

# Postras East Community Development District

3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817; Phone: 407-723-5900  
<http://poitrastcdd.com/>

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The following is the proposed agenda for the upcoming Meeting of the Board of Supervisors for the Postras East Community Development District ("District"), scheduled to be held at **4:00 p.m. on Tuesday, July 18, 2023, at Courtyard Orlando Lake Nona, 6955 Lake Nona Blvd, Orlando, FL 32827**. A quorum will be confirmed prior to the start of the meeting.

District Staff, please use the following information to join via the computer or the conference line:

Phone: 1-844-621-3956

Computer: pfmgroup.webex.com

Participant Code: 796 580 192#

## BOARD OF SUPERVISORS' MEETING AGENDA

### Organizational Matters

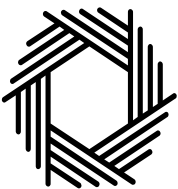
- Roll Call to Confirm Quorum
- Public Comment Period
- 1. **Consideration of the Minutes of the June 5, 2023, RFP Meeting to Open Responses for Landscape and Irrigation Maintenance Services** (*provided under separate cover*)
- 2. **Consideration of the Minutes of the June 20, 2023, Board of Supervisors' Meeting** (*provided under separate cover*)
- 3. **Consideration of Resolution 2023-12, Approving an Annual Meeting Schedule for Fiscal Year 2024** (*provided under separate cover*)

### Business Matters

- 4. **Consideration of Resolution 2023-13, Amendment for Sale of Acreage to Release Assessments** (*provided under separate cover*)
- 5. **Consideration of Award of Landscape and Irrigation Maintenance Services** (*provided under separate cover*)
  - a. **Construction Committee Recommendation** (*provided under separate cover*)
- 6. **Consideration of Landscape and Irrigation Maintenance Services Termination Letters** (*provided under separate cover*)
- 7. **Consideration of Amendment to Landscape, Irrigation and Hardscape and Lighting Agreement for Luminary Boulevard Phase 1C**
- 8. **Ratification of Operation and Maintenance Expenditures Paid in June 2023 in an amount totaling \$30,409.77** (*provided under separate cover*)
- 9. **Ratification of Requisition Nos. 2020-247 – 2020-250 Paid in June 2023 in an amount totaling \$18,629.89** (*provided under separate cover*)
- 10. **Recommendation of Work Authorization/Proposed Services** (*if applicable*)
- 11. **Review of District's Financial Position and Budget to Actual YTD** (*provided under separate cover*)

### Other Business

- A. Staff Reports
  - 1. District Counsel



pfm

2. District Manager
  3. District Engineer
  4. Construction Supervisor
  5. Landscape Supervisor
  6. Irrigation Supervisor
- B. Supervisor Requests

**Adjournment**



# **Postras East Community Development District**

**Minutes of the June 5, 2023,  
RFP Meeting to Open Responses for Landscape  
and Irrigation Maintenance Services**  
*(provided under separate cover)*

# **Postras East Community Development District**

**Minutes of the June 20, 2023,  
Board of Supervisors' Meeting**  
*(provided under separate cover)*

**Postras East  
Community Development District**

**Resolution 2023-12,  
Approving an Annual Meeting Schedule  
for Fiscal Year 2024**  
*(provided under separate cover)*

**Postras East  
Community Development District**

**Resolution 2023-13,  
Amendment for Sale of Acreage  
to Release Assessments**  
*(provided under separate cover)*

**Postras East  
Community Development District**

**Award of Landscape  
and Irrigation Maintenance Services**  
*(provided under separate cover)*

# **Postras East Community Development District**

**Construction Committee Recommendation**  
*(provided under separate cover)*



# **Postras East Community Development District**

**Landscape and Irrigation Maintenance Services  
Termination Letters**  
*(provided under separate cover)*

**Postras East  
Community Development District**

**Amendment to Landscape, Irrigation and  
Hardscape and Lighting Agreement for Luminary  
Boulevard Phase 1C**

Prepared By and Return To:  
Robyn L. Noren  
Tavistock Development Company  
6900 Tavistock Lakes Boulevard, Suite 200  
Orlando, FL 32827

**AMENDMENT TO**  
**LANDSCAPE, IRRIGATION AND HARDSCAPE AND LIGHTING AGREEMENT**  
**(Luminary Boulevard Phase 1C)**

**THIS AMENDMENT TO LANDSCAPE, IRRIGATION AND HARDSCAPE AND LIGHTING AGREEMENT (“Amendment”)** is made effective as of the \_\_\_\_ day of \_\_\_\_\_, 2023, by **TDCP, LLC**, a Florida limited liability company (“**Grantor**”), whose address is 6900 Tavistock Lakes Boulevard, Suite 200, Orlando, Florida 32827 and **POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, and located within the City of Orlando, Florida (“**Grantee**”), whose mailing address is 12051 Corporate Boulevard, Orlando, Florida 32817.

