake Ashton II Community Development District – Polk County
Midtown Community Development District – Orange County (*has been terminated*)
Overoaks Community Development District – Osceola County
Paseo Community Development District – Lee County
Preserve at South Branch Community Development District – Pasco County
Randal Park Community Development District – Orange County
Reunion East Community Development District – Osceola County
Reunion West Community Development District – Osceola County
Shingle Creek Community Development District – Osceola County
Stoneybrook South at Championsgate Community Development District –
Osceola County
Storey Park Community Development District – Orange County
Tohoqua Community Development District – Osceola County
Westside Community Development District – Osceola County
Windward Community Development District – Osceola County

OTHER GOVERNMENTAL ENTITIES:

Florida Housing Finance Corporation – Tallahassee, FL (includes statewide representation) (State Agency)
Osceola County Housing Finance Authority (Special District)
Osceola County Health Facilities Authority (*Special District which has been terminated*)

OTHER ENTITIES:

Latham, Shuker, Eden & Beaudine, LLP serves as Special Counsel to several local cities on employee related matters

PROPOSED ATTORNEY TEAM

The following listed personnel will be made available to work with the Poinciana Community Development District and Poinciana West Community Development District on a priority basis if LSEB is selected as Special Counsel. Attached are detailed resumes describing the background, qualifications and experience of professionals in our firm that are involved in governmental and public finance matters and would be assigned to this engagement.

The lead attorney for Poinciana and Poinciana West Community Development Districts would be Jan Albanese Carpenter, Partner and Public Finance Chair with over 25 years' experience. Ms. Carpenter oversees all activities of associates who work with her clients.

Andrew d'Adesky, the Associate Attorney in the Public Finance practice area, under the direct supervision of Jan Albanese Carpenter, will be the primary associate working with the Districts, has 3 years' legal experience and 3 years' local governmental management experience as well as a Master's Degree in Public Administration which has provided him with experience well beyond his years as an attorney.

One or both attorneys will attend all meetings as needed. If both attorneys are present, the client is generally only billed for one attorney as a matter of Firm policy.

The Public Finance practice area will be assisted by the following attorneys on our real estate team; Peter G. Latham, Partner and Real Estate Development Chair with over 30 years' experience and Michael Candiotti, Associate in the Public Finance, Real Estate division with 6 years' real estate experience.

We have a number of other partners and associates ready to work with the Poinciana and Poinciana West Community Development Districts, depending on the needs of the client and the experience necessary to complete the work promptly and cost effectively. Importantly our litigation team has attorneys with all experience levels who have worked with our governmental districts in real estate and litigation matters such as foreclosures, bond defaults, motion issues, bid protests, etc. Three paralegals work in the public finance and real estate department and will assist regularly with the districts legal matters. That assistance helps to reduce legal costs for our clients.

Detailed biographies of several of our attorneys are included on the next pages.

LATHAM, SHUKER, EDEN & BEAUDINE, LLP
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JAN ALBANESE CARPENTER, Partner, is a Martindale-Hubbell Peer Review rated AV® attorney. Jan practices in the area of public finance, government and real estate law. Jan works primarily in the areas of local government finance and the representation of special districts and has been involved in the issuance of billions of dollars of bond transactions for community development districts, housing authorities and Florida Housing Finance Corporation, among others. Latham, Shuker's public finance attorneys have served as general counsel to housing finance authorities, health facilities authorities and industrial development authorities, at the local and state level, and have represented various local governments, community development districts and public utilities. She has the ability to and has served at various times as issuer's counsel, underwriter's counsel, disclosure counsel and special counsel to state and local governments, and as developer's counsel in public finance transactions. Ms. Carpenter also has experience in general business law, environmental law and counsels clients in corporate and real estate transactions, and has represented lenders in their commercial transactions. Before attending law school, Ms. Carpenter was a financial analyst and controller in the hotel and restaurant industry.

Ms. Carpenter is a member of the National Association of Bond Lawyers and the Florida Association of Local Housing Finance Authorities. Ms. Carpenter is listed in the "Red Book," the Bond Buyer's Municipal Marketplace publication for 2018. Ms. Carpenter was chosen by her peers in the legal community as one of the "2005 and 2008 Legal Elite," by Florida Trend Magazine, a select group of the top two percent of lawyers practicing in Florida. She has been named as one of the "Best of the Bar" by the Orlando Business Journal. Ms. Carpenter is an active member of the Cornell Alumni Admissions Ambassador Network and interviews potential Cornell students during each "recruiting" season.

Bar Admissions:
1988, Florida
1991, New York

Education:
1981 Cornell University, B.S. with distinction
1988 Albany Law School, J.D., cum laude

Professional and Civic:
Florida Bar, City, County and Local Government Section
Legal Aid Society, Guardian Ad Litem;
Former board member of the Citrus Council of Girl Scouts
Commercial Real Estate Women (C.R.E.W.)

Recognition and Honor:
AV Preeminent Peer Review rated by Martindale-Hubbell
Legal Elite, Florida Trend Magazine
Best of the Bar, Orlando Business Journal

LATHAM, SHUKER, EDEN & BEAUDINE, LLP
ATTORNEYS AT LAW



ANDREW C. D'ADESKY is an associate in the firm's public finance practice group. Andrew primarily focuses on the representation of special districts and local government law, with a focus on representation of community development districts. Andrew also has experience in real estate and counsels' clients on various aspects of real estate transactions. Andrew's background in public administration provides the firm's public finance clients with strong expertise in dealing with formation and establishment, public records and open government issues, statutory compliance, real estate and financing matters. Prior to joining Latham, Shuker, Eden & Beaudine, LLP, Andrew worked with the Lake Junaluska community in North Carolina as a management consultant on various projects including capital improvement, grant funding, public meetings and municipal status. Andrew worked with the Aviation Division of the Broward County Attorney's Office during law school, which granted additional experience with commercial real estate, bidding, procurement, land use and public-private partnerships.

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Web:
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Bar Admissions:
2015, Florida.

Education:
2008, Florida International University, B.A. in Political Science and Religious Studies
2010, University of North Carolina at Chapel Hill, M.A. in Public Administration
2015, University of Florida, Levin College of Law, J.D. cum laude

Professional and Civic:
Florida Bar, City, County and Local Government Section
Florida Bar, Real Property and Probate Law Section
Orange County Bar Association, Young Lawyers Section

LATHAM, SHUKER, EDEN & BEAUDINE, LLP
ATTORNEYS AT LAW



MICHAEL G. CANDIOTTI is an Associate in the firm's corporate, land use, real estate, public finance and agribusiness practice group. Michael primarily focuses on real estate transactions and development, financing and commercial leasing transactions, and has he increasing experience with special district governance. Michael's real estate background provides the firm's public finance clients with strong expertise in dealing with real estate development and financing matters. Prior to joining Latham, Shuker, Eden & Beaudine, LLP, Michael worked in-house with First American Title Insurance Company, which experience enables our firm to expedite more complex deals. While at First American, Michael acted as counsel in an array of unique real estate venues, such as sales under 28 USC § 363, HUD financings, and condominium terminations.

