

Poitras East Community Development District

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

The following is the proposed agenda for the upcoming Meeting of the Board of Supervisors for the Poitras East Community Development District ("District"), scheduled to be held at **4:00 p.m. on Tuesday, January 20, 2026, at 6900 Tavistock Lakes Blvd., Ste. 200, 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: pfmcd.com/webex.com Participant Code: 2531 126 0013#

BOARD OF SUPERVISORS' MEETING AGENDA

Organizational Matters

- Roll Call to Confirm Quorum
- Public Comment Period

1. **Consideration of the Minutes of the November 18, 2025, Board of Supervisors' Meeting**
2. **Consideration of Resolution 2026-01, Amending the Annual Meeting Schedule for Fiscal Year 2026**
3. **Discussion of Construction Committee Member Vacancy**

Business Matters

4. **Consideration of RFP for District Landscaping & Common Area Maintenance**
5. **Recommendation from Construction Committee on Items to Address from District Infrastructure Assessment Report**
6. **Ratification of Operation and Maintenance Expenditures Paid in November 2025 in an amount totaling \$38,324.98**
7. **Ratification of Operation and Maintenance Expenditures Paid in December 2025 in an amount totaling \$69,236.67**
8. **Ratification of Series 2023 Requisition Nos. 22 – 28 & Series 2025 Requisition Nos. 2 – 3 Paid in November 2025 in an amount totaling \$434,423.37**
9. **Ratification of Series 2023 Requisition No. 29 – 32 & Series 2025 Requisition No. 4 Paid in December 2025 in an amount totaling \$26,621.61**
10. **Recommendation of Work Authorization/Proposed Services (if applicable)**
11. **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



Poitras East Community Development District

**Minutes of the November 18, 2025,
Board of Supervisors' Meeting**

**POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING MINUTES**

FIRST ORDER OF BUSINESS

Roll Call to Confirm Quorum

The Board of Supervisors' Meeting for the Poitras East Community Development District was called to order on Tuesday, November 18, 2025, at 4:00 p.m. at 6900 Tavistock Lakes Blvd., Ste. 200, Orlando, FL 32827.

Present:

| | |
|-----------------|---------------------|
| Rob Adams | Vice Chairman |
| Frank Paris | Assistant Secretary |
| Brent Schademan | Assistant Secretary |
| Ron Domingue | Assistant Secretary |

Also attending:

| | |
|-------------------|-------------------------------|
| Jennifer Walden | PFM |
| Blake Firth | PFM |
| Lynne Mullins | PFM |
| Bob Schanck | Donald W. McIntosh Associates |
| Tucker Mackie | Kutak Rock |
| DJ Batten | Berman |
| Carlos Negron | Berman |
| Pete Fussell | Berman |
| Samantha Sharenow | Berman |
| Eddie Padua | Berman |
| Edgard Morales | Berman |
| Dan Young | Tavistock |
| Will Stafford | Tavistock |

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Walden called for public comments. She noted there was no one present with the public at this time.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
October 21, 2025, Board of
Supervisors' Meeting**

The Board reviewed the minutes of the October 21, 2025, Board of Supervisors' Meeting.

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| On motion by Mr. Schademan, seconded by Mr. Paris, with all in favor, the Board of Supervisors for the Poitras East Community Development District approved the Minutes of the October 21, 2025, Board of Supervisors' Meeting. |
|---|

FOURTH ORDER OF BUSINESS

**Consideration of Revised FY 2025
Audit Engagement Letter with Grau**

Ms. Walden noted due to the additional Bond, Grau is requesting an additional \$1,000.00 for the additional services required. This fee will only apply to Fiscal Year 2025.

On motion by Mr. Schademan, seconded by Mr. Paris, with all in favor, the Board of Supervisors for the Poitras East Community Development District approved the Revised FY 2025 Audit Engagement Letter with Grau.

FIFTH ORDER OF BUSINESS

Presentation and Review of District Infrastructure Assessment Report

Mr. Schanck explained that the report was done in connection with the District's Goals, Objectives, and Performance Measures and Standards Report. He requested that the Board review the report and bring back any questions to the next meeting. He noted there are some repairs needed for Lift Station B, for which the specifics are listed in the report.

SIXTH ORDER OF BUSINESS

Review and Acceptance of Fiscal Year 2025 Goals, Objectives, and Performance Measures and Standards Report

Ms. Walden noted that the District has achieved all their goals and objectives, and the report will be posted on the District's website prior to December 1st.

On motion by Mr. Adams, seconded by Mr. Paris, with all in favor, the Board of Supervisors for the Poitras East Community Development District accepted the Fiscal Year 2025 Goals, Objectives, and Performance Measures and Standards Report.

SEVENTH ORDER OF BUSINESS

Consideration of Temporary Access Easement by and between the District and LN DAS, LLC

Mr. Domingue notated his conflict related to the Temporary Access Easement Agreement and will be abstaining from voting on this item (Minutes Exhibit A).

Ms. Mackie gave an overview. She explained that the District currently owns a segment of right-of-way called Centerline Drive Segment H-2 which has yet to be platted for dedication to the public. There is a request that the District grant an easement to LN DAS, LLC to have temporary access over the right-of-way to a location where a cell tower will be built in the benefitting parcel.

On motion by Mr. Adams, seconded by Mr. Schademan, with all in favor, and Mr. Domingue abstaining, the Board of Supervisors for the Poitras East Community Development District approved the Temporary Access Easement by and between the District and LN DAS, LLC, pending final review by District Counsel.

EIGHTH ORDER OF BUSINESS**Consideration of Cooperation Agreement by and between the District, TDCP, LLC and SBA Towers XI, LLC**

Ms. Mackie gave an overview and explained that SBA Towers XI, LLC will be constructing the cell tower. She noted that it states the Temporary Access Easement Agreement is with SBA and that needs to be updated to be LN DAS, LLC. She requested that this be approved in substantial form.

On motion by Mr. Adams, seconded by Mr. Schademan, with all in favor, the Board of Supervisors for the Poitras East Community Development District approved the Cooperation Agreement by and between the District, TDCP, LLC, and SBA Towers XI, LLC, pending final review by District Counsel.

NINTH ORDER OF BUSINESS**Ratification of Promissory Note for Centerline Drive Segment H-2 with TDCP, LLC**

Ms. Mackie explained that the Promissory Note and Bill of Sale are both items for ratification. The Board previously approved them, but the closing was delayed as the initial plat was being finalized.

TENTH ORDER OF BUSINESS**Ratification of Bill of Sale for Poitras East Parcel N-2 Lift Station G**

On motion by Mr. Adams, seconded by Mr. Schademan, with all in favor, the Board of Supervisors for the Poitras East Community Development District ratified the Promissory Note for Centerline Drive Segment H-2 with TDCP, LLC and the Bill of Sale for Poitras East Parcel N-2 Lift Station G.

ELEVENTH ORDER OF BUSINESS**Ratification of Operation and Maintenance Expenditures Paid in October 2025 in an amount totaling \$13,207.14**

The Board reviewed the O&M Expenditures paid in October 2025.

On motion by Mr. Schademan, seconded by Mr. Paris, with all in favor, the Board of Supervisors for the Poitras East Community Development District ratified the Operation and Maintenance Expenditures paid in October 2025 in an amount totaling \$13,207.14.

TWELFTH ORDER OF BUSINESS**Ratification of Series 2025 Requisition No. 1 Paid in October 2025 in an amount totaling \$29,587.08**

The Board reviewed Series 2025 Requisition No. 1 paid in October 2025.

On motion by Mr. Schademan, seconded by Mr. Paris, with all in favor, the Board of Supervisors for the Poitras East Community Development District ratified the Series 2025 Requisition No. 1 paid in October 2025 in an amount totaling \$29,587.08.

THIRTEENTH ORDER OF BUSINESS**Recommendation of Work Authorization/Proposed Services**

Ms. Walden reviewed the Work Authorization from Berman for holiday decorations for all areas in the amount of \$2,950.00.

On motion by Mr. Schademan, seconded by Mr. Adams, with all in favor, the Board of Supervisors for the Poitras East Community Development District approved the Work Authorization with Berman for holiday decorations in the amount of \$2,950.00.

Ms. Walden reviewed the Work Authorization from Berman for annual pressure washing in the amount of \$750.00.

On motion by Mr. Paris, seconded by Mr. Adams, with all in favor, the Board of Supervisors for the Poitras East Community Development District approved the Work Authorization from Berman for the annual pressure washing in the amount of \$750.00.

Ms. Walden reviewed the Work Authorization from Berman for sealing the monuments in the amount of \$4,000.00.

On motion by Mr. Paris, seconded by Mr. Schademan, with all in favor, the Board of Supervisors for the Poitras East Community Development District approved the Work Authorization from Berman for sealing the monuments in the amount of \$4,000.00.

FOURTEENTH ORDER OF BUSINESS**Review of District's Financial Position and Budget to Actual YTD**

Ms. Walden stated the financials have been updated through October 2025 and the District has spent approximately 6.5% of the adopted budget. No action was required.

FIFTEENTH ORDER OF BUSINESS**Staff Reports**

District Counsel –

No report.

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|----------------------------------|---|
| <u>District Manager</u> – | Ms. Walden reminded the Board of the annual ethics training that is due by December 31, 2025, and the next meeting is scheduled for Tuesday, December 16, 2025. |
| <u>District Engineer</u> – | No report. |
| <u>Construction Supervisor</u> – | No report. |
| <u>Landscape Supervisor</u> – | Ms. Sharenow noted pressure washing is scheduled for next week and the holiday décor will go up the week after that. |
| <u>Irrigation Supervisor</u> – | Mr. Batten noted there has been less irrigation breaks and he is working with Will and Cepra on plant replacements that are needed. |

SIXTEENTH ORDER OF BUSINESS**Supervisor Requests**

There were no Supervisor requests at this time.

SEVENTEENTH ORDER OF BUSINESS**Adjournment**

Ms. Walden requested a motion to adjourn.

On motion by Mr. Schademan, seconded by Mr. Adams, with all in favor, the November 18, 2025, Meeting of the Board of Supervisors for the Poitras East Community Development District was adjourned.

Secretary / Assistant Secretary

Chair / Vice Chair

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

| | |
|---|---|
| LAST NAME—FIRST NAME—MIDDLE NAME Domingue, Ronald, M | NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Poitras East CDD |
| MAILING ADDRESS 6900 Tavistock Lakes Blvd | THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input type="checkbox"/> CITY <input checked="" type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY |
| CITY Orlando | NAME OF POLITICAL SUBDIVISION: Orange County |
| DATE ON WHICH VOTE OCCURRED 11/18/25 | MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE |

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also MUST ABSTAIN from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; and

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, _____ Ron Domingue _____, hereby disclose that on _____ November 18th _____, 2025 :

(a) A measure came or will come before my agency which (check one or more)

inured to my special private gain or loss;
 inured to the special gain or loss of my business associate, _____ ;
 inured to the special gain or loss of my relative, _____ ;
 inured to the special gain or loss of _____, by whom I am retained; or
 inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I am an officer of LN DAS, llc which was seeking an easement from the CDD

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

11/19/25

Date Filed

Ron Domingue
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



Poitras East Community Development District

**Resolution 2026-01,
Amending the Annual Meeting Schedule
for Fiscal Year 2026**

RESOLUTION 2026-01

A RESOLUTION OF POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT AMENDING THE ANNUAL MEETING SCHEDULE FOR FISCAL YEAR 2025/2026; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Poitras East Community Development District ("District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, *Florida Statutes*, and situated entirely within the City of Orlando, Florida; and

WHEREAS, the District previously adopted Resolution 2025-09, setting forth the annual schedule of its regular public meetings, which designates the dates of the District's Fiscal Year 2025/2026 meetings ("FY 2026 Schedule"); and

WHEREAS, the Board desires to amend the FY 2026 Schedule in order to amend the dates.

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

SECTION 1. The FY 2026 Schedule is hereby amended and approved to reflect that the Board of Supervisors will hold its meetings on the dates noted in **EXHIBIT A**. The amended FY 2026 Schedule shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

SECTION 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 20th day of JANUARY 2026.

ATTEST:

POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

EXHIBIT A

Poitras East Community Development District Fiscal Year 2025-2026

The Board of Supervisors of the Poitras East Community Development District will hold its meetings for the Fiscal Year 2026 in the office of Tavistock Development Company, 6900 Tavistock Lakes Blvd #200, Orlando, FL at 4:00 p.m. on the third Tuesday of each month unless otherwise noted below:

October 21, 2025
November 18, 2025
December 16, 2025
January 20, 2026
February 17, 2026
March 10, 2026
April 21, 2026
May 19, 2026
June 16, 2026
July 21, 2026
August 18, 2026
September 15, 2026

Construction Committee of the Boggy Creek, Greeneway, Midtown & Myrtle Creek Improvement Districts and the Poitras East Community Development District Fiscal Year 2025-2026

The Construction Committee of the Boggy Creek, Greeneway, Midtown and Myrtle Creek Improvement Districts and the Poitras East Community Development District will be meeting for the Fiscal Year 2026 in the office of Tavistock Development Company, 6900 Tavistock Lakes Blvd #200, Orlando, FL 32827 at 3:30 p.m. each month as follows:

October 9, 2025
November 13, 2025
December 11, 2025
January 8, 2026
February 12, 2026
March 5, 2026
April 9, 2026
May 14, 2026
June 11, 2026
July 9, 2026
August 13, 2026
September 10, 2026



Poitras East Community Development District

**Construction Committee
Member Vacancy**



Poitras East Community Development District

**RFP for District Landscaping
& Common Area Maintenance**

**POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS FOR
Landscaping, Common Areas, & Irrigation Maintenance Services
Luminary Blvd, Seltén Way, Pearson Ave, and Centerline Roadways
Orange County, Florida
AND
NOTICE OF PUBLIC MEETING TO OPEN RFP RESPONSES**

Poitras East Community Development District, the Owner, announces that Landscaping, Common Areas, and Irrigation Maintenance Services will be required for the project listed below:

PROJECT: Luminary Blvd, Seltén Way, Pearson Ave, and Centerline Roadways
Landscaping, Common Areas, & Irrigation Maintenance Services Agreement Request for
Proposal

The contract for landscaping, common areas, and irrigation maintenance services will consist of maintenance of turf, trees, shrubs and ground cover, open areas, hardscape and irrigation as well as trash removal through certain distinct areas of maintenance as more specifically set forth in the Request for Proposal.

The Request for Proposal will be available electronically beginning **Monday, _____, 2026, at 10:00 a.m.** from PFM Group Consulting LLC, located at 3501 Quadrangle Blvd., Suite 270, Orlando, Florida 32817. Contact is Jennifer Walden, District Manager, at waldenj@pfm.com. The request for Proposal requires proposers to submit proposals for the total area.

A mandatory pre-proposal conference will be held on this project on _____, _____, 2026, at 10:00 a.m. (EST) through virtual means by calling 1-844-621-3956 or logging in via the computer at pfmcdd.webex.com and entering code 25311260013#. The pre-proposal conference may include, but not be limited to, a discussion of contract requirements, inspections, evaluations, and submittal requirements and may involve a site visit to inspect existing conditions and the areas to be maintained.

Ranking of proposers will be made on the basis of qualifications according to the Evaluation Criteria contained within the Request for Proposal. The Successful proposer(s) will be required to furnish a performance bond in the amount of 25% of the total amount of the first full year's proposal. The District has the right to reject any and all proposals if it determines, at its sole discretion, such rejection is in the best interest of the District. Any proposer who wishes to protest the scope of work and selection criteria shall file with the District a written notice of protest within seventy-two (72) hours after receipt of the proposed project plans and specifications or other contract documents, and shall file a formal written protest with the District within seven (7) calendar days after the date of timely filing the initial notice of protest. Filing will be perfected and deemed to have occurred upon receipt by the District Manager, PFM Group Consulting LLC, located at 3501 Quadrangle Blvd., Suite 270, Orlando, Florida 32817. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object to or protest the contents of the Request for Proposal. The formal written protest shall state with particularity the facts and law upon which the protest is based. Any and all questions relative to this project shall be directed in writing only to PFM Group Consulting LLC, Jennifer Walden District Manager, 3501 Quadrangle Blvd., Suite 270, Orlando, FL 32817, via facsimile 407-723-5901 or e-mail at waldenj@pfm.com, no later than _____, _____, 2026, at 5:00 p.m.

Firms desiring to provide services for this project must submit four (4) bound copies of the required proposal section(s) and one electronic copy of the required proposal section(s) no later than **10:00 a.m. on _____, _____, 2026**, at the offices of PFM Group Consulting LLC, 3501 Quadrangle Blvd., Suite 270, Orlando, FL 32817, and Attention: Jennifer Walden, District Manager. Additionally, as further described in the Request for Proposal, each proposer shall supply a bid bond or cashier's check in the sum equal to five percent (5%) of the total amount of the first full year's proposal. Proposals shall be submitted in a sealed package, shall bear the name of the proposer on the outside of the package, and shall identify the name of the project. Proposals will be opened at the time and date stipulated below; those received after the time and date stipulated above will be returned un-opened to the proposer. Any proposal not completed as specified or missing the required proposal documents may be disqualified.

Notice of Public Meeting to Open RFP Responses

A meeting will be held on _____, _____, 2026, at 10:15 a.m. at 3501 Quadrangle Blvd., Suite 197, Orlando, FL 32817. No official action of the District's Board will be taken at this meeting, it is held for the limited purpose of opening the RFP responses. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law. To attend the meeting virtually, please call 1-844-621-3956 and enter code 25311260013#. This meeting may be continued to a date, time, and place to be specified on the record at the meeting. Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at 407-723-5900 at least five calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

Poitras East Community Development District

Jennifer Walden, District Manager

Run Date(s): Sunday, _____, 2026 and Sunday, _____, 2026

Poitras East Community Development District Evaluation Criteria

1. **Technical Capability** **(30 points)**

Considerations here include the geographic locations of the firm's office(s) in relation to the project; adequacy of equipment to perform the work in a high quality manner; adequacy and capabilities of labor available to perform the work according to the specifications; qualifications, training, and licenses/certifications of key personnel; evaluation of existing and future workload; the volume of work previously awarded to the firm; proposed detailed staffing levels, etc.
2. **Experience** **(30 points)**

The proposer's past record and experience in similar projects will be considered. Additional factors may include past performance on other projects, record and experience working for the references provided, observation of similar sites maintained by the firm, character, integrity, and reputation of respondent, etc.
3. **Understanding of Scope of Work** **(10 points)**

Points will be awarded based on the proposer's demonstrated understanding of the District's needs for the services requested and the level of detail provided in the proposal.
4. **Price** **(30 points)**

Points will be awarded to the proposer submitting the lowest total proposal for completing the work. All other proposals will receive a percentage of this amount based upon the difference between that proposer's proposal and the low proposal.

Total Points Possible **(100 points)**



Poitras East Community Development District

District Infrastructure Assessment Report

DISTRICT INFRASTRUCTURE ASSESSMENT REPORT

POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT

SEPTEMBER 30, 2025

for:

**POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT
ORLANDO, FLORIDA**



by:
McINTOSH ASSOCIATES, an LJA COMPANY
1950 SUMMIT PARK DRIVE, SUITE 600
ORLANDO, FL 32810

District Infrastructure Assessment Report

Poitras East Community Development District

September 30, 2025

Introduction

In accordance with Poitras East Community Development District Goals, Objectives and Performance Measures and Standards, the District Engineer conducts an annual inspection of the District's infrastructure and related systems. The purpose of this inspection is to evaluate the overall condition, functionality, and maintenance needs of the district's assets to ensure they continue to meet operational, safety, and community standards.

This report serves as the formal record of the Fiscal Year 2025 inspection, providing documentation and findings consistent with the District's established performance standards. The following sections outline the observations resulting from the current inspection cycle.

Hardscape, Landscape, and Irrigation Facilities

Hardscape, landscape, and irrigation facilities within the public road rights-of-way are owned and maintained by the District. These facilities are inspected throughout the year by the District's landscape and irrigation supervisors and are not included in this annual inspection.

Roundabouts

The District owns and maintains the roundabout truck apron/pavers within the community development district boundary. During our inspection, we observed chipped, cracked and broken pavers, worn/discolored decorative crosswalks, deteriorated thermoplastic striping, and various other conditions possibly warranting further evaluation and/or action by the District, subject to the direction of the Board of Supervisors. See Appendix A for photographs of specific observations and a key map showing the location of each photograph.

Neighborhood Alleys

The District owns and maintains all alleys within the community development district boundary. During our inspection, we observed several areas of ponding water, damaged asphalt, and various other conditions possibly warranting further evaluation and/or action by the District, subject to the direction of the Board of Supervisors. See Appendix A for photographs of specific observations and a key map showing the location of each photograph.

Wastewater Facilities

The District owns and maintains one (1) lift station. The lift station is routinely inspected and maintained by Wind River Environmental. See Appendix B for FY2025 inspection reports.

Conclusion

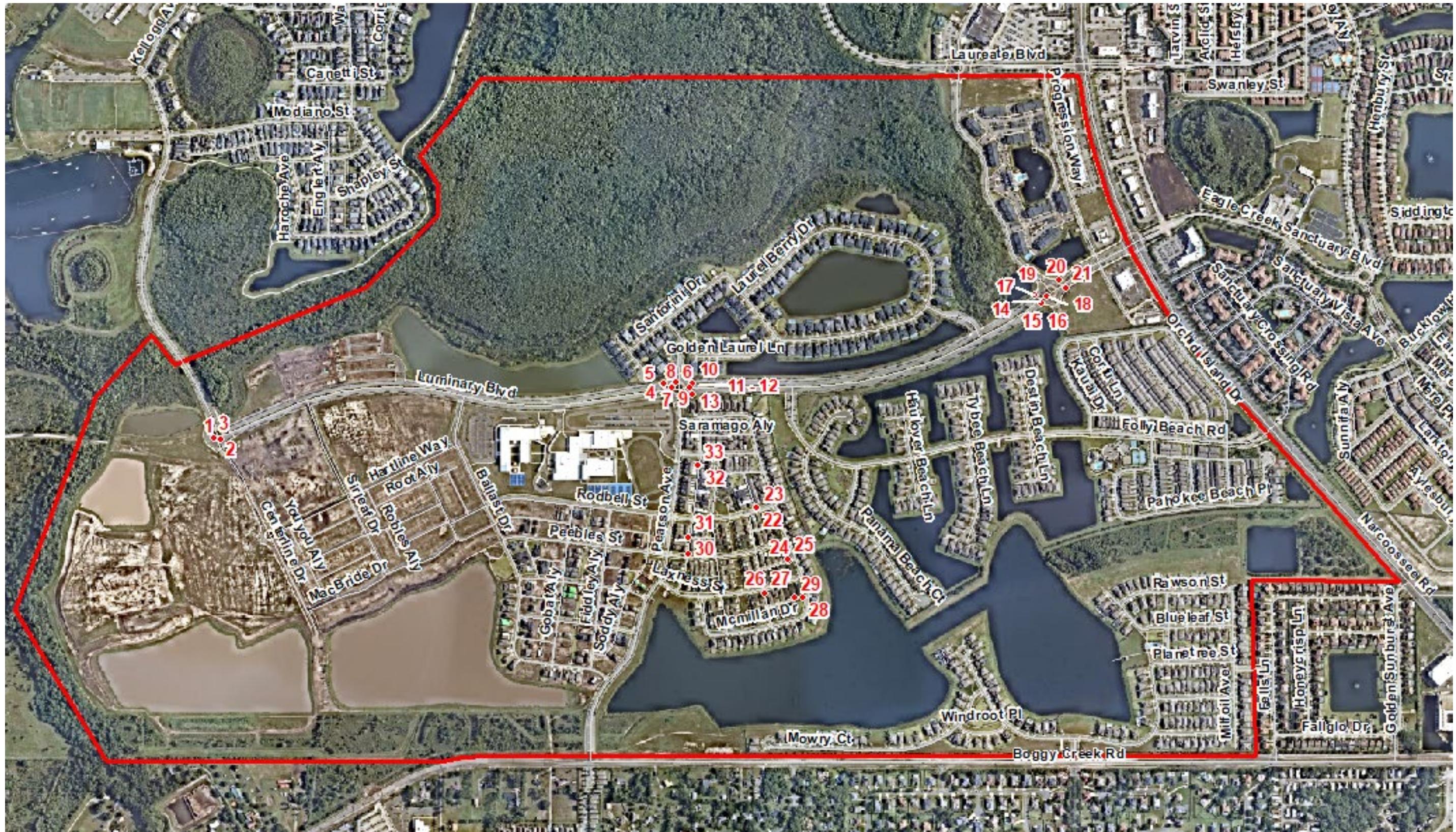
The annual inspection of the Poitras East Improvement District's infrastructure and related systems has been completed in accordance with District requirements. This inspection fulfills the objective of ensuring that at least one comprehensive review of District assets is conducted and documented each fiscal year.

The findings presented in this report provide a current assessment of the condition of the District's infrastructure. The assessment is intended to assist the District in prioritizing resources, addressing issues proactively, and sustaining long-term operational reliability.

