

**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, **April 17, 2024** at 12:00 p.m. via Zoom Communication Media Technology and in the Starlite Ballroom, 384 Village Drive, Poinciana, Florida.

Present and constituting a quorum were:

Tony Reed	Vice Chair
Robert Zimbardi	Assistant Secretary
Jon Cameron	Assistant Secretary

Also present were:

Tricia Adams	District Manager
Jan Carpenter	District Counsel
Kathy Leo	District Engineer
Joel Blanco	Field Services
Stephen Amrhein	Solitude Lake Management
Lita Epstein	Former CDD Supervisor
Residents	

The following is a summary of the discussions and actions taken at the April 17, 2024 Poinciana Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order and called the roll at 12:00 p.m. Three Supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Public Comment Period on Agenda Items

Ms. Adams opened the public comment period. There were no comments and Ms. Adams closed the public comment period.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the March 20, 2024 Meeting

Ms. Adams presented the minutes of the March 20, 2024 Board of Supervisors meeting, which were included in the agenda package and reviewed by District Counsel and management staff. Mr. Reed requested the following corrections:

- On the bottom of Page 3, "*Patrons*," should be "*Residents*." Ms. Adams pointed out that she used the word, "*Patrons*" frequently, but would change it to, "*Residents*" if needed. Mr. Reed preferred that it be changed only if it needed to be clarified. Also, on the bottom of Page 3, the last sentence stated, "*A letter was received from the HOA attorney regarding some deeds to the property that were turned over to Taylor Morrison.*" It should say, "*From Taylor Morrison.*" Ms. Adams would make this correction.
- At the last meeting, Ms. Carpenter stated that there should be a complete list of improvements on CDD property that were owned by the HOA and he was going to personally review the improvements once they were identified and would still like to do so.
- On Page 6, under the Eighth Order of Business, he asked if staff notified Taylor Morrison of the possibility of closing down the tunnels for the road work and if so, whether they would be responsible for paying for the work to be completed at night. This was just an update, as this item was still open. Ms. Adams would provide an update under the Action Items List.
- On Page 12, he was cited as noting an outbreak on Pond D1, but he did not make this statement and believed that this was Mr. Zimbardi. Mr. Zimbardi clarified that it was him and that Pond B1 had the outbreak. Ms. Adams would make this change.
- On Page 13, there was a discussion about communications with the golf course over the fertilization around pond E3, but this and other items were not included

on the Action Items List, since the last meeting and wanted this to be documented and/or complete the item..

- On Page 14, he recalled that there was some equipment in Pond B3 and it was going to be followed up on. Ms. Adams pointed out that the minutes stated that Mr. Blanco would follow up on the location.

On MOTION by Mr. Reed seconded by Mr. Cameron with all in favor the Minutes of the March 20, 2024 Meeting were approved as amended.

FIFTH ORDER OF BUSINESS

Organizational Matters

- i. Review of Resumes/Letters(s) of Interest to Fulfill the Board Vacancy in Seat #4**
- ii. Appointment of Individual to Fulfill the Board Vacancy with a Term Ending November 2026**

Ms. Adams recalled that a Board Member resigned, which created a vacancy on the Board. At the time that the Board recognized the vacancy, there was direction to staff to solicit for Resumes and Letters of Interest, to be considered at today's meeting. Letters and Statements of Interest were received from Ms. Brenda Taylor and Mr. Rick McKelvey, which were included the agenda package. Mr. Reed requested that this item be deferred until the next meeting when Ms. Nelson was available to attend. Mr. Cameron preferred to fill the position as there were only three members of the Board and did not know when Ms. Nelson would return. If someone attended by Zoom, it did not constitute a quorum, which was essential for the upcoming budget meetings. Ms. Adams agreed, as having only three Board Members that were physically able to attend meetings, created a vulnerability and it was critical to have a quorum at the May 15th meeting, as it included a presentation on the Proposed Budget.

Mr. Reed moved to defer appointment of Seat #4 to the next meeting, and there being no second, the motion failed.

