

# Postras East Community Development District

3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817; Phone: 407-723-5900

<http://poitrasedcdd.com/>

---

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 19, 2022, 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#

## AUDITOR SELECTION COMMITTEE MEETING AGENDA

- Roll Call to Confirm Quorum
- Public Comment Period
- 1. **Review of Auditing Services Proposals** (*provided under separate cover*)
- 2. **Ranking of Auditing Services Proposals** (*provided under separate cover*)
- Adjournment

## BOARD OF SUPERVISORS' MEETING AGENDA

### Organizational Matters

- Roll Call to Confirm Quorum
- Public Comment Period
- 1. **Consideration of the Minutes of the June 21, 2022, Board of Supervisors' Meeting** (*provided under separate cover*)

### Business Matters

- 2. **Review of Auditor Selection Committee Rankings & Selection of Auditor** (*provided under separate cover*)
- 3. **Consideration of OUC Streetlight Agreements** (*provided under separate cover*)
  - a. Luminary 1C
  - b. Centerline G
  - c. Selten Way
- 4. **Consideration of Notice of Modification to Original Contract Design for Luminary Blvd Phase 1A** (*provided under separate cover*)
- 5. **Ratification of Operation and Maintenance Expenditures Paid in June 2022 in an amount totaling \$15,971.96**
- 6. **Ratification of Requisition Nos. 2020-155 – 2020-168 Paid in June 2022 in an amount totaling \$1,211,174.88**
- 7. **Recommendation of Work Authorization/Proposed Services** (*if applicable*)
- 8. **Review of District's Financial Position and Budget to Actual YTD**



## **Other Business**

### A. Staff Reports

1. District Counsel
2. District Manager
3. District Engineer
4. Construction Supervisor
5. Landscape Supervisor
6. Irrigation Supervisor

### B. Supervisor Requests

## **Adjournment**



# **Postras East Community Development District**

**Auditing Services Proposals**  
*(provided under separate cover)*

# **Postras East Community Development District**

**Ranking of Auditing Services Proposals**  
*(provided under separate cover)*



# **Postras East Community Development District**

**Minutes of the June 21, 2022  
Board of Supervisors' Meeting**  
*(provided under separate cover)*

# **Postras East Community Development District**

**Auditor Selection Committee Rankings  
& Selection of Auditor**  
*(provided under separate cover)*

# **Postras East Community Development District**

**OUC Streetlight Agreements**  
*(provided under separate cover)*

# **Poitras East Community Development District**

**Notice of Modification to Original Contract Design  
for Luminary Blvd Phase 1A**  
*(provided under separate cover)*

# **Postras East Community Development District**

**Operation and Maintenance Expenditures Paid in  
June 2022 in an amount totaling \$15,971.96**

**POITRAS EAST**  
**COMMUNITY DEVELOPMENT DISTRICT**

DISTRICT OFFICE • 3501 QUADRANGLE BLVD STE 270 • ORLANDO, FL 32817  
PHONE: (407) 723-5900 • FAX: (407) 723-5901

**Operation and Maintenance Expenditures**  
**For Board Approval**

Attached please find the check register listing Operations and Maintenance expenditures paid from June 1, 2022 through June 30, 2022. This does not include expenditures previously approved by the Board.

The total items being presented:      **\$15,971.96**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairman

\_\_\_\_\_ Vice Chairman

\_\_\_\_\_ Assistant Secretary

**Poitras East CDD**  
AP Check Register (Current by Bank)  
Check Dates: 6/1/2022 to 6/30/2022

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
<b>BANK ID: FCB - FLORIDA COMMUNITY BANK</b>					<b>001-101-0000-00-01</b>
1290	06/08/22	M	ORLSEN	Orlando Sentinel	\$278.75
1291	06/08/22	M	PFMGC	PFM Group Consulting	\$2,916.67
1292	06/08/22	M	USIC	USIC Locating Services	\$558.00
1293	06/14/22	M	DONMC	Donald W McIntosh Associates	\$6,614.40
1294	06/14/22	M	KUTAK	Kutak Rock	\$1,479.00
1295	06/14/22	M	ORLSEN	Orlando Sentinel	\$331.18
1296	06/14/22	M	PFMGC	PFM Group Consulting	\$2,970.98
1297	06/14/22	M	S811	Sunshine 811	\$0.72
1298	06/29/22	M	RLEVEY	Richard Levey	\$200.00
<b>BANK FCB REGISTER TOTAL:</b>					<b>\$15,349.70</b>
<b>GRAND TOTAL :</b>					<b>\$15,349.70</b>

15,349.70	Checks 1290-1298
622.26	PA 155 - OUC paid online
15,971.96	O&M cash spent

\* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void ( Void Date ); "A" - Application; "E" - EFT  
\*\* Denotes broken check sequence.