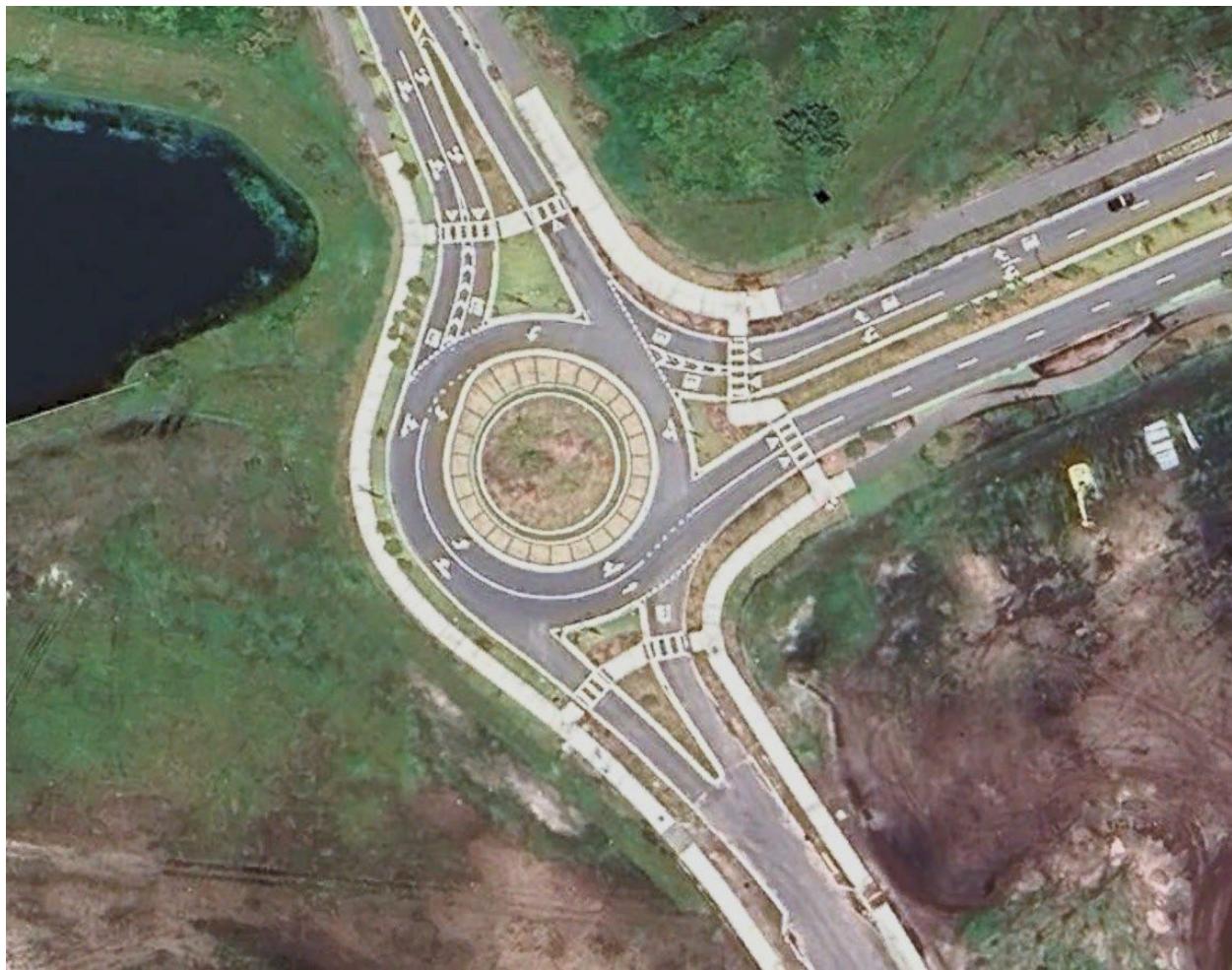
Through the completion of this inspection and report, the District continues to uphold its commitment to maintaining safe, efficient, and functional infrastructure in service of the community.

APPENDIX A

Photos



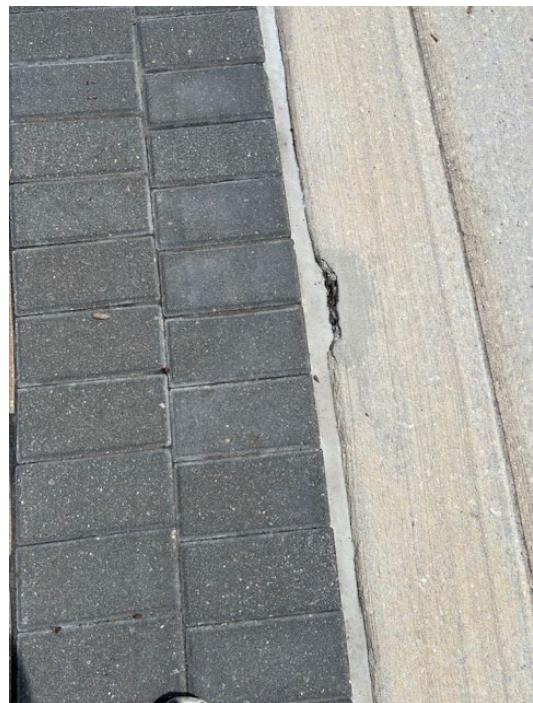
POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT PHOTO KEY MAP



AERIAL PHOTO
Roundabout at Centerline Drive and Luminary Boulevard



Photo 1 - Damage to Concrete Curb Along Truck Apron



Photos 2 & 3 - Damage to the Concrete Curb Along Truck Apron



Photo 4 – Deterioration of Thermoplastic and Worn Coloration



Photo 5 - Deteriorating Thermoplastic and Worn Coloration



AERIAL PHOTO
Roundabout at Luminary Boulevard and Pearson Avenue

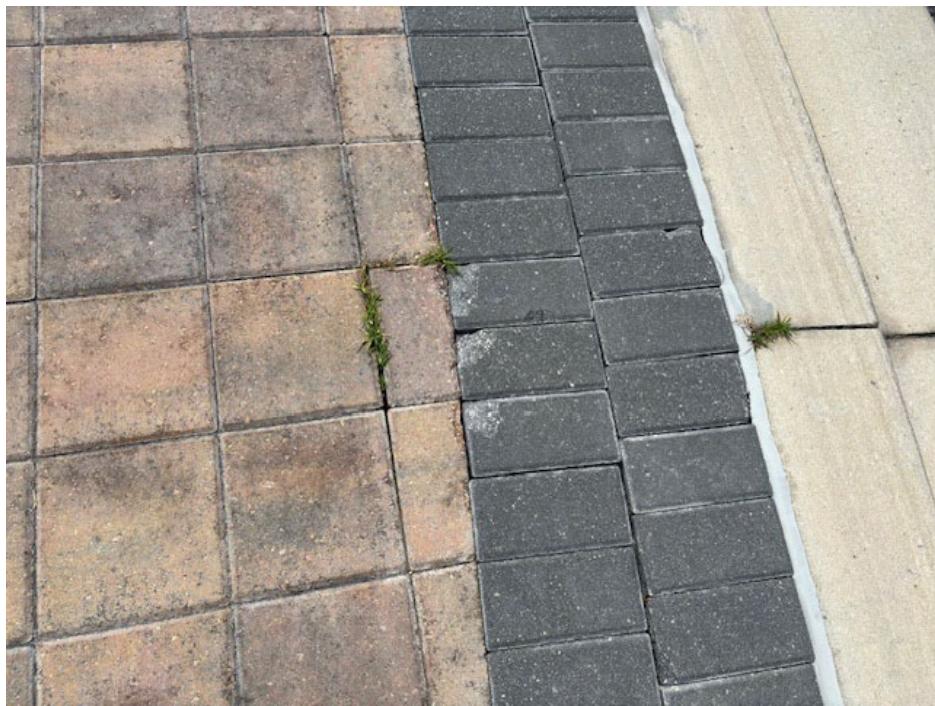


Photo 6 - Chipped Concrete Pavers on Truck Apron

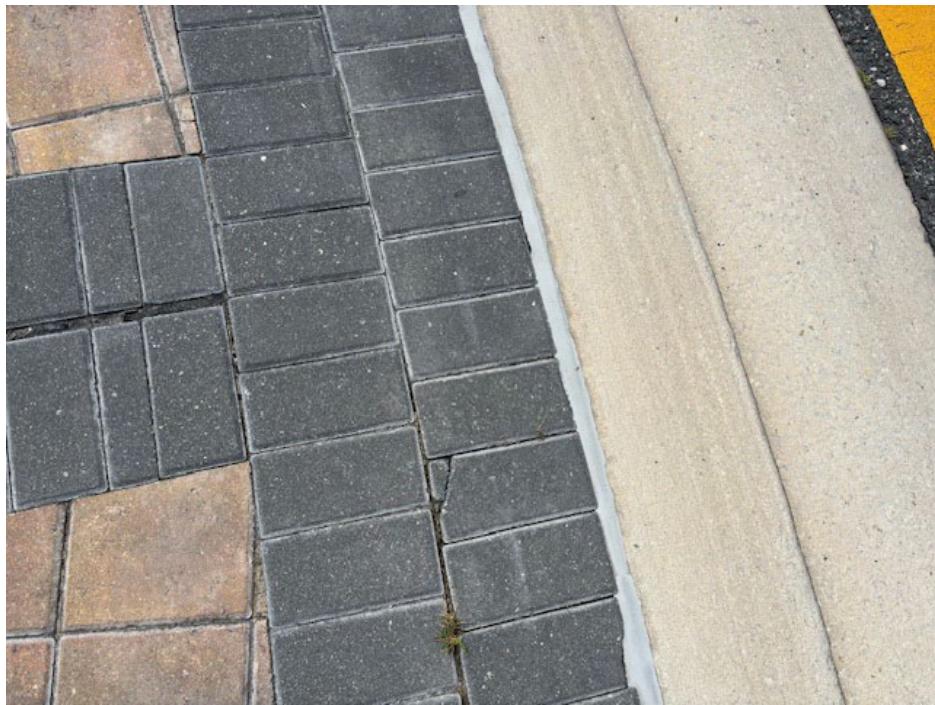


Photo 7 - Broken Concrete Pavers on Truck Apron

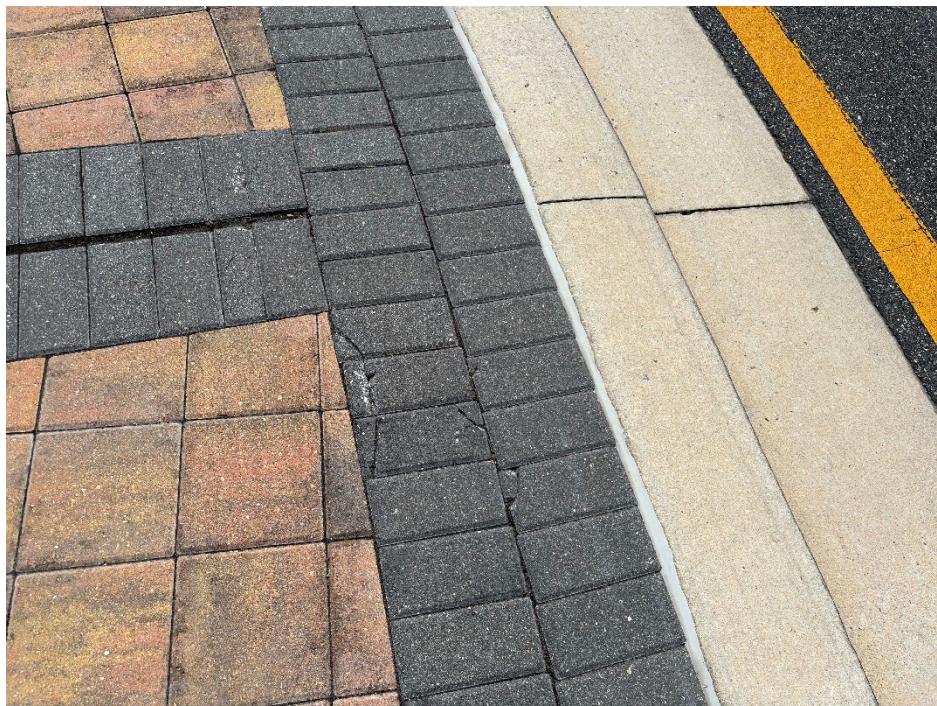


Photo 8 - Broken Concrete Pavers on Truck Apron



Photo 9 - Chipped Concrete Pavers on Truck Apron



Photo 10 - Deteriorating Thermoplastic and Worn Coloration



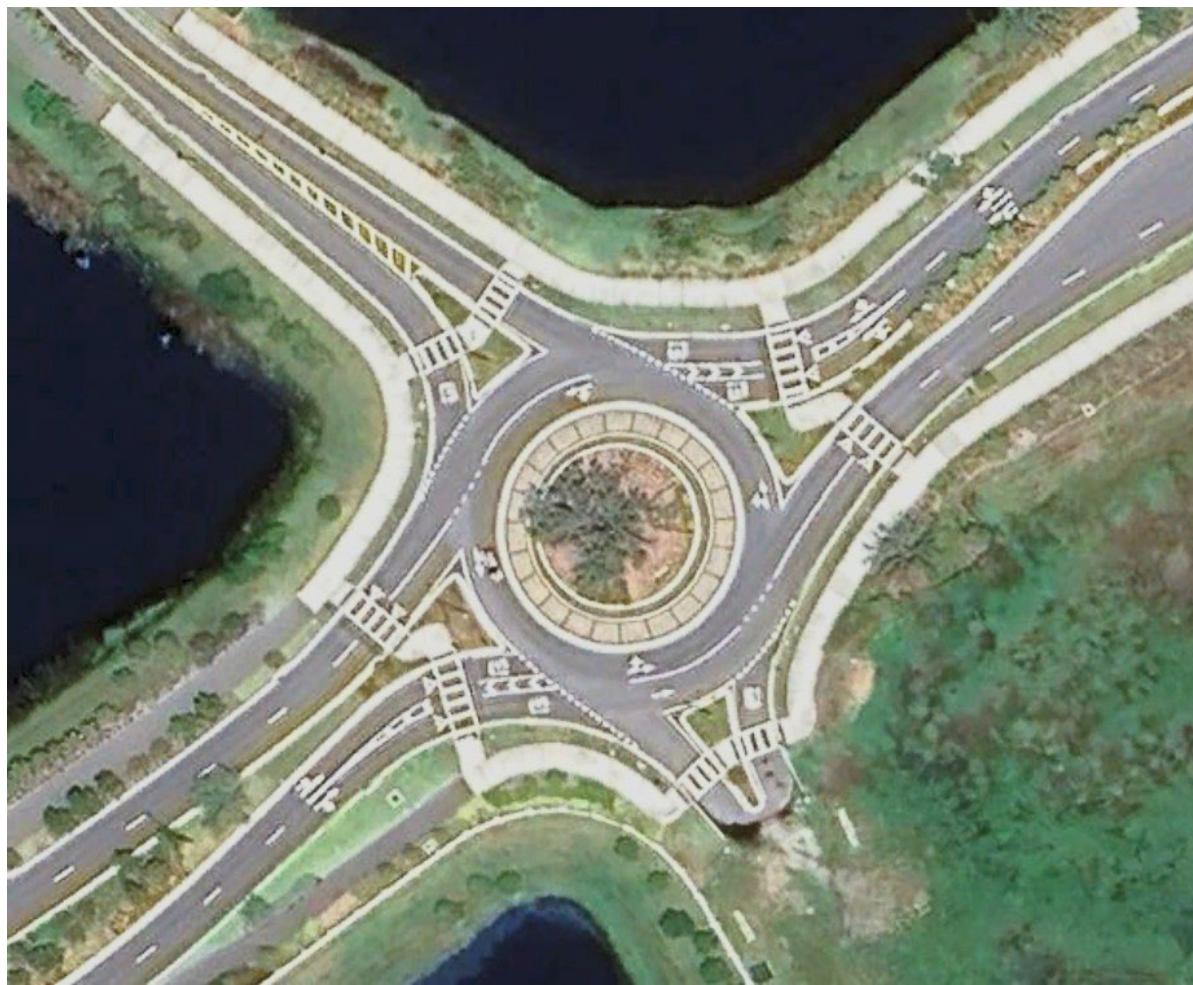
Photo 11 - Deteriorating Thermoplastic and Worn Coloration



Photo 12 - Deteriorating Thermoplastic and Worn Coloration



Photos 13 - Deteriorating Thermoplastic and Worn Coloration



AERIAL PHOTO
Roundabout at Luminary Boulevard and Selten Way



Photos 14 & 15 - Deteriorating Thermoplastic and Worn Coloration



Photos 16 & 17 - Deteriorating Thermoplastic and Worn Coloration



Photo 18 - Uneven Concrete Pavers on Truck Apron



Photo 19 - Deteriorating Thermoplastic and Worn Coloration

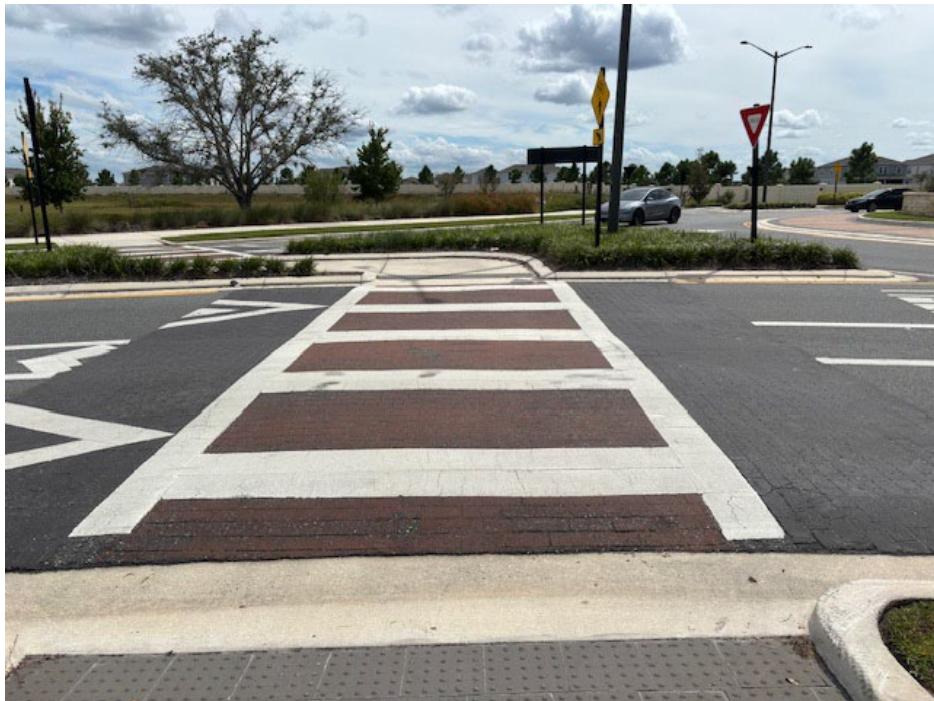
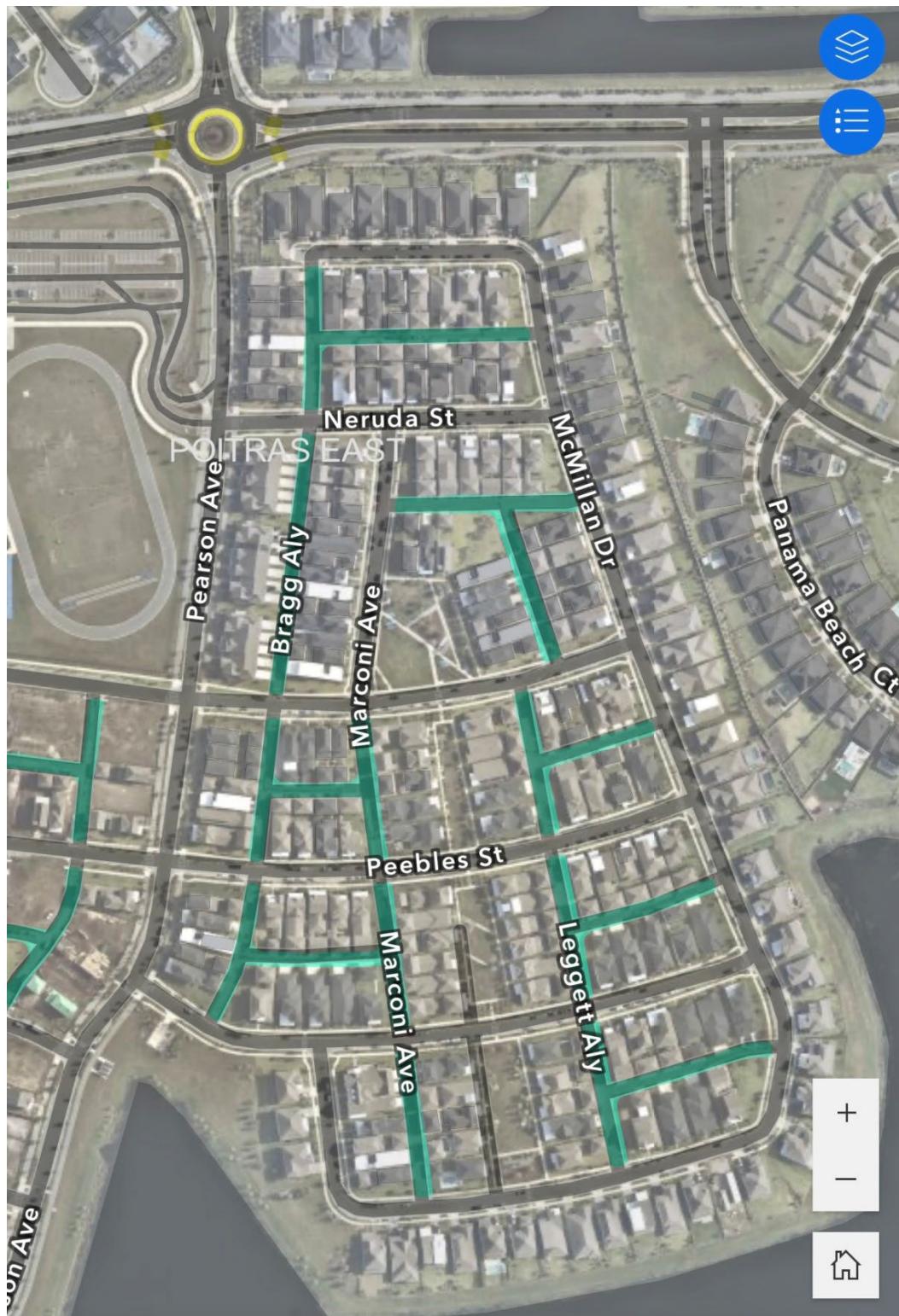


Photo 20 - Deteriorating Thermoplastic and Worn Coloration



Photo 21 - Deteriorating Thermoplastic and Worn Coloration



AERIAL PHOTO
Laureate Park South – Alleys



Photo 22 - Markowitz Alley – Ponding Water



Photo 23 - Markowitz Alley – Ponding Water



Photos 24 & 25 - Laggett Alley – Asphalt Damage



Photos 26 & 27 - Laggett Alley – Asphalt Damage



Photo 28 – Laggett Alley–Asphalt Damage

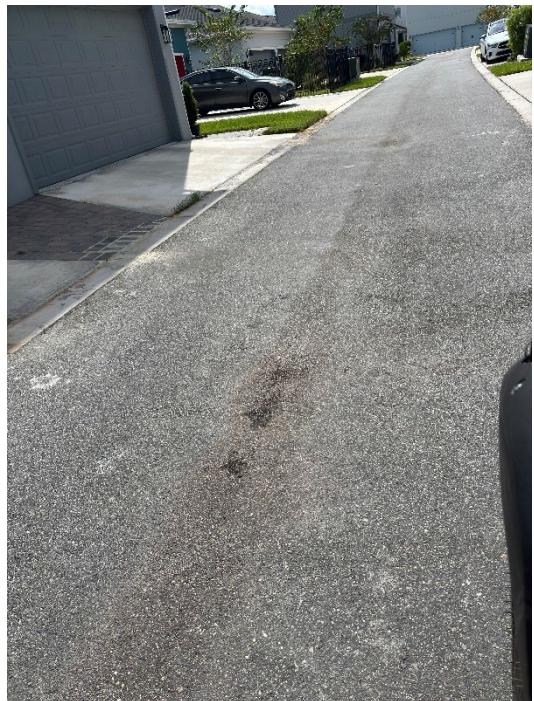


Photo 29 - Laggett Alley–Asphalt Damage



Photo 30 - Marconi Alley – Deterioration of Thermoplastic and Gouged Asphalt



Photo 31 - Bragg Alley – Overgrowth on Inlet Top



Photos 32 & 33 - Bragg Alley – Water Valve Cover

APPENDIX B

Wind River Environmental Inspection Reports

Customer Service Report

Schedule Now For Service

November 2024

Call 407-957-5558

Work Order # 8487037837

Customer

2023

Since:

| System Owner | System Location |
|--|--|
| Poitras East Community District 3501 Quadrangle Boulevard Suite 270 Orlando, FL 32817 407-723-5925 | LS - Lake Nona Greenwood 14068 Hesse Road Orlando, FL 32827 Jeff/OFC : 407-644-4068 |

| | | | |
|-----------------------|-------------------------|--------------------------|------------|
| Service Date: | Oct 10/29/2024 12:00 AM | Frequency: | |
| Service Type: | Lift Station | Previous Service: | 09/25/2024 |
| Approx. Gals.: | 0 | System Treatment: | |
| Depth Below: | 0 | Custom Clean: | |
| Cust Home: | NO | Filter | |
| Township: | | Inspection/T5: | |
| County: | Orange | Build Up: | |

| Description | Qty | Unit Price | Ext. Price |
|---|------|------------|------------|
| Energy Charge | 1.00 | \$25.0000 | \$25.00 |
| Inspect-C-Service Call-Lift Station (Eval 1st hour) | 1.00 | \$150.0000 | \$150.00 |
| | | Subtotal: | \$175.00 |
| | | Tax: | \$0.00 |
| | | Total: | \$175.00 |

| | | |
|--|--|---|
| <input type="checkbox"/> System Normal | Keep your system healthy by following these 3 steps: • Regular Service • Use WRE Septic System Treatment • Use a Filter | Schedule Now for Service November 2024 Call 407-957-5558 |
| <input type="checkbox"/> Excessive Solids | Use WRE Septic System Treatment | Payment Detail: Invoice Net 45 |
| <input type="checkbox"/> Heavy Sludge | Use WRE Septic System Treatment | |
| <input type="checkbox"/> Tee Missing/Broken | Repair/Replace Tee | |
| <input type="checkbox"/> High Liquid Level | Possible system failure. Call for evaluation or customer cleaning. | |
| <input type="checkbox"/> Distribution Box Issue | See notes below for details. | |

Customer not on site

X

Customer Signature

Technician: Shane Wilson

Arrived at: 3:53 PM

Left at: 4:11 PM



ALL FLORIDA
SEPTIC
A Wind River Environmental Company

THIS IS NOT AN INVOICE.