Ms. Carpenter stated that the budget must be approved at the next meeting, to submit it to the county, as required by Statute and if for some reason, Ms. Nelson was still sick and another Supervisor could not attend, the District would not be able to comply with the Statute. Therefore,

it was important to proceed with the appointment today of a Supervisor to the Board, but it was up to the Board. Mr. Reed preferred to defer this item until the next meeting.

On MOTION by Mr. Reed seconded by Mr. Zimbardi with Mr. Zimbardi and Mr. Reed in favor and Mr. Cameron dissenting, deferring the appointment of Seat #4 to the next meeting was approved. (Motion Passed 2-1)

iii. Administration of Oath of Office to Newly Appointed Board Member

iv. Consideration of Resolution 2024-02 Election of Officers

Items iii and iv were deferred to a future meeting.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Carpenter reported that this month, she was working on obtaining the list of items on CDD property that were private improvements and whether the HOA owned them or should own them. At this time, Mr. Clayton Smith and Mr. Joel Blanco were still completing the list, but she had a draft, which she would provide to the Board, along with the maps; however, they were not in the right order. Staff wanted to make sure that they had everything, so nothing was missed and the Board had correct information. In addition, Ms. Carpenter was working with Ms. Leo on the stormwater ponds and conservation areas, but Taylor Morrison was still not ready to turn over Pond P8. However, once it was turned over, Taylor Morrison would transfer all of the permits for all ponds that were transferred to the District. Then Ms. Carpenter and Ms. Leo would review the permit status for all ponds, make a determination on how to transfer the permits to the CDD for operation and maintenance and the Board could then discuss whether to request that they all be turned over for ownership to the CDD, as the maintaining entity. Finally, at the next meeting, there would be the typical reminder on ethics and the Sunshine Law and the Board had six months to complete their ethics training.

B. Engineer

Ms. Leo confirmed that Pond P8 was not ready for turnover, as the developer still had some work to do. Mr. Reed questioned the status of the review for the wetlands, if there were

any issues and if Ms. Leo was comfortable with the information that they were able to find thus far. Ms. Leo reported that she had not completed any further review on the wetlands, as they were trying to figure out from an overall standpoint, what they wanted to do. Mr. Reed indicated that was not his understanding, as it was his desire for the CDD to own all of the ponds and wetlands associated with the Stormwater Management System in Solivita. They were trying to work towards that but requested having a thorough review and for staff to inform the Board what the CDD owned, did not own and what to expect in the turnover process from Taylor Morrison for the remainder of the properties. Ms. Leo would work with Ms. Carpenter on the review, but believed that they identified what the CDD owned, according to the pond map update that they did last month and if the Board wanted to proceed with the turnover, she would work with Ms. Carpenter on obtaining the documentation. Ms. Carpenter pointed out that CDDs either own and maintain or have easements and it would be a good idea to put into place, a perpetual easement over that property to maintain, but once they get an idea of what the CDD owns and if the permits have all been turned over, they will have a better guide to be able to help the Board decide how to proceed. Mr. Reed agreed that they could wait, but it was his understanding that the CDD intended to take all of the wetlands, but now they were rethinking that. Ms. Leo recalled that it was discussed, but no decision was made by the Board, as it was typical in many CDDs, but there were alternatives and offered to obtain the information for Board discussion.

Mr. Zimbardi asked if the Poinciana West CDD had the same issue. Ms. Leo confirmed that the Poinciana West CDD had the same issue regarding whether the wetlands would be owned by the CDD or the developer but was unsure whether they shared the same opinion. In the sequence of things, they planned to have the permits turned over for the ponds and then the wetlands would be reviewed. Mr. Reed expected that Taylor Morrison intended to turn over all of the property before they left and it was the Board's intention to evaluate that request and make decisions at a later time. Mr. Cameron understood that the wetlands would be part of the HOA, at this point and at some point, the CDD would be involved. Ms. Leo confirmed that the CDD would be involved. Usually, until the ponds were all completed and ready for acceptance, Taylor Morrison would not be able to transfer the permit for the long-term maintenance obligation. Therefore, the timing was based on Taylor Morrison, as the CDD could not request ownership prior to them completing construction and signing off on it. While she understood that the Board wanted to get this done quickly, the CDD was at their mercy, but she and Ms. Carpenter would

start gathering as much information as they can and provide it to the Board. Mr. Reed appreciated that.