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Bar Admissions:

2012, Florida

Education:

2009, Florida State University, College of Business, B.S. in Finance and Real Estate;
2012, University of Florida, Levin College of Law, J.D. *cum laude*

Professional and Civic:

Florida Bar, Real Property and Probate Law Section
Orange County Bar Association, Young Lawyers Section

LATHAM, SHUKER, EDEN & BEAUDINE, LLP
ATTORNEYS AT LAW



PETER G. LATHAM, Partner, has practiced law in the Central Florida community since his admission to the bar in 1981. Peter has been involved in all types of real estate development and financing and has gained particular expertise in Resort and Themed development projects from his involvement with "Universal Orlando" and "Hard Rock Cafes". Peter advised Universal on its re-development of approximately 2,400 acres near the Orange County Convention Center into a mixed use development. Peter has also developed an expertise in all phases of agribusiness through his role as counsel to the two largest agricultural cooperatives in Florida; Citrus World, Inc. - makers of Florida's Natural™ juice products, and Southeast Milk, Inc. In this area Peter has counseled on large agricultural developments, cooperative mergers and acquisitions, and trade regulations, as well as franchise distribution and broker agreements.

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Bar Admissions:

1981, Florida

Education:

1981, J.D., Stetson University, College of Law, Cum Laude
1978, B.S.B.A., University of Central Florida

Professional and Civic:

Universal Foundation Board 2012
American Bar Association, Real Estate and Land Use Division
Florida Bar, Real Estate and Land Use Division
Orange County Bar
Legal, Tax and Accounting division of NCFC
Housing and Neighborhood Development Services of Central Florida,
Executive Committee 1990 - 1998

Recognition and Honors:

AV Preeminent Peer Review Rated by Martindale-Hubbell

PROPOSED RATES FOR OUR LEAD ATTORNEY AND TEAM

We are happy to offer our established (and reduced) "governmental client" rates for the Poinciana and Poinciana West Community Development Districts work. Based on our experience in this market, we believe the rates below are highly competitive for this type of legal work and significantly lower than our regular rates for private organizations.

Senior Partners (Jan Albanese Carpenter) <i>(Current private rate up to \$475)</i>	\$375
Associates (Andrew d'Adesky, Michael Candiotti) <i>(Current private rates up to \$345)</i>	\$265
Paralegals	\$105

CONFLICT

Latham, Shuker, Eden & Beaudine, LLP has no apparent conflict of interest with regard to the proposed work with Poinciana and Poinciana West Community Development Districts.

SECTION VIII

SECTION C

SECTION 1

Poinciana Community Development District

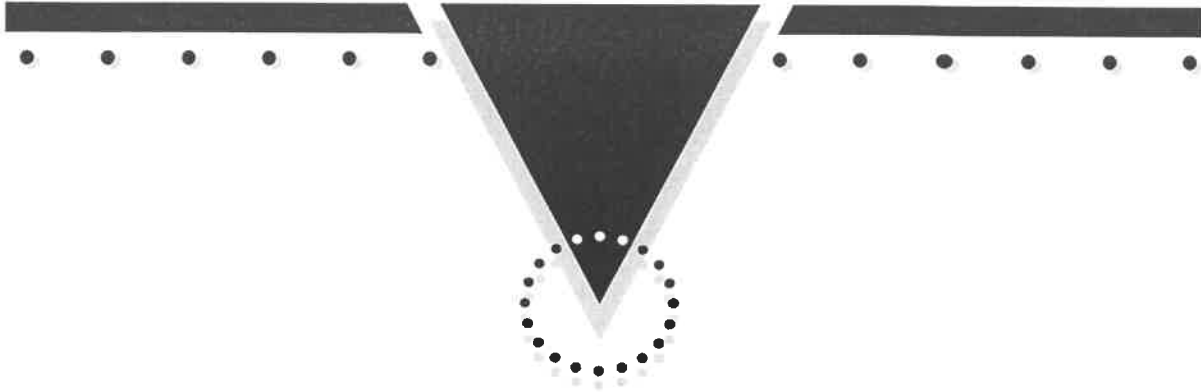
Summary of Check Register

July 1, 2018 to July 31, 2018

Fund	Date	Check No.'s	Amount	
General Fund	7/6/18	2667-2670	\$ 38,048.52	
	7/10/18	2671	\$ 833.33	
	7/13/18	2672	\$ 3,083.32	
	7/20/18	2673-2675	\$ 11,627.70	
	7/24/18	2676-2677	\$ 196,169.91	
	7/25/18	2678	\$ 180.60	
			\$ 249,943.38	
Payroll	<u>July 2018</u>			
	David Lane	50027	\$ 184.70	
	Lerue Stellfox	50028	\$ 184.70	
	Lita Epstein	50029	\$ 184.70	
	Robert Zimbardi	50030	\$ 184.70	
	William Land	50031	\$ 184.70	
	David Lane	50032	\$ 184.70	
	Lerue Stellfox	50033	\$ 184.70	
	Robert Zimbardi	50034	\$ 184.70	
	William Land	50035	\$ 184.70	
			\$ 1,662.30	
				\$ 251,605.68

CHECK DATE	VEND#	INVOICE DATE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT
7/06/18	00001	7/02/18	25	201807	310-51300-34000			MANAGEMENT FEES JUL18	*	3,750.00	
7/02/18		7/02/18	25	201807	310-51300-35200			INFO TECHNOLOGY JUL18	*	125.00	
7/02/18		7/02/18	25	201807	310-51300-31300			DISSEMINATION FEE JUL18	*	416.67	
7/02/18		7/02/18	25	201807	310-51300-51000			OFFICE SUPPLIES	*	15.39	
7/02/18		7/02/18	25	201807	310-51300-42000			POSTAGE	*	15.42	
7/02/18		7/02/18	25	201807	310-51300-42500			COPIES	*	42.75	
7/02/18		7/02/18	26	201807	320-53800-12000			FIELD MANAGEMENT JUL18	*	833.33	
7/02/18		7/02/18	26	201807	310-51300-49000			SUPERVISOR NAME PLATES	*	129.55	
GOVERNMENTAL MANAGEMENT SERVICES-CF										5,328.11	002667
7/06/18	00009	6/15/18	3232056	201806	320-53800-47000			AQUATIC SERVICES JUN18	*	8,166.66	
7/06/18	00011	7/02/18	6365435	201807	320-53800-47100			MOSQUITO MGMT SERV JUL18	*	12,583.33	
7/06/18	00004	7/01/18	2860	201807	320-53800-46200			LAWN MAINTENANCE JUL18	*	11,970.42	
7/10/18	00011	6/29/18	6365429	201806	320-53800-47100			POND C10 MIDGE SVC	*	833.33	
7/13/18	00017	7/11/18	2127056	201806	310-51300-31100			INTERIM ENG. SRVCS JUN18	*	3,083.32	
7/20/18	00009	7/16/18	3232131	201807	320-53800-47000			AQUATIC SERVICES JUL18	*	8,166.66	
7/20/18	00002	7/18/18	101428	201806	310-51300-31500			GENERAL COUNSEL JUN18	*	3,207.87	
HOPPING GREEN & SAMS										3,207.87	002674
POIN POIN CDD											
TWISCARRA											

SECTION 2



Poinciana
Community Development District

Unaudited Financial Reporting
July 31, 2018



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1	<hr/>	Balance Sheet
2	<hr/>	General Fund Income Statement
3	<hr/>	Debt Service Income Statement
4	<hr/>	Month to Month
5	<hr/>	FY18 Assessment Receipt Schedule