("linecount":1,"0":"Shot with my Galaxy Tab A7 Lite")
October 29, 2024

Form: LIFT STATION INSPECTION AT SITE FIELD

Comments: Emergency Services Contact Upgraded Present & Known Other General Present

Access to Facility Emergency Power Present Inspection for Safe Condition Safety Lock on Pump Lockout Safety Lock on Main Power Safety Lock on Panel Combination

Safety Lock on Panel Lockout Safety Lock on Main Power Safety Lock on Panel Combination

TESTS

Housing Voltage to Control Panel: 487 Housing Main Power Shut Off for Panel Function:

Pump 1 Amperage: 524 Pump 1 Amps: 130 Pump 2 Amperage: 51x 3 Pump 2 Amps: 130

Condition of Relays: Condition of Phase Monitor:

Condition of Power: Condition of Alternator:

Battery Back Up Present for Emergency Alarm & Siren: Yes No Condition: Voltage: 13.4

Emergency Floating Light Present: No Condition: Heard Visible from a Protection Area

Emergency High Decibel Alarm Present: No Condition: Heard from a Protection Area

WET WELL

Indicator of the Wet Well Clean: Yes No: Yes No: Gassing Not on Surface: Wet Well Water Accumulation: Plastic Products:

Float Switch 1: Float Switch 2: Float Switch 3: Float Switch 4:

Turn On All Pumps, Drain Lift Station Well & Check MEGGER Value for All Pumps:

Is "Blowby" Present: Yes Was Any Evidence of "Cavitation" Found: Yes All Pumps Operating Normally: Yes

Guide Rail System Present & in Good Condition: No: Comments: _____

Hoisting System Present: Yes No: Hoist Type: Chain Cables: Ropes: Handles or Other "Hooking" Mechanism on Pump: Yes

VALUES

Value System Pipe Material: Steel Size: 10 Schedule: 40 I.D.P.E.: 4 Valve System Pipe Diameter: 4"

Check Valves & Condition of Check Valves: Material: Plastic Type: Flange Size: Threaded

Isolation Valves & Condition of Isolation Valves: Material: Plastic Type: Flange Size: Threaded

Bypass Pipe Present: Yes No: Diameter: 4" Connection Type: Centriflock Size: Flange Main Thread: Female Thread

ACQUA SEPTIC INSPECTION





{"linecount":1,"0":"Shot with my Galaxy Tab A7 Lite"}
October 29, 2024



{"linecount":1,"0":"Shot with my Galaxy Tab A7 Lite"}
October 29, 2024

Customer Service Report

Schedule Now For Service

December 2024

Call 407-957-5558

Work Order # 8487041590

Customer

2023

Since:

| System Owner | System Location |
|--|--|
| Poitras East Community District 3501 Quadrangle Boulevard Suite 270 Orlando, FL 32817 407-723-5925 | LS - Lake Nona Greenwood 14068 Hesse Road Orlando, FL 32827 Jeff/OFC : 407-644-4068 |

Service Date: Nov 11/05/2024 12:00 AM

Frequency:

Service Type: Lift Station

Previous Service: 10/29/2024

Approx. Gals.: 0

System Treatment:

Depth Below: 0

Custom Clean:

Cust Home: NO

Filter

Township:

Inspection/T5:

County: Orange

Build Up:

| Description | Qty | Unit Price | Ext. Price |
|---|------|------------|------------|
| Energy Charge | 1.00 | \$25.0000 | \$25.00 |
| Inspect-C-Service Call-Lift Station (Eval 1st hour) | 1.00 | \$150.0000 | \$150.00 |
| | | Subtotal: | \$175.00 |
| | | Tax: | \$0.00 |
| | | Total: | \$175.00 |

Keep your system healthy by following these 3 steps:

- Regular Service
- Use WRE Septic System Treatment
- Use a Filter

System Normal

Use WRE Septic System Treatment

Excessive Solids

Use WRE Septic System Treatment

Heavy Sludge

Use WRE Septic System Treatment

Tee Missing/Broken

Repair/Replace Tee

High Liquid Level

Possible system failure. Call for evaluation or customer cleaning.

Distribution Box Issue

See notes below for details.

Schedule Now for Service

December 2024

Call 407-957-5558

Payment Detail:

Invoice
Net 45

Customer not on site

X

Customer Signature

Technician: Rocky Reeves Sr

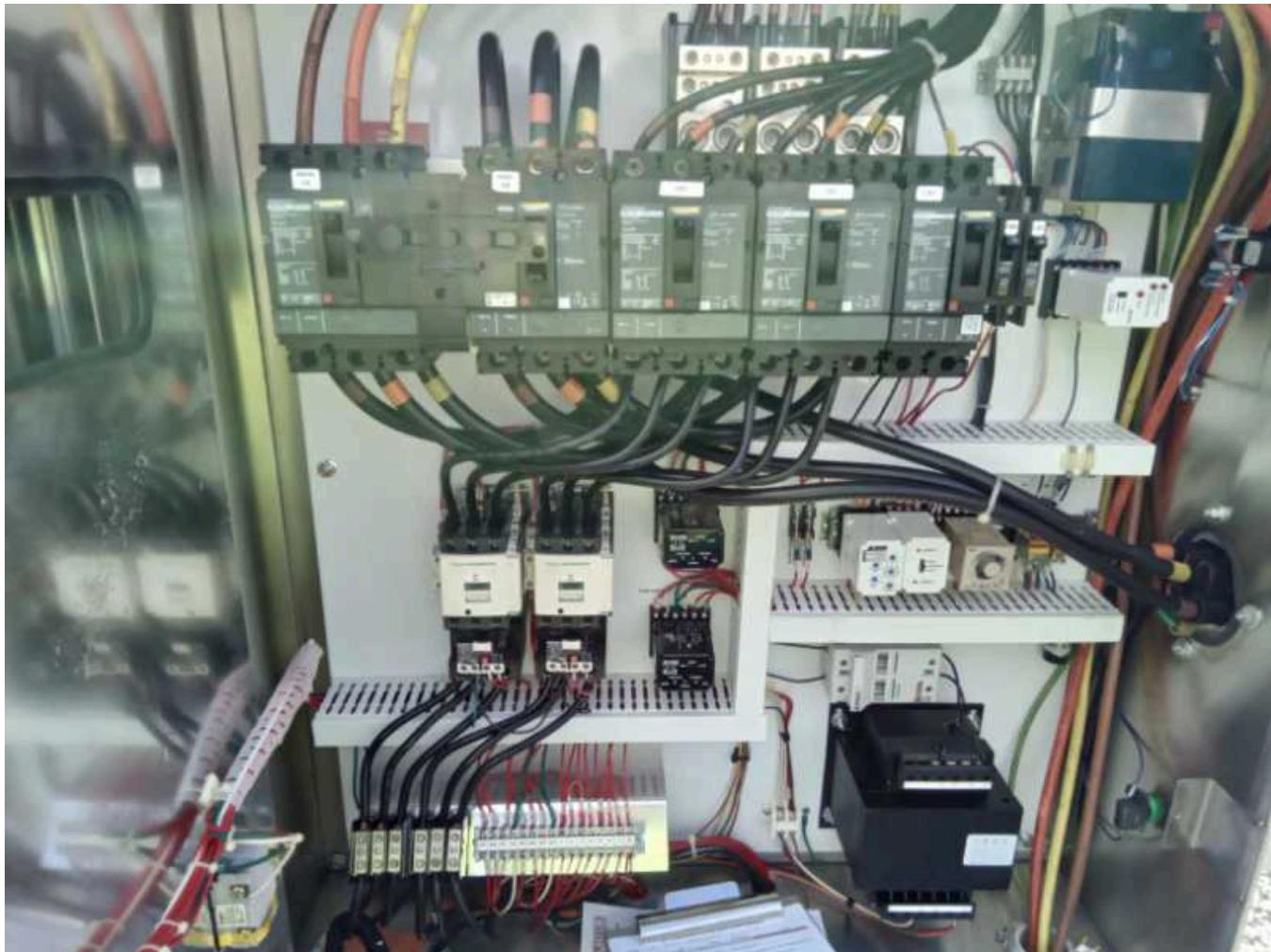
Arrived at: 9:44 AM

Left at: 10:01 AM



Wind River Environmental Company

THIS IS NOT AN INVOICE.







| STATION PERFORMANCE MAINTENANCE & INSPECTION REPORT | |
|--|--|
| Customer: | Lake Nova Greenway |
| Date: | 11-5-24 |
| EXTERIOR | checked OK/GOOD AT THIS TIME |
| INTERIOR | CAUTION - MAY REQUIRE FUTURE ATTENTION |
| Mechanic: <u>Rocky</u> | |
| If Other Service Provider: _____ | |
| CRANE ACCESS TO STATION: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes | |
| VEHICLES/OTHER OBSTRUCTIONS PRESENT: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| VEGETATION CLEAR FOR SAFE CRANE OPERATION: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| SAFETY LOCK ON FENCE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| SAFETY LOCK ON WIRE WALL: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| SAFETY LOCK ON VALVE BOX: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| COMBINATION: _____ | |
| PANEL | |
| SAFETY LOCK ON PANEL: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| INCOMING VOLTAGE TO CONTROL PANEL: <u>486</u> | |
| PUMP 1 AMPERAGE: <u>50</u> | |
| PUMP 1 HOURS: <u>6036</u> | |
| PUMP 2 AMPERAGE: <u>55</u> | |
| PUMP 2 HOURS: <u>651</u> | |
| CONDITION OF RELAYS: <u>OK</u> | |
| CONDITION OF FUSES: <u>OK</u> | |
| CONDITION OF ALARMATOR: <u>OK</u> | |
| BATTERY BACK UP PRESENT FOR EMERGENCY ALARM & BEACON: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| EMERGENCY FLASHING LIGHT BEACON PRESENT: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| EMERGENCY HIGH DEIBEL ALARM PRESENT: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| WELL | |
| INTERIOR OF THE WET WELL CLEAN: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| FLOAT SWITCH 1: <u>good</u> | |
| FLOAT SWITCH 2: <u>good</u> | |
| FLOAT SWITCH 3: <u>good</u> | |
| FLOAT SWITCH 4: <u>good</u> | |
| TURN ON ALL PUMPS, DRAIN LIFT STATION WELL & CHECK MEGGER VALUE FOR ALL PUMPS: _____ | |
| IS "BLOWBY" PRESENT: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| WAS ANY EVIDENCE OF "CAVITATION" FOUND: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| GUIDE RAIL SYSTEM PRESENT & IN GOOD CONDITION: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| NOTIFYING SYSTEM PRESENT: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| NOTIFYING SYSTEM PRESENT: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| SCHEDULE 40: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| SCHEDULE 80: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| CHECK VALVES & CONDITION OF CHECK VALVES: <u>good</u> | |
| ISOLATION VALVES & CONDITION OF ISOLATION VALVES: <u>good</u> | |
| BYPASS PORT PRESENT: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| DIA: <u>4"</u> | |
| DIA: <u>4"</u> | |
| H.D.P.E. VALVE SYSTEM PIPE DIAMETER: <u>4"</u> | |
| MATERIAL: <input type="checkbox"/> Plastic <input checked="" type="checkbox"/> Iron | |
| TYPE: <input type="checkbox"/> Flange <input checked="" type="checkbox"/> Threaded | |
| MATERIAL: <input type="checkbox"/> Plastic <input checked="" type="checkbox"/> Iron | |
| TYPE: <input type="checkbox"/> Flange <input checked="" type="checkbox"/> Threaded | |
| CONNECTION TYPE: <input type="checkbox"/> Emlock <input checked="" type="checkbox"/> Bather Flange Male-Thread Female Thread | |
| RECOMMENDATIONS: | |
| <p><u>Station is bonding</u></p> <p><u>as it should</u></p> | |
|  <p>BROWNIE'S SEPTIC & PLUMBING MAINTAINING THE NEW STANDARD</p> | |



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Cloud 9
Services, LLC



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ENVIRONMENTAL

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Customer Service Report

We appreciate your business!

For Emergencies Call
800-499-1682

This is not an invoice.

Customer Information

Name: Poitras East Community District
Customer Id: 2643477
Email: LaneA@pfm.com
Phone: 407-723-5925
Payment Type: Invoice

Service Information

WO #: 8487045266
Service Type: Inspections
Service Date: 12/31/2024
Service Time: 8:35 AM - 8:41 AM
Tech Name: Juan Centeno

Location Information

Site Name: LS - Lake Nona
Greenwood
Address:
14068 Hesse Road
Orlando, FL 32827
Name: Jeff/OFC
Email: LaneA@pfm.com
jjnewton@dwma.com
Phone: 407-644-4068

Service Description

| Service Description | Qty | Unit Price | Ext. Price |
|---|------|------------|--------------------|
| Energy Charge | 1.00 | \$25.0000 | \$25.00 |
| Inspect-C-Service Call-Lift Station (Eval 1st hour) | 1.00 | \$150.0000 | \$150.00 |
| | | | Subtotal: \$175.00 |
| | | | Tax: \$0.00 |
| | | | Total: \$175.00 |

System Recommendations

No system recommendations

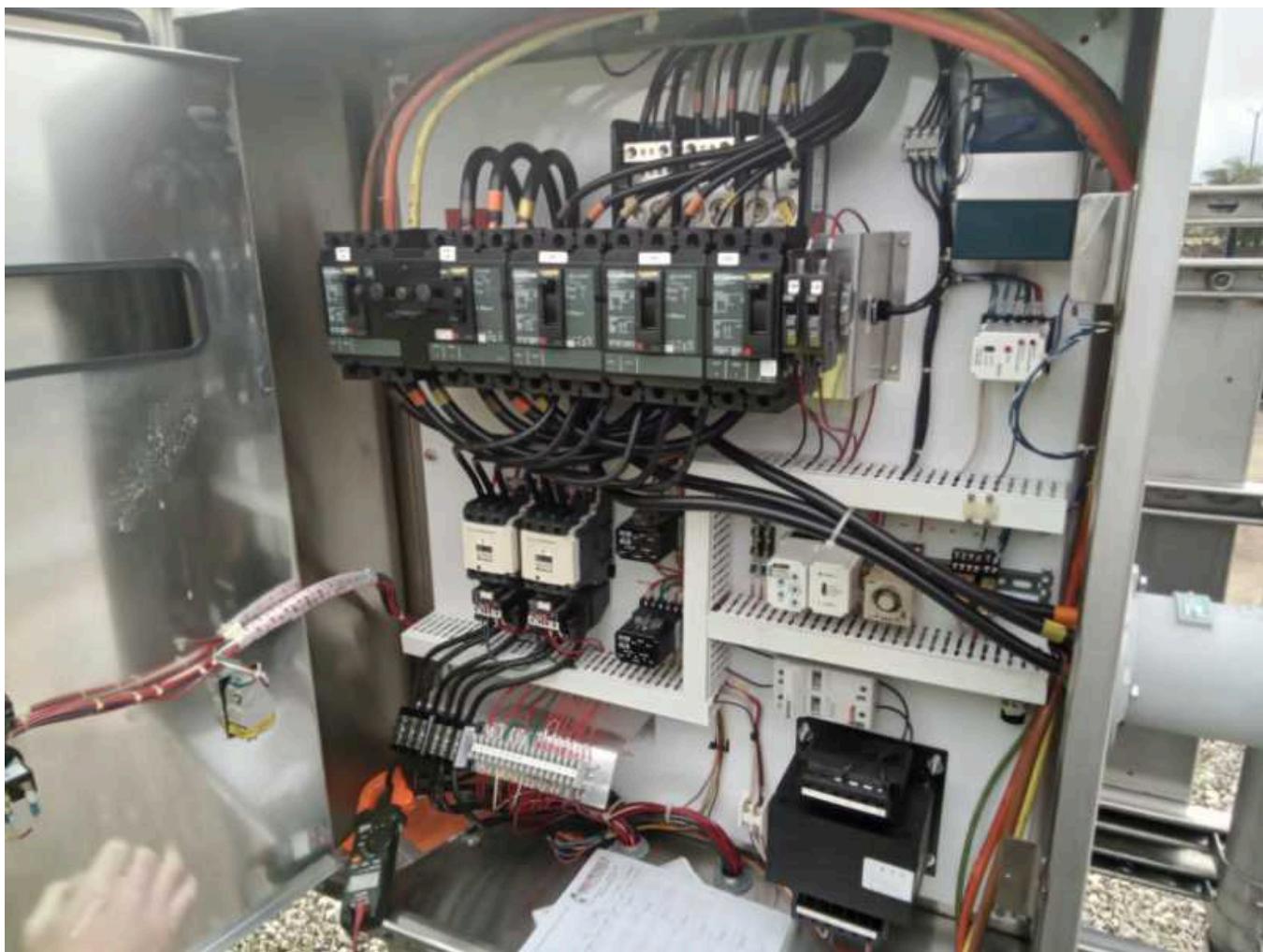
Tech Notes

Cover was accessed and properly secured. Performed a Lift Station inspection. Work performed today included: Performed monthly maintenance Pump 1 amps 49 Pump 2 amps 52 Control panel ok Control floats ok Wet well ok.

Customer not on site

X
Customer Signature







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Customer Information

Name: Poitras East Community District
Customer Id: 2643477
Email: LaneA@pfm.com
Phone: 407-723-5925
Payment Type: Invoice

Service Information

WO #: 8487049172
Service Type: Inspections
Service Date: 01/07/2025
Service Time: 11:25 AM - 11:41 AM
Tech Name: Rocky Reeves Sr

Location Information

Site Name: LS - Lake Nona
Greenwood
Address:
14068 Hesse Road
Orlando, FL 32827
Name: Jeff/OFC
Email: LaneA@pfm.com
jjnewton@dwma.com
Phone: 407-644-4068

Service Description

| Service Description | Qty | Unit Price | Ext. Price |
|---|------|------------|--------------------|
| Energy Charge | 1.00 | \$25.0000 | \$25.00 |
| Inspect-C-Service Call-Lift Station (Eval 1st hour) | 1.00 | \$150.0000 | \$150.00 |
| | | | Subtotal: \$175.00 |
| | | | Tax: \$0.00 |
| | | | Total: \$175.00 |

System Recommendations

No system recommendations

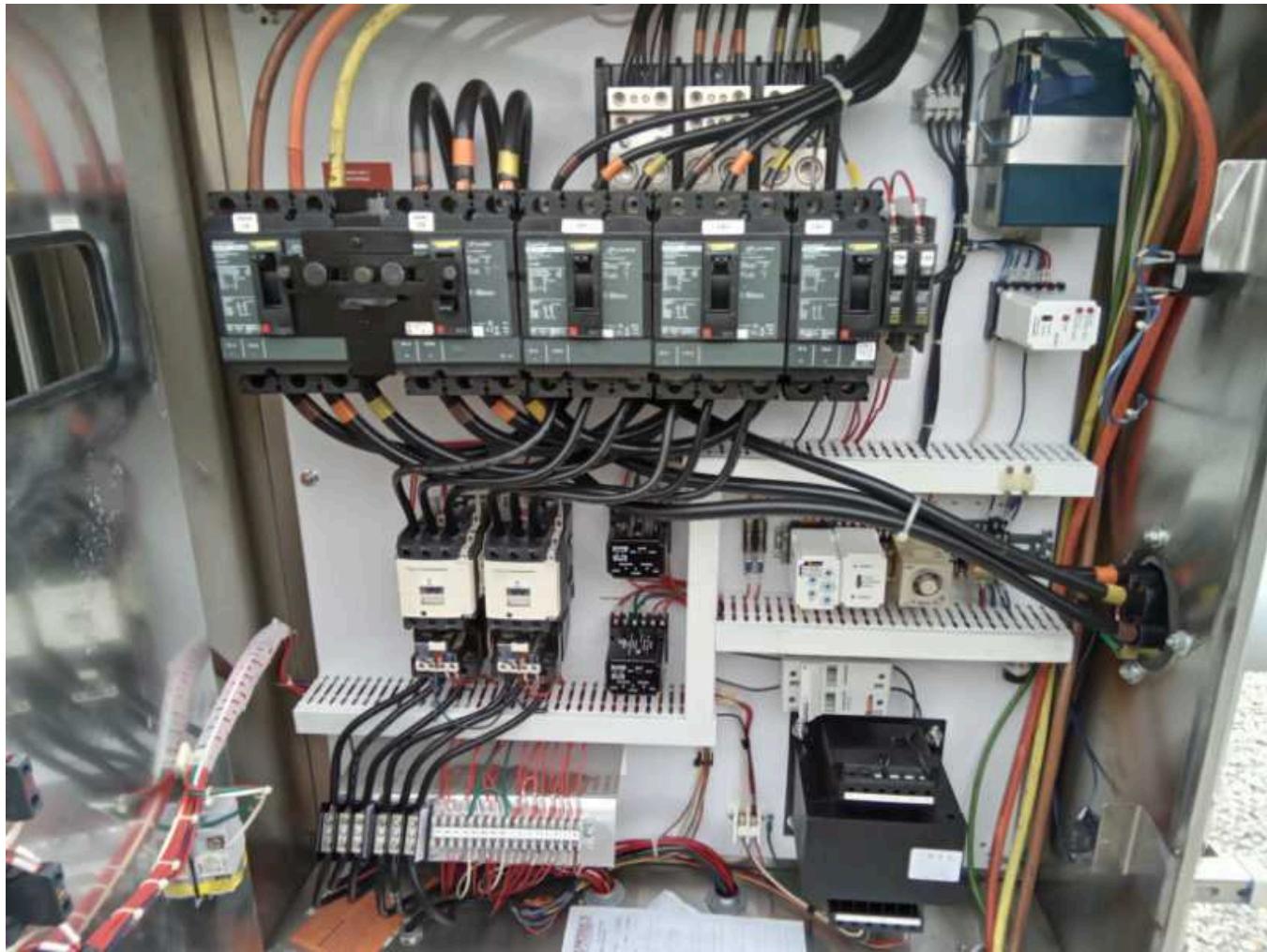
Tech Notes

Performed a Lift Station inspection. Work performed today included: Inspection of wet well and valve box and panel and ran station through a complete cycle to insure the station is working as it should. Battery for the battery backup is weak and needs to be replaced (1=12v).

Customer not on site

X

Customer Signature









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This is not an invoice.

Customer Information

Name: Poitras East Community District
Customer Id: 2643477
Email: LaneA@pfm.com
Phone: 407-723-5925
Payment Type: Invoice

Service Information

WO #: 8487053097
Service Type: Inspections
Service Date: 02/03/2025
Service Time: 2:19 PM - 2:42 PM
Tech Name: Rocky Reeves Sr

Location Information

Site Name: LS - Lake Nona
Greenwood
Address:
14068 Hesse Road
Orlando, FL 32827
Name: Jeff/OFC
Email: LaneA@pfm.com
jjnewton@dwma.com
Phone: 407-644-4068

Service Description

| Service Description | Qty | Unit Price | Ext. Price |
|---|------|------------|--------------------|
| Energy Charge | 1.00 | \$25.0000 | \$25.00 |
| Inspect-C-Service Call-Lift Station (Eval 1st hour) | 1.00 | \$150.0000 | \$150.00 |
| | | | Subtotal: \$175.00 |
| | | | Tax: \$0.00 |
| | | | Total: \$175.00 |

System Recommendations

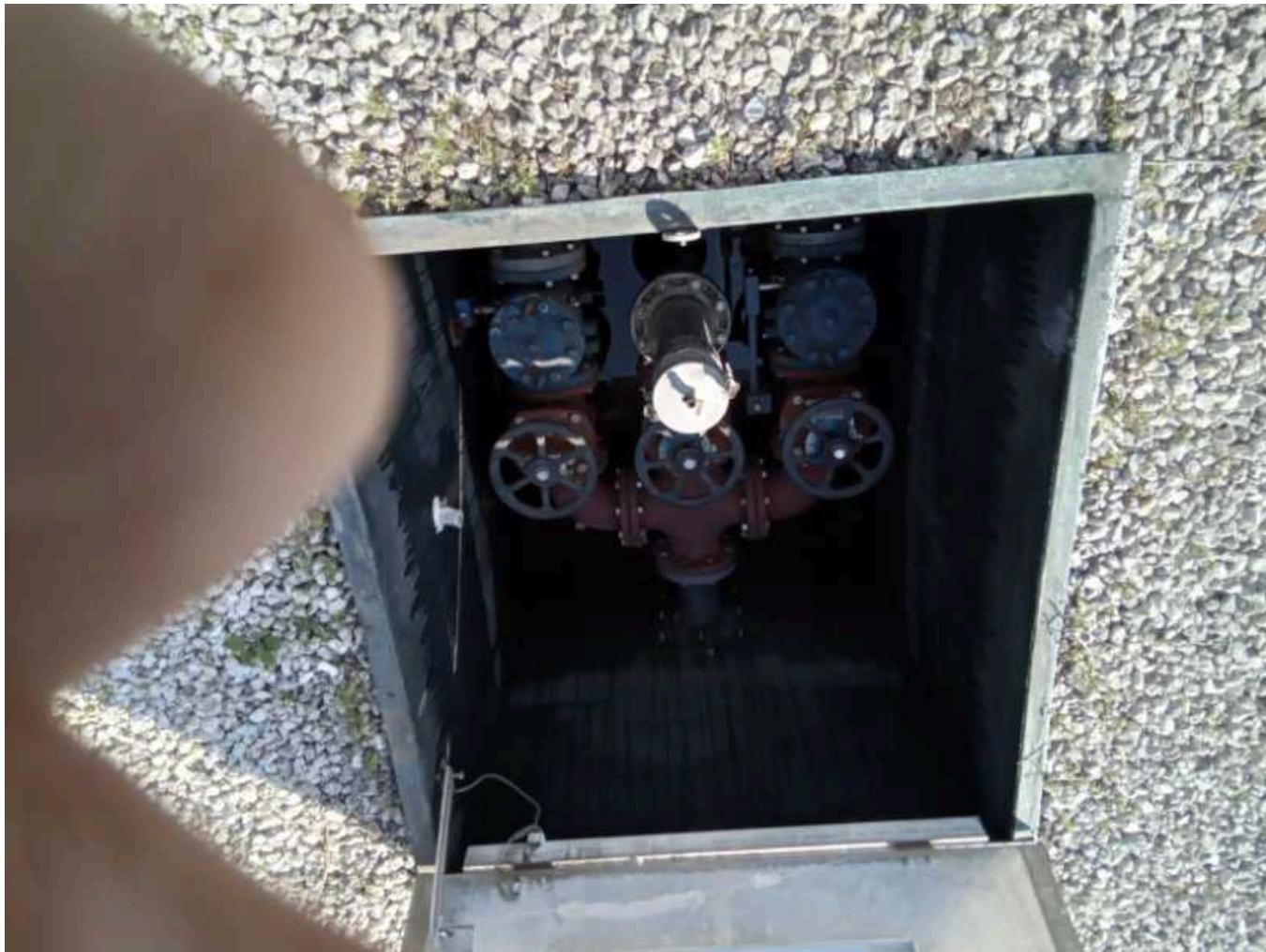
No system recommendations

Tech Notes

Performed a Lift Station inspection. Work performed today included: Inspection of wet well and valve box and panel and ran station through a complete cycle to insure the station is working as it should. Recommend new float switches 4, 50 foot chords, new check valves Due to swing arm leaking, needs alarm beacon looked at.,.