C. District Manager

i. Action Items List

Ms. Adams presented the Action Items List, which was included in the agenda package and reported on the following:

1. Parcel Conveyance from Taylor Morrison to CDD: In Process. All ponds on the application were conveyed except for Pond P8, which was being monitored by field staff and the District Engineer.
2. Monitor Central Florida Expressway – Poinciana Parkway Project: Parkway Connector: In Process. The CDD Board previously appointed the former Chair to monitor it.

Ms. Epstein had no update at this time. There was no progress with the Title Six complaint.

3. Monitor Polk County Road Construction for Impact to PCDD Tunnels: In Process. The District Engineer met with Polk County on March 19, 2024 regarding the scope and status of the Marigold Avenue improvements. Closer to the project date, which would not be until 2025 or thereafter, an Access Agreement would be considered by the Board. Any consideration about the maintenance of traffic issues such as any closures, was premature to review or notify anyone at this time, because there were no project dates, Maintenance of Traffic Plans or any information to pass along to another organization.
4. Review of Wetlands Owned by Developer and HOA: In Process. This was discussed under the District Engineer's Report.
5. Review of HOA Improvements Installed on CDD Parcels: In Process. This was discussed under the District Counsel's Report. A partial inventory was being circulated for Board consideration and would be finalized and presented to the Board at a future meeting.

Mr. Reed asked if the Marigold Avenue widening action item would be held until 2025. Ms. Adams preferred to leave it on the Action Items List, in order to continue to monitor the project, which was in eight months out or so. Mr. Reed expected when there was a meeting and

action items like the ones he discussed earlier or deliverables, they be included on the Action Items List. Ms. Adams pointed out that the only item that was not included, was the fertilization issue with the golf course but would include it at the pleasure of the Board. Ms. Adams would include it on the Action Items List. Mr. Reed also wanted an action item to remove the solar panels and equipment out of Pond E3 with a deliverable. Ms. Adams pointed out there would be a report on this equipment under the Field Manager's Report.

ii. Approval of Check Register

Ms. Adams presented the Check Register from March 9, 2024 to March 31, 2024 in the amount of \$57,195.97. It included General Fund expenditures and payroll. Mr. Reed pointed out that a pet peeve of his, was a line item for Clarke called, "*Mosquito Maintenance*," which should be "*Midge Maintenance*." However, mosquitoes were the responsibility of Polk County and requested that the Check Register reflect that it was for midge maintenance, for clarification purposes, since they were not paying for mosquito maintenance. Ms. Adams understood why this would create confusion. The name of the vendor was actually Clark Environmental Mosquito and the register reflects the language from the invoice and the name of the vendor. Mr. Reed was correct that Polk County provided the mosquito control and the Board hired Clarke Environmental Mosquito for midge control. Mr. Reed noted that he did not want there to be any misunderstandings.

On MOTION by Mr. Reed seconded by Mr. Zimbardi with all in favor the March 9, 2024 to March 31, 2024 Check Register in the amount of \$57,195.97 were approved.