Poinciana
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
July 31, 2018

	General Fund	Debt Service Fund	Totals 2018
<u>ASSETS:</u>			
<u>CASH</u>			
OPERATING ACCOUNT - SUNTRUST	\$410,297	---	\$410,297
MONEY MARKET ACCOUNT	\$52,220	---	\$52,220
CERTIFICATE OF DEPOSIT	\$107,731	---	\$107,731
<u>INVESTMENTS</u>			
SERIES 2012A-1 & A-2			
RESERVE A-1	---	\$535,748	\$535,748
RESERVE A-2	---	\$322,618	\$322,618
REVENUE	---	\$611,087	\$611,087
REDEMPTION A-1	---	\$5,238	\$5,238
REDEMPTION A-2	---	\$3,869	\$3,869
DUE FROM DEVELOPER	\$79,906	---	\$79,906
DUE FROM GENERAL FUND	---	\$28	\$28
TOTAL ASSETS	\$650,155	\$1,478,587	\$2,128,741
<u>LIABILITIES:</u>			
ACCOUNTS PAYABLE	\$74,106	---	\$74,106
DUE TO DEBT SERVICE	\$28	---	\$28
<u>FUND EQUITY:</u>			
FUND BALANCES:			
RESTRICTED FOR DEBT SERVICE 2012A-1 & A-2	---	\$1,478,587	\$1,478,587
OPERATING RESERVE	\$155,224	---	\$155,224
UNASSIGNED	\$420,797	---	\$420,797
TOTAL LIABILITIES & FUND EQUITY	\$650,155	\$1,478,587	\$2,128,741

Poinciana

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND

Statement of Revenues & Expenditures

For The Period Ending July 31, 2018

	ADOPTED BUDGET	PRORATED BUDGET THRU 7/31/18	ACTUAL THRU 7/31/18	VARIANCE
<u>REVENUES:</u>				
ASSESSMENTS - TAX COLLECTOR	\$452,500	\$452,500	\$454,515	\$2,015
ASSESSMENTS - DIRECT BILLED	\$71,073	\$71,073	\$71,073	\$0
ASSESSMENTS - DEVELOPER	\$84,960	\$84,960	\$84,960	\$0
INTEREST	\$3,500	\$2,917	\$1,795	(\$1,122)
TOTAL REVENUES	\$612,033	\$611,450	\$612,343	\$893
<u>EXPENDITURES:</u>				
<u>ADMINISTRATIVE:</u>				
SUPERVISOR FEES	\$12,000	\$10,000	\$12,200	(\$2,200)
FICA EXPENSE	\$918	\$765	\$933	(\$168)
ENGINEERING	\$18,000	\$15,000	\$34,446	(\$19,446)
ATTORNEY	\$30,000	\$25,000	\$51,896	(\$26,896)
ARBITRAGE	\$600	\$600	\$450	\$150
DISSEMINATION	\$5,000	\$5,000	\$7,582	(\$2,582)
ANNUAL AUDIT	\$4,250	\$4,250	\$0	\$4,250
TRUSTEE FEES	\$7,000	\$7,000	\$9,772	(\$2,772)
ASSESSMENT ADMINISTRATION	\$11,365	\$11,365	\$230	\$11,135
MANAGEMENT FEES	\$55,341	\$46,118	\$41,866	\$4,251
INFORMATION TECHNOLOGY	\$16	\$13	\$1,074	(\$1,061)
TELEPHONE	\$0	\$0	\$24	(\$24)
POSTAGE	\$1,200	\$1,000	\$5,030	(\$4,030)
PRINTING & BINDING	\$2,700	\$2,250	\$2,412	(\$162)
INSURANCE	\$15,447	\$15,447	\$14,151	\$1,296
LEGAL ADVERTISING	\$2,000	\$1,667	\$9,434	(\$7,767)
OTHER CURRENT CHARGES	\$0	\$0	\$356	(\$356)
OFFICE SUPPLIES	\$300	\$250	\$218	\$32
PROPERTY APPRAISER	\$9,628	\$0	\$0	\$0
DUES, LICENSES & SUBSCRIPTIONS	\$175	\$175	\$175	\$0
<u>FIELD:</u>				
FIELD MANAGEMENT	\$14,000	\$11,667	\$9,802	\$1,864
ELECTRIC	\$1,500	\$1,250	\$1,346	(\$96)
LANDSCAPE MAINTENANCE	\$143,645	\$119,704	\$119,704	(\$0)
AQUATIC CONTROL MAINTENANCE	\$98,000	\$81,667	\$81,667	\$0
AQUATIC MIDGE MANAGEMENT	\$152,800	\$127,333	\$119,167	\$8,167
R&M DRAINAGE	\$3,000	\$2,500	\$0	\$2,500
R&M MULCH	\$4,500	\$3,750	\$592	\$3,158
R&M PLANT REPLACEMENT	\$4,060	\$3,383	\$0	\$3,383
STORM STRUCTURES REPAIRS	\$0	\$0	\$5,462	(\$5,462)
CONTINGENCY	\$14,589	\$12,157	\$6,473	\$5,684
CAPITAL OUTLAY	\$0	\$0	\$17,347	(\$17,347)
TOTAL EXPENDITURES	\$612,033	\$509,310	\$553,811	(\$44,501)
EXCESS REVENUES (EXPENDITURES)	\$0		\$58,532	
FUND BALANCE - BEGINNING	\$0		\$362,265	
FUND BALANCE - ENDING	\$0		\$420,797	

Poinciana

COMMUNITY DEVELOPMENT DISTRICT

SERIES 2012A-1 & A-2

DEBT SERVICE FUND

Statement of Revenues & Expenditures

For The Period Ending July 31, 2018

	ADOPTED BUDGET	PRORATED BUDGET THRU 7/31/18	ACTUAL THRU 7/31/18	VARIANCE
<u>REVENUES:</u>				
ASSESSMENTS - TAX COLLECTOR	\$1,333,839	\$1,333,839	\$1,338,931	\$5,092
ASSESSMENTS - DIRECT BILLED	\$382,908	\$382,908	\$382,908	\$0
INTEREST	\$500	\$417	\$3,037	\$2,621
TOTAL REVENUES	\$1,717,247	\$1,717,164	\$1,724,876	\$7,713
<u>EXPENDITURES:</u>				
ADMINISTRATIVE				
PROPERTY APPRAISER	\$28,380	\$0	\$0	\$0
SERIES 2012A-1				
INTEREST - 11/1	\$218,550	\$218,550	\$218,550	\$0
PRINCIPAL - 11/1	\$580,000	\$580,000	\$580,000	\$0
INTEREST - 05/1	\$218,550	\$218,550	\$218,550	\$0
SERIES 2012A-2				
INTEREST - 11/1	\$168,781	\$168,781	\$168,781	\$0
PRINCIPAL - 11/1	\$270,000	\$270,000	\$270,000	\$0
INTEREST - 05/1	\$168,781	\$168,781	\$168,781	\$0
SPECIAL CALL - 05/1	\$0	\$0	\$20,000	(\$20,000)
TOTAL EXPENDITURES	\$1,653,043	\$1,624,663	\$1,644,663	(\$20,000)
EXCESS REVENUES (EXPENDITURES)	\$64,205		\$80,214	
FUND BALANCE - BEGINNING	\$1,572,963		\$1,398,373	
FUND BALANCE - ENDING	\$1,637,168		\$1,478,587	