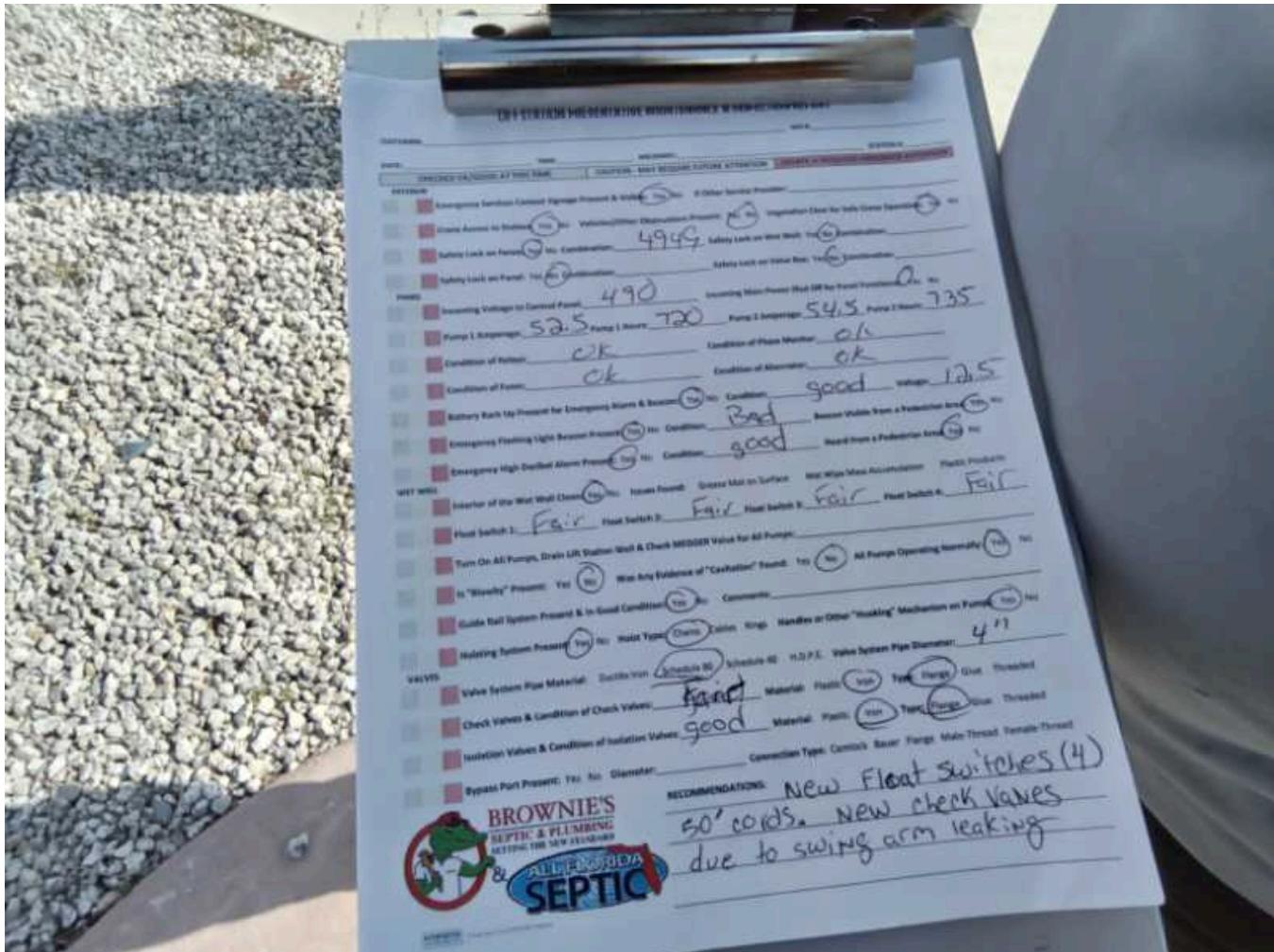
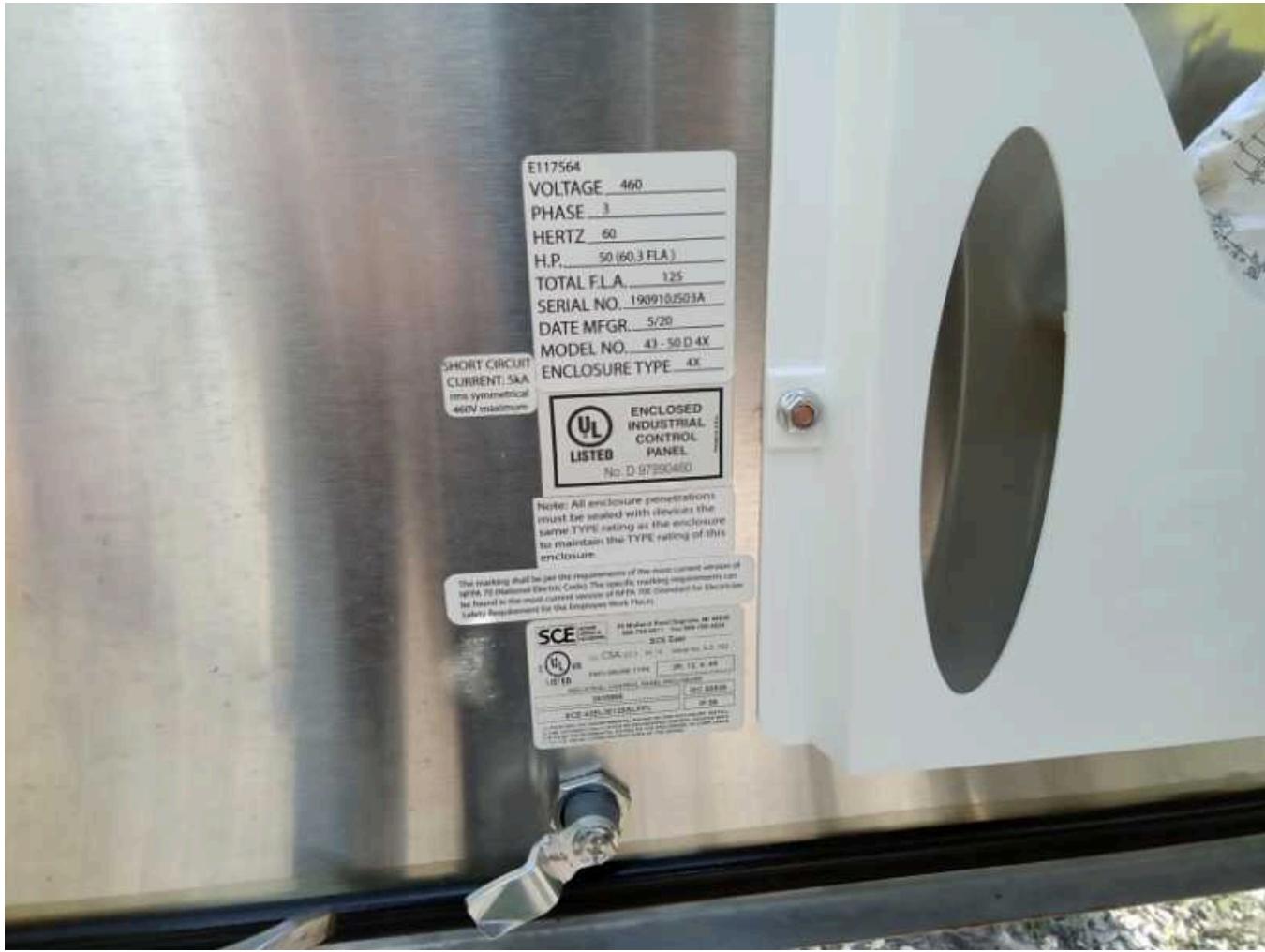
Customer not on site

X
Customer Signature











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This is not an invoice.

Customer Information

Name: Poitras East Community District
Customer Id: 2643477
Email: LaneA@pfm.com
Phone: 407-723-5925
Payment Type: Invoice

Service Information

WO #: 8487056542
Service Type: Inspections
Service Date: 03/12/2025
Service Time: 9:27 AM - 9:59 AM
Tech Name: Memphis Rudisill

Location Information

Site Name: LS - Lake Nona
Greenwood
Address:
14068 Hesse Road
Orlando, FL 32827
Name: Jeff/OFC
Email: LaneA@pfm.com
jjnewton@dwma.com
Phone: 407-644-4068

Service Description

| Service Description | Qty | Unit Price | Ext. Price |
|---|------|------------|--------------------|
| Energy Charge | 1.00 | \$25.0000 | \$25.00 |
| Inspect-C-Service Call-Lift Station (Eval 1st hour) | 1.00 | \$150.0000 | \$150.00 |
| | | | Subtotal: \$175.00 |
| | | | Tax: \$0.00 |
| | | | Total: \$175.00 |

System Recommendations

No system recommendations

Tech Notes

Performed a Lift Station inspection. Work performed today included: Performed lift station inspection.

Customer not on site

X

Customer Signature

**PRIVATE
SANITARY SEWER
PUMP STATION**

In case of emergency contact the
following numbers:

Facility Owned by:

Name: Poitras East Community Development
District C/O PFM Group Consulting, LLC
Phone: 407-723-5900

Facility Maintained by:

Name: Poitras East Community Development
District C/O PFM Group Consulting, LLC
Phone: 407-723-5900

Station Number: 11090





LIFTATION PREVENTATIVE MAINTENANCE & INSPECTION REPORT

Customer Name: **WATER & SEWER** Mechanic Name: **MECHANIC** Station #: **1000**

DATE: **5-12-16** TIME: **10:00 AM** MECHANIC ID: **MECHANIC 1000** STATION #: **1000**

CHECKED OUT/GOOD AT THIS TIME **CAUTION - MAY REQUIRE FUTURE ATTENTION** **URGENT or REQUIRES IMMEDIATE ATTENTION**

EXTEND

Emergency Services Contact Signage Present & Visible: **Yes** If Other Service Provider: _____

Crane Access to Station: **Yes** Vehicles/Other Obstructions Present: **Yes** Vegetation Clear for Safe Crane Operation: **Yes**

Safety Lock on Fence: **Yes** Combination: **4849** Safety Lock on Wet Well: **Yes** Combination: _____

Safety Lock on Panel: **Yes** Combination: _____ Safety Lock on Valve Box: **Yes** Combination: _____

PANEL

Incoming Voltage to Control Panel: **481** Incoming Main Power Shut Off for Panel Functional: **Yes**

Pump 1 Amperage: **54.2** Pump 1 Hours: **0754** Pump 2 Amperage: **51.2** Pump 2 Hours: **0331**

Condition of Relays: **OK** Condition of Phase Monitor: **N/A**

Condition of Fuses: **Good** Condition of Alternator: **Good**

Battery Back Up Present for Emergency Alarm & Beacon: **Yes** Condition: **Good** Voltage: _____

Emergency Flashing Light Beacon Present: **Yes** Condition: **Good** Beacon Visible from a Pedestrian Area: **Yes**

Emergency High Decibel Alarm Present: **Yes** Condition: **Good** Heard from a Pedestrian Area: **Yes**

WET WELL

Interior of the Wet Well Clean: **Yes** Issues Found: **Grease Mat on Surface** Wet Wipe Mass Accumulation: **Plastic Products**

Float Switch 1: **Good** Float Switch 2: **Good** Float Switch 3: **Good** Float Switch 4: **Good**

Turn On All Pumps, Drain L/R Station Well & Check MESSER Valve for All Pumps: _____

Is "Slowly" Present: **Yes** Was Any Evidence of "Cavitation" Found: **Yes** All Pumps Operating Normally: **Yes**

Guide Rail System Present & In Good Condition: **Yes** Comments: _____

VALVE

Holisting System Present: **Yes** Valve Type: **Chain** Cables Rings Handles or Other "locking" Mechanism on Pumps: **Yes**

Valve System Pipe Material: **Ductile Iron** Schedule 80 H.D.F.I.: **1 1/2"** Valve System Pipe Diameter: **1 1/2"**

Check Valves & Condition of Check Valves: **Good** Material: **Plastic** **Iron** Type: **Flange** **Glue** **Threaded**

Isolation Valves & Condition of Isolation Valves: **Good** Material: **Plastic** **Iron** Type: **Flange** **Glue** **Threaded**

ByPass Port Present: **Yes** Diameter: **4"** Connection Type: **Camlock** **Bauer** **Flange** **Male Thread** **Female Thread**

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ALL LEGION **SEPTIC**

RECOMMENDATIONS: _____



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Customer Service Report

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800-499-1682

This is not an invoice.

Customer Information

Name: Poitras East Community District
Customer Id: 2643477
Email: LaneA@pfm.com
Phone: 407-723-5925
Payment Type: Invoice

Service Information

WO #: 8487060092
Service Type: Inspections
Service Date: 04/10/2025
Service Time: 7:48 AM - 8:25 AM
Tech Name: Memphis Rudisill

Location Information

Site Name: LS - Lake Nona
Greenwood
Address:
14068 Hesse Road
Orlando, FL 32827
Name: Jeff/OFC
Email: LaneA@pfm.com
jjnewton@dwma.com
Phone: 407-644-4068

Service Description

| Service Description | Qty | Unit Price | Ext. Price |
|---|------|------------|--------------------|
| Energy Charge | 1.00 | \$25.0000 | \$25.00 |
| Inspect-C-Service Call-Lift Station (Eval 1st hour) | 1.00 | \$150.0000 | \$150.00 |
| | | | Subtotal: \$175.00 |
| | | | Tax: \$0.00 |
| | | | Total: \$175.00 |

System Recommendations

No system recommendations

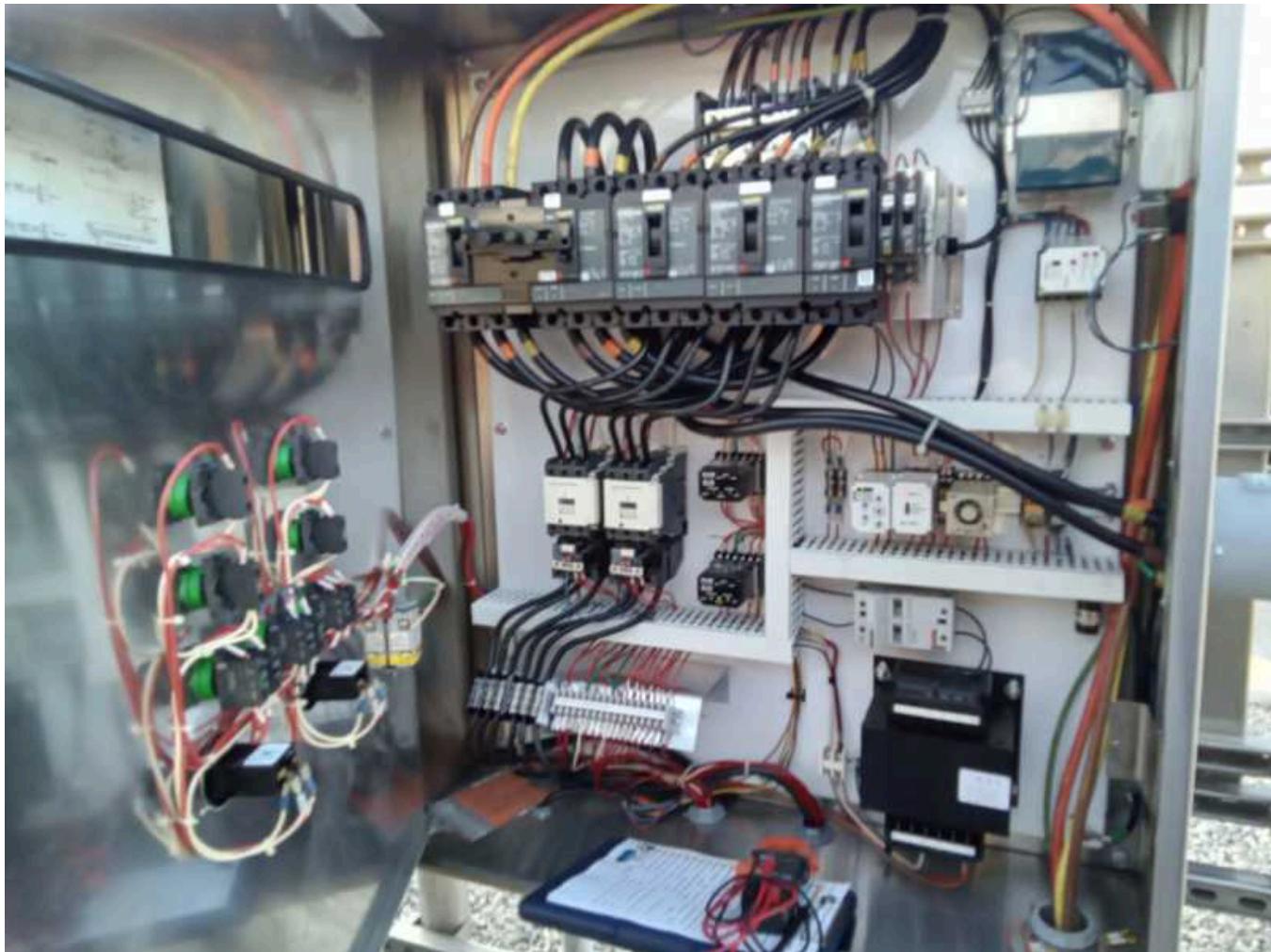
Tech Notes

Performed a Lift Station inspection. Work performed today included: Performed lift station inspection.

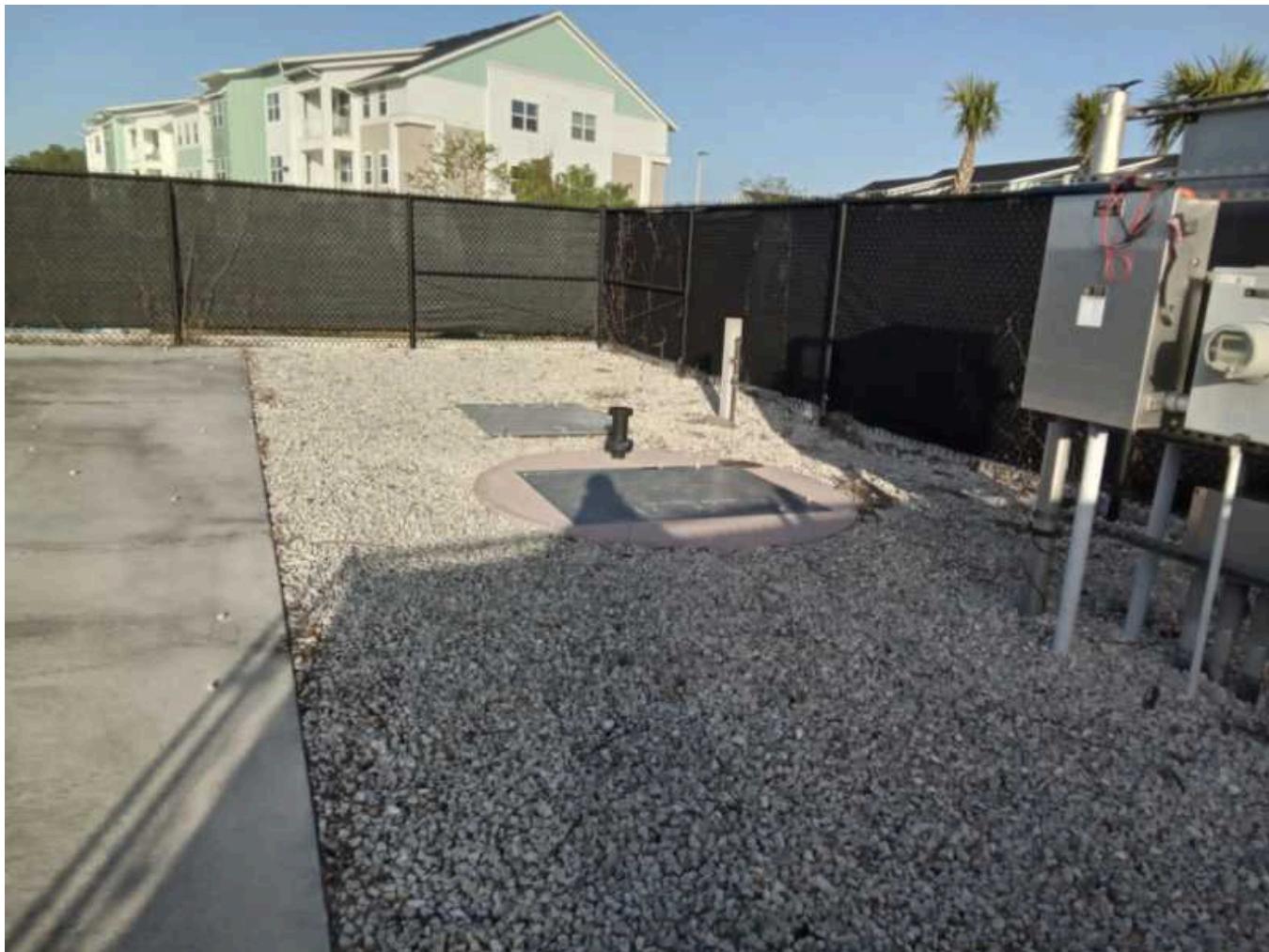
Customer not on site

X

Customer Signature









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WIND RIVER
ENVIRONMENTAL

A Wind River Environmental Company

We Keep Life Flowing!

Customer Service Report

We appreciate your business!

For Emergencies Call
800-499-1682

This is not an invoice.

Customer Information

Name: Poitras East Community District
Customer Id: 2643477
Email: LaneA@pfm.com
Phone: 407-723-5925
Payment Type: Invoice

Service Information

WO #: 8487063194
Service Type: Inspections
Service Date: 05/29/2025
Service Time: 8:17 AM - 8:33 AM
Tech Name: Memphis Rudisill

Location Information

Site Name: LS - Lake Nona
Greenwood
Address:
14068 Hesse Road
Orlando, FL 32827
Name: Jeff/OFC
Email: LaneA@pfm.com
jjnewton@dwma.com
Phone: 407-644-4068

Service Description

| Service Description | Qty | Unit Price | Ext. Price |
|---|------|------------|--------------------|
| Energy Charge | 1.00 | \$25.0000 | \$25.00 |
| Inspect-C-Service Call-Lift Station (Eval 1st hour) | 1.00 | \$150.0000 | \$150.00 |
| | | | Subtotal: \$175.00 |
| | | | Tax: \$0.00 |
| | | | Total: \$175.00 |

System Recommendations

No system recommendations

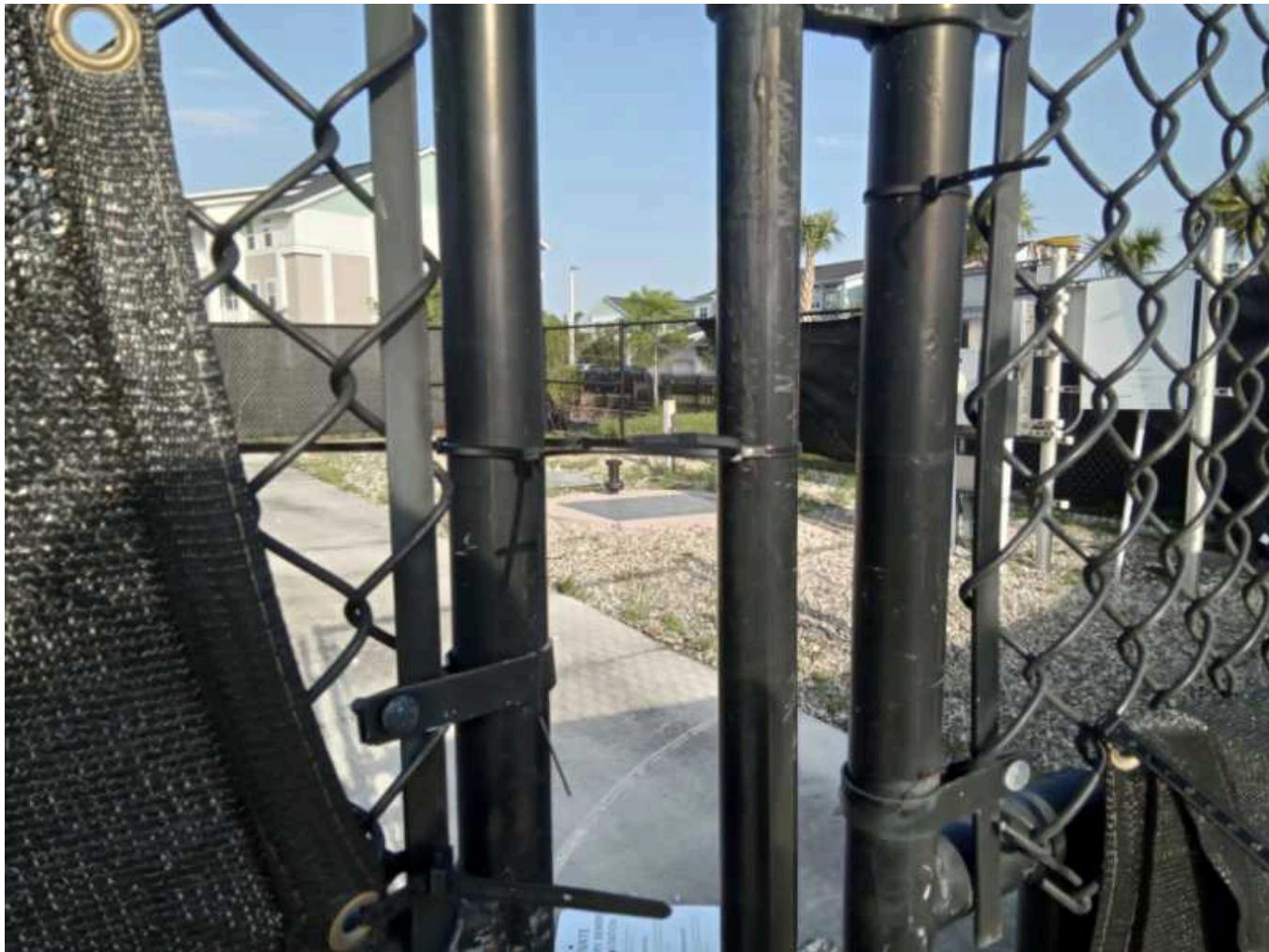
Tech Notes

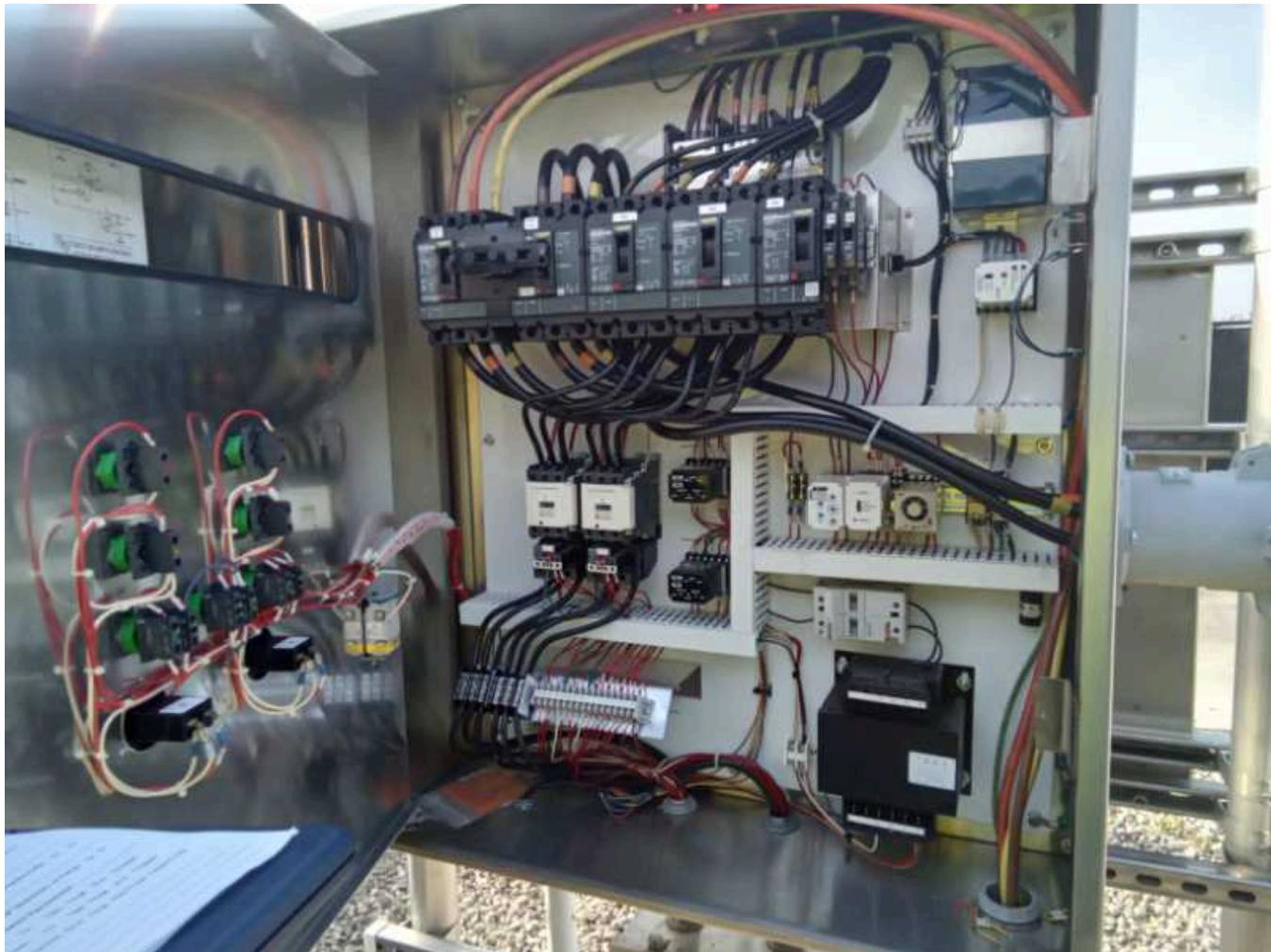
Performed a Lift Station inspection. Work performed today included: Performed lift station inspection.