## Poitras East Community Development District

### Payment Authorization #153

5/27/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>Orlando Sentinel</b> Legal Advertising on 05/10/2022 (Ad: 7206354)	OSC53839196	\$ 278.75
2	<b>PFM Group Consulting</b> DM Fee: May 2022	DM-05-2022-42	\$ 2,916.67
3	<b>USIC Locating Services</b> Locating Services Through 03/31/2022	502042	\$ 249.00
	Locating Services Through 04/30/2022	507598	\$ 309.00
<b>TOTAL</b>			<b>\$ 3,753.42</b>



Chairperson



## Poitras East Community Development District

### Payment Authorization #154

6/10/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>Donald W McIntosh Associates</b> Engineering Services Through 05/20/2022 Wastewater System Needs Analysis Through 05/20/2022	42714 42723	\$ 944.00 \$ 5,670.40
2	<b>Kutak Rock</b> General Counsel Through 04/30/2022	3053687	\$ 1,479.00
3	<b>Orlando Sentinel</b> Legal Advertising on 05/25/2022 (Ad: 7214631)	OSC54783927	\$ 331.18
4	<b>PFM Group Consulting</b> Billable Expenses DM Fee: June 2022 April Reimbursables	120063 DM-06-2022-39 OE-EXP-05-044	\$ 53.78 \$ 2,916.67 \$ 0.53
5	<b>Sunshine 811</b> May Tickets	PS-INV1011846	\$ 0.72
<b>TOTAL</b>			<b>\$ 11,396.28</b>



Chairperson

Poitras East Community Development District  
c/o PFM Group Consulting  
3501 Quadrangle Boulevard, Ste. 270  
Orlando, FL 32817  
LaneA@pfm.com // (407) 723-5925

**RECEIVED**

By Amanda Lane at 10:15 am, Jun 14, 2022

## Postras East Community Development District

### Payment Authorization #155

6/17/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>OUC</b> Acct: 2989510986 ; Service 05/02/2022 - 06/02/2022	--	\$ 622.26
<b>TOTAL</b>			<b>\$ 622.26</b>



Chairperson

# Postras East Community Development District

## Payment Authorization #156

6/24/2022

Item No.	Payee	Invoice Number	General Fund
1	<b>Supervisor Fees - 06/21/2022 Meeting</b> Richard Levey	--	\$ 200.00
<b>TOTAL</b>			<b>\$ 200.00</b>



Chairperson

**RECEIVED**

By Amanda Lane at 10:37 am, Jun 25, 2022

# **Postras East Community Development District**

**Requisition Nos. 2020-155 – 2020-168 Paid in  
June 2022 in an amount totaling \$1,211,174.88**

# **POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT**

DISTRICT OFFICE • 3501 QUADRANGLE BLVD STE 270 • ORLANDO, FL 32817

PHONE: (407) 723-5900 • FAX: (407) 723-5901

## **Requisition Recap For Board Approval**

Attached please find the listing of requisitions approved to be paid from bond funds from June 1, 2022 through June 30, 2022. This does not include requisitions previously approved by the Board.

<b>REQUISITION NO.</b>	<b>PAYEE</b>	<b>AMOUNT</b>
S2020-155	Atlantic TNG	\$7,308.00
S2020-156	JMHC	\$300,711.39
S2020-160	Boggy Creek Improvement District	\$46.00
S2020-161	Donald W McIntosh Associates	\$16,677.61
S2020-162	Kutak Rock	\$336.00
S2020-163	Jr. Davis Construction Co.	\$729,204.13
S2020-164	Lindsay Precast	\$138,335.00
S2020-165	Core & Main	\$6,483.75
S2020-166	Kittelson & Associates	\$1,919.00
S2020-167	World Electric Supply	\$5,650.00
S2020-168	Orlando Utilities Commission	\$4,504.00
		<b>\$1,211,174.88</b>

POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT  
REQUISITION FOR PAYMENT  
2020 NOTE ACQUISITION AND CONSTRUCTION ACCOUNT

DATE:	May 20, 2022	REQUISITION NO:	155
PAYEE:	Atlantic TNG, LLC	AMOUNT DUE:	\$7,308.00
ADDRESS:	PO Box 729 Sarasota, FL 34230	FUND:	<u>Acquisition/Construction</u>
ITEM:	<ul style="list-style-type: none"><li>• Invoice 142177 for Centerline Dr Segment F Construction Materials – <b>\$3,528.00</b></li><li>• Invoice 142244 for Centerline Dr Segment F Construction Materials – <b>\$3,163.00</b></li><li>• Invoice 142245 for Poitras East Phase 1C Construction Materials – <b>\$1,760.00</b></li><li>• Credit Memo 142846 for Centerline Dr Segment F Construction Materials – <b>(\$1,143.00)</b></li></ul>		

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the 2020 Acquisition and Construction Account, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and the construction of the 2020 Project (herein after the "Project") and each represents a Cost of the Project, and has not previously been paid.


The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the monies payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage, which the District is at the date of such certificate entitled to retain.

It is hereby represented by the undersigned that the Board of the District has approved this requisition or has approved the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

All invoice(s) are on file with the District from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

POITRAS EAST COMMUNITY  
DEVELOPMENT DISTRICT

BY:   
CHAIRMAN or VICE CHAIRMAN

DISTRICT ENGINEER'S APPROVAL FOR PROJECT EXPENDITURES

The undersigned District Engineer hereby certifies that this disbursement is for a cost of the Project and is consistent with: (i) the applicable or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and, (iii) the report of the District Engineer, as such report shall have been amended or modified as of the date hereof.