**WITNESSETH:**

**WHEREAS**, Grantor and Grantee entered into that certain Landscape, Irrigation, Hardscape and Lighting Agreement recorded December 5, 2022 at Document Number 20220727263, Public Records of Orange County, Florida (the “**Easement**”); and

**WHEREAS**, Grantor and Grantee desire to amend the Easement set forth therein.

**NOW, THEREFORE**, for and in consideration of the promises contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor and Grantee hereby amend the Easement as follows:

1. **Recitals and Capitalized Terms.** The recitals set forth above are true and correct and are incorporated herein by reference. Any capitalized term not otherwise defined herein shall have the meaning ascribed to it under the Easement.
2. **Access to and from Fire Station Site.** Grantee acknowledges that Grantor intends to convey fee simple title to the real property on which the Easement Area exists to the City of Orlando for a construction and operation of a Fire Station, as more particularly set forth in that certain Special Warranty Deed recorded on or about the date hereof. Grantee shall exercise its rights under the Easement in a way that does not materially block, impede, delay or otherwise adversely impair access to and from the Fire Station Site.
3. **Effect on Easement.** The Easement remains in full force and effect as amended by this Amendment. In the event of any conflict or ambiguity between the Easement and this Amendment, this Amendment shall control.

[SIGNATURES APPEAR ON THE FOLLOWING PAGES]

IN WITNESS WHEREOF, Grantor and Grantee have executed Amendment this \_\_\_\_ day of \_\_\_\_\_, 2023.

**GRANTOR:**

Signed, sealed and delivered  
in the presence of:

**TDCP, LLC,**  
a Florida limited liability company

\_\_\_\_\_  
Print Name: \_\_\_\_\_

By: \_\_\_\_\_  
T. Craig Collin, President

\_\_\_\_\_  
Print Name: \_\_\_\_\_

**STATE OF FLORIDA     )**

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**COUNTY OF ORANGE    )**

The foregoing instrument was acknowledged before me by means of [ ] physical presence or [ ] online notarization, this \_\_\_\_ day of \_\_\_\_\_, 2023 by T. Craig Collin as President of TDCP, LLC, a Florida limited liability company, on behalf of the company. He is personally known to me or produced \_\_\_\_\_ as identification and did not take an oath.

\_\_\_\_\_  
(Signature of Notary Public)

\_\_\_\_\_  
(Typed name of Notary Public)

Notary Public, State of Florida

Commission No.: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**GRANTEE:**

**POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes

Signed, sealed and delivered in the presence of the following witnesses:

\_\_\_\_\_  
Print Name: \_\_\_\_\_

By: \_\_\_\_\_

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

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

\_\_\_\_\_  
Print Name: \_\_\_\_\_

**STATE OF FLORIDA     )**  
**)**  
**COUNTY OF ORANGE    )**

The foregoing instrument was acknowledged before me by means of [ ] physical presence or [ ] online notarization, this \_\_\_\_\_ day of \_\_\_\_\_, 2023, by \_\_\_\_\_ as \_\_\_\_\_ of POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, on behalf of the district. He/She is personally known to me or has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
(Signature of Notary Public)

\_\_\_\_\_  
(Typed name of Notary Public)

Notary Public, State of Florida

Commission No.: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**Postras East  
Community Development District**

**Operation and Maintenance Expenditures Paid in  
June 2023 in an amount totaling \$30,409.77**  
*(provided under separate cover)*

**Postras East  
Community Development District**

**Requisition Nos. 2020-247 – 2020-250 Paid in  
June 2023 in an amount totaling \$18,629.89**  
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# **Postras East Community Development District**

**Work Authorizations/Proposed Services  
*(if applicable)***



# **Postras East Community Development District**

**District's Financial Position  
and Budget to Actual YTD**  
*(provided under separate cover)*