iii. Balance Sheet and Income Statement

Ms. Adams presented the Unaudited Financial Statements through February 29, 2024. In the General Fund, there was the operating account with Hancock Whitney and Truist Bank. In addition, surplus funds were held in a money market account, for the purpose of earning interest. The Capital Reserve Fund was also in a money market account, for the purpose of earning interest. The unassigned balance was always tracked, as well as the prorated budget compared to the actual spending. By the end of February, the majority of assessments were received and there was interest income, due to the favorable savings rate at this time, as well as some miscellaneous revenue, for the reimbursement of professional fees related to a parcel conveyance. This Board did an excellent job of controlling expenses, as administrative expenses was \$62,000, but the actual spending was \$52,000 and there was nothing to bring to the Board's attention. For field services, the prorated budget was \$283,000 and actual spending at the end of February was \$221,000. In the current budget, the scheduled transfer out to capital reserve, had not occurred by the end of February, but it would be monitored. There were no changes in the debt service from the prior months. These would not be updated until the unaudited financials for May, when the interest and principal payment was due on the bond. The month-to-month revenue and spending was tracked, to ensure that there were no unexpected trends or anomalies. Lastly, there was a schedule of the receipts from the Polk County Tax Collector, showing the portion for maintenance assessment and the portion for bond debt that was transmitted to the Trustee. No action was required, but typically the Board took action to approve the unaudited financials.

Mr. Cameron questioned why the check register was through March 31st, but the financials were through February 29th and asked if they could receive financials closer to the meeting date. Ms. Adams explained that it depends on when the bank statements were received, when the agenda package was going out and the amount of invoices or other items that were still outstanding for that time period. Mr. Cameron asked if bank statements were received by the 7th or 8th day of the month. Ms. Adams confirmed that this was the case and noted the agenda package was distributed a week in advance of the meeting. Oftentimes the financials from the previous month would be the full picture and provide a more accurate financial picture than partial financials for the current month. Mr. Cameron appreciated the clarification.

Mr. Reed questioned whether income from the tax roll was expected to be received this year and if there was any leftover money that they did not receive last year. Ms. Adams stated

that the District was fully collected last year and were expecting to be fully collected this year. Property owners in Polk County had until March 31st to pay their tax bill and were considered to be on time through the end of March 31st, but if for any reason, there were any unpaid taxes after that time, there was a tax certificate sale, which typically occurred in June. Therefore, if somebody paid their taxes by March 31st, the District would not receive that transmittal until sometime in April. However, if the tax certificates were sold in June, the District may not receive that revenue until July. Ms. Carpenter pointed out that tax collectors were getting slower in providing reimbursements, which was now anticipated to take six to eight weeks and expected Polk County to slow down to keep up with the others. Mr. Reed wanted to ensure that the District received all of their assessments and there were no issues.

On MOTION by Mr. Zimbardi seconded by Mr. Cameron with all in favor the financials through February 29, 2024 were accepted.

iv. Zoom Presentation April 29th at 3PM Solivita HOA Wildlife Committee

Ms. Adams reminded the Board of the Zoom presentation from the Solivita HOA Wildlife Committee that was scheduled for April 29, 2024 at 3:00 p.m. Mr. Bob Monica, Wildlife Chair of the Solivita Conservation and Wildlife Committee, confirmed that he was available and updated the presentation, compared to what he presented to the HOA earlier this calendar year and was looking forward to presenting to the Board. A notice would be sent out through the electronic mail messaging system, as well as the neighborhood Captain system; however, there may be some changes in the way that residents within the District received electronic mail and there may be the need to add another entity to the distribution list. Mr. Cameron suggested involving the HOA, as the club recently separated from Evergreen and utilized a system called Town Square, which many residents opted out of. Ms. Adams would ask the HOA Manager to send out CDD meeting announcements. Mr. Reed asked if the CDD would be in charge of the workshop.

Ms. Adams confirmed that the workshop was noticed as a Poinciana CDD workshop and would be facilitated through Zoom and Board Members would receive links as panelists. The audio would be enabled for participants attending by Zoom who had questions. Mr. Zimbardi questioned why the Board Members were identified as panelists. Ms. Adams advised as

panelists, the Board Members would be online before the webinar started for audio and video checks. Mr. Zimbardi asked if there would be a physical location instead of Board Members attending via Zoom. Ms. Adams stated the workshop would be exclusively on Zoom.