BY:   
DISTRICT ENGINEER Jeffrey J. Newton, PE

**RECEIVED**

By Amanda Lane at 8:54 am, May 27, 2022



POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT  
REQUISITION FOR PAYMENT  
2020 NOTE ACQUISITION AND CONSTRUCTION ACCOUNT

DATE:	May 20, 2022	REQUISITION NO:	156
PAYEE:	JMHC	AMOUNT DUE:	\$300,711.39
ADDRESS:	2816 East Robinson Street Orlando, FL 32803	FUND:	<u>Acquisition/Construction</u>
ITEM:	Pay Application #9 for Project 22103 (Poitras Force Main Extension) Through 04/25/2022		

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the 2020 Acquisition and Construction Account, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and the construction of the 2020 Project (herein after the "Project") and each represents a Cost of the Project, and has not previously been paid.


The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the monies payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage, which the District is at the date of such certificate entitled to retain.

It is hereby represented by the undersigned that the Board of the District has approved this requisition or has approved the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

All invoice(s) are on file with the District from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

POITRAS EAST COMMUNITY  
DEVELOPMENT DISTRICT

BY:   
CHAIRMAN or VICE CHAIRMAN

DISTRICT ENGINEER'S APPROVAL FOR PROJECT EXPENDITURES

The undersigned District Engineer hereby certifies that this disbursement is for a cost of the Project and is consistent with: (i) the applicable or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and, (iii) the report of the District Engineer, as such report shall have been amended or modified as of the date hereof.

BY:  5/26/22  
DISTRICT ENGINEER Jeffrey J. Newton, PE

**RECEIVED**

By Amanda Lane at 8:54 am, May 27, 2022

POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT  
REQUISITION FOR PAYMENT  
2020 NOTE ACQUISITION AND CONSTRUCTION ACCOUNT

DATE:	June 10, 2022	REQUISITION NO:	160
PAYEE:	Boggy Creek Improvement District	AMOUNT DUE:	\$46.00
ADDRESS:	c/o PFM Group Consulting 3501 Quadrangle Boulevard, Ste. 270 Orlando, FL 32817	FUND:	<u>Acquisition/Construction</u>
ITEM:	Reimbursement for Construction-Related Legal Advertising, Split Between Boggy Creek, Greeneway, Myrtle Creek, Poitras East, and Midtown, Paid to Orlando Sentinel Out of Boggy Creek Series 2018 Construction Funds (Reference OSC54769632; Ad: 7210158), Req. 2018-246		

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the 2020 Acquisition and Construction Account, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and the construction of the 2020 Project (herein after the "Project") and each represents a Cost of the Project, and has not previously been paid.


The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the monies payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage, which the District is at the date of such certificate entitled to retain.

It is hereby represented by the undersigned that the Board of the District has approved this requisition or has approved the specific contract with respect to which disbursements pursuant to this requisition are due and payable.


All invoice(s) are on file with the District from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

POITRAS EAST COMMUNITY  
DEVELOPMENT DISTRICT

BY:   
CHAIRMAN or VICE CHAIRMAN

DISTRICT ENGINEER'S APPROVAL FOR PROJECT EXPENDITURES

The undersigned District Engineer hereby certifies that this disbursement is for a cost of the Project and is consistent with: (i) the applicable or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and, (iii) the report of the District Engineer, as such report shall have been amended or modified as of the date hereof.

BY:  6/14/22  
DISTRICT ENGINEER  
Jeffrey J. Newton



POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT  
REQUISITION FOR PAYMENT  
2020 NOTE ACQUISITION AND CONSTRUCTION ACCOUNT

DATE:	June 10, 2022	REQUISITION NO:	161
PAYEE:	Donald W McIntosh Associates Inc	AMOUNT DUE:	\$16,677.61
ADDRESS:	2200 Park Avenue North Winter Park, FL 32789	FUND:	<u>Acquisition/Construction</u>
ITEM:	<ul style="list-style-type: none"><li>• Invoice 42715 for Project 18124 (Poitras East CDD) Engineering Services Through 05/20/2022 – <b>\$4,618.75</b></li><li>• Invoice 42717 for Project 20695 (Pearson Avenue (Street A) – Phase 2) Engineering Services Through 05/20/2022 – <b>\$4,599.20</b></li><li>• Invoice 42720 for Project 21555 (Poitras East Master Infrastructure Phase 1C) Engineering Services Through 05/20/2022 – <b>\$3,600.00</b></li><li>• Invoice 42721 for Project 21556 (Poitras East Master Infrastructure Phase 1D) Engineering Services Through 05/20/2022 – <b>\$2,631.50</b></li><li>• Invoice 42722 for Project 21557 (Poitras East Off-Site Force Main) Engineering Services Through 05/20/2022 – <b>\$1,228.16</b></li></ul>		

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the 2020 Acquisition and Construction Account, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and the construction of the 2020 Project (herein after the "Project") and each represents a Cost of the Project, and has not previously been paid.