Customer not on site

X

Customer Signature







| | | | | | | | | | |
|--|--|---------------|--|----------------|--|-----------------|--|----------------|--|
| CUSTOMER: 544-25 | | DATE: 5/24/25 | | TIME: 10:00 AM | | STATION: 544-25 | | REPORT: 544-25 | |
| CHECKED OK/GOOD AT THIS TIME | | | | REASON: 100% | | REASON: 100% | | REASON: 100% | |
| EXTERIOR | | | | | | | | | |
| <input checked="" type="checkbox"/> Emergency Services Contact Signage Present & Visible <input checked="" type="checkbox"/> Yes If Other Services Provider _____ <input checked="" type="checkbox"/> Crane Access to Station: <input checked="" type="checkbox"/> No Vehicles/Other Disturbances Present: <input checked="" type="checkbox"/> No Vegetation Clear for Safe Crane Operation: <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> Safety Lock on Fence: <input checked="" type="checkbox"/> No Combination: <input checked="" type="checkbox"/> Yes Safety Lock on Mast Wall: <input checked="" type="checkbox"/> No Combination: _____ <input checked="" type="checkbox"/> Safety Lock on Panel: <input checked="" type="checkbox"/> Yes Combination: _____ Safety Lock on Valve Box: <input checked="" type="checkbox"/> Yes Combination: _____ <input checked="" type="checkbox"/> Increasing Voltage to Control Panel: <input checked="" type="checkbox"/> Yes Reporting Main Power Shut Off for Panel Function: <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Pump 1 Amperage: <input checked="" type="checkbox"/> Yes Pump 1 Hours: <input checked="" type="checkbox"/> Yes Pump 2 Amperage: <input checked="" type="checkbox"/> Yes Pump 2 Hours: <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> Condition of Relays: <input checked="" type="checkbox"/> OK Condition of Phase Monitor: <input checked="" type="checkbox"/> OK <input checked="" type="checkbox"/> Condition of Fuses: <input checked="" type="checkbox"/> OK Condition of Alarmator: <input checked="" type="checkbox"/> OK Voltage: _____ <input checked="" type="checkbox"/> Battery Back Up Present for Emergency Alarm & Beacon: <input checked="" type="checkbox"/> No Condition: <input checked="" type="checkbox"/> OK Beacon Visible from a Pedestrian Area: <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> Emergency Flashing Light Beacon Present: <input checked="" type="checkbox"/> No Condition: <input checked="" type="checkbox"/> OK Heard from a Pedestrian Area: <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> Emergency High Decibel Alarm Present: <input checked="" type="checkbox"/> No Condition: <input checked="" type="checkbox"/> OK | | | | | | | | | |
| INTERIOR | | | | | | | | | |
| <input checked="" type="checkbox"/> Interior of the Wet Wall Clean <input checked="" type="checkbox"/> No Holes Found: <input checked="" type="checkbox"/> No Dripping/Moist on Surface: <input checked="" type="checkbox"/> No Wet Wall Mass Accumulation: <input checked="" type="checkbox"/> No Plastic Products: <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Float Switch 1: <input checked="" type="checkbox"/> Yes Float Switch 2: <input checked="" type="checkbox"/> Yes Float Switch 3: <input checked="" type="checkbox"/> Yes Float Switch 4: <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> Turn On All Pumps, Drain Lift Station Well & Check MEGGER Value for All Pumps: <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> Is "Bleeding" Present: <input checked="" type="checkbox"/> Yes Was Any Evidence of "Cavitation" Found: <input checked="" type="checkbox"/> No All Pumps Operating Normally: <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> Guide Rail System Present & in Good Condition: <input checked="" type="checkbox"/> Yes No Comments: _____ <input checked="" type="checkbox"/> Hoisting System Present: <input checked="" type="checkbox"/> Yes No Hoist Type: <input checked="" type="checkbox"/> Chain Other: _____ Ropes or Other "Hoisting" Mechanism on Pumps: <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Valve System Pipe Material: Ductile Iron Schedule 80 Schedule 40 H.D.P.L. Valve System Pipe Diameter: <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> Check Valves & Condition of Check Valves: <input checked="" type="checkbox"/> OK Material: Plastic <input checked="" type="checkbox"/> Yes Type: <input checked="" type="checkbox"/> Clamp <input checked="" type="checkbox"/> Glue <input checked="" type="checkbox"/> Threaded <input checked="" type="checkbox"/> Isolation Valves & Condition of Isolation Valves: <input checked="" type="checkbox"/> OK Material: Plastic <input checked="" type="checkbox"/> Yes Type: <input checked="" type="checkbox"/> Clamp <input checked="" type="checkbox"/> Glue <input checked="" type="checkbox"/> Threaded <input checked="" type="checkbox"/> Bypass Port Present: <input checked="" type="checkbox"/> No Diameter: <input checked="" type="checkbox"/> 4 Connection Type: <input checked="" type="checkbox"/> Cinch <input checked="" type="checkbox"/> Suer <input checked="" type="checkbox"/> Flange <input checked="" type="checkbox"/> Male Thread <input checked="" type="checkbox"/> Female Thread | | | | | | | | | |
| RECOMMENDATIONS: | | | | | | | | | |



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Customer Service Report

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Customer Information

Name: Poitras East Community District
Customer Id: 2643477
Email: LaneA@pfm.com
Phone: 407-723-5925
Payment Type: Invoice

Service Information

WO #: 8487066325
Service Type: Inspections
Service Date: 06/11/2025
Service Time: 12:19 PM - 12:44 PM
Tech Name: Memphis Rudisill

Location Information

Site Name: LS - Lake Nona
Greenwood
Address:
14068 Hesse Road
Orlando, FL 32827
Name: Jeff/OFC
Email: LaneA@pfm.com
jjnewton@dwma.com
Phone: 407-644-4068

Service Description

| Service Description | Qty | Unit Price | Ext. Price |
|---|------|------------|--------------------|
| Energy Charge | 1.00 | \$25.0000 | \$25.00 |
| Inspect-C-Service Call-Lift Station (Eval 1st hour) | 1.00 | \$150.0000 | \$150.00 |
| | | | Subtotal: \$175.00 |
| | | | Tax: \$0.00 |
| | | | Total: \$175.00 |

System Recommendations

No system recommendations

Tech Notes

Performed a Lift Station inspection. Work performed today included: Performed lift station inspection.

Customer not on site

X
Customer Signature







| PT STATION PREVENTATIVE MAINTENANCE & INSPECTION REPORT | | | | | |
|--|--|---|-------------------------|--|--|
| CUSTOMER: LAKE LURE | | TIME: 10:00 AM | LOCATION: LAKE LURE, NC | W.D. 818-14125 | |
| DAYS: 12-11-29 | | CHECKED OUT/IN AT THIS TIME | | CAUTION - MAY REQUIRE FUTURE ATTENTION | |
| EXTERIOR | | | | STAFFED | |
| <input type="checkbox"/> Emergency Services Contact Signage Present & Visible <input type="radio"/> Yes <input type="radio"/> No <input type="checkbox"/> If Other Service Provider _____ | | <input type="checkbox"/> Vehicles/Other Obstructions Present <input type="radio"/> Yes <input type="radio"/> No <input type="checkbox"/> Vegetation Clear for Safe Drain Operation <input type="radio"/> Yes <input type="radio"/> No | | | |
| <input type="checkbox"/> Crane Access to Station <input type="radio"/> Yes <input type="radio"/> No | | <input type="checkbox"/> Safety Lock on Fence <input type="radio"/> Yes <input type="radio"/> No <input type="checkbox"/> Combination: <u>LOCK</u> | | Safety Lock on Wet Well: <input type="radio"/> Yes <input type="radio"/> No <input type="checkbox"/> Combination | |
| <input type="checkbox"/> Safety Lock on Panel: <input type="radio"/> Yes <input type="radio"/> No <input type="checkbox"/> Combination | | | | Safety Lock on Valve Box: <input type="radio"/> Yes <input type="radio"/> No <input type="checkbox"/> Combination | |
| <input type="checkbox"/> Incoming Voltage to Control Panel: <u>120</u> | | <input type="checkbox"/> Incoming Main Power Shut Off for Panel Functionality: <input type="radio"/> Yes <input type="radio"/> No | | | |
| <input type="checkbox"/> Pump 1 Amperage: <u>15A</u> Pump 1 Hours: <u>0:00</u> | | <input type="checkbox"/> Pump 2 Amperage: <u>45</u> Pump 2 Hours: <u>0:00</u> | | | |
| <input type="checkbox"/> Condition of Relays: <u>OK</u> | | <input type="checkbox"/> Condition of Phase Monitor: <u>OK</u> | | | |
| <input type="checkbox"/> Condition of Fuses: <u>OK</u> | | <input type="checkbox"/> Condition of Alternator: <u>OK</u> | | | |
| <input type="checkbox"/> Battery Back Up Present for Emergency Alarm & Reason: <input type="radio"/> Yes <input type="radio"/> No Condition: <u>OK</u> Voltage: _____ | | | | | |
| <input type="checkbox"/> Emergency Flashing Light Station Present: <input type="radio"/> Yes <input type="radio"/> No Condition: <u>OK</u> | | <input type="checkbox"/> Beacon Visible from a Protection Area: <input type="radio"/> Yes <input type="radio"/> No | | | |
| <input type="checkbox"/> Emergency High Decibel Alarm Present: <input type="radio"/> Yes <input type="radio"/> No Condition: <u>OK</u> | | | | Hear from a Protection Area: <input type="radio"/> Yes <input type="radio"/> No | |
| <input type="checkbox"/> Interior of the Wet Well Clean: <input type="radio"/> Yes <input type="radio"/> No Issues Found: <u>Grease/Mat on Surface</u> | | | | Wet Well Mass Accumulation: <input type="radio"/> Yes <input type="radio"/> No <input type="checkbox"/> Plastic Products | |
| <input type="checkbox"/> Float Switch 1: <u>OK</u> Float Switch 2: <u>OK</u> | | <input type="checkbox"/> Float Switch 3: <u>OK</u> Float Switch 4: <u>OK</u> | | | |
| <input type="checkbox"/> Turn On All Pumps, Drain Lift Station Well & Check MGD/HR Value for All Pumps: _____ | | | | | |
| <input type="checkbox"/> Is "Blowby" Present: Yes <input type="radio"/> Yes <input type="radio"/> No | | <input type="checkbox"/> Was Any Evidence of "Cavitation" Found: Yes <input type="radio"/> Yes <input type="radio"/> No | | All Pumps Operating Normally: <input type="radio"/> Yes <input type="radio"/> No | |
| <input type="checkbox"/> Guide Rail System Present & in Good Condition: <input type="radio"/> Yes <input type="radio"/> No Comments: _____ | | | | | |
| <input type="checkbox"/> Hoisting System Present: <input type="radio"/> Yes <input type="radio"/> No Hoist Type: <u>Chain/Cable</u> Rungs: <u>4</u> Handles or Other "Rocking" Mechanism on Pump: <input type="radio"/> Yes <input type="radio"/> No | | | | | |
| <input type="checkbox"/> Valve System Pipe Material: <u>Ductile Iron</u> Schedule: <u>80</u> Schedule: <u>40</u> H.D.P.E. Valve System Pipe Diameter: <u>4"</u> | | | | | |
| <input type="checkbox"/> Check Valves & Condition of Check Valves: <u>OK</u> Material: <u>Plastic</u> Type: <u>Forgi</u> Glue: <input type="radio"/> Yes <input type="radio"/> No Threaded | | | | | |
| <input type="checkbox"/> Isolation Valves & Condition of Isolation Valves: <u>OK</u> Material: <u>Plastic</u> Type: <u>Forgi</u> Glue: <input type="radio"/> Yes <input type="radio"/> No Threaded | | | | | |
| <input type="checkbox"/> Bypass Port Present: <input type="radio"/> Yes <input type="radio"/> No Diameter: <u>4"</u> Connection Type: <u>Camlock/Isobar, Flange, Male Thread, Female Thread</u> | | | | | |
| RECOMMENDATIONS: | | | | | |
|  BROWNIE'S SEPTIC & PLUMBING SETTING THE NEW STANDARD | | | | | |
| ALL IN ONE SEPTIC | | | | | |



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Customer Service Report

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800-499-1682

This is not an invoice.

Customer Information

Name: Poitras East Community District
Customer Id: 2643477
Email: LaneA@pfm.com
Phone: 407-723-5925
Payment Type: Invoice

Service Information

WO #: 8487069999
Service Type: Inspections
Service Date: 07/09/2025
Service Time: 2:52 PM - 3:19 PM
Tech Name: Memphis Rudisill

Location Information

Site Name: LS - Lake Nona
Greenwood
Address:
14068 Hesse Road
Orlando, FL 32827
Name: Jeff/OFC
Email: LaneA@pfm.com
jjnewton@dwma.com
Phone: 407-644-4068

Service Description

| Service Description | Qty | Unit Price | Ext. Price |
|---|------|------------|--------------------|
| Inspect-C-Service Call-Lift Station (Eval 1st hour) | 1.00 | \$150.0000 | \$150.00 |
| Energy Charge | 1.00 | \$25.0000 | \$25.00 |
| | | | Subtotal: \$175.00 |
| | | | Tax: \$0.00 |
| | | | Total: \$175.00 |

System Recommendations

No system recommendations

Location Comments

No location comments

Tech Notes

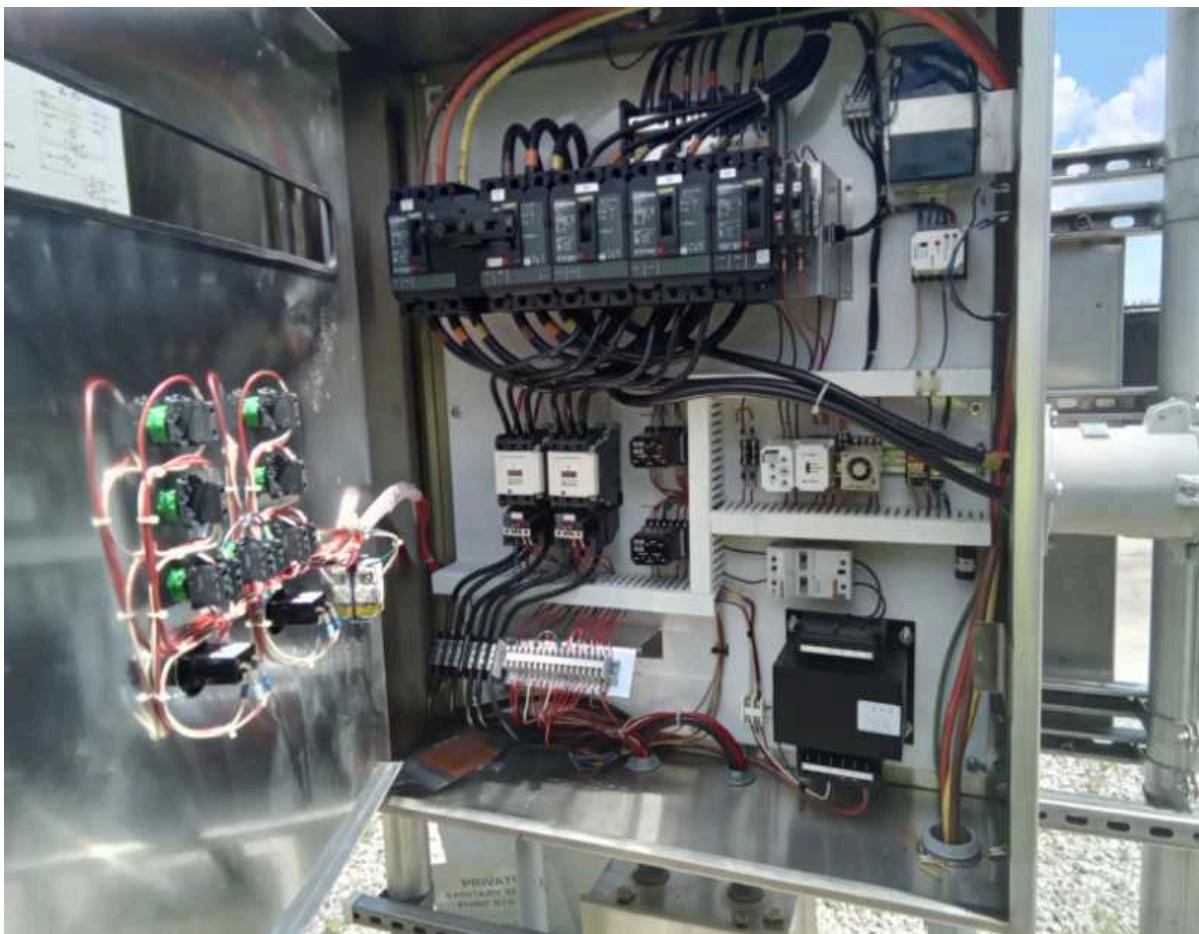
Cover was accessed and properly secured. Performed a Lift Station inspection. Work performed today included: Performed lift station inspection.

Customer not on site

X
Customer Signature



Generated on : 07/09/2025 02:53 PM



Generated on : 07/09/2025 02:53 PM



Generated on : 07/09/2025 02:56 PM



Generated on : 07/09/2025 03:01 PM



Generated on : 07/09/2025 03:04 PM



Generated on : 07/09/2025 03:05 PM

LAWRENCE MAINTENANCE & INSPECTION REPORT

CUSTOMER: LAKE NOKOMIS 1000 HOLLOW HOLLOW RD 37873 WOS: 842-30449

DATE: 7-9-15 TIME: MECHANIC: W.L. STATION: 6

CHECKED ON/GOOD AT THIS TIME CAUTION: MAY REQUIRE FUTURE ATTENTION UNSAFE OR REQUIRES IMMEDIATE ATTENTION

EXTerior

- Emergency Services Contact Signage Present & Visible: Yes/No If Other Service Provider: _____
- Crane Access to Station: Yes/No Vehicles/Other Obstructions Present: Yes/No Vegetation Clear for Safe Crane Operation: Yes/No
- Safety Lock on Fence: Yes/No Combination: 4449 Safety Lock on Wet Well: Yes/No Combination: _____
- Safety Lock on Panel: Yes/No Combination: _____ Safety Lock on Valve Box: Yes/No Combination: _____

PLATES

- Incoming Voltage to Control Panel: 485 Incoming Main Power Shut Off for Panel Functional: Yes/No
- Pump 1 Amperage: 0.47 Pump 1 Hours: 0.05 Pump 2 Amperage: 0.55 Pump 2 Hours: 0.14
- Condition of Relays: OK Condition of Phase Monitor: OK
- Condition of Fuses: OK Condition of Alternator: OK
- Battery Back Up Present for Emergency Alarm & Beacon: Yes/No Condition: OK Voltage: _____
- Emergency Flashing Light Beacon Present: Yes/No Condition: OK Reason Visible from a Pedestrian Area: Yes/No
- Emergency High Decibel Alarm Present: Yes/No Condition: OK Heard from a Pedestrian Area: Yes/No

WET WELL

- Interior of the Wet Well Clean: Yes/No Issues Found: Grease Mat on Surface Wet Wipe Mass Accumulation: Plastic Products
- Float Switch 1: FAIR Float Switch 2: FAIR Float Switch 3: FAIR Float Switch 4: FAIR
- Turn On All Pumps, Drain Lift Station Well & Check MEGGER Value for All Pumps: _____
- Is "Blowby" Present: Yes/No Was Any Evidence of "Cavitation" Found: Yes/No All Pumps Operating Normally: Yes/No
- Guide Rail System Present & In Good Condition: Yes/No Comments: _____
- Hoisting System Present: Yes/No Hoist Type: Cables Rings Handles or Other "Hooking" Mechanism on Pumps: Yes/No
- Valve System Pipe Material: Ductile Iron Schedule 80 Schedule 40 H.D.P.E. Valve System Pipe Diameter: 4
- Check Valves & Condition of Check Valves: OK Material: Plastic Type: Flange Glue Threaded
- Isolation Valves & Condition of Isolation Valves: OK Material: Plastic Type: Flange Glue Threaded
- Bypass Port Present: Yes/No Diameter: _____ Connection Type: Camlock Bauer Flange Male-Thread Female-Thread

RECOMMENDATIONS: NEXT TIME WELL NETS CLEANED... MAKE SURE TO ALSO CLEAN FLOATS! THEY'RE COVERED IN GREASE.

BROWNIE'S SEPTIC & PLUMBING
SETTING THE NEW STANDARD
& **ALL FLORIDA SEPTIC**

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Wet Well Clean: Yes/No Issues Found: Grease Mat on Surface Heard from a Pedestrian Area: Yes/No

Float Switch 1: FAIR Float Switch 2: FAIR Float Switch 3: FAIR Float Switch 4: FAIR

Turn On All Pumps, Drain Lift Station Well & Check MEGGER Value for All Pumps: _____

Is "Blowby" Present: Yes/No Was Any Evidence of "Cavitation" Found: Yes/No All Pumps Operating Normally: Yes/No

Guide Rail System Present & In Good Condition: Yes/No Comments: _____

Hoisting System Present: Yes/No Hoist Type: Cables Rings Handles or Other "Hooking" Mechanism on Pumps: Yes/No

Valve System Pipe Material: Ductile Iron Schedule 80 Schedule 40 H.D.P.E. Valve System Pipe Diameter: 4

Check Valves & Condition of Check Valves: OK Material: Plastic Type: Flange Glue Threaded

Isolation Valves & Condition of Isolation Valves: OK Material: Plastic Type: Flange Glue Threaded

Bypass Port Present: Yes/No Diameter: _____ Connection Type: Camlock Bauer Flange Male-Thread Female-Thread

RECOMMENDATIONS: NEXT TIME WELL NETS CLEANED... MAKE SURE TO ALSO CLEAN FLOATS! THEY'RE COVERED IN GREASE.

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& **ALL FLORIDA SEPTIC**

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Customer Information

Name: Poitras East Community District
Customer Id: 2643477
Email: LaneA@pfm.com
Phone: 407-723-5925
Payment Type: Invoice

Service Information

WO #: 8487073499
Service Type: Inspections
Service Date: 08/14/2025
Service Time: 12:12 PM - 12:17 PM
Tech Name: Memphis Rudisill

Location Information

Site Name: LS - Lake Nona
Greenwood
Address:
14068 Hesse Road
Orlando, FL 32827
Name: Jeff/OFC
Email: LaneA@pfm.com
jjnewton@dwma.com
Phone: 407-644-4068

Service Description

| Service Description | Qty | Unit Price | Ext. Price |
|---|------|------------|--------------------|
| Inspect-C-Service Call-Lift Station (Eval 1st hour) | 1.00 | \$150.0000 | \$150.00 |
| Energy Charge | 1.00 | \$25.0000 | \$25.00 |
| | | | Subtotal: \$175.00 |
| | | | Tax: \$0.00 |
| | | | Total: \$175.00 |

System Recommendations

No system recommendations

Location Comments

No location comments

Tech Notes

Performed a Lift Station inspection. Work performed today included: Came to perform live station inspection. I don't know if they change the lock but regular code does not work. I tried all Florida's code. I tried partial address code. Nothing opens the lock need updated code.

Customer not on site

X
Customer Signature



Generated on : 08/14/2025 12:16 PM



Generated on : 08/14/2025 12:16 PM



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Customer Information

Name: Poitras East Community District
Customer Id: 2643477
Email: LaneA@pfm.com
Phone: 407-723-5925
Payment Type: Invoice

Service Information

WO #: 8487076644
Service Type: Inspections
Service Date: 09/10/2025
Service Time: 11:16 AM - 11:26 AM
Tech Name: Atlas Reeves

Location Information

Site Name: LS - Lake Nona
Greenwood
Address:
14068 Hesse Road
Orlando, FL 32827
Name: Jeff/OFC
Email: LaneA@pfm.com
jjnewton@dwma.com
Phone: 407-644-4068

Service Description

| Service Description | Qty | Unit Price | Ext. Price |
|---|------|------------|--------------------|
| Inspect-C-Service Call-Lift Station (Eval 1st hour) | 1.00 | \$150.0000 | \$150.00 |
| Energy Charge | 1.00 | \$25.0000 | \$25.00 |
| | | | Subtotal: \$175.00 |
| | | | Tax: \$0.00 |
| | | | Total: \$175.00 |

System Recommendations

No system recommendations

Location Comments

LS code: 0131

Tech Notes

Cover was accessed and properly secured. Performed a Lift Station inspection. Work performed today included: Cover was accessed and properly secured. Performed a Lift Station inspection. Work performed today included: Inspection of wet well and valve box and panel and ran station through a complete cycle to insure the station is working as it should. Technician found both pumps to be pulling around 53 amps.