Poinciana
Community Development District

REVENUES:	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Total
ASSESSMENTS - TAX COLLECTOR	\$3	\$17,172	\$863,081	\$22,331	\$9,655	\$4,019	\$12,533	\$3,015	\$2,696	\$10	\$0	\$0	\$454,515
ASSESSMENTS - DIRECT BILLED	\$35,537	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$95,537	\$0	\$0	\$71,073
ASSESSMENTS - DEVELOPER	\$84,480	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$84,480
INTEREST	\$111	\$123	\$289	\$326	\$170	\$170	\$151	\$144	\$147	\$164	\$0	\$0	\$1,795
TOTAL REVENUES	\$120,611	\$37,295	\$863,370	\$22,657	\$9,825	\$4,189	\$12,684	\$3,159	\$2,842	\$35,710	\$0	\$0	\$612,343

EXPENDITURES:	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Total
ADMINISTRATIVE:													
SUPERVISOR FEES	\$2,000	\$800	\$1,600	\$800	\$1,400	\$400	\$1,400	\$1,000	\$1,000	\$1,800	\$0	\$0	\$12,200
FICA EXPENSE	\$153	\$61	\$122	\$61	\$107	\$31	\$107	\$77	\$77	\$138	\$0	\$0	\$933
ENGINEERING	\$1,225	\$2,322	\$2,315	\$7,143	\$5,511	\$2,706	\$4,752	\$2,249	\$3,083	\$3,140	\$0	\$0	\$34,446
ATTORNEY	\$3,720	\$7,469	\$6,104	\$8,415	\$9,150	\$3,843	\$5,440	\$4,545	\$3,208	\$0	\$0	\$0	\$51,896
ARBITRAGE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450	\$0	\$0	\$0	\$0	\$450
DISSEMINATION	\$0	\$5,000	\$0	\$82	\$417	\$417	\$417	\$417	\$417	\$417	\$0	\$0	\$7,982
ANNUAL AUDIT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRUSTEE FEES	\$3,391	\$0	\$0	\$0	\$0	\$0	\$6,381	\$0	\$0	\$0	\$0	\$0	\$9,772
ASSESSMENT ADMINISTRATION	\$0	\$0	\$130	\$0	\$0	\$0	\$100	\$0	\$0	\$0	\$0	\$0	\$230
MANAGEMENT FEES	\$4,612	\$4,612	\$4,612	\$5,531	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$0	\$0	\$41,866
INFORMATION TECHNOLOGY	\$0	\$0	\$0	\$25	\$424	\$125	\$125	\$125	\$125	\$125	\$0	\$0	\$1,074
TELEPHONE	\$0	\$0	\$0	\$0	\$0	\$0	\$15	\$0	\$8	\$0	\$0	\$0	\$24
POSTAGE	\$119	\$109	\$3,356	\$293	\$2	\$189	\$283	\$207	\$274	\$196	\$0	\$0	\$5,080
PRINTING & BINDING	\$69	\$1,305	\$677	\$0	\$24	\$137	\$59	\$127	\$173	\$43	\$0	\$0	\$2,412
INSURANCE	\$14,151	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,151
LEGAL ADVERTISING	\$590	\$5,699	\$432	\$735	\$258	\$258	\$286	\$497	\$426	\$253	\$0	\$0	\$9,684
OTHER CURRENT CHARGES	\$0	\$0	\$0	\$0	\$70	\$0	\$0	\$57	\$0	\$230	\$0	\$0	\$356
OFFICE SUPPLIES	\$0	\$88	\$39	\$0	\$0	\$21	\$18	\$19	\$19	\$15	\$0	\$0	\$218
PROPERTY APPRAISER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DUES, LICENSES & SUBSCRIPTIONS	\$0	\$0	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
FIELD:													
FIELD MANAGEMENT	\$1,167	\$1,167	\$1,167	\$1,302	\$833	\$833	\$833	\$833	\$833	\$833	\$0	\$0	\$9,802
ELECTRIC	\$133	\$166	\$146	\$144	\$161	\$142	\$137	\$128	\$107	\$82	\$0	\$0	\$1,346
LANDSCAPE MAINTENANCE	\$11,970	\$11,970	\$11,970	\$11,970	\$11,970	\$11,970	\$11,970	\$11,970	\$11,970	\$11,970	\$0	\$0	\$119,704
AQUATIC CONTROL MAINTENANCE	\$8,167	\$8,167	\$8,167	\$8,167	\$8,167	\$8,167	\$8,167	\$8,167	\$8,167	\$8,167	\$0	\$0	\$81,667
AQUATIC MIDGE MANAGEMENT	\$11,750	\$11,750	\$11,750	\$11,750	\$11,750	\$11,750	\$11,750	\$11,750	\$12,583	\$12,583	\$0	\$0	\$119,167
R&M DRAINAGE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
R&M MULCH	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$592	\$0	\$0	\$0	\$0	\$592
R&M PLANT REPLACEMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STORM STRUCTURES REPAIRS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,107	\$0	\$1,355	\$0	\$0	\$5,462
CONTINGENCY	\$0	\$248	\$0	\$0	\$1,500	\$1,995	\$2,730	\$0	\$0	\$0	\$0	\$0	\$6,473
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	\$13,485	\$0	\$3,862	\$0	\$0	\$0	\$0	\$17,347
TOTAL EXPENDITURES	\$65,217	\$60,733	\$52,761	\$56,420	\$55,495	\$60,218	\$58,720	\$54,929	\$46,222	\$45,097	\$0	\$0	\$553,811
EXCESS REVENUES/(EXPENDITURES)	\$57,393	(\$23,438)	\$310,609	(\$33,763)	(\$45,670)	(\$56,039)	(\$46,035)	(\$51,770)	(\$43,379)	(\$9,387)	\$0	\$0	\$58,532

**Poinciana
COMMUNITY DEVELOPMENT DISTRICT**

SPECIAL ASSESSMENTS FY2018 RECEIPTS

MAINTENANCE

GROSS ASSESSMENTS \$ 481,380.30
 CERTIFIED NET ASSESSMENTS \$ 452,497.48
 100%

DATE	CHECK NO	GROSS ASSESSMENTS RECEIVED	DISCOUNTS	COMMISSIONS PAID	INTEREST INCOME	NET ASSESSMENTS RECEIVED	GENERAL FUND
10/27/17	ACH	\$ -	\$ -	\$ -	\$ 2.75	\$ 2.75	\$ 2.75
11/15/17	ACH	\$ 6,651.92	\$ 266.20	\$ 127.71	\$ -	\$ 6,258.01	\$ 6,258.01
11/17/17	ACH	\$ 23,886.44	\$ 955.90	\$ 458.61	\$ -	\$ 22,471.93	\$ 22,471.93
11/22/17	ACH	\$ 9,076.47	\$ 461.90	\$ 172.29	\$ -	\$ 8,442.28	\$ 8,442.28
12/6/17	ACH	\$ 61,379.08	\$ 2,456.30	\$ 1,178.46	\$ -	\$ 57,744.32	\$ 57,744.32
12/13/17	ACH	\$ 99,515.15	\$ 3,982.06	\$ 1,910.66	\$ -	\$ 93,622.43	\$ 93,622.43
12/20/17	ACH	\$ 225,038.98	\$ 9,004.02	\$ 4,320.70	\$ -	\$ 211,714.26	\$ 211,714.26
1/16/18	ACH	\$ 23,229.19	\$ 696.65	\$ 450.65	\$ -	\$ 22,081.89	\$ 22,081.89
1/31/18	ACH	\$ -	\$ -	\$ -	\$ 249.09	\$ 249.09	\$ 249.09
2/14/18	ACH	\$ 10,054.53	\$ 202.00	\$ 197.05	\$ -	\$ 9,655.48	\$ 9,655.48
3/15/18	ACH	\$ 4,143.38	\$ 42.28	\$ 82.02	\$ -	\$ 4,019.08	\$ 4,019.08
4/16/18	ACH	\$ 12,770.93	\$ -	\$ 255.42	\$ -	\$ 12,515.51	\$ 12,515.51
4/27/18	ACH	\$ -	\$ -	\$ -	\$ 17.39	\$ 17.39	\$ 17.39
5/15/18	ACH	\$ 3,076.41	\$ -	\$ 61.53	\$ -	\$ 3,014.88	\$ 3,014.88
6/15/18	ACH	\$ 1,090.04	\$ -	\$ 21.80	\$ -	\$ 1,068.24	\$ 1,068.24
6/21/18	ACH	\$ 1,660.74	\$ -	\$ 33.21	\$ -	\$ 1,627.53	\$ 1,627.53
7/30/18	ACH	\$ -	\$ -	\$ -	\$ 9.58	\$ 9.58	\$ 9.58
TOTAL COLLECTED		\$ 481,573.26	\$ 18,067.31	\$ 9,270.11	\$ 278.81	\$ 454,514.65	\$ 454,514.65
PERCENTAGE COLLECTED						100%	