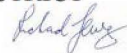
The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the monies payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage, which the District is at the date of such certificate entitled to retain.

It is hereby represented by the undersigned that the Board of the District has approved this requisition or has approved the specific contract with respect to which disbursements pursuant to this requisition are due and payable.


All invoice(s) are on file with the District from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

POITRAS EAST COMMUNITY  
DEVELOPMENT DISTRICT

BY:   
CHAIRMAN or VICE CHAIRMAN

DISTRICT ENGINEER'S APPROVAL FOR PROJECT EXPENDITURES

The undersigned District Engineer hereby certifies that this disbursement is for a cost of the Project and is consistent with: (i) the applicable or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and, (iii) the report of the District Engineer, as such report shall have been amended or modified as of the date hereof.

BY:  6/14/22  
DISTRICT ENGINEER  
Jeffrey J. Newton

POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT  
REQUISITION FOR PAYMENT  
2020 NOTE ACQUISITION AND CONSTRUCTION ACCOUNT

DATE:	June 10, 2022	REQUISITION NO:	162
PAYEE:	Kutak Rock	AMOUNT DUE:	\$336.00
ADDRESS:	PO Box 30057 Omaha, NE 68103-1157	FUND:	<u>Acquisition/Construction</u>
ITEM:	Invoice 3053688 for Project 15623-2 (Project Construction) Through 04/30/2022		

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the 2020 Acquisition and Construction Account, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and the construction of the 2020 Project (herein after the "Project") and each represents a Cost of the Project, and has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the monies payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage, which the District is at the date of such certificate entitled to retain.

It is hereby represented by the undersigned that the Board of the District has approved this requisition or has approved the specific contract with respect to which disbursements pursuant to this requisition are due and payable.


All invoice(s) are on file with the District from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

POITRAS EAST COMMUNITY  
DEVELOPMENT DISTRICT

BY:   
CHAIRMAN or VICE CHAIRMAN

DISTRICT ENGINEER'S APPROVAL FOR PROJECT EXPENDITURES

The undersigned District Engineer hereby certifies that this disbursement is for a cost of the Project and is consistent with: (i) the applicable or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and, (iii) the report of the District Engineer, as such report shall have been amended or modified as of the date hereof.

BY:  6/14/22  
DISTRICT ENGINEER  
Jeffrey J. Newton



POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT  
REQUISITION FOR PAYMENT  
2020 NOTE ACQUISITION AND CONSTRUCTION ACCOUNT

DATE:	June 17, 2022	REQUISITION NO:	163
PAYEE:	Jr. Davis Construction Co.	AMOUNT DUE:	\$729,204.13
ADDRESS:	210 Hangar Road Kissimmee, FL 34741	FUND:	<u>Acquisition/Construction</u>
ITEM:	<ul style="list-style-type: none"><li>• Invoice 128086 (Pay Application #8) for Project 2089 (Poitras East Master Infrs PHIC) Through 05/25/2022 – <b>\$461,287.25</b></li><li>• Invoice 128087 (Pay Application #6) for Project 2089 (Poitras East Master Infrs &amp; Centerline Dr Seg F) Through 05/25/2022 (to be reimbursed by Midtown Improvement District) – <b>\$136,375.13</b></li><li>• Invoice 128095 (Pay Application #8) for Project 2082 (Poitras East Master Infrst 1D) Through 05/25/2022 – <b>\$131,541.75</b></li></ul>		

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the 2020 Acquisition and Construction Account, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and the construction of the 2020 Project (herein after the "Project") and each represents a Cost of the Project, and has not previously been paid.


The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the monies payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage, which the District is at the date of such certificate entitled to retain.

It is hereby represented by the undersigned that the Board of the District has approved this requisition or has approved the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

All invoice(s) are on file with the District from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

POITRAS EAST COMMUNITY  
DEVELOPMENT DISTRICT

BY:   
CHAIRMAN or VICE CHAIRMAN

DISTRICT ENGINEER'S APPROVAL FOR PROJECT EXPENDITURES

The undersigned District Engineer hereby certifies that this disbursement is for a cost of the Project and is consistent with: (i) the applicable or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and, (iii) the report of the District Engineer, as such report shall have been amended or modified as of the date hereof.

BY:   
DISTRICT ENGINEER

POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT  
REQUISITION FOR PAYMENT  
2020 NOTE ACQUISITION AND CONSTRUCTION ACCOUNT

DATE:	June 17, 2022	REQUISITION NO:	164
PAYEE:	Lindsay Precast	AMOUNT DUE:	\$138,335.00
ADDRESS:	13365 Southern Precast Drive Alachua, FL 32615	FUND:	<u>Acquisition/Construction</u>
ITEM:	<ul style="list-style-type: none"><li>• Invoice 55312-A for Phase 1C Construction Materials – <b>\$23,290.00</b></li><li>• Invoice 55317 for Phase 1C Construction Materials – <b>\$23,290.00</b></li><li>• Invoice 55321 for Phase 1C Construction Materials – <b>\$23,290.00</b></li><li>• Invoice 55327 for Phase 1C Construction Materials – <b>\$13,693.00</b></li><li>• Invoice 55344 for Phase 1C Construction Materials – <b>\$13,693.00</b></li><li>• Invoice 55347 for Phase 1C Construction Materials – <b>\$13,693.00</b></li><li>• Invoice 55486 for Phase 1C Construction Materials – <b>\$27,386.00</b></li></ul>		

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the 2020 Acquisition and Construction Account, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and the construction of the 2020 Project (herein after the "Project") and each represents a Cost of the Project, and has not previously been paid.