Customer not on site

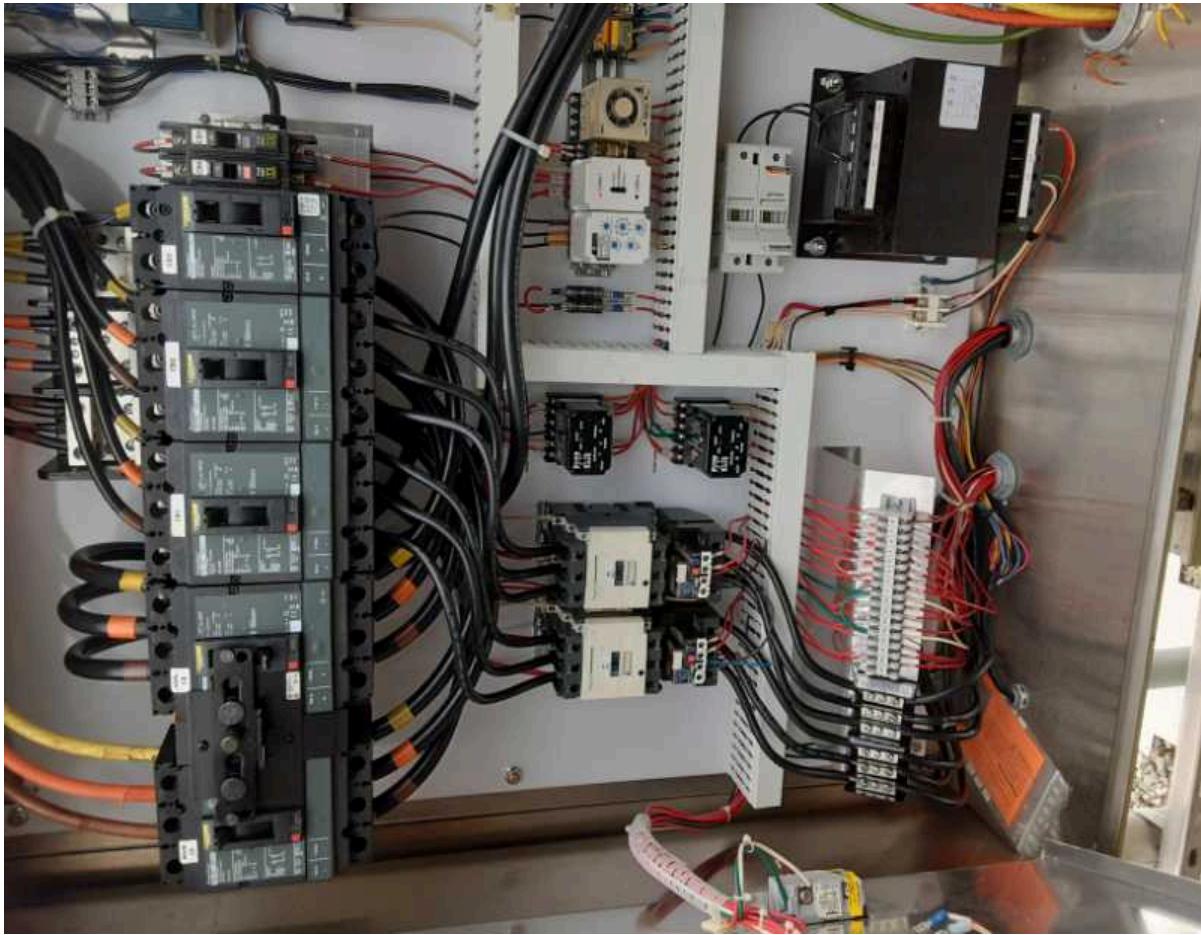
X
Customer Signature



Generated on : 09/10/2025 11:17 AM



Generated on : 09/10/2025 11:17 AM



Generated on : 09/10/2025 11:18 AM



Generated on : 09/10/2025 11:19 AM



Generated on : 09/10/2025 11:19 AM



Generated on : 09/10/2025 11:21 AM



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Customer Information

Name: Poitras East Community District
Customer Id: 2643477
Email: LaneA@pfm.com
Phone: 407-723-5925
Payment Type: Invoice

Service Information

WO #: 8487076644
Service Type: Inspections
Service Date: 09/10/2025
Service Time: 11:16 AM - 11:26 AM
Tech Name: Atlas Reeves

Location Information

Site Name: LS - Lake Nona
Greenwood
Address:
14068 Hesse Road
Orlando, FL 32827
Name: Jeff/OFC
Email: LaneA@pfm.com
jjnewton@dwma.com
Phone: 407-644-4068

Service Description

| Service Description | Qty | Unit Price | Ext. Price |
|---|------|------------|--------------------|
| Inspect-C-Service Call-Lift Station (Eval 1st hour) | 1.00 | \$150.0000 | \$150.00 |
| Energy Charge | 1.00 | \$25.0000 | \$25.00 |
| | | | Subtotal: \$175.00 |
| | | | Tax: \$0.00 |
| | | | Total: \$175.00 |

System Recommendations

No system recommendations

Location Comments

LS code: 0131

Tech Notes

Cover was accessed and properly secured. Performed a Lift Station inspection. Work performed today included: Cover was accessed and properly secured. Performed a Lift Station inspection. Work performed today included: Inspection of wet well and valve box and panel and ran station through a complete cycle to insure the station is working as it should. Technician found both pumps to be pulling around 53 amps.

Customer not on site

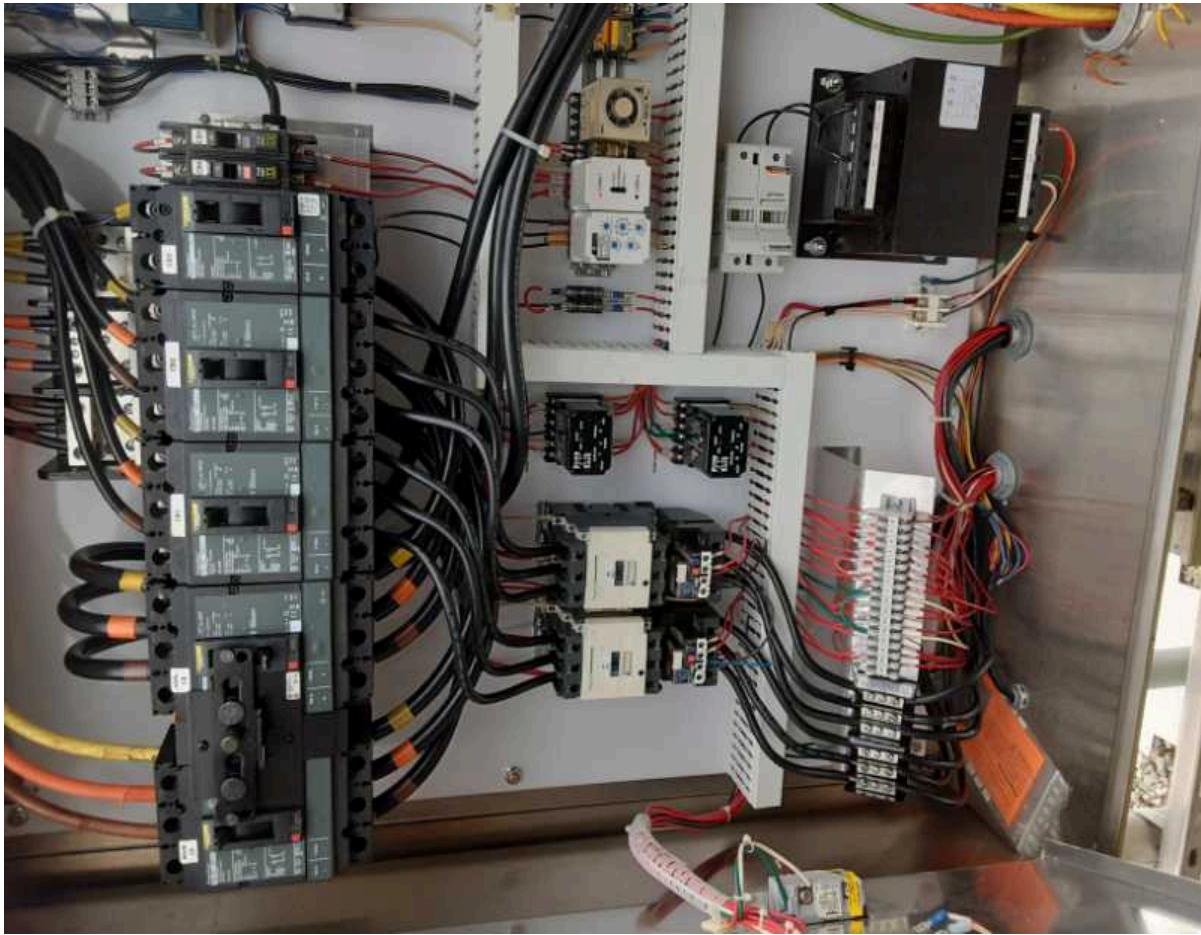
X
Customer Signature



Generated on : 09/10/2025 11:17 AM



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Generated on : 09/10/2025 11:18 AM



Generated on : 09/10/2025 11:19 AM



Generated on : 09/10/2025 11:19 AM



Generated on : 09/10/2025 11:21 AM



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This is not an invoice.

Customer Information

Name: Poitras East Community District
Customer Id: 2643477
Email: LaneA@pfm.com
Phone: 407-723-5925
Payment Type: Check

Service Information

WO #: 8487091343
Service Type: Repairs
Service Date: 09/26/2025
Service Time: 2:18 PM - 2:28 PM
Tech Name: Atlas Reeves

Location Information

Site Name: LS - Lake Nona
Greenwood
Address:
14068 Progression Way
Orlando, FL 32827
Name: Jeff/OFC
Email: LaneA@pfm.com
jjnewton@dwma.com
Phone: 407-644-4068

Service Description

Qty

Unit Price

Ext. Price

| | | | |
|-----------------------|------|-----------|--------|
| Repair-C-Lift Station | 1.00 | \$0.0000 | \$0.00 |
| | | Subtotal: | \$0.00 |
| | | Tax: | \$0.00 |
| | | Total: | \$0.00 |

System Recommendations

No system recommendations

Location Comments

LS code: 0131

Tech Notes

Cover was accessed and properly secured. Work performed today included: Cover was accessed and properly secured. Performed a Lift Station inspection. Work performed today included: Inspection of wet well and valve box and panel and ran station through a complete cycle to insure the station is working as it should. Technician found both pumps to be pulling around 50 amps. Technician recommending float switches be replaced due to the age and condition of float switches. Technician recommending alarm battery backup be replaced due to low voltage.

Customer not on site

X
Customer Signature



Generated on : 09/26/2025 02:18 PM



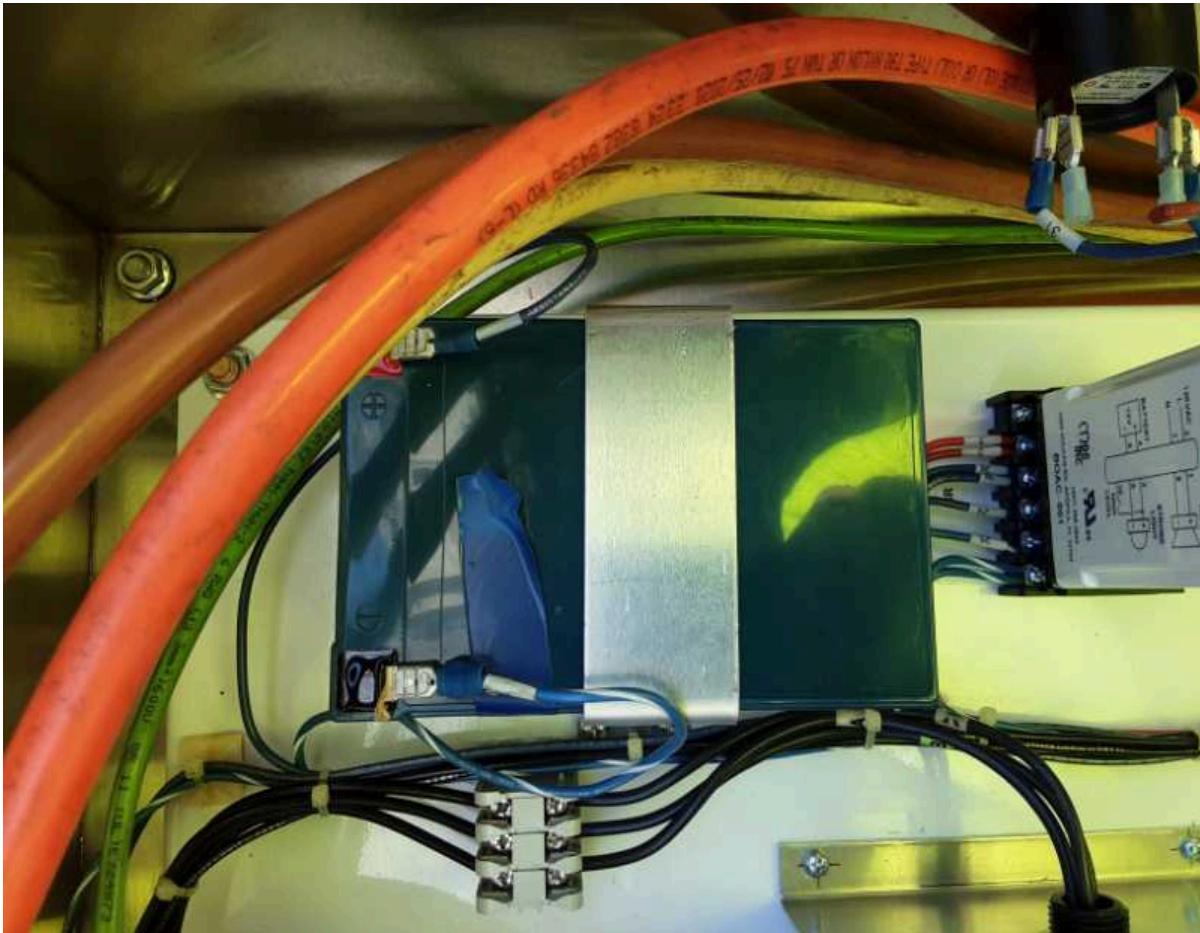
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Poitras East Community Development District

**Operation and Maintenance Expenditures Paid in
November 2025 in an amount totaling \$38,324.98**

**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 November 1, 2025 through November 30, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **\$38,324.98**

Approval of Expenditures:

Chairman

Vice Chairman

Assistant Secretary

Poitras East CDD
 AP Check Register (Current by Bank)
 Check Dates: 11/1/2025 to 11/30/2025

| Check No. | Date | Status* | Vendor ID | Payee Name | Amount |
|---|----------|---------|-----------|------------------------------|---------------------------|
| BANK ID: OM1705 - CITY NATIONAL BANK | | | | | 001-101-0000-00-01 |
| 1902 | 11/06/25 | P | BERMAN | Berman Construction | \$1,200.00 |
| 1903 | 11/06/25 | P | BSCHAD | Brent Schademan | \$200.00 |
| 1904 | 11/06/25 | P | CEPRA | Cepra Landscape | \$18,850.33 |
| 1905 | 11/06/25 | P | FAC | Fire Ant Control | \$595.00 |
| 1906 | 11/06/25 | P | FPARIS | Francis Paris, Jr. | \$200.00 |
| 1907 | 11/06/25 | P | KUTAK | Kutak Rock | \$1,389.12 |
| 1908 | 11/06/25 | P | PFMGC | PFM Group Consulting | \$3,253.22 |
| 1909 | 11/06/25 | P | RDOMIN | Ron Domingue | \$200.00 |
| 1910 | 11/06/25 | P | VGLOBA | VGlobalTech | \$445.00 |
| 1911 | 11/12/25 | P | BCID | Boggy Creek Improv. District | \$47.65 |
| 1912 | 11/12/25 | P | DONMC | Donald W McIntosh Associates | \$3,817.08 |
| 1913 | 11/12/25 | P | KUTAK | Kutak Rock | \$1,893.33 |
| 1914 | 11/12/25 | P | ORLSEN | Orlando Sentinel | \$283.18 |
| BANK OM1705 REGISTER TOTAL: | | | | | \$32,373.91 |

| | | | | | |
|---|----------|---|--------|--------------------------------|---------------------------|
| BANK ID: OM-ACH - CITY NATIONAL BANK - ACH & WIRES | | | | | 001-101-0000-00-01 |
| 70034 | 11/06/25 | M | FLOCOM | FloridaCommerce | \$175.00 |
| 70035 | 11/12/25 | M | WRE | Wind River Environmental | \$175.00 |
| 70036 | 11/12/25 | M | TRUSTE | US Bank as Trustee for Poitras | \$2,486.42 |
| **70038 | 11/20/25 | M | OUC | Orlando Utilities Commission | \$5,601.07 |
| BANK OM-ACH REGISTER TOTAL: | | | | | \$8,437.49 |

GRAND TOTAL : **\$40,811.40**

| | |
|-----------|---|
| 32,373.91 | Checks 1902-1914 |
| 2,486.42 | Debt Service Wire |
| 175.00 | PA 306 - FloridaCommerce paid online |
| 175.00 | PA 309 - Wind River Environmental paid online |
| 5,601.07 | PA 310 - OUC paid online |
| 40,811.40 | Total cash spent |
| 38,324.98 | 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 CDD
November 2025 AP Remittance Report

| | | | | | | | | | |
|--------------|-----------------------|---------------|-------|--------------------------------|-------------|--------------|----------|-----------------------|--------------------|
| BANK: | OM-ACH | CHECK: | 70034 | AMOUNT: | \$175.00 | DATE: | 11/06/25 | VEND ID: | FLOCOM |
| Date | Invoice Number | | | Invoice Description | | | | Discount Taken | Amount Paid |
| 10/01/25 | 93405 | | | PA 306 - FY 2026 special distr | | | | \$0.00 | \$175.00 |
| | | | | TOTALS: | | | | \$0.00 | \$175.00 |
| BANK: | OM1705 | CHECK: | 1902 | AMOUNT: | \$1,200.00 | DATE: | 11/06/25 | VEND ID: | BERMAN |
| Date | Invoice Number | | | Invoice Description | | | | Discount Taken | Amount Paid |
| 10/01/25 | 91754 | | | PA 305 - Oct. lift station mai | | | | \$0.00 | \$200.00 |
| 10/01/25 | 91756 | | | PA 305 - Oct. irrigation speci | | | | \$0.00 | \$500.00 |
| 10/01/25 | 91756 | | | PA 305 - Oct. administrator ag | | | | \$0.00 | \$500.00 |
| | | | | TOTALS: | | | | \$0.00 | \$1,200.00 |
| BANK: | OM1705 | CHECK: | 1903 | AMOUNT: | \$200.00 | DATE: | 11/06/25 | VEND ID: | BSCHAD |
| Date | Invoice Number | | | Invoice Description | | | | Discount Taken | Amount Paid |
| 10/21/25 | 2025.10.21 | | | PA 308 - Supervisor fee 2025.1 | | | | \$0.00 | \$200.00 |
| | | | | TOTALS: | | | | \$0.00 | \$200.00 |
| BANK: | OM1705 | CHECK: | 1904 | AMOUNT: | \$18,850.33 | DATE: | 11/06/25 | VEND ID: | CEPRA |
| Date | Invoice Number | | | Invoice Description | | | | Discount Taken | Amount Paid |
| 10/01/25 | O-S8893 | | | PA 305 - Oct. landscaping | | | | \$0.00 | \$18,850.33 |
| | | | | TOTALS: | | | | \$0.00 | \$18,850.33 |
| BANK: | OM1705 | CHECK: | 1905 | AMOUNT: | \$595.00 | DATE: | 11/06/25 | VEND ID: | FAC |
| Date | Invoice Number | | | Invoice Description | | | | Discount Taken | Amount Paid |
| 10/16/25 | 29594 | | | PA 307 - Fire ant control | | | | \$0.00 | \$595.00 |
| | | | | TOTALS: | | | | \$0.00 | \$595.00 |
| BANK: | OM1705 | CHECK: | 1906 | AMOUNT: | \$200.00 | DATE: | 11/06/25 | VEND ID: | FPARIS |
| Date | Invoice Number | | | Invoice Description | | | | Discount Taken | Amount Paid |
| 10/21/25 | 2025.10.21 | | | PA 308 - Supervisor fee 2025.1 | | | | \$0.00 | \$200.00 |
| | | | | TOTALS: | | | | \$0.00 | \$200.00 |
| BANK: | OM1705 | CHECK: | 1907 | AMOUNT: | \$1,389.12 | DATE: | 11/06/25 | VEND ID: | KUTAK |
| Date | Invoice Number | | | Invoice Description | | | | Discount Taken | Amount Paid |
| 10/10/25 | 3639690 | | | PA 307 - Gen. legal thru 08/31 | | | | \$0.00 | \$1,389.12 |
| | | | | TOTALS: | | | | \$0.00 | \$1,389.12 |
| BANK: | OM1705 | CHECK: | 1908 | AMOUNT: | \$3,253.22 | DATE: | 11/06/25 | VEND ID: | PFMGC |
| Date | Invoice Number | | | Invoice Description | | | | Discount Taken | Amount Paid |
| 10/14/25 | 138576 | | | PA 307 - Sep. mileage, tolls | | | | \$0.00 | \$44.15 |
| 10/01/25 | DM-10-2025-52 | | | PA 308 - DM fee: Oct. 2025 | | | | \$0.00 | \$3,208.33 |
| 10/06/25 | OE-EXP-10-2025-25 | | | PA 306 - Sep. postage | | | | \$0.00 | \$0.74 |
| | | | | TOTALS: | | | | \$0.00 | \$3,253.22 |
| BANK: | OM1705 | CHECK: | 1909 | AMOUNT: | \$200.00 | DATE: | 11/06/25 | VEND ID: | RDOMIN |
| Date | Invoice Number | | | Invoice Description | | | | Discount Taken | Amount Paid |
| 10/21/25 | 2025.10.21 | | | PA 308 - Supervisor fee 2025.1 | | | | \$0.00 | \$200.00 |
| | | | | TOTALS: | | | | \$0.00 | \$200.00 |
| BANK: | OM1705 | CHECK: | 1910 | AMOUNT: | \$445.00 | DATE: | 11/06/25 | VEND ID: | VGLOBA |
| Date | Invoice Number | | | Invoice Description | | | | Discount Taken | Amount Paid |
| 09/30/25 | 7744 | | | PA 306 - Jul. - Sep. ADA audit | | | | \$0.00 | \$300.00 |
| 10/01/25 | 7776 | | | PA 306 - Oct. website maint. | | | | \$0.00 | \$145.00 |
| | | | | TOTALS: | | | | \$0.00 | \$445.00 |
| BANK: | OM-ACH | CHECK: | 70035 | AMOUNT: | \$175.00 | DATE: | 11/12/25 | VEND ID: | WRE |
| Date | Invoice Number | | | Invoice Description | | | | Discount Taken | Amount Paid |
| 10/30/25 | 7087740 | | | PA 309 - Lift station maint. o | | | | \$0.00 | \$175.00 |
| | | | | TOTALS: | | | | \$0.00 | \$175.00 |

Poitras East CDD
November 2025 AP Remittance Report

| | | | | | | | | | |
|--------------|-----------------------|---------------|-------|--------------------------------|------------|--------------|----------|-----------------------|--------------------|
| BANK: | OM1705 | CHECK: | 1912 | AMOUNT: | \$3,817.08 | DATE: | 11/12/25 | VEND ID: | DONMC |
| Date | Invoice Number | | | Invoice Description | | | | Discount Taken | Amount Paid |
| 10/17/25 | 47971 | | | PA 307 - Eng. svrs. thru 09/26 | | | | \$0.00 | \$3,817.08 |
| | | | | TOTALS: | | | | \$0.00 | \$3,817.08 |
| BANK: | OM1705 | CHECK: | 1913 | AMOUNT: | \$1,893.33 | DATE: | 11/12/25 | VEND ID: | KUTAK |
| Date | Invoice Number | | | Invoice Description | | | | Discount Taken | Amount Paid |
| 10/28/25 | 3643074 | | | PA 309 - Gen. legal thru 09/30 | | | | \$0.00 | \$1,893.33 |
| | | | | TOTALS: | | | | \$0.00 | \$1,893.33 |
| BANK: | OM1705 | CHECK: | 1914 | AMOUNT: | \$283.18 | DATE: | 11/12/25 | VEND ID: | ORLSEN |
| Date | Invoice Number | | | Invoice Description | | | | Discount Taken | Amount Paid |
| 10/19/25 | OSC125987524 | | | PA 309 - Ad: 7871215 ; FY 2026 | | | | \$0.00 | \$283.18 |
| | | | | TOTALS: | | | | \$0.00 | \$283.18 |
| BANK: | OM-ACH | CHECK: | 70036 | AMOUNT: | \$2,486.42 | DATE: | 11/12/25 | VEND ID: | TRUSTE |
| Date | Invoice Number | | | Invoice Description | | | | Discount Taken | Amount Paid |
| 11/11/25 | 2025.11.10 | | | S2023 FY26 DS (239115000) Dist | | | | \$0.00 | \$2,486.42 |
| | | | | TOTALS: | | | | \$0.00 | \$2,486.42 |
| BANK: | OM-ACH | CHECK: | 70038 | AMOUNT: | \$5,601.07 | DATE: | 11/20/25 | VEND ID: | OUC |
| Date | Invoice Number | | | Invoice Description | | | | Discount Taken | Amount Paid |
| 11/04/25 | 10986-110425 | | | PA 310 - OUC 2025.11.04 Electr | | | | \$0.00 | \$249.90 |
| 11/04/25 | 10986-110425 | | | PA 310 - OUC 2025.11.04 Reclai | | | | \$0.00 | \$968.34 |
| 11/04/25 | 10986-110425 | | | PA 310 - OUC 2025.11.04 Street | | | | \$0.00 | \$4,375.07 |
| 11/04/25 | 10986-110425 | | | PA 310 - OUC 2025.11.04 Taxes | | | | \$0.00 | \$7.76 |
| | | | | TOTALS: | | | | \$0.00 | \$5,601.07 |



Poitras East Community Development District

**Operation and Maintenance Expenditures Paid in
December 2025 in an amount totaling \$69,236.67**

**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 December 1, 2025 through December 31, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **\$69,236.67**

Approval of Expenditures:

Chairman

Vice Chairman

Assistant Secretary

Poitras East CDD
AP Check Register (Current by Bank)
Check Dates: 12/1/2025 to 12/31/2025

| Check No. | Date | Status* | Vendor ID | Payee Name | Amount | | | | | | | | | | | | | |
|---|---|---------|-----------|------------|---|------------------|------------|-------------------|--------|---|----------|--------------------------|----------|---|------------|------------------|-----------|----------------|
| BANK ID: OM1705 - CITY NATIONAL BANK | | | | | 001-101-0000-00-01 | | | | | | | | | | | | | |
| 1911 | 12/05/25 | V | 12/5/25 | BCID | Boggy Creek Improv. District (\$47.65) | | | | | | | | | | | | | |
| **1915 | 12/08/25 | P | | BCID | Boggy Creek Improv. District \$47.65 | | | | | | | | | | | | | |
| 1916 | 12/08/25 | P | | BERMAN | Berman Construction \$1,200.00 | | | | | | | | | | | | | |
| 1917 | 12/08/25 | P | | BSCHAD | Brent Schademan \$200.00 | | | | | | | | | | | | | |
| 1918 | 12/08/25 | P | | CEPRA | Cepra Landscape \$27,840.33 | | | | | | | | | | | | | |
| 1919 | 12/08/25 | P | | DONMC | Donald W McIntosh Associates \$1,353.75 | | | | | | | | | | | | | |
| 1920 | 12/08/25 | P | | FPARIS | Francis Paris, Jr. \$200.00 | | | | | | | | | | | | | |
| 1921 | 12/08/25 | P | | PFMGC | PFM Group Consulting \$3,233.37 | | | | | | | | | | | | | |
| 1922 | 12/08/25 | P | | RADAMS | Rob Adams \$200.00 | | | | | | | | | | | | | |
| 1923 | 12/08/25 | P | | RDOMIN | Ron Domingue \$200.00 | | | | | | | | | | | | | |
| 1924 | 12/08/25 | P | | USIC | USIC Locating Services \$934.18 | | | | | | | | | | | | | |
| 1925 | 12/08/25 | P | | VGLOBA | VGlobalTech \$145.00 | | | | | | | | | | | | | |
| 1926 | 12/19/25 | P | | BERMAN | Berman Construction \$7,700.00 | | | | | | | | | | | | | |
| 1927 | 12/19/25 | P | | ORLSEN | Orlando Sentinel \$219.50 | | | | | | | | | | | | | |
| 1928 | 12/19/25 | P | | PFMGC | PFM Group Consulting \$18,209.07 | | | | | | | | | | | | | |
| 1929 | 12/19/25 | P | | USIC | USIC Locating Services \$461.18 | | | | | | | | | | | | | |
| 1930 | 12/19/25 | P | | VGLOBA | VGlobalTech \$145.00 | | | | | | | | | | | | | |
| | | | | | BANK OM1705 REGISTER TOTAL: \$62,241.38 | | | | | | | | | | | | | |
| BANK ID: OM-ACH - CITY NATIONAL BANK - ACH & WIRES | | | | | 001-101-0000-00-01 | | | | | | | | | | | | | |
| 70037 | 12/03/25 | M | | TRUSTE | US Bank as Trustee for Poitras \$228,440.28 | | | | | | | | | | | | | |
| **70039 | 12/08/25 | M | | WRE | Wind River Environmental \$150.00 | | | | | | | | | | | | | |
| 70040 | 12/08/25 | M | | TRUSTE | US Bank as Trustee for Poitras \$90,796.71 | | | | | | | | | | | | | |
| 70041 | 12/17/25 | M | | TRUSTE | US Bank as Trustee for Poitras \$40,632.38 | | | | | | | | | | | | | |
| 70042 | 12/18/25 | M | | OUC | Orlando Utilities Commission \$5,522.64 | | | | | | | | | | | | | |
| 70043 | 12/19/25 | M | | WRE | Wind River Environmental \$1,275.00 | | | | | | | | | | | | | |
| 70044 | 12/29/25 | M | | TRUSTE | US Bank as Trustee for Poitras \$74,687.58 | | | | | | | | | | | | | |
| | | | | | BANK OM-ACH REGISTER TOTAL: \$441,504.59 | | | | | | | | | | | | | |
| | | | | | GRAND TOTAL: \$503,745.97 | | | | | | | | | | | | | |
| <table border="1"> <tr> <td>62,289.03</td> <td>Checks 1915-1930</td> </tr> <tr> <td>434,556.95</td> <td>Debt Service Wire</td> </tr> <tr> <td>150.00</td> <td>PA 312 - Wind River Environmental paid online</td> </tr> <tr> <td>5,522.64</td> <td>PA 313 - OUC paid online</td> </tr> <tr> <td>1,275.00</td> <td>PA 314 - Wind River Environmental paid online</td> </tr> <tr> <td>503,793.62</td> <td>Total cash spent</td> </tr> <tr> <td>69,236.67</td> <td>O&M cash spent</td> </tr> </table> | | | | | 62,289.03 | Checks 1915-1930 | 434,556.95 | Debt Service Wire | 150.00 | PA 312 - Wind River Environmental paid online | 5,522.64 | PA 313 - OUC paid online | 1,275.00 | PA 314 - Wind River Environmental paid online | 503,793.62 | Total cash spent | 69,236.67 | O&M cash spent |
| 62,289.03 | Checks 1915-1930 | | | | | | | | | | | | | | | | | |
| 434,556.95 | Debt Service Wire | | | | | | | | | | | | | | | | | |
| 150.00 | PA 312 - Wind River Environmental paid online | | | | | | | | | | | | | | | | | |
| 5,522.64 | PA 313 - OUC paid online | | | | | | | | | | | | | | | | | |
| 1,275.00 | PA 314 - Wind River Environmental paid online | | | | | | | | | | | | | | | | | |
| 503,793.62 | Total cash spent | | | | | | | | | | | | | | | | | |
| 69,236.67 | O&M cash spent | | | | | | | | | | | | | | | | | |

Poitras East CDD
December 2025 AP Remittance Report

| | | | | | | |
|--------------|-----------------------|---------------------|--------------------------------|-----------------------|------------------------|---------------------|
| BANK: | OM-ACH | CHECK: 70037 | AMOUNT: \$228,440.28 | DATE: 12/03/25 | VEND ID: TRUSTE | |
| Date | Invoice Number | | Invoice Description | | Discount Taken | Amount Paid |
| 11/21/25 | 2025.11.20 | | S2023 FY26 DS (239115000) Dist | | \$0.00 | \$9,945.17 |
| 11/26/25 | 2025.11.25 | | S2023 FY26 DS (239115000) Dist | | \$0.00 | \$44,992.70 |
| 11/26/25 | 2025.11.25 | | S2025 FY26 DS (295643000) Dist | | \$0.00 | \$173,502.41 |
| | | | | TOTALS: | \$0.00 | \$228,440.28 |
| BANK: | OM-ACH | CHECK: 70039 | AMOUNT: \$150.00 | DATE: 12/08/25 | VEND ID: WRE | |
| Date | Invoice Number | | Invoice Description | | Discount Taken | Amount Paid |
| 11/18/25 | 7115354 | | PA 312 - Lift station maint. o | | \$0.00 | \$150.00 |
| | | | | TOTALS: | \$0.00 | \$150.00 |
| BANK: | OM-ACH | CHECK: 70040 | AMOUNT: \$90,796.71 | DATE: 12/08/25 | VEND ID: TRUSTE | |
| Date | Invoice Number | | Invoice Description | | Discount Taken | Amount Paid |
| 12/06/25 | 2025.12.05 | | S2023 FY26 DS (239115000) Dist | | \$0.00 | \$89,471.42 |
| 12/06/25 | 2025.12.05 | | S2025 FY26 DS (295643000) Dist | | \$0.00 | \$1,325.29 |
| | | | | TOTALS: | \$0.00 | \$90,796.71 |
| BANK: | OM1705 | CHECK: 1915 | AMOUNT: \$47.65 | DATE: 12/08/25 | VEND ID: BCID | |
| Date | Invoice Number | | Invoice Description | | Discount Taken | Amount Paid |
| 07/31/25 | OSC121475249 | | FR 29 - Ad: 7823522 split 5 wa | | \$0.00 | \$47.65 |
| | | | | TOTALS: | \$0.00 | \$47.65 |
| BANK: | OM1705 | CHECK: 1916 | AMOUNT: \$1,200.00 | DATE: 12/08/25 | VEND ID: BERMAN | |
| Date | Invoice Number | | Invoice Description | | Discount Taken | Amount Paid |
| 11/01/25 | 92590 | | PA 310 - Nov. lift station mai | | \$0.00 | \$200.00 |
| 11/01/25 | 92592 | | PA 310 - Nov. irrigation speci | | \$0.00 | \$500.00 |
| 11/01/25 | 92592 | | PA 310 - Nov. administrator ag | | \$0.00 | \$500.00 |
| | | | | TOTALS: | \$0.00 | \$1,200.00 |
| BANK: | OM1705 | CHECK: 1917 | AMOUNT: \$200.00 | DATE: 12/08/25 | VEND ID: BSCHAD | |
| Date | Invoice Number | | Invoice Description | | Discount Taken | Amount Paid |
| 11/18/25 | 2025.11.18 | | PA 312 - Supervisor fee 2025.1 | | \$0.00 | \$200.00 |
| | | | | TOTALS: | \$0.00 | \$200.00 |
| BANK: | OM1705 | CHECK: 1918 | AMOUNT: \$27,840.33 | DATE: 12/08/25 | VEND ID: CEPRA | |
| Date | Invoice Number | | Invoice Description | | Discount Taken | Amount Paid |
| 09/15/25 | O-S8748 | | PA 310 - Sabal palm removal/re | | \$0.00 | \$8,990.00 |
| 11/01/25 | O-S9073 | | PA 310 - Nov. landscaping | | \$0.00 | \$18,850.33 |
| | | | | TOTALS: | \$0.00 | \$27,840.33 |
| BANK: | OM1705 | CHECK: 1919 | AMOUNT: \$1,353.75 | DATE: 12/08/25 | VEND ID: DONMC | |
| Date | Invoice Number | | Invoice Description | | Discount Taken | Amount Paid |
| 11/21/25 | 48127 | | PA 312 - Eng. svrs. thru 10/31 | | \$0.00 | \$1,353.75 |
| | | | | TOTALS: | \$0.00 | \$1,353.75 |
| BANK: | OM1705 | CHECK: 1920 | AMOUNT: \$200.00 | DATE: 12/08/25 | VEND ID: FPARIS | |
| Date | Invoice Number | | Invoice Description | | Discount Taken | Amount Paid |
| 11/18/25 | 2025.11.18 | | PA 312 - Supervisor fee 2025.1 | | \$0.00 | \$200.00 |
| | | | | TOTALS: | \$0.00 | \$200.00 |
| BANK: | OM1705 | CHECK: 1921 | AMOUNT: \$3,233.37 | DATE: 12/08/25 | VEND ID: PFMGC | |
| Date | Invoice Number | | Invoice Description | | Discount Taken | Amount Paid |
| 11/03/25 | 138894 | | PA 310 - Oct. mileage, tolls | | \$0.00 | \$24.30 |
| 11/06/25 | DM-11-2025-59 | | PA 311 - DM fee: Nov. 2025 | | \$0.00 | \$3,208.33 |
| 11/04/25 | OE-EXP-11-2025-51 | | PA 310 - Oct. postage | | \$0.00 | \$0.74 |
| | | | | TOTALS: | \$0.00 | \$3,233.37 |
| BANK: | OM1705 | CHECK: 1922 | AMOUNT: \$200.00 | DATE: 12/08/25 | VEND ID: RADAMS | |
| Date | Invoice Number | | Invoice Description | | Discount Taken | Amount Paid |
| 11/18/25 | 2025.11.18 | | PA 312 - Supervisor fee 2025.1 | | \$0.00 | \$200.00 |
| | | | | TOTALS: | \$0.00 | \$200.00 |

Poitras East CDD
December 2025 AP Remittance Report

| | | | | | | | | | | |
|--------------|-----------------------|---------------|--------------------------------|----------------|-------------|--------------|----------------|-----------------------|--------------------|--|
| BANK: | OM1705 | CHECK: | 1923 | AMOUNT: | \$200.00 | DATE: | 12/08/25 | VEND ID: | RDOMIN | |
| Date | Invoice Number | | Invoice Description | | | | | Discount Taken | Amount Paid | |
| 11/18/25 | 2025.11.18 | | PA 312 - Supervisor fee 2025.1 | | | | | \$0.00 | \$200.00 | |
| | | | | | | | TOTALS: | \$0.00 | \$200.00 | |
| BANK: | OM1705 | CHECK: | 1924 | AMOUNT: | \$934.18 | DATE: | 12/08/25 | VEND ID: | USIC | |
| Date | Invoice Number | | Invoice Description | | | | | Discount Taken | Amount Paid | |
| 10/31/25 | 770358 | | PA 310 - Ticket and service fe | | | | | \$0.00 | \$934.18 | |
| | | | | | | | TOTALS: | \$0.00 | \$934.18 | |
| BANK: | OM1705 | CHECK: | 1925 | AMOUNT: | \$145.00 | DATE: | 12/08/25 | VEND ID: | VGLOBA | |
| Date | Invoice Number | | Invoice Description | | | | | Discount Taken | Amount Paid | |
| 11/01/25 | 7866 | | PA 310 - Nov. website maint. | | | | | \$0.00 | \$145.00 | |
| | | | | | | | TOTALS: | \$0.00 | \$145.00 | |
| BANK: | OM-ACH | CHECK: | 70041 | AMOUNT: | \$40,632.38 | DATE: | 12/17/25 | VEND ID: | TRUSTE | |
| Date | Invoice Number | | Invoice Description | | | | | Discount Taken | Amount Paid | |
| 12/16/25 | 2025.12.15 | | S2023 FY26 DS (239115000) Dist | | | | | \$0.00 | \$40,632.38 | |
| | | | | | | | TOTALS: | \$0.00 | \$40,632.38 | |
| BANK: | OM-ACH | CHECK: | 70042 | AMOUNT: | \$5,522.64 | DATE: | 12/18/25 | VEND ID: | OUC | |
| Date | Invoice Number | | Invoice Description | | | | | Discount Taken | Amount Paid | |
| 12/02/25 | 10986-120225 | | PA 313 - OUC 2025.12.02 Electr | | | | | \$0.00 | \$230.88 | |
| 12/02/25 | 10986-120225 | | PA 313 - OUC 2025.12.02 Reclai | | | | | \$0.00 | \$911.19 | |
| 12/02/25 | 10986-120225 | | PA 313 - OUC 2025.12.02 Street | | | | | \$0.00 | \$4,373.36 | |
| 12/02/25 | 10986-120225 | | PA 313 - OUC 2025.12.02 Taxes | | | | | \$0.00 | \$7.21 | |
| | | | | | | | TOTALS: | \$0.00 | \$5,522.64 | |
| BANK: | OM-ACH | CHECK: | 70043 | AMOUNT: | \$1,275.00 | DATE: | 12/19/25 | VEND ID: | WRE | |
| Date | Invoice Number | | Invoice Description | | | | | Discount Taken | Amount Paid | |
| 12/11/25 | 7143910 | | PA 314 - Lift station maint. o | | | | | \$0.00 | \$1,275.00 | |
| | | | | | | | TOTALS: | \$0.00 | \$1,275.00 | |
| BANK: | OM1705 | CHECK: | 1926 | AMOUNT: | \$7,700.00 | DATE: | 12/19/25 | VEND ID: | BERMAN | |
| Date | Invoice Number | | Invoice Description | | | | | Discount Taken | Amount Paid | |
| 12/11/25 | 93422 | | PA 314 - Monument pressure was | | | | | \$0.00 | \$750.00 | |
| 12/11/25 | 93445 | | PA 314 - Holiday decor | | | | | \$0.00 | \$2,950.00 | |
| 12/11/25 | 93451 | | PA 314 - Monument sealant | | | | | \$0.00 | \$4,000.00 | |
| | | | | | | | TOTALS: | \$0.00 | \$7,700.00 | |
| BANK: | OM1705 | CHECK: | 1927 | AMOUNT: | \$219.50 | DATE: | 12/19/25 | VEND ID: | ORLSEN | |
| Date | Invoice Number | | Invoice Description | | | | | Discount Taken | Amount Paid | |
| 11/16/25 | OSC127648335 | | PA 313 - Ad: 7882604 ; 11/18/2 | | | | | \$0.00 | \$219.50 | |
| | | | | | | | TOTALS: | \$0.00 | \$219.50 | |
| BANK: | OM1705 | CHECK: | 1928 | AMOUNT: | \$18,209.07 | DATE: | 12/19/25 | VEND ID: | PFMGC | |
| Date | Invoice Number | | Invoice Description | | | | | Discount Taken | Amount Paid | |
| 11/24/25 | 139329 | | PA 313 - FY 2026 tax roll | | | | | \$0.00 | \$15,000.00 | |
| 12/01/25 | DM-12-2025-61 | | PA 313 - DM fee: Dec. 2025 | | | | | \$0.00 | \$3,208.33 | |
| 12/05/25 | OE-EXP-12-2025-17 | | PA 314 - Nov. postage | | | | | \$0.00 | \$0.74 | |
| | | | | | | | TOTALS: | \$0.00 | \$18,209.07 | |
| BANK: | OM1705 | CHECK: | 1929 | AMOUNT: | \$461.18 | DATE: | 12/19/25 | VEND ID: | USIC | |
| Date | Invoice Number | | Invoice Description | | | | | Discount Taken | Amount Paid | |
| 11/30/25 | 776600 | | PA 313 - Ticket and service fe | | | | | \$0.00 | \$461.18 | |
| | | | | | | | TOTALS: | \$0.00 | \$461.18 | |
| BANK: | OM1705 | CHECK: | 1930 | AMOUNT: | \$145.00 | DATE: | 12/19/25 | VEND ID: | VGLOBA | |
| Date | Invoice Number | | Invoice Description | | | | | Discount Taken | Amount Paid | |
| 12/01/25 | 7969 | | PA 313 - Dec. website maint. | | | | | \$0.00 | \$145.00 | |
| | | | | | | | TOTALS: | \$0.00 | \$145.00 | |
| BANK: | OM-ACH | CHECK: | 70044 | AMOUNT: | \$74,687.58 | DATE: | 12/29/25 | VEND ID: | TRUSTE | |
| Date | Invoice Number | | Invoice Description | | | | | Discount Taken | Amount Paid | |
| 12/23/25 | 2025.12.22 | | S2023 FY26 DS (239115000) Dist | | | | | \$0.00 | \$74,687.58 | |
| | | | | | | | TOTALS: | \$0.00 | \$74,687.58 | |



Poitras East Community Development District

**Series 2023 Requisition Nos. 22 – 28 & Series 2025
Requisition Nos. 2 – 3 Paid in November 2025
in an amount totaling \$434,423.37**

**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 November 1, 2025 through November 30, 2025. This does not include requisitions previously approved by the Board.

| REQUISITION NO. | PAYEE | AMOUNT |
|------------------------|----------------------------------|---------------------|
| Series 2023 – req 22 | AECOM | \$2,100.00 |
| Series 2023 – req 23 | Boggy Creek Improvement District | \$95.30 |
| Series 2023 – req 24 | Donald W McIntosh Associates | \$3,666.93 |
| Series 2023 – req 25 | Kittelson & Associates | \$2,325.00 |
| Series 2023 – req 26 | Kutak Rock | \$301.50 |
| Series 2023 – req 27 | Kutak Rock | \$737.00 |
| Series 2023 – req 28 | Boggy Creek Improvement District | \$58.13 |
| Series 2025 – req 2 | Jr. Davis Construction Co. | \$66,880.00 |
| Series 2025 – req 3 | Jr. Davis Construction Co. | \$358,259.51 |
| TOTAL | | \$434,423.37 |

EXHIBIT A
FORM OF REQUISITION

The undersigned, an Authorized Officer of Poitras East Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture between the District and U.S. Bank Trust Company, National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of February 1, 2023 (the "Master Indenture"), as amended and supplemented by the First Supplemental Trust Indenture between the District and the Trustee, dated as of February 1, 2023 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: **22**
- (B) Name of Payee: **AECOM**
- (C) Amount Payable: **\$2,100.00**

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):

- Invoice 2001066428 for Project 60718813 (Centerline Drive Segment H3) Through 08/22/2025

(E) Fund, Account and/or subaccount from which disbursement is to be made:

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 Series 2023 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2023 Project and each represents a Cost of the Series 2023 Project, and has not previously been paid] OR [this requisition is for Costs of Issuance payable from the Costs of Issuance Account that 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 moneys 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.

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

**POITRAS EAST COMMUNITY
DEVELOPMENT DISTRICT**



By: _____
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement from other than the Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2023 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Series 2023 Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer attached as an Exhibit to the Series 2023 Supplemental Indenture, as such report shall have been amended or modified on the date hereof.



Consulting Engineer Robert A. Schanck, PE

EXHIBIT A
FORM OF REQUISITION

The undersigned, an Authorized Officer of Poitras East Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture between the District and U.S. Bank Trust Company, National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of February 1, 2023 (the "Master Indenture"), as amended and supplemented by the First Supplemental Trust Indenture between the District and the Trustee, dated as of February 1, 2023 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 23

(B) Name of Payee: **Boggy Creek Improvement District**

(C) Amount Payable: **\$95.30**

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):

- Invoice 123123423000 from Orlando Sentinel for August 2025 Construction Committee Legal Advertising (Ad: 7833831), Paid by Boggy Creek Improvement District on Requisition 495 – **\$47.65**
- Invoice 124775608000 from Orlando Sentinel for September 2025 Construction Committee Legal Advertising (Ad: 7856497), Paid by Boggy Creek Improvement District on Requisition 500 – **\$47.65**

(E) Fund, Account and/or subaccount from which disbursement is to be made:

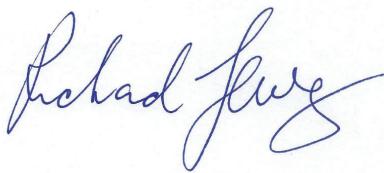
The undersigned hereby certifies that [obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2023 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2023 Project and each represents a Cost of the Series 2023 Project, and has not previously been paid] OR [this requisition is for Costs of Issuance payable from the Costs of Issuance Account that has not previously been paid].

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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.

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

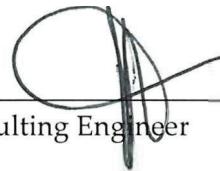
**POITRAS EAST COMMUNITY
DEVELOPMENT DISTRICT**



By: _____
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

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Consulting Engineer Robert A. Schanck, PE

EXHIBIT A
FORM OF REQUISITION

The undersigned, an Authorized Officer of Poitras East Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture between the District and U.S. Bank Trust Company, National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of February 1, 2023 (the "Master Indenture"), as amended and supplemented by the First Supplemental Trust Indenture between the District and the Trustee, dated as of February 1, 2023 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: **24**
- (B) Name of Payee: **Donald W McIntosh Associates Inc.**
- (C) Amount Payable: **\$3,666.93**
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):
 - Invoice 47972 for Project 18124 (Poitras East CDD) Through 09/26/2025 – **\$1,575.00**
 - Invoice 47976 for Project 23586 (Centerline Drive Segment H3) Through 09/26/2025 – **\$1,638.80**
 - Invoice 47977 for Project 24613 (Poitras East – Lift Station D) Through 09/26/2025 – **\$453.13**
- (E) Fund, Account and/or subaccount from which disbursement is to be made:

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 Series 2023 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2023 Project and each represents a Cost of the Series 2023 Project, and has not previously been paid] OR [this requisition is for Costs of Issuance payable from the Costs of Issuance Account that has not previously been paid].

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

**POITRAS EAST COMMUNITY
DEVELOPMENT DISTRICT**



By: _____
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

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Consulting Engineer Robert A. Schanck, PE

RECEIVED

By Amanda Lane at 5:08 pm, Oct 30, 2025

EXHIBIT A
FORM OF REQUISITION

The undersigned, an Authorized Officer of Poitras East Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture between the District and U.S. Bank Trust Company, National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of February 1, 2023 (the "Master Indenture"), as amended and supplemented by the First Supplemental Trust Indenture between the District and the Trustee, dated as of February 1, 2023 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 25

(B) Name of Payee: **Kittelson & Associates**

(C) Amount Payable: **\$2,325.00**

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):

- Invoice 158052 for Project 294350.000 (Centerline Drive Segment H3 Analysis) Through 07/31/2025

(E) Fund, Account and/or subaccount from which disbursement is to be made:

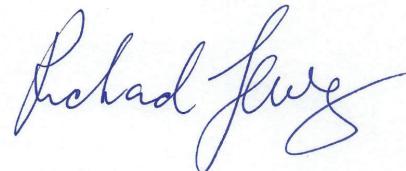
The undersigned hereby certifies that [obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2023 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2023 Project and each represents a Cost of the Series 2023 Project, and has not previously been paid] OR [this requisition is for Costs of Issuance payable from the Costs of Issuance Account that has not previously been paid].

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**POITRAS EAST COMMUNITY
DEVELOPMENT DISTRICT**



By: _____
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

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Consulting Engineer Robert A. Schanck, PE

RECEIVED

By Amanda Lane at 5:08 pm, Oct 30, 2025

EXHIBIT A
FORM OF REQUISITION

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- (A) Requisition Number: **26**
- (B) Name of Payee: **Kutak Rock**
- (C) Amount Payable: **\$301.50**

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):

- Invoice 3639691 for Project 15623-2 (Project Construction) Through 08/31/2025

- (E) Fund, Account and/or subaccount from which disbursement is to be made:

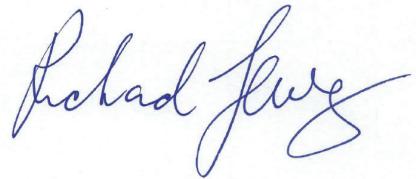
The undersigned hereby certifies that [obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2023 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2023 Project and each represents a Cost of the Series 2023 Project, and has not previously been paid] OR [this requisition is for Costs of Issuance payable from the Costs of Issuance Account that has not previously been paid].

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POITRAS EAST COMMUNITY
DEVELOPMENT DISTRICT



By: _____
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

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Consulting Engineer Robert A. Schanck, PE

EXHIBIT A
FORM OF REQUISITION

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- (A) Requisition Number: 27
- (B) Name of Payee: **Kutak Rock**
- (C) Amount Payable: **\$737.00**

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):

- Invoice 3643079 for Project 15623-2 (Project Construction) Through 09/30/2025

(E) Fund, Account and/or subaccount from which disbursement is to be made:

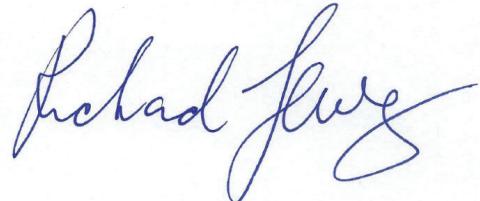
The undersigned hereby certifies that [obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2023 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2023 Project and each represents a Cost of the Series 2023 Project, and has not previously been paid] OR [this requisition is for Costs of Issuance payable from the Costs of Issuance Account that has not previously been paid].