DEBT SERVICE

GROSS ASSESSMENTS \$ 1,418,101.63
 CERTIFIED NET ASSESSMENTS \$ 1,333,015.53
 100%

DATE	CHECK NO	GROSS ASSESSMENTS RECEIVED	DISCOUNTS	COMMISSIONS PAID	INTEREST INCOME	NET ASSESSMENTS RECEIVED	DEBT SERVICE FUND
10/27/17	ACH	\$ -	\$ -	\$ -	\$ 7.86	\$ 7.86	\$ 7.86
11/15/17	ACH	\$ 18,589.71	\$ 743.52	\$ 356.92	\$ -	\$ 17,489.27	\$ 17,489.27
11/17/17	ACH	\$ 69,533.51	\$ 2,781.06	\$ 1,335.05	\$ -	\$ 65,417.40	\$ 65,417.40
11/22/17	ACH	\$ 25,934.94	\$ 1,318.98	\$ 492.32	\$ -	\$ 24,123.64	\$ 24,123.64
12/6/17	ACH	\$ 173,296.53	\$ 6,931.14	\$ 3,327.31	\$ -	\$ 163,038.08	\$ 163,038.08
12/13/17	ACH	\$ 287,322.02	\$ 11,490.60	\$ 5,516.63	\$ -	\$ 270,314.79	\$ 270,314.79
12/20/17	ACH	\$ 679,203.64	\$ 27,161.32	\$ 13,040.85	\$ -	\$ 639,001.47	\$ 639,001.47
1/16/18	ACH	\$ 69,437.61	\$ 2,084.50	\$ 1,347.06	\$ -	\$ 66,006.05	\$ 66,006.05
1/31/18	ACH	\$ -	\$ -	\$ -	\$ 734.99	\$ 734.99	\$ 734.99
2/14/18	ACH	\$ 29,448.23	\$ 592.18	\$ 577.12	\$ -	\$ 28,278.93	\$ 28,278.93
3/15/18	ACH	\$ 12,320.38	\$ 125.78	\$ 243.89	\$ -	\$ 11,950.71	\$ 11,950.71
4/16/18	ACH	\$ 37,127.74	\$ -	\$ 742.55	\$ -	\$ 36,385.19	\$ 36,385.19
4/27/18	ACH	\$ -	\$ -	\$ -	\$ 50.87	\$ 50.87	\$ 50.87
5/15/18	ACH	\$ 8,462.51	\$ -	\$ 169.25	\$ -	\$ 8,293.26	\$ 8,293.26
6/15/18	ACH	\$ 3,158.33	\$ -	\$ 63.17	\$ -	\$ 3,095.16	\$ 3,095.16
6/21/18	ACH	\$ 4,812.13	\$ -	\$ 96.24	\$ -	\$ 4,715.89	\$ 4,715.89
7/30/18	ACH	\$ -	\$ -	\$ -	\$ 27.59	\$ 27.59	\$ 27.59
TOTAL COLLECTED		\$ 1,418,647.28	\$ 53,229.08	\$ 27,308.36	\$ 821.31	\$ 1,338,931.15	\$ 1,338,931.15
PERCENTAGE COLLECTED						100%	

DIRECT BILLED ASSESSMENTS

AVATAR HOMES \$453,981.17 \$71,073.15 \$382,908.02

DATE RECEIVED	DUE DATE	CHECK NO.	NET ASSESSED	AMOUNT RECEIVED	GENERAL FUND	DEBT SERVICE
10/13/18	12/1/17	44175/44176	\$ 226,990.57	\$ 226,990.57	\$ 35,536.57	\$ 191,454.00
7/6/18	2/1/18	54093	\$ 113,495.30	\$ 113,495.30	\$ 17,768.29	\$ 95,727.01
7/6/18	5/1/18	54093	\$ 113,495.30	\$ 113,495.30	\$ 17,768.29	\$ 95,727.01
			\$ 453,981.17	\$ 453,981.17	\$ 71,073.15	\$ 382,908.02

SECTION 3

**NOTICE OF MEETING DATES
POINCIANA
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the *Poinciana Community Development District* will hold the regularly scheduled public meetings for **Fiscal Year 2019** at **11:00 a.m. in the Starlite Ballroom at 384 Village Drive, Poinciana, Florida 34759** on the third Wednesday each month as follows unless indicated otherwise:

October 17, 2018
November 21, 2018
December 19, 2018
January 16, 2019
February 20, 2019
March 20, 2019
April 17, 2019
May 15, 2019
June 19, 2019
July 17, 2019
August 21, 2019
September 18, 2019

The meetings are open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for a particular meeting may be obtained from the District Manager at 135 W. Central Blvd., Suite 320, Orlando, FL 32801.

A meeting may be continued to a date, time, and place to be specified on the record at that meeting. There may be occasions when one or more Supervisors may participate by telephone.

Any person requiring special accommodations at these meetings because of a disability or physical impairment should contact the District Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1 or 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

George S. Flint
Governmental Management Services - Central Florida, LLC
District Manager

SECTION D

SECTION 1

Poinciana Community Development District



August 9, 2018

Alan Scheerer - Field Services
Manager

GMS

Poinciana
Community Development District

Field Management Report

August 9, 2018

To: George Flint
District Manager

From: Alan Scheerer
Field Services Manager

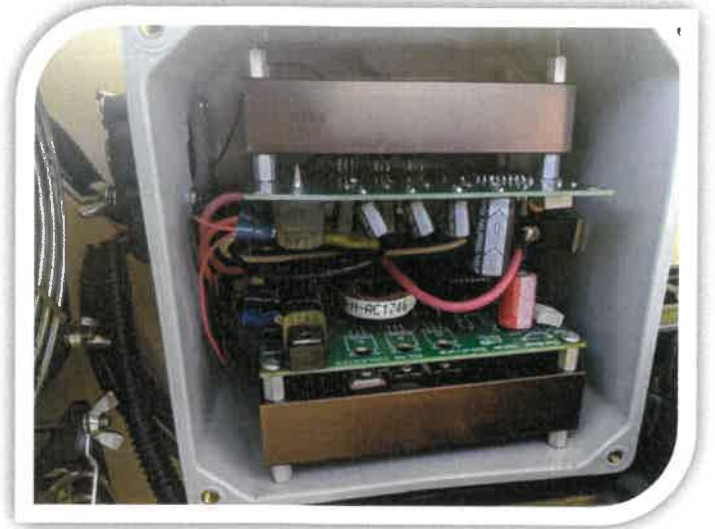
RE: Poinciana CDD – August 9, 2018

The following is a summary of items related to the field operations and management of the Poinciana Community Development District.