The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the monies payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage, which the District is at the date of such certificate entitled to retain.

It is hereby represented by the undersigned that the Board of the District has approved this requisition or has approved the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

All invoice(s) are on file with the District from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

POITRAS EAST COMMUNITY  
DEVELOPMENT DISTRICT

BY:   
CHAIRMAN or VICE CHAIRMAN

DISTRICT ENGINEER'S APPROVAL FOR PROJECT EXPENDITURES

The undersigned District Engineer hereby certifies that this disbursement is for a cost of the Project and is consistent with: (i) the applicable or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and, (iii) the report of the District Engineer, as such report shall have been amended or modified as of the date hereof.

BY:  6/20/22  
DISTRICT ENGINEER



POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT  
REQUISITION FOR PAYMENT  
2020 NOTE ACQUISITION AND CONSTRUCTION ACCOUNT

DATE:	June 24, 2021	REQUISITION NO:	165
PAYEE:	Core & Main	AMOUNT DUE:	\$6,483.75
ADDRESS:	PO Box 28330 St. Louis, MO 63146	FUND:	<u>Acquisition/Construction</u>
ITEM:	<ul style="list-style-type: none"><li>• Invoice P661887 for Eastmas Ph 1 Construction Materials – <b>\$2,863.70</b></li><li>• Invoice P661903 for Eastmas Ph 1 Construction Materials – <b>\$2,117.85</b></li><li>• Invoice Q709361 for Eastmas Ph 1 Construction Materials – <b>\$1,502.20</b></li></ul>		

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the 2020 Acquisition and Construction Account, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and the construction of the 2020 Project (herein after the "Project") and each represents a Cost of the Project, and has not previously been paid.


The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the monies payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage, which the District is at the date of such certificate entitled to retain.

It is hereby represented by the undersigned that the Board of the District has approved this requisition or has approved the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

All invoice(s) are on file with the District from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

POITRAS EAST COMMUNITY  
DEVELOPMENT DISTRICT

BY:   
CHAIRMAN or VICE CHAIRMAN

DISTRICT ENGINEER'S APPROVAL FOR PROJECT EXPENDITURES

The undersigned District Engineer hereby certifies that this disbursement is for a cost of the Project and is consistent with: (i) the applicable or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and, (iii) the report of the District Engineer, as such report shall have been amended or modified as of the date hereof.

BY:  6/27/22  
DISTRICT ENGINEER Jeffrey J. Newton, PE

**RECEIVED**

By Amanda Lane at 10:39 am, Jun 27, 2022

POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT  
REQUISITION FOR PAYMENT  
2020 NOTE ACQUISITION AND CONSTRUCTION ACCOUNT

DATE:	June 24, 2022	REQUISITION NO:	166
PAYEE:	Kittelson & Associates	AMOUNT DUE:	\$1,919.00
ADDRESS:	PO Box 40847 Portland, OR 97240	FUND:	<u>Acquisition/Construction</u>
ITEM:	Invoice 127436 for Project 262690 (Narcoossee & Luminary Post Design) Through 05/31/2022		

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the 2020 Acquisition and Construction Account, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and the construction of the 2020 Project (herein after the "Project") and each represents a Cost of the Project, and has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the monies payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage, which the District is at the date of such certificate entitled to retain.

It is hereby represented by the undersigned that the Board of the District has approved this requisition or has approved the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

All invoice(s) are on file with the District from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

POITRAS EAST COMMUNITY  
DEVELOPMENT DISTRICT

BY:   
CHAIRMAN or VICE CHAIRMAN

DISTRICT ENGINEER'S APPROVAL FOR PROJECT EXPENDITURES

The undersigned District Engineer hereby certifies that this disbursement is for a cost of the Project and is consistent with: (i) the applicable or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and, (iii) the report of the District Engineer, as such report shall have been amended or modified as of the date hereof.

BY:  6/27/22  
DISTRICT ENGINEER Jeffrey J. Newton, PE

**RECEIVED**

By Amanda Lane at 10:39 am, Jun 27, 2022



POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT  
REQUISITION FOR PAYMENT  
2020 NOTE ACQUISITION AND CONSTRUCTION ACCOUNT

DATE:	June 24, 2021	REQUISITION NO:	167
PAYEE:	World Electric Supply	AMOUNT DUE:	\$5,650.00
ADDRESS:	PO Box 741020 Atlanta, GA 30374-1020	FUND:	<u>Acquisition/Construction</u>
ITEM:	Invoice S043784350.011 for 1C-3 Construction Materials		

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the 2020 Acquisition and Construction Account, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and the construction of the 2020 Project (herein after the "Project") and each represents a Cost of the Project, and has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the monies payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage, which the District is at the date of such certificate entitled to retain.