D. Field Manager's Report

i. Field Manager's Report

Mr. Blanco presented the Field Manager Report, which was included in the agenda package along with the Pond Maintenance and Midge Management Reports and introduced Mr. Stephen Amrhein of Solitude Lake Management, who would discuss Pond P3, as well as other issues surrounding that pond. The Venezia Tunnel repairs were completed. Maintenance staff was onsite between March 18th and March 19th. An Email blast was sent to residents one week prior and flyers were placed strategically around the area. Both marked off areas were sawed off per the engineer's specifications and pictures of the project were included in the agenda package. It was inspected after it was dry and thermoplastic lines were applied along the tunnel. Maintenance cleaned the tunnel after the repairs and an overhanging sign was repaired at the entrance into Bella Viana. They were in contact with the golf course regarding the Bella Viana Tunnel, which was scheduled for thermoplastic lines and pressure washing in May or June. Mr. Blanco was coordinating this work with the golf course, as it was scheduled for some maintenance work, because when the Bella Viana Tunnel was closed, residents reached out to them, wondering if it would be closed off during tee times. The Venezia Tunnel was reopened on the 20th, as scheduled and was in great condition. They performed a landscaping maintenance review and would continue to review all of the landscaping areas, as the HOA transitioned to a new landscaping company. The overall quality of the landscaping continued to remain satisfactory. All of the parcels were maintained and neat, but staff was fielding calls during the transition for the HOA's landscaping, differentiating responsibilities that pertain to the HOA as well as the CDD. The CDD landscaping vendor removed Primrose bushes along some of the pond banks, which grew out of hand, as well as maintaining the length and height of edge grasses, which were discussed at the last meeting.

Staff was performing some aquatic reviews. Pond E3 experienced a significant recession of duckweed. Mr. Blanco met with a vendor last week to walk the pond. Closer to 85% to 90% of the duckweed was reduced, with one or two treatments left, as the aquatic maintenance company increased their rates on the treatment products, providing significant results. Along

with the algae bloom treatments, they were also spraying back some of those edge grasses, as residents were complaining that edge grasses were growing into the ponds. Staff was reviewing those areas when they were brought to their attention and during regular inspections. Edge grasses were being sprayed back by the vendor as needed. During staff's pond reviews, when there was evidence of midge activity, it was reported to Clarke, as well as fielding resident reports of midge activity. If they see an infestation, staff reached out to Clarke. He could not say whether there had been any major outbreaks thus far, but as they transition to the Summer season, there would be an uptick in outbreaks, which they would manage. Mr. Blanco reported that the aerators and all parts on Pond E3, were removed by maintenance staff after the last Board meeting. He had some pictures and would include them in the next report. They were working with Solitude on some proposals for the erosion occurring on Pond E3 and planned on providing several options to treat the eroded areas, at an upcoming meeting. He advised Ms. Nelson provided him with the name of the golf pro to speak to about the type of fertilization that they were using around Pond E3 and Mr. Amrhein would see if anything was compromising the pond and if anything was compromising it from the golf course side, staff would reach out to the golf pro, to coordinate treatment.

Mr. Cameron understood that the spraying was onto the edge grasses that were growing into the pond and they were not cutting back the edges to maintain the stability of the pond banks. Mr. Blanco confirmed that was the purpose of the spraying. Mr. Cameron asked if the Venezia ditch issue was resolved. Mr. Blanco stated that he reached out to Floralawn and they would be treating and mowing that entire parcel for the CDD. Mr. Zimbardi questioned the maximum height of the littoral plantings and if they grew above that height, whether they would be trimmed. Mr. Blanco deferred to Mr. Amrhein, but if they were overgrown, it would be reported to Solitude. Mr. Amrhein explained that it depends on the plant, as Spikerush and Pickerelweed would only grow about 3 feet, but it depends on where it was on the pond bank. If it was shallow, it could grow about 3.5 to 4 feet. Mr. Zimbardi pointed out what Solitude recently planted, was blocking views of the pond. Mr. Blanco suggested that Mr. Zimbardi show Mr. Amrhein the problem area. Mr. Zimbardi recalled that an agreement was made regarding any plants that were planted in the ponds, to not have any plants grow any higher than 3 feet. Mr. Reed recalled the same. Mr. Zimbardi also recalled a requirement that plants not needing maintenance, would be planted on the pond banks, as it was an expense that residents did not

need to incur. Therefore, if any high growth plants were on the pond bank, the Board needed to take some action. Mr. Blanco indicated that in his landscape review, he reported that Primrose bushes were growing too tall along those banks and would be removed by Floralawn and that the littoral plantings did not grow high.

