

**Poitras East Community Development District**  
3501 Quadrangle Boulevard, Ste. 270, Orlando, FL 32817  
Phone – (407) 723-5900  
Fax – (407) 723-5901

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May 22, 2024

Clerk of the Board of County Commissioners  
PO Box 38  
Orlando, FL 32802-0038

RE: Poitras East Community Development District  
Proposed FY 2025 Budget

Dear Sir/Madam:

In accordance with Chapter 190.008 F.S., attached is a copy of the proposed FY 2025 Operations & Maintenance Budget for the Poitras East Community Development District which is located within Orange County. This budget is for your review and comments, should you have any. However, no action is necessary on your part.

The public hearing date is scheduled for August 20, 2024.

If you should have any questions regarding this matter, please feel free to contact me.

Sincerely,

Amanda Lane  
Assistant Chief District Accountant  
[LaneA@pfm.com](mailto:LaneA@pfm.com)

**Postras East CDD**  
**FY 2025 Proposed O&M Budget**

	<b>FY 2025 Proposed Budget</b>
<b>Revenues</b>	
On-Roll Assessments	\$ 722,450.00
Carryforward Revenue	82,967.10
<b>Net Revenues</b>	<b>\$ 805,417.10</b>
<b>General &amp; Administrative Expenses</b>	
Supervisor Fees	\$ 7,200.00
D&O Insurance	3,206.20
Trustee Services	13,451.64
Management	38,500.00
Engineering	19,500.00
Disclosure	5,000.00
Property Appraiser	2,000.00
District Counsel	30,000.00
Assessment Administration	7,500.00
Reamortization Schedules	250.00
Audit	7,200.00
Arbitrage Calculation	1,000.00
Travel and Per Diem	300.00
Telephone	25.00
Postage & Shipping	500.00
Copies	1,000.00
Legal Advertising	7,500.00
Bank Fees	180.00
Miscellaneous	7,000.00
Meeting Room	250.00
Office Supplies	250.00
Web Site Maintenance	3,000.00
Holiday Decorations	3,000.00
Dues, Licenses, and Fees	175.00
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 157,987.84</b>
<b>Field Operations</b>	
<b>Electric Utility Services</b>	
Electric	\$ 5,000.00
<b>Water-Sewer Combination Services</b>	
Water Reclaimed	30,000.00
<b>Other Physical Environment</b>	
General Insurance	3,920.35
Property & Casualty	16,855.55
Other Insurance	100.00
Irrigation Repairs	45,000.00
Landscaping Maintenance & Material	290,000.00
Tree Trimming	20,000.00
Flower & Plant Replacement	25,000.00
Contingency	35,958.36
Pest Control	595.00
<b>Road &amp; Street Facilities</b>	
Entry and Wall Maintenance	6,000.00
Hardscape Maintenance	10,000.00
Alleyway Maintenance	10,000.00
Streetlights	41,500.00
Accent Lighting	500.00
Liftstation Maintenance	20,000.00
<b>Parks &amp; Recreation</b>	
Personnel Leasing Agreement	36,000.00
<b>Reserves</b>	
Infrastructure Capital Reserve	40,000.00
Alleyway Reserve	15,000.00
<b>Total Field Operations Expenses</b>	<b>\$ 651,429.26</b>
<b>Total Expenses</b>	<b>\$ 809,417.10</b>
<b>Income (Loss) from Operations</b>	<b>\$ (4,000.00)</b>
<b>Other Income (Expense)</b>	
Interest Income	\$ 4,000.00
<b>Total Other Income (Expense)</b>	<b>\$ 4,000.00</b>
<b>Net Income (Loss)</b>	<b>\$ -</b>

Postras East CDD  
FY 2025 Proposed Debt Service Budget

	FY 2025 Proposed DS Budget
<b>REVENUES:</b>	
Series 2023	\$ 2,221,906.25
<b>TOTAL REVENUES</b>	<b><u>\$ 2,221,906.25</u></b>
<b>EXPENDITURES:</b>	
Series 2023 - Interest 11/1/2024	\$ 600,168.75
Series 2023 - Interest 5/1/2025	600,168.75
Series 2023 - Principal 5/1/2025	430,000.00
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,630,337.50</u></b>
<b>EXCESS REVENUES (Series 2023 - Interest 11/1/2025)</b>	<b><u>\$ 591,568.75</u></b>