It is hereby represented by the undersigned that the Board of the District has approved this requisition or has approved the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

All invoice(s) are on file with the District from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

POITRAS EAST COMMUNITY  
DEVELOPMENT DISTRICT

BY:   
CHAIRMAN or VICE CHAIRMAN

DISTRICT ENGINEER'S APPROVAL FOR PROJECT EXPENDITURES

The undersigned District Engineer hereby certifies that this disbursement is for a cost of the Project and is consistent with: (i) the applicable or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and, (iii) the report of the District Engineer, as such report shall have been amended or modified as of the date hereof.

BY:  6/27/22  
DISTRICT ENGINEER Jeffrey J. Newton, PE

**RECEIVED**

By Amanda Lane at 10:39 am, Jun 27, 2022

POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT  
REQUISITION FOR PAYMENT  
2020 NOTE ACQUISITION AND CONSTRUCTION ACCOUNT

DATE:	June 27, 2022	REQUISITION NO:	168
PAYEE:	Orlando Utilities Commission	AMOUNT DUE:	\$4,504.00
ADDRESS:	100 West Anderson Street Orlando, FL 32801	FUND:	<u>Acquisition/Construction</u>
ITEM:	Work Order 754067 for the Installation of Transformers, Cable, and Pull Boxes at the Pearson Avenue Phase 2 Project		

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the 2020 Acquisition and Construction Account, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and the construction of the 2020 Project (herein after the "Project") and each represents a Cost of the Project, and has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the monies payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage, which the District is at the date of such certificate entitled to retain.

It is hereby represented by the undersigned that the Board of the District has approved this requisition or has approved the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

All invoice(s) are on file with the District from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

POITRAS EAST COMMUNITY  
DEVELOPMENT DISTRICT

BY:   
CHAIRMAN or VICE CHAIRMAN

DISTRICT ENGINEER'S APPROVAL FOR PROJECT EXPENDITURES

The undersigned District Engineer hereby certifies that this disbursement is for a cost of the Project and is consistent with: (i) the applicable or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and, (iii) the report of the District Engineer, as such report shall have been amended or modified as of the date hereof.

BY:  6/27/22  
DISTRICT ENGINEER Jeffrey J. Newton, PE



# **Postras East Community Development District**

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

# **Postras East Community Development District**

## **District's Financial Position and Budget to Actual YTD**

**Poitras East CDD**  
Statement of Financial Position  
As of 6/30/2022

	General Fund	Debt Service Fund	Capital Projects Fund	Total
<b><u>Assets</u></b>				
<b><u>Current Assets</u></b>				
General Checking Account	\$283,956.00			\$283,956.00
Alleyway & Infrastructure Capital Res.	25,019.71			25,019.71
Series 2020 Debt Service Reserve		\$988,579.43		988,579.43
Series 2020 Interest		76.86		76.86
Total Current Assets	<u>\$308,975.71</u>	<u>\$988,656.29</u>	<u>\$0.00</u>	<u>\$1,297,632.00</u>
<b>Total Assets</b>	<u><u>\$308,975.71</u></u>	<u><u>\$988,656.29</u></u>	<u><u>\$0.00</u></u>	<u><u>\$1,297,632.00</u></u>
<b><u>Liabilities and Net Assets</u></b>				
<b><u>Current Liabilities</u></b>				
Retainage Payable			\$308,241.97	\$308,241.97
Total Current Liabilities	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$308,241.97</u>	<u>\$308,241.97</u>
<b>Total Liabilities</b>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$308,241.97</u></u>	<u><u>\$308,241.97</u></u>
<b><u>Net Assets</u></b>				
Net Assets, Unrestricted	(\$63,275.11)			(\$63,275.11)
Net Assets - General Government	98,831.13			98,831.13
Current Year Net Assets - General Government	273,419.69			273,419.69
Net Assets, Unrestricted		\$296,780.20		296,780.20
Current Year Net Assets, Unrestricted		691,876.09		691,876.09
Net Assets, Unrestricted			(\$707,171.88)	(707,171.88)
Current Year Net Assets, Unrestricted			398,929.91	398,929.91
<b>Total Net Assets</b>	<u><u>\$308,975.71</u></u>	<u><u>\$988,656.29</u></u>	<u><u>(\$308,241.97)</u></u>	<u><u>\$989,390.03</u></u>
<b>Total Liabilities and Net Assets</b>	<u><u>\$308,975.71</u></u>	<u><u>\$988,656.29</u></u>	<u><u>\$0.00</u></u>	<u><u>\$1,297,632.00</u></u>