Mr. Zimbardi felt that it was important to have coordination in everything that they do, but there was currently a situation where there was a different vendor for most of the property. However, the CDD still had Floralawn and expected them to perform, but asked if staff monitored their performance. Mr. Blanco confirmed that if he reviewed the ponds and the landscaping and if it was unsatisfactory, he brought it to Mr. Smith and Floralawn's attention. There was an agreement and if Floralawn was not performing to the agreement, it should be pointed out to them. If there was a pattern, Mr. Blanco would bring it to the Board's attention. Mr. Zimbardi stated that some oversight was reasonable, due to their responsibility to the community. Mr. Cameron recalled on the complaint, there was a request for the removal of shrubs obstructing a view and asked if the shrubs were removed because they were an obstruction, as last year, someone wanted an alligator sign moved because it was blocking someone's view. Mr. Blanco would answer this question when the Customer Complaint Log was presented.

ii Pond Maintenance Report

Mr. Blanco presented the Pond Maintenance, which was included in the agenda package.

iii Midge Management Report

Mr. Blanco presented the Midge Management Report, which was included in the agenda package. At Mr. Reed's request, Mr. Blanco would contact Ms. Cherrief Jackson, of Clarke Midge Control, to see if it was possible to change their invoice to say, "*Midge Maintenance.*" Mr. Reed appreciated it, as he wanted it to be clear.

iv. Customer Complaint Log

Mr. Blanco presented the Customer Complaint Log, which was included in the agenda package. Regarding Mr. Cameron's question, Mr. Blanco explained that they did not remove bushes for obstruction of views, but if it pertained to the health of the pond, it was removed. Anytime they received a complaint, they called the resident or sent an email, informing them that their complaint was received and would be reviewed. Mr. Blanco indicated that he was on the property once a week, reviewing issues that were reported and if it was something within their scope of work, they would handle it, but if not, then they would inform the resident that it was not within their scope and it was either the responsibility of the HOA or the resident. This specific issue had to do with the Primrose bush that was removed because those bushes tend to grow big. It was on the pond bank and they did not want it to grow too big, causing a discrepancy with the bank itself. Mr. Reed questioned the complaints received about the feral hogs and what actions were being taken, if any. Mr. Blanco explained if any of the feral hogs created ruts around the pond bank or around the CDD area, they reached out to Floralawn to restore them and would monitor areas. With one complaint, the feral hog ruts were in the conservation area, which they would leave alone. Mr. Reed requested that Mr. Blanco keep track of the number of complaints for the feral hogs and the action being taken, due to the sensitivity of this issue and requested that the information be provided at the workshop held at the end of the month.

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

Mr. Reed pointed out a drain line in a ditch on the north side of Cypress Parkway that went underneath the highway, but there was no ditch on the south side of the highway and questioned where it drained to. The significance of this request, was the fact that this was the only location where water from outside of Solivita entered Solivita, passes through Solivita going south and out of the southern boundary and would be a new source of water from a polluted ditch that could be entering CDD property. Ms. Leo would do some research but explained that generally the CDD permits were set with the Water Management District, which dictate how stormwater and ditches were maintained and come through the property. Mr. Reed appreciated that, especially if the county was going to modify the ditch system and the drainage around the highways, to ensure that this water did not enter their property. Mr. Zimbardi

questioned the location, as he wanted to take a look at it. Mr. Reed explained that it was where McDonalds was on the north side of Cypress Parkway, in a ditch/culvert that goes under the highway. Mr. Cameron recalled that several months ago, he was named as Board liaison to meet with the new HOA landscaping company to discuss their concerns and report back to the Board. He and Mr. Blanco met with Mr. Larry Anson, of the Solivita HOA, regarding their landscaper and requested that they follow the contract language that required them to blow debris away from the storm drain sewers or storm drain entrances. They did not know whether it was an issue of the prior contractor or lack of emphasis, training or turnover and they said they would handle it. Mr. Cameron was going around the neighborhoods and watching the HOA landscaper and so far, they were doing a good job. However, a resident requested that a notice be sent to homeowners, as some were cleaning out their ditches and putting the debris down the storm drains. Mr. Reed pointed out that resident education was always a process, but it was important.