Completed Items

Aerator Tubing Extension

- ✚ The tubing for the aerators at pond E-11 was extended.
- ✚ The diffusers are now currently at more ideal locations for better lake coverage



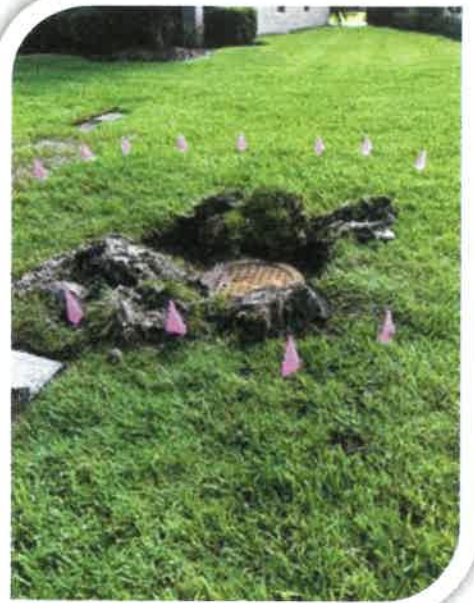
- ✚ Any needed repairs/maintenance to the aerators was also performed.



Pending Items

Manhole Cover – Storm water System

- ✚ Manhole behind 503 Barcelona Dr is being raised to the proper level.
- ✚ This is currently being worked on.



Pond C-1 Driving Range Pond

- ✚ Significant erosion caused by recent dewatering will be restored.
- ✚ The area will be regraded, and the dirt compacted around the pond.
- ✚ Geogrid or sod will be added if needed.



Pending Items

Pond E-3 Additional Pond Aerators Option

- ✚ Current diffuser positions will be adjusted.
- ✚ 2-3 Additional smaller aerators are recommended.
- ✚ Their location will be at the end of the extensions from the main body of the pond.
- ✚ Aerators will be on CDD property on the sloping bank of the pond.



- Current locations of installed aerators
- Current Location of Diffusers
- Recommended location of additional aerators
- Recommended final location of aerators

Pending Items

Pond Bank Maintenance

- ✚ Create and mulch tree rings on all Poinciana CDD pond banks.
- ✚ This work will be completed over the next 6 months as budget permits.
- ✚ Improve pond mowing and pond bank maintenance.



Storm System Repairs/Maintenance



- ✚ Clean and maintain all PCDD pond outfall weirs.
- ✚ Perform additional repairs to storm water systems and structures

Pending Items

Pond Landscape Maintenance



- ✚ Clearing the back of pond C-14 for maintenance access.



Pond Outfall Structures

- ✚ Improve maintenance and debris removal from all outfall structures.



Pending Items

Under Construction Ponds

- ✚ Additional retention ponds pending construction at this time.
- ✚ Ponds will be given over to CDD at a later date.



Conclusion

For any questions or comments regarding the above information, please contact me by phone at 407-398-2890, or by email at ascheerer@gmscfl.com Thank you.

Respectfully,

Alan Scheerer



PCDD Monthly Treatment Report

Date between : 7/1/2018 and 7/31/2018

Customer Site ID	Treatment Date	Condition/Weeds Treated
10-A	7/3/18	Clean
10-B	7/3/18	Clean
A-1	7/30/18	Clean
A-11	7/3/18	Clean
A-12	7/9/18	Planktonic
A-13	7/3/18	Clean
A-2	7/9/18	Filamentous
A-2	7/9/18	Planktonic
A-20	7/26/18	Clean
A-21	7/9/18	Filamentous
A-21	7/9/18	Planktonic
A-22	7/9/18	Filamentous
A-22	7/9/18	Planktonic
A-3	7/3/18	Clean
A-4	7/3/18	Clean
A-5	7/3/18	Clean
A-6	7/26/18	Clean
A-7	7/3/18	Clean
A-8	7/9/18	Filamentous
A-8	7/9/18	Spike Rush
A-9	7/3/18	Clean
B-1	7/26/18	Filamentous
B-1	7/26/18	Planktonic
B-11	7/3/18	Clean
B-15	7/3/18	Clean
B-16	7/3/18	Clean
C-1	7/5/18	Clean
C-10	7/26/18	Filamentous
C-11	7/10/18	Filamentous
C-11	7/10/18	Hydrilla
C-11	7/10/18	Planktonic
C-12	7/26/18	Filamentous
C-12	7/26/18	Hydrilla
C-13	7/3/18	Clean
C-14	7/3/18	Clean
C-15	7/10/18	Filamentous
C-15	7/10/18	Spike Rush
C-16	7/3/18	Clean
C-17	7/9/18	Chara spp.
C-17	7/9/18	Filamentous
C-17	7/9/18	Hydrilla
C-18	7/5/18	Clean
C-19	7/10/18	Filamentous
C-2	7/5/18	Clean
C-20	7/26/18	Filamentous
C-6	7/10/18	Filamentous
C-6	7/10/18	Spike Rush
C-6B	7/10/18	Filamentous
C-6B	7/10/18	Naiad
C-8	7/10/18	Filamentous
C-9	7/26/18	Clean
D-1	7/5/18	Clean
D-10	7/5/18	Clean
D-11	7/5/18	Alligator Weed
D-11	7/5/18	Pennywort
D-11	7/5/18	Shoreline Grasses
D-2	7/5/18	Clean
D-3	7/5/18	Alligator Weed
D-3	7/5/18	Pennywort
D-3	7/5/18	Primrose
D-3	7/5/18	Shoreline Grasses
D-4	7/5/18	Clean
D-5	7/5/18	Clean
D-6	7/5/18	Clean
D-7	7/5/18	Clean
D-8	7/5/18	Clean

Clarke Monthly Treatment Report September 2014

D-9	7/5/18	Alligator Weed
D-9	7/5/18	Shoreline Grasses
E-1	7/26/18	Clean
E-11	7/5/18	Clean
E-15	7/5/18	Clean
E-18	7/5/18	Clean
E-19	7/5/18	Clean
E-2	7/26/18	Clean
E-21	7/5/18	Clean
E-3	7/26/18	Clean
E-31	7/5/18	Clean
E-5	7/5/18	Clean
E-6	7/5/18	Clean
E-8	7/5/18	Clean
F-7	7/5/18	Clean