**Postras East CDD**  
Statement of Activities  
As of 6/30/2022

	General Fund	Debt Service Fund	Capital Projects Fund	Total
<b><u>Revenues</u></b>				
On-Roll Assessments	\$129,440.46			\$129,440.46
Off-Roll Assessments	235,251.29			235,251.29
Other Income & Other Financing Sources	8,962.00			8,962.00
Other Income & Other Financing Sources		\$0.01		0.01
Debt Proceeds		911,709.24		911,709.24
Other Income & Other Financing Sources			\$65,674.68	65,674.68
Debt Proceeds			7,735,869.98	7,735,869.98
Total Revenues	<u>\$373,653.75</u>	<u>\$911,709.25</u>	<u>\$7,801,544.66</u>	<u>\$9,086,907.66</u>
<b><u>Expenses</u></b>				
Supervisor Fees	\$1,200.00			\$1,200.00
D&O Insurance	2,506.00			2,506.00
Trustee Services	5,648.38			5,648.38
Management	26,250.03			26,250.03
Engineering	13,371.00			13,371.00
Property Appraiser	192.88			192.88
District Counsel	11,792.83			11,792.83
Assessment Administration	7,500.00			7,500.00
Audit	3,500.00			3,500.00
Travel and Per Diem	97.80			97.80
Postage & Shipping	32.25			32.25
Legal Advertising	1,816.18			1,816.18
Miscellaneous	169.75			169.75
Office Supplies	125.00			125.00
Web Site Maintenance	1,630.00			1,630.00
Dues, Licenses, and Fees	175.00			175.00
Electric	727.98			727.98
Water Reclaimed	8,542.57			8,542.57
General Insurance	3,064.00			3,064.00
Contingency	391.82			391.82
Liftstation Maintenance	3,544.28			3,544.28
Personnel Leasing Agreement	8,000.00			8,000.00
Interest Payments (Series 2020)		\$219,903.25		219,903.25
Engineering			\$162,750.13	162,750.13
District Counsel			5,213.00	5,213.00
Legal Advertising			423.75	423.75
Property & Casualty			22,459.00	22,459.00
Contingency			7,211,769.57	7,211,769.57
Total Expenses	<u>\$100,277.75</u>	<u>\$219,903.25</u>	<u>\$7,402,615.45</u>	<u>\$7,722,796.45</u>
<b><u>Other Revenues (Expenses) &amp; Gains (Losses)</u></b>				
Interest Income	\$43.69			\$43.69
Interest Income		\$70.09		70.09
Interest Income			\$0.70	0.70
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$43.69</u>	<u>\$70.09</u>	<u>\$0.70</u>	<u>\$114.48</u>
<b>Change In Net Assets</b>	<b>\$273,419.69</b>	<b>\$691,876.09</b>	<b>\$398,929.91</b>	<b>\$1,364,225.69</b>
<b>Net Assets At Beginning Of Year</b>	<b><u>\$35,556.02</u></b>	<b><u>\$296,780.20</u></b>	<b><u>(\$707,171.88)</u></b>	<b><u>(\$374,835.66)</u></b>
<b>Net Assets At End Of Year</b>	<b><u>\$308,975.71</u></b>	<b><u>\$988,656.29</u></b>	<b><u>(\$308,241.97)</u></b>	<b><u>\$989,390.03</u></b>