Mr. Zimbardi questioned when the Floralawn contract expired. Ms. Adams confirmed that the current agreement ended on September 30, 2024 and the Board directed staff to prepare a Request for Proposal (RFP) for landscape services. Because it met the threshold of \$195,000 it required the public bid process. After the contract was bid out and awarded, it could be renewed up to five years; however, this was the fifth year and the Board must select a service provider for the next five years. The RFP included a scope of service, as well as legal documents such as the public notification and form of agreement. It was a voluminous document that would be reviewed by the board before it was released. Mr. Zimbardi wanted to ensure that it was in process. Ms. Adams spoke with field management staff, prior to this meeting, but they were not ready to present it today. Part of the challenge was with the transition and scope, due to recent communication with the HOA regarding private improvements on CDD tracts and the recent transition in landscape vendors. Mr. Zimbardi questioned the timeframe, as they did not want to get into a situation like the HOA did, when they awarded the contract with 30 days' notice. Ms. Adams recommended having an agreement awarded during the summer, as the current contract expired on September 30th. An RFP would be presented to the Board at the May meeting, as there was a lengthy process, including a meeting facilitated by the District's field management team, a question-and-answer timeframe and deadline, with the bids due at a certain time and place, a public bid opening to be handled by the GMS Downtown Orlando office and the proposals being presented to the Board for consideration, with the Board selecting the company

based on a ranking. When the Board approved the RFP, there was criteria that the Board would approve to award the contract. Ms. Carpenter recommended that the Board award the contract at the July meeting prior to the budget being adopted. Mr. Reed asked if Floralawn would see this contract through to the end or if they would provide a 30-day termination notice. Ms. Adams stated that staff had no indication of Floralawn terminating the agreement early and believed that they had an interest in continuing to work for the District and fully anticipated that they would be providing a proposal for consideration for future years. Mr. Cameron requested that the Board allow him to try to negotiate with the HOA on the landscaping issues with the Shorehaven Pond, in order to resolve it in a mutually agreeable matter. Ms. Adams recommended that District Counsel provide a list of improvements to the Board Members for review to get the whole picture and review as a Board for the next step. Mr. Reed agreed, but asked if there was anything to discuss regarding the Shorehaven mowing. Ms. Adams indicated there was no discussion at this time, as Floralawn agreed to service the Shorehaven parcel at no additional expense to the District.

EIGHTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

General Audience Comments

Ms. Adams opened the public comment period. There were four attendees via Zoom, but no comments, so Ms. Adams closed the public comment period.

TENTH ORDER OF BUSINESS

Next Meeting Date – May 15, 2024 12:00 P.M.

Ms. Adams reported that the next meeting was scheduled for May 15, 2024 at 12:00 p.m.

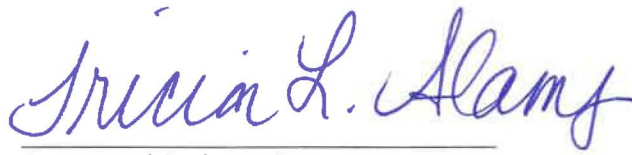
ELEVENTH ORDER OF BUSINESS

Adjournment

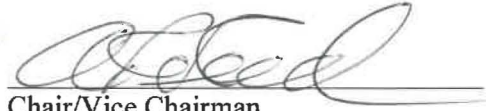
On MOTION by Mr. Cameron seconded by Mr. Reed with all in favor the meeting was adjourned.

April 17, 2024

Poinciana CDD



Secretary / Assistant Secretary



Chair/Vice Chairman