Poinciana Community Development District
Monthly Midge Treatment Report

July 1, 2018- July 31 2018

Night Truck Spray

- 42.2 Miles were sprayed

ATV ULV Spray

- 35.1 Miles were sprayed

Backpack Pellet Larvicide

- 0 Acres were treated

Boat Larvicide Treatments

- 20.03 Acres were treated



**PCDD Monthly Midge Treatment Report
July 2018**

Customer	Route	Start Date	End Date	Used Quantity	Unit of Measure	Chemical Used Quantity	Unit of Measure
PCDD TRUCK ULV	Venezia	7/2/18	7/2/18	2.4	mi	0.54	gal
PCDD TRUCK ULV	Bella Viana	7/2/18	7/2/18	2	mi	0.44	gal
PCDD TRUCK ULV	Lago Vista	7/2/18	7/2/18	0.4	mi	0.08	gal
PCDD TRUCK ULV	Monte Lena	7/2/18	7/2/18	0.8	mi	0.13	gal
PCDD TRUCK ULV	Rainbow Lakes	7/2/18	7/2/18	0.4	mi	0.1	gal
PCDD TRUCK ULV	Terra/Flora Vista	7/2/18	7/2/18	2.6	mi	0.58	gal
PCDD TRUCK ULV	Capri	7/2/18	7/2/18	0.8	mi	0.16	gal
PCDD TRUCK ULV	Portafino	7/2/18	7/2/18	1.2	mi	0.26	gal
PCDD ATV ULV	ATV-all ponds	7/5/18	7/5/18	8.7	mi	1.31	gal
PCDD TRUCK ULV	Venezia	7/9/18	7/9/18	2.5	mi	0.55	gal
PCDD TRUCK ULV	Bella Viana	7/9/18	7/9/18	2.1	mi	0.46	gal
PCDD TRUCK ULV	Lago Vista	7/9/18	7/9/18	0.4	mi	0.08	gal
PCDD TRUCK ULV	Monte Lena	7/9/18	7/9/18	0.7	mi	0.17	gal
PCDD TRUCK ULV	Rainbow Lakes	7/9/18	7/9/18	0.4	mi	0.11	gal
PCDD TRUCK ULV	Terra/Flora Vista	7/9/18	7/9/18	2.6	mi	0.58	gal
PCDD TRUCK ULV	Capri	7/9/18	7/9/18	0.8	mi	0.17	gal
PCDD TRUCK ULV	Portafino	7/9/18	7/9/18	1.2	mi	0.26	gal
PCDD ATV ULV	ATV-all ponds	7/13/18	7/13/18	8.8	mi	1.32	gal
PCDD TRUCK ULV	Venezia	7/16/18	7/16/18	2.3	mi	0.52	gal
PCDD TRUCK ULV	Bella Viana	7/16/18	7/16/18	2	mi	0.44	gal
PCDD TRUCK ULV	Lago Vista	7/16/18	7/16/18	0.4	mi	0.08	gal
PCDD TRUCK ULV	Monte Lena	7/16/18	7/16/18	0.8	mi	0.17	gal
PCDD TRUCK ULV	Rainbow Lakes	7/16/18	7/16/18	0.4	mi	0.08	gal
PCDD TRUCK ULV	Terra/Flora Vista	7/16/18	7/16/18	2.6	mi	0.55	gal
PCDD TRUCK ULV	Capri	7/16/18	7/16/18	0.8	mi	0.17	gal
PCDD TRUCK ULV	Portafino	7/16/18	7/16/18	1	mi	0.22	gal
PCDD ATV ULV	ATV-all ponds	7/19/18	7/19/18	8.2	mi	1.27	gal
PCDD TRUCK ULV	Venezia	7/23/18	7/23/18	2.5	mi	0.55	gal
PCDD TRUCK ULV	Bella Viana	7/23/18	7/23/18	2	mi	0.44	gal
PCDD TRUCK ULV	Lago Vista	7/23/18	7/23/18	0.4	mi	0.08	gal
PCDD TRUCK ULV	Monte Lena	7/23/18	7/23/18	0.8	mi	0.16	gal
PCDD TRUCK ULV	Rainbow Lakes	7/23/18	7/23/18	0.4	mi	0.09	gal
PCDD TRUCK ULV	Terra/Flora Vista	7/23/18	7/23/18	2.6	mi	0.57	gal
PCDD TRUCK ULV	Capri	7/23/18	7/23/18	0.8	mi	0.17	gal
PCDD TRUCK ULV	Portafino	7/23/18	7/23/18	1.1	mi	0.25	gal
PCDD ATV ULV	ATV-all ponds	7/26/18	7/27/18	3.8	mi	0.56	gal
PCDD ATV ULV	ATV-all ponds	7/26/18	7/27/18	5.6	mi	0.82	gal
Total For The Month				77.30	mi	14.49	gal

Abate 5% Pellets Larvicide Ponds	Start Date	End Date	Used Quantity	Unit of Measure	Chemical Used Quantity	Unit of Measure
NONE FOR JULY						
Total For The Month			0.00	ac	0.00	lb

Abate 4E Larvicide Ponds	Start Date	End Date	Used Quantity	Unit of Measure	Chemical Used Quantity	Unit of Measure
E3, B1, C10	7/14/18	7/14/18	20.03	ac	30	oz
Total For The Month			20.03	ac	30.00	oz

GMS Pricing Proposal

Solar Aerators for Poinciana CDD

Option A: 2 Solar Aerators with 2 diffusers each

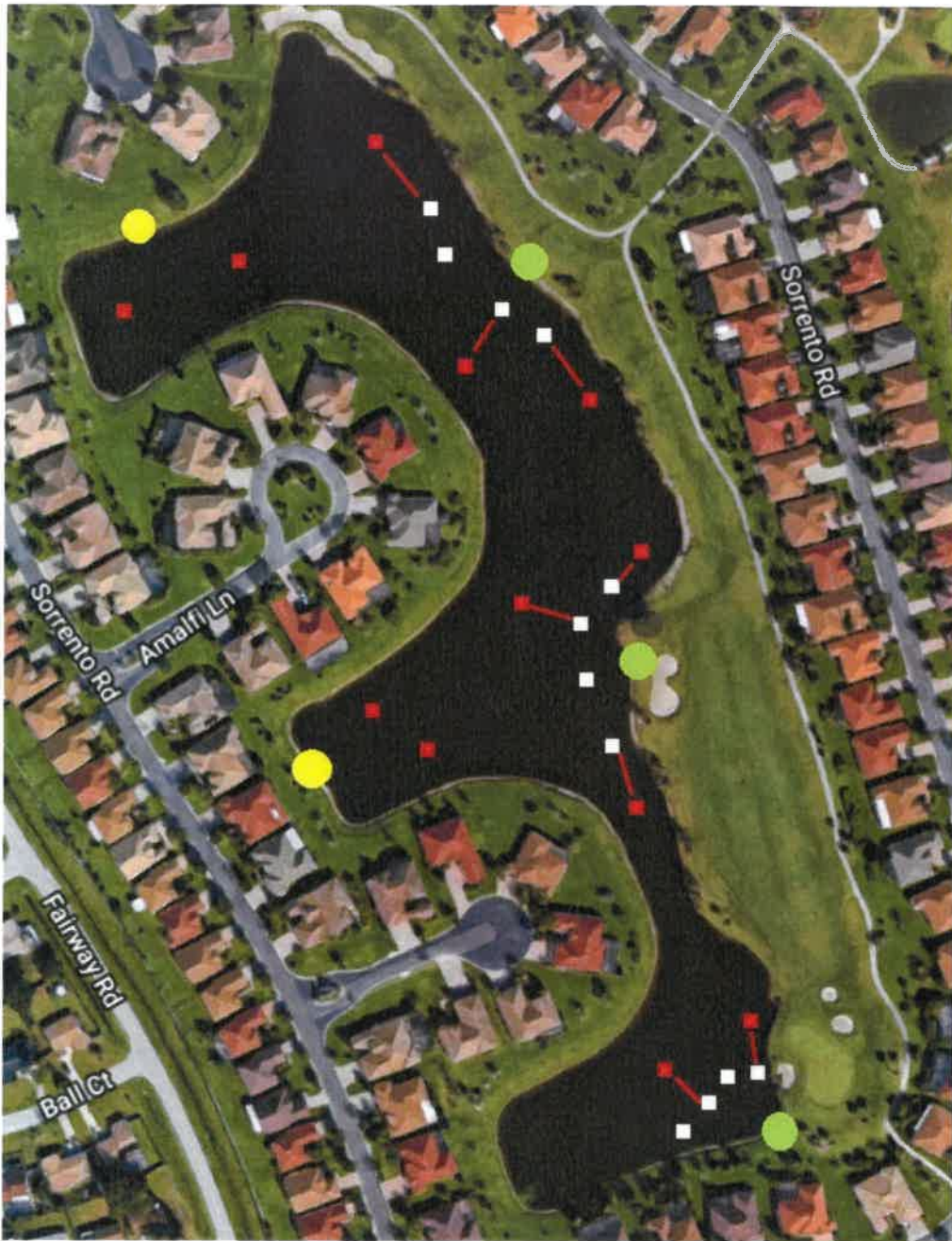
Item	Unit Price	Line Total
2x Solar Aermaster 3	\$2995.00	\$5990.00
Labor 60 hours	\$35 per hour	\$2100.00
Materials		\$210.00
Equipment		\$105.00
3x Mobilization	\$25.00 per day	\$75.00
	TOTAL:	\$8480.00