**Poitras East CDD**  
Budget to Actual  
For the Month Ending 06/30/2022

	Year To Date			FY 2022 Adopted Budget	Percentage Spent
	Actual	Budget	Variance		
<b><u>Revenues</u></b>					
On-Roll Assessments	\$ 129,440.46	\$ 270,918.75	\$ (141,478.29)	\$ 361,225.00	100.96%
Off-Roll Assessments	235,251.29	-	235,251.29	-	
Other Income & Other Financing Sources	8,962.00	-	8,962.00	-	
<b>Net Revenues</b>	<b>\$ 373,653.75</b>	<b>\$ 270,918.75</b>	<b>\$ 102,735.00</b>	<b>\$ 361,225.00</b>	<b>103.44%</b>
<b><u>General &amp; Administrative Expenses</u></b>					
Supervisor Fees	\$ 1,200.00	\$ 3,600.00	\$ (2,400.00)	\$ 4,800.00	25.00%
D&O Insurance	2,506.00	2,250.00	256.00	3,000.00	83.53%
Trustee Services	5,648.38	4,500.00	1,148.38	6,000.00	94.14%
Management	26,250.03	26,250.00	0.03	35,000.00	75.00%
Engineering	13,371.00	9,000.00	4,371.00	12,000.00	111.43%
Dissemination Agent	-	3,750.00	(3,750.00)	5,000.00	0.00%
Property Appraiser	192.88	-	192.88	-	
District Counsel	11,792.83	18,750.00	(6,957.17)	25,000.00	47.17%
Assessment Administration	7,500.00	5,625.00	1,875.00	7,500.00	100.00%
Reamortization Schedules	-	187.50	(187.50)	250.00	0.00%
Audit	3,500.00	4,500.00	(1,000.00)	6,000.00	58.33%
Travel and Per Diem	97.80	225.00	(127.20)	300.00	32.60%
Telephone	-	37.50	(37.50)	50.00	0.00%
Postage & Shipping	32.25	375.00	(342.75)	500.00	6.45%
Copies	-	750.00	(750.00)	1,000.00	0.00%
Legal Advertising	1,816.18	9,375.00	(7,558.82)	12,500.00	14.53%
Bank Fees	-	135.00	(135.00)	180.00	0.00%
Miscellaneous	169.75	7,590.00	(7,420.25)	10,120.00	1.68%
Office Supplies	125.00	187.50	(62.50)	250.00	50.00%
Web Site Maintenance	1,630.00	2,025.00	(395.00)	2,700.00	60.37%
Holiday Decorations	-	3,750.00	(3,750.00)	5,000.00	0.00%
Dues, Licenses, and Fees	175.00	131.25	43.75	175.00	100.00%
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 76,007.10</b>	<b>\$ 102,993.75</b>	<b>\$ (26,986.65)</b>	<b>\$ 137,325.00</b>	<b>55.35%</b>
<b><u>Field Operations</u></b>					
<b>Electric Utility Services</b>					
Electric	\$ 727.98	\$ 3,750.00	\$ (3,022.02)	\$ 5,000.00	14.56%
<b>Water-Sewer Combination Services</b>					
Water Reclaimed	8,542.57	7,500.00	1,042.57	10,000.00	85.43%
<b>Other Physical Environment</b>					
General Insurance	3,064.00	2,475.00	589.00	3,300.00	92.85%
Property & Casualty Insurance	-	1,875.00	(1,875.00)	2,500.00	0.00%
Other Insurance	-	75.00	(75.00)	100.00	0.00%
Irrigation Repairs	-	7,500.00	(7,500.00)	10,000.00	0.00%
Landscaping Maintenance & Material	-	56,250.00	(56,250.00)	75,000.00	0.00%
Tree Trimming	-	3,750.00	(3,750.00)	5,000.00	0.00%
Flower & Plant Replacement	-	7,500.00	(7,500.00)	10,000.00	0.00%
Contingency	391.82	22,500.00	(22,108.18)	30,000.00	1.31%
<b>Road &amp; Street Facilities</b>					
Entry and Wall Maintenance	-	2,250.00	(2,250.00)	3,000.00	0.00%
Hardscape Maintenance	-	3,750.00	(3,750.00)	5,000.00	0.00%
Alleyway Maintenance	-	7,500.00	(7,500.00)	10,000.00	0.00%
Streetlights	-	11,250.00	(11,250.00)	15,000.00	0.00%
Accent Lighting	-	375.00	(375.00)	500.00	0.00%
Liftstation Maintenance	3,544.28	1,875.00	1,669.28	2,500.00	141.77%
<b>Parks &amp; Recreation</b>					
Personnel Leasing Agreement	8,000.00	9,000.00	(1,000.00)	12,000.00	66.67%
<b>Reserves</b>					
Infrastructure Capital Reserve	-	15,000.00	(15,000.00)	20,000.00	0.00%
Alleyway Reserve	-	3,750.00	(3,750.00)	5,000.00	0.00%
<b>Total Field Operations Expenses</b>	<b>\$ 24,270.65</b>	<b>\$ 167,925.00</b>	<b>\$ (143,654.35)</b>	<b>\$ 223,900.00</b>	<b>10.84%</b>
<b>Total Expenses</b>	<b>\$ 100,277.75</b>	<b>\$ 270,918.75</b>	<b>\$ (170,641.00)</b>	<b>\$ 361,225.00</b>	<b>27.76%</b>
<b><u>Other Revenues (Expenses) &amp; Gains (Losses)</u></b>					
Interest Income	\$ 43.69	\$ -	\$ 43.69	\$ -	
<b>Total Other Revenues (Expenses) &amp; Gains (Losses)</b>	<b>\$ 43.69</b>	<b>\$ -</b>	<b>\$ 43.69</b>	<b>\$ -</b>	
<b>Net Income (Loss)</b>	<b>\$ 273,419.69</b>	<b>\$ -</b>	<b>\$ 273,419.69</b>	<b>\$ -</b>	

Poitras East CDD  
Cash Flow

	Beg. Cash	FY21 Inflows	FY21 Outflows	FY22 Inflows	FY22 Outflows	End. Cash
10/1/2021	15,902.20	0.16	(9,060.13)	-	(175.00)	6,667.23
11/1/2021	6,667.23	-	(1,858.00)	234,738.59	(22,019.87)	217,527.95
12/1/2021	217,527.95	-	-	25,997.11	(17,413.74)	226,111.32
1/1/2022	226,111.32	-	-	31,563.90	(3,946.31)	253,728.91
2/1/2022	253,728.91	-	-	1,819.39	(7,722.54)	247,825.76
3/1/2022	247,825.76	-	-	76,935.85	(15,641.93)	309,119.68
4/1/2022	309,119.68	-	-	14,219.44	(36,002.99)	287,336.13
5/1/2022	287,336.13	-	-	21,687.04	(10,146.33)	298,876.84
6/1/2022	298,876.84	-	-	1,051.12	(15,971.96)	283,956.00
7/1/2022	283,956.00	-	-	-	(2,238.31)	281,717.69 as of 07/07/2022
		203,728.27	(187,445.40)	408,012.44	(132,213.98)	