Description: Aerators will be installed on the shore surrounding the northern and middle bays of the pond. The diffusers will be placed in appropriate locations of the bays for the most possible coverage.

Option B: 3 Solar Aerators - 2 two diffuser units and 1 one diffuser unit

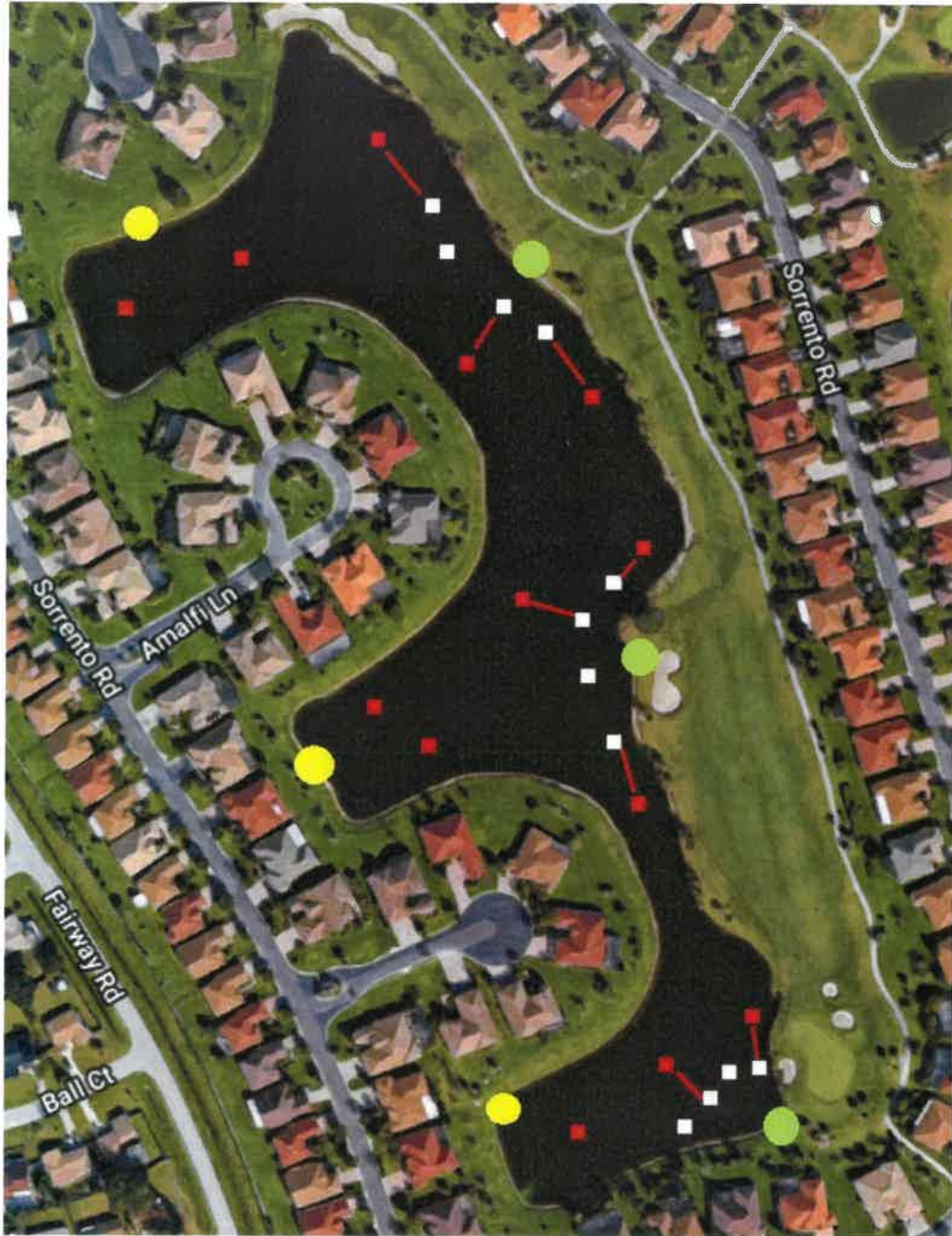
Item	Unit Price	Line Total
2x Solar Aermaster 3	\$2995.00	\$5990.00
1x Solar Aermaster 2	\$2495.00	\$2495.00
Labor 90 hours	\$35 per hour	\$3150.00
Materials		\$320.00
Equipment		\$105.00
5x Mobilization	\$25.00 per day	\$125.00
	TOTAL:	\$12185.00

Description: The Aermaster 3 units will be installed on the shore of the northern and middle bays of the pond. The Aermaster 2 unit will be installed on the shore of the southernmost bay of the pond. Diffusers will be placed in the bays at appropriate locations.



- Current locations of installed aerators
- Current Location of Diffusers
- Recommended location of additional aerators
- Recommended final location of aerators

Option A



- Current locations of installed aerators
- Current Location of Diffusers
- Recommended location of additional aerators
- Recommended final location of aerators

Option B

SECTION 2

Customer Complaint Log Poinciana CDD

Date	Resident	Address	Pond	Contact	Complaint	Assigned To	Resolution	Date Resolved
7/17/18	Willie Tymes	214 Acadia Drive	P-C20	201-452-0684	Algae on pond	Alan Scheerer	Contractor Notified	7/27/18
7/24/18	Beverly Dictor	309 New River Drive		863-427-1861	Manhole cover status	Alan Scheerer	Contractor Notified	7/27/18
8/7/18	Sheila Lewis	741 Grand Canal Drive	P-A 1213	863-547-4447	Midge control	Alan Scheerer	Contractor Notified	8/7/18
8/7/18	Sharon Marin	377 Acadia Drive	P-C12	407-989-8228	Algae	Alan Scheerer	Contractor Notified	8/7/18