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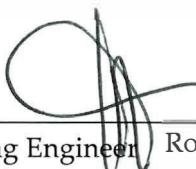
POITRAS EAST COMMUNITY
DEVELOPMENT DISTRICT



By: _____
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

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Consulting Engineer Robert A. Schanck, PE

RECEIVED

By Amanda Lane at 12:50 pm, Nov 04, 2025

EXHIBIT A
FORM OF REQUISITION

The undersigned, an Authorized Officer of Poitras East Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture between the District and U.S. Bank Trust Company, National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of February 1, 2023 (the "Master Indenture"), as amended and supplemented by the First Supplemental Trust Indenture between the District and the Trustee, dated as of February 1, 2023 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 28
- (B) Name of Payee: **Boggy Creek Improvement District**
- (C) Amount Payable: **\$58.13**
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):
 - Invoice 126433594000 from Orlando Sentinel for FY 2026 Construction Committee Legal Advertising Meetings (Ad: 7871272), Paid by Boggy Creek Improvement District on Requisition 502
- (E) Fund, Account and/or subaccount from which disbursement is to be made:

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 Series 2023 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2023 Project and each represents a Cost of the Series 2023 Project, and has not previously been paid] OR [this requisition is for Costs of Issuance payable from the Costs of Issuance Account that has not previously been paid].

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

POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT

By: _____
Authorized Officer

CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE REQUESTS ONLY

If this requisition is for a disbursement from other than the Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2023 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Series 2023 Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer attached as an Exhibit to the Series 2023 Supplemental Indenture, as such report shall have been amended or modified on the date hereof.



Consulting Engineer
Jeffrey J. Newton 11/25/25

RECEIVED
By Amanda Lane at 11:22 am, Nov 25, 2025

EXHIBIT A
FORM OF REQUISITION

The undersigned, an Authorized Officer of Poitras East Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture between the District and U.S. Bank Trust Company, National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of February 1, 2023 (the "Master Indenture"), as amended and supplemented by the First Supplemental Trust Indenture between the District and the Trustee, dated as of February 1, 2023, as amended and supplemented by the Second Supplemental Trust Indenture between the District and the Trustee, dated as of September 1, 2025 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 2
- (B) Name of Payee: Jr. Davis Construction Co., Inc.
- (C) Amount Payable: \$66,880.00
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):
 - Invoice 131216 for Project 2196 (N-2 Lift Station G) Through 10/25/2025
- (E) Fund, Account and/or subaccount from which disbursement is to be made:

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 Series 2025 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2025 Project and each represents a Cost of the Series 2025 Project, and has not previously been paid] OR [this requisition is for Costs of Issuance payable from the Costs of Issuance Account that has not previously been paid].

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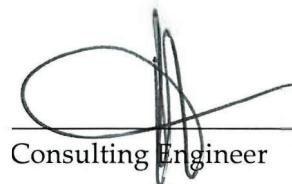
POITRAS EAST COMMUNITY
DEVELOPMENT DISTRICT



By: _____
Authorized Officer

CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY

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Consulting Engineer Robert A. Schanck, PE

RECEIVED

By Amanda Lane at 12:52 pm, Nov 04, 2025

EXHIBIT A
FORM OF REQUISITION

The undersigned, an Authorized Officer of Poitras East Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture between the District and U.S. Bank Trust Company, National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of February 1, 2023 (the "Master Indenture"), as amended and supplemented by the First Supplemental Trust Indenture between the District and the Trustee, dated as of February 1, 2023, as amended and supplemented by the Second Supplemental Trust Indenture between the District and the Trustee, dated as of September 1, 2025 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 3
- (B) Name of Payee: Jr. Davis Construction Co., Inc.
- (C) Amount Payable: **\$358,259.51**
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):
 - Invoice 131256 for Project 2206 (Centerline Dr Seg H-1) Through 10/25/2025
- (E) Fund, Account and/or subaccount from which disbursement is to be made:

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 Series 2025 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2025 Project and each represents a Cost of the Series 2025 Project, and has not previously been paid] OR [this requisition is for Costs of Issuance payable from the Costs of Issuance Account that has not previously been paid].

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**POITRAS EAST COMMUNITY
DEVELOPMENT DISTRICT**



By: _____
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement from other than the Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2025 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Series 2025 Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer attached as an Exhibit to the Series 2025 Supplemental Indenture, as such report shall have been amended or modified on the date hereof.



Consulting Engineer
Jeffrey J. Newton 11/25/25



Poitras East Community Development District

**Series 2023 Requisition Nos. 29 - 32 &
Series 2025 Requisition No. 4 Paid in
December 2025 in an amount totaling
\$26,621.61**

**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 December 1, 2025 through December 31, 2025. This does not include requisitions previously approved by the Board.

| REQUISITION NO. | PAYEE | AMOUNT |
|------------------------|----------------------------------|--------------------|
| Series 2023 – req 29 | Boggy Creek Improvement District | \$47.65 |
| Series 2023 – req 30 | Kutak Rock | \$904.50 |
| Series 2023 – req 31 | Donald W McIntosh Associates | \$6,550.72 |
| Series 2023 – req 32 | Kutak Rock | \$1,142.00 |
| Series 2025 – req 4 | Donald W McIntosh Associates | \$17,976.74 |
| | TOTAL | \$26,621.61 |

EXHIBIT A
FORM OF REQUISITION

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- (A) Requisition Number: **29**
- (B) Name of Payee: **Boggy Creek Improvement District**
- (C) Amount Payable: **\$47.65**
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):
 - Invoice 128495275000 from Orlando Sentinel for FY 2026 Construction Committee November 13, 2025 Meeting (Ad: 7882584), Paid by Boggy Creek Improvement District on Requisition 504
- (E) Fund, Account and/or subaccount from which disbursement is to be made:

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**POITRAS EAST COMMUNITY
DEVELOPMENT DISTRICT**


By. _____
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
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Consulting Engineer
Jeffrey J. Newton 12/15/25

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(A) Requisition Number: **30**

(B) Name of Payee: **Kutak Rock**

(C) Amount Payable: **\$904.50**

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):

- Invoice 3670365 for Project 15623-2 (Project Construction) Through 10/31/2025

(E) Fund, Account and/or subaccount from which disbursement is to be made:

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POITRAS EAST COMMUNITY
DEVELOPMENT DISTRICT

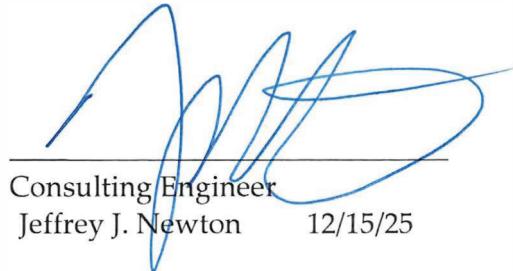


By: _____

Authorized Officer

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Consulting Engineer
Jeffrey J. Newton 12/15/25

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(A) Requisition Number: **31**

(B) Name of Payee: **Donald W McIntosh Associates Inc.**

(C) Amount Payable: **\$6,550.72**

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):

- Invoice 48281 for Project 18124 (Poitras East CDD) Through 11/28/2025 – **\$543.75**
- Invoice 48289 for Project 23524 (Poitras East – Lift Station G Evaluation) Through 11/28/2025 – **\$2,913.00**
- Invoice 48290 for Project 24613 (Centerline Drive Segment H1) Through 11/28/2025 – **\$3,093.97**

(E) Fund, Account and/or subaccount from which disbursement is to be made:

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 Series 2023 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2023 Project and each represents a Cost of the Series 2023 Project, and has not previously been paid] OR [this requisition is for Costs of Issuance payable from the Costs of Issuance Account that has not previously been paid].

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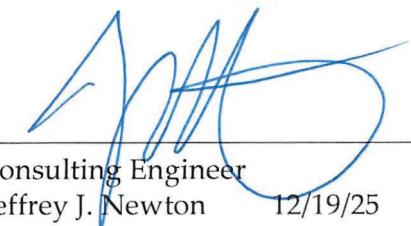
**POITRAS EAST COMMUNITY
DEVELOPMENT DISTRICT**



By: _____
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

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Consulting Engineer
Jeffrey J. Newton 12/19/25

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- (A) Requisition Number: **32**
- (B) Name of Payee: **Kutak Rock**
- (C) Amount Payable: **\$1,142.00**

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):

- Invoice 3673456 for Project 15623-2 (Project Construction) Through 11/30/2025

- (E) Fund, Account and/or subaccount from which disbursement is to be made:

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POITRAS EAST COMMUNITY
DEVELOPMENT DISTRICT

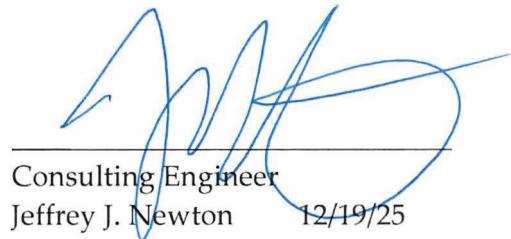


By: _____

Authorized Officer

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Consulting Engineer
Jeffrey J. Newton 12/19/25

EXHIBIT A
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- (A) Requisition Number: 4
- (B) Name of Payee: Donald W McIntosh Associates
- (C) Amount Payable: **\$17,976.74**

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):

- Invoice 48128 for Project 18124 (Poitras East CDD) Through 10/31/2025 – **\$938.70**
- Invoice 48132 for Project 23524 (Lift Station G Evaluation) Through 10/31/2025 – **\$3,365.61**
- Invoice 48133 for Project 23584 (Centerline Drive Segment H1) Through 10/31/2025 – **\$6,922.80**
- Invoice 48134 for Project 23585 (Centerline Drive Segment H2) Through 10/31/2025 – **\$1,352.13**
- Invoice 48135 for Project 23586 (Centerline Drive Segment H3) Through 10/31/2025 – **\$5,036.40**
- Invoice 48136 for Project 24613 (Lift Station D) Through 10/31/2025 – **\$361.10**

(E) Fund, Account and/or subaccount from which disbursement is to be made:

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**POITRAS EAST COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Authorized Officer



**CONSULTING ENGINEER'S APPROVAL FOR
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Consulting Engineer
Jeffrey J. Newton 11/26/25



Poitras East Community Development District

Work Authorization/Proposed Services
(if applicable)

RECOMMENDATION FOR WORK AUTHORIZATION / PROPOSED SERVICES

DATE:

December 10th, 2025

TO: Poitras East CDD**PROJECT NAME**

Centerline Drive Segment H1

BY: Daniel J Young

Digital signature of Daniel J Young
DN: C=US,
E=dani.young@tavistock.com,
O=Tavistock-Development
Company, CN=Daniel J Young
Date: 2025.12.10 13:06:38-05'00'

Dan Young, Chairman
PECDD Construction Committee

DESCRIPTION**YES****NO**

| | | |
|---|---|--|
| Is work pursuant to an existing agreement? | X | |
| Name of Agreement? | | |
| Project included in District Capital Improvement Plan? | X | |
| Are services required contemplated in Capital Improvement Plan? | X | |
| Is this a continuation of previously authorized work? | X | |
| Proposal attached? | X | |
| Form of Agreement Utilized? Proposal | | |
| Amount of Services? \$21,800 | | |
| Recommendation to Approve? | X | |
| | | |

CC: JENNIFER WALDEN, TUCKER MACKIE, JEFFREY NEWTON, LYNNE MULLINS

December 9, 2025

Poitras East Community Development District

3501 Quadrangle Boulevard
Suite 270
Orlando, FL 32817

Re: Centerline Drive Segment H1
McIntosh Job No. 23584 (040-042)

McIntosh Associates (“McIntosh”) is pleased to submit for your consideration this Additional Services Agreement to provide professional surveying services to Poitras East Community Development District (“CLIENT”) for Centerline Drive Segment H1 (“Project”) for the re-plat of this phase to satisfy to the City of Orlando right-of-way dedication process as detailed in the scope of work. McIntosh agrees to provide the following Additional Services for the itemized fees and expenses set forth below, subject to this Additional Services Agreement which supplements our work authorization for the referenced project dated July 12, 2023 (“Original Work Authorization”), as follows:

I. Scope of Services

PART I - PROFESSIONAL SURVEYING & MAPPING

- A. **BOUNDARY SURVEY FOR FINAL PLAT** - Preparation of the required site boundary survey for the final plat submittal in accordance with applicable State of Florida Standards of Practice as set forth by the Board of Professional Surveyors and Mappers, Chapter 5J-17.05, Florida Administrative Code, per Section 472.027, Florida Statutes. Utility and site improvement locations will be limited to visible surface features only. If topographic information is required by the City of Orlando, an additional work authorization will be required.
- B. **FINAL PLAT PREPARATION** – Preparation and submittal to the City of Orlando of one (1) record plat for the entire site (1 tract) for recording complete with installation of PRM’s, PCPs (one time only) as required by state and local regulation(s); includes submittal of supporting documents prepared by others. If, during the preparation process, additional phases or revisions are required due to CLIENT changes, any related Additional Services will be authorized under a separate agreement.
- C. **FINAL PLAT PROCESSING** - Process one (1) final plat through the City of Orlando; includes the review of plat review comment letters from the jurisdictional agency and the preparation of letters in response to the reviews, coordinating the changes and requests for information with the CLIENT and CLIENT’s attorney, the preparation and resubmittal of the revised plats and documents and attendance at meetings if requested by CLIENT.

FEE SCHEDULE

| Contract Item | Billing Item | Description | Fee |
|--|---------------------|--------------------------------|-------------------------------|
| Part I - Professional Surveying & Mapping | | | |
| A. | 040 | Boundary Survey for Final Plat | \$9,300.00 |
| B. | 041 | Final Plat Preparation | 7,500.00 |
| C. | 042 | Final Plat Processing | 5,000.00 |
| | | | Total 21,800.00 |

II. Compensation

CLIENT shall pay McIntosh for services at the quoted lump sum amount and direct costs established pursuant to the Contract.

This Additional Services Agreement, together with the Original Work Authorization and the Contract, represent the entire understanding between Poitras East Community Development District and McIntosh Associates (Consultant) with regards to the referenced Work Authorization.

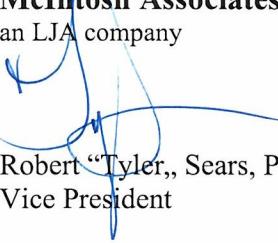
If you wish to accept this Additional Services Agreement, please sign where indicated and return a complete copy to our office (executed electronic scanned copies are acceptable). Upon receipt, we will promptly schedule our services.

We appreciate your confidence in McIntosh Associates, and look forward to continuing to serve you. Please contact the undersigned with any questions or clarification.

Sincerely,

McIntosh Associates

an LJA company


Robert "Tyler" Sears, PSM
Vice President

RTS/mgt

Poitras East Community Development District

Centerline Drive Segment H1

McIntosh Job No. 23584 (040-042)

December 9, 2025

Page 3 of 3

APPROVED AND ACCEPTED

By: _____



Authorized Representative of

Poitras East Community Development District

Date: December 15, 2025

PURSUANT TO FLORIDA STATUTE 558.0035, AN INDIVIDUAL
EMPLOYEE OR AGENT OF MCINTOSH ASSOCIATES MAY NOT
BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

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RECOMMENDATION FOR WORK AUTHORIZATION / PROPOSED SERVICES

DATE:
January 13th, 2026

TO: Poitras East CDD

PROJECT NAME
Luminary Blvd. / Jim Branch Creek Crossing

BY: 
Dan Young, Chairman
PECDD Construction Committee

| DESCRIPTION | YES | NO |
|--------------------|------------|-----------|
|--------------------|------------|-----------|

| | | |
|--|---|--|
| Is work pursuant to an existing agreement? | X | |
|--|---|--|

| | | |
|--------------------|--|--|
| Name of Agreement? | | |
|--------------------|--|--|

| | | |
|--|---|--|
| Project included in District Capital Improvement Plan? | X | |
|--|---|--|

| | | |
|---|---|--|
| Are services required contemplated in Capital Improvement Plan? | X | |
|---|---|--|

| | | |
|---|---|--|
| Is this a continuation of previously authorized work? | X | |
|---|---|--|

| | | |
|--------------------|---|--|
| Proposal attached? | X | |
|--------------------|---|--|

| | | |
|---|--|--|
| Form of Agreement Utilized? Proposal | | |
|---|--|--|

| | | |
|-------------------------------------|--|--|
| Amount of Services? \$76,000 | | |
|-------------------------------------|--|--|

| | | |
|----------------------------|---|--|
| Recommendation to Approve? | X | |
|----------------------------|---|--|

CC: JENNIFER WALDEN, TUCKER MACKIE, JEFFREY NEWTON, LYNNE MULLINS

January 9, 2026

Poitras East Community Development District

3501 Quadrangle Boulevard
Suite 270
Orlando, FL 32817

Re: Luminary Boulevard Extension & Jim Branch Creek Crossing
McIntosh Job No. 23541 (017-019)

McIntosh Associates (“McIntosh”) is pleased to submit for your consideration this Additional Services Agreement to provide construction phase services to the Poitras East Community Development District (“CLIENT”) for Luminary Boulevard Extension & Jim Branch Creek Crossing (“Project”). The scope of this proposal includes Services related to CLIENT’s development of ±1,300-foot extension of Luminary Boulevard westbound from the existing roundabout located at Centerline Drive, crossing over Jim Branch Creek, terminating just west of the creek. McIntosh agrees to provide the Additional Services for the itemized fees and expenses set forth below, subject to this Additional Services Agreement which supplements our work authorization for the referenced project dated August 28, 2023 (“Original Work Authorization”).

PART I – CONSTRUCTION PHASE SERVICES

The following scope of Construction Phase Services includes primarily those services necessary for final project certifications. Services beyond those listed may be provided as Additional Services under a separate Agreement. The scope of construction phase services listed below assumes a construction schedule of twelve (12) months. Should the construction schedule exceed the assumed duration or should the construction project or required certifications be phased, Additional Services may be required for certain items within the scope of services. This scope specifically excludes as-built surveys of constructed improvements (e.g., roads, utilities, stormwater facilities, grading, etc.). It is assumed that CLIENT’s contractor will provide certified as-built surveys prepared by a Florida-licensed surveyor for McIntosh’s use and reliance in preparing project certifications and record drawings.

A. PRECONSTRUCTION SERVICES – The following Services shall be provided as related to construction commencement:

- Coordination and attendance of project preconstruction conferences with Orange County Utilities and the City of Orlando.
- Review (one time) shop drawing information (limited to review for general conformance with the design intent and with information given in construction documents prepared by McIntosh). Detailed geometric review along with means, methods, techniques, sequences or procedures of construction, and all safety precautions are not included and remain Contractor's responsibility.

Poitras East Community Development District

Luminary Boulevard Extension & Jim Branch Creek Crossing

McIntosh Job No. 23541 (017-019)

January 9, 2026

Page 2 of 4

B. CONSTRUCTION SERVICES – The following Services shall be provided on an ongoing basis throughout Project construction for the assumed duration of construction noted above:

- Review and approval of contractor payment requests for construction related to McIntosh designs and pertinent site observations, with one (1) visit per month for the assumed Project duration.
- Make site visits for periodic observation of water, sanitary sewer, and drainage system materials and construction for the specific purpose of providing certifications listed below. Visits are to be at the sole discretion of McIntosh based on contractor's submitted construction schedule for various elements. Schedule to be required and kept current by contractor. Visits exceeding an average of two (2) visits per month (independent of those associated with contractor pay requests) shall be considered Additional Services and will be authorized under a separate agreement.
- Review and assistance with up to five (5) Contractor Requests for Change Order (RCO).
- Review and assistance with up to five (5) Contractor Requests for Information (RFI) related to McIntosh designs. RFIs related to the designs of other consultants shall be routed by McIntosh to the appropriate consultant for review and response.
- Participate in biweekly construction progress meetings with contractor and owner to review construction activity and assist with construction issues, assuming 50% of the meetings will be on-site and 50% will be virtual/telephonic.

Construction Services listed herein are observational in nature and intended to support the CLIENT's management and administration of the construction Project. The Services listed herein do not include resident project representation, management or direction of contractor activities, testing of materials or installation (unless otherwise stated herein), string-lining of pavement base course, and similar activities, some of which may be provided by McIntosh as Additional Services.

C. CONSTRUCTION CLOSE-OUT ASSISTANCE – The following Services shall be provided as related construction Project and permit close-out:

- Review (one time) of contractor as-built surveys, asset tables, and deflection tables for compliance with Municipality criteria and preparation of "Record Drawings" from contractor furnished data.
- Provide FDEP standard form certification of completion/substantial compliance for potable water and sanitary sewer permits (one certification each). Contractor to provide information, testing, and/or coordination with the engineer of record as follows:
 - Water system pressure test
 - Water system bacteriological testing and reports
 - Sanitary sewer system leakage testing/lamping/ televising
 - Sanitary sewer force main pressure test (as applicable)
 - Sanitary sewer lift station startup report (as applicable)
 - As-built surveys (and related as-built utility asset and pipe deflection tables) signed and sealed by registered surveyor retained by CLIENT's contractor.
- Provide one (1) certification as required by the South Florida Water Management District permit conditions. Contractor's as-built surveys must be furnished to McIntosh. If a substantial deviation exists between approved plans and Contractor's as-built surveys, an

additional as-built survey by McIntosh may be required, which will be authorized under a separate agreement.

- Provide final project certification to the City of Orlando.

FEE SCHEDULE

| Part I – Construction Phase Services | | | |
|---|-----|---------------------------------|--------------------------|
| A. | 017 | Preconstruction Services | \$17,000.00 |
| B. | 018 | Construction Services | 42,000.00 |
| C. | 019 | Contractor Close-out Assistance | 17,000.00 |
| | | | TOTAL \$76,000.00 |

PAYMENT OF FEES & REIMBURSABLE EXPENSES

CLIENT shall pay McIntosh for Services such fixed fees as are indicated above next to each specific item of Basic Services and as may be charged from time to time in connection with Additional Services plus all Reimbursable Expenses. Reimbursable Expenses shall include all identifiable out of pocket expenses billed at a multiplier of 1.0 (excluding agency fees, project co-consultant fees, travel outside a 50-mile radius of the McIntosh offices and bid sets).

Progress payments shall be made based upon billings every four to five weeks, which shall be based upon the percentage of completion in each progress billing for fixed fees, plus Reimbursable Expenses.

This work authorization, including all terms, conditions, and fees outlined herein, shall remain valid for CLIENT acceptance for a period of sixty (60) days from the date of execution by McIntosh. If not accepted and executed by CLIENT within such time period, this proposal shall become null and void.

We are prepared to begin work on your Project as soon as we have received an executed copy of this Agreement (executed electronic scanned copies are acceptable).

We appreciate your confidence in McIntosh Associates, and look forward to continuing to serve you. Please contact the undersigned with any questions or clarification.

Sincerely,
McIntosh Associates
an LJA company



Tarek Fahmy, PE, CGC
Vice President/Director of Construction Services

Poitras East Community Development District
Luminary Boulevard Extension & Jim Branch Creek Crossing
McIntosh Job No. 23541 (017-019)
January 9, 2026
Page 4 of 4

ACCEPTANCE OF CONTRACT BY:

[Signature]

[Date]

[Name and Title]

[Company]

PURSUANT TO FLORIDA STATUTE 558.0035, AN INDIVIDUAL
EMPLOYEE OR AGENT OF MCINTOSH ASSOCIATES MAY NOT
BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.



Poitras East Community Development District

District's Financial Position and Budget to Actual YTD



Poitras East Community Development District

December 2025 Financial Package

December 31, 2025

PFM Group Consulting LLC
3501 Quadrangle Boulevard
Suite 270
Orlando, FL 32817-8329
(407) 723-5900



Poitras East CDD
Statement of Financial Position
As of 12/31/2025

| | General Fund | Debt Service Fund | Capital Projects Fund | Long-Term Debt Fund | Total |
|--|------------------------|------------------------|-----------------------|-------------------------|-------------------------|
| <u>Assets</u> | | | | | |
| <u>Current Assets</u> | | | | | |
| General Checking Account | \$ 750,691.63 | | | | \$ 750,691.63 |
| Alleyway & Infrastructure Capital Res. | 218,411.42 | | | | 218,411.42 |
| Assessments Receivable | 622,748.96 | | | | 622,748.96 |
| Assessments Receivable | | \$ 1,837,644.20 | | | 1,837,644.20 |
| Series 2023 Debt Service Reserve | | 814,046.25 | | | 814,046.25 |
| Series 2025 Debt Service Reserve | | 325,275.63 | | | 325,275.63 |
| Series 2023 Revenue | | 442,741.76 | | | 442,741.76 |
| Series 2025 Revenue | | 177,764.70 | | | 177,764.70 |
| Series 2023 Prepayment | | 322.50 | | | 322.50 |
| Accounts Receivable - Due from Developer | | | \$ 289,996.52 | | 289,996.52 |
| Series 2023 Acquisition/Construction | | | 1,142.36 | | 1,142.36 |
| Series 2025 Acquisition/Construction | | | 132,183.98 | | 132,183.98 |
| Series 2025 Cost of Issuance | | | 6,250.00 | | 6,250.00 |
| Total Current Assets | \$ 1,591,852.01 | \$ 3,597,795.04 | \$ 429,572.86 | \$ - | \$ 5,619,219.91 |
| <u>Investments</u> | | | | | |
| Amount Available in Debt Service Funds | | | | \$ 1,760,150.84 | \$ 1,760,150.84 |
| Amount To Be Provided | | | | 31,054,849.16 | 31,054,849.16 |
| Total Investments | \$ - | \$ - | \$ - | \$ 32,815,000.00 | \$ 32,815,000.00 |
| Total Assets | \$ 1,591,852.01 | \$ 3,597,795.04 | \$ 429,572.86 | \$ 32,815,000.00 | \$ 38,434,219.91 |



Poitras East CDD
Statement of Financial Position
As of 12/31/2025

| | General Fund | Debt Service Fund | Capital Projects Fund | Long-Term Debt Fund | Total |
|--|-------------------------------|-------------------------------|-------------------------------|--------------------------------|--------------------------------|
| <u>Liabilities and Net Assets</u> | | | | | |
| <u>Current Liabilities</u> | | | | | |
| Accounts Payable | \$ 28,359.28 | | | | \$ 28,359.28 |
| Deferred Revenue | 622,748.96 | | | | 622,748.96 |
| Deferred Revenue | | \$ 1,837,644.20 | | | 1,837,644.20 |
| Accounts Payable | | | \$ 289,996.52 | | 289,996.52 |
| Retainage Payable | | | 271,541.51 | | 271,541.51 |
| Deferred Revenue | | | 289,996.52 | | 289,996.52 |
| Total Current Liabilities | <u>\$ 651,108.24</u> | <u>\$ 1,837,644.20</u> | <u>\$ 851,534.55</u> | <u>\$ -</u> | <u>\$ 3,340,286.99</u> |
| <u>Long Term Liabilities</u> | | | | | |
| Revenue Bonds Payable - Long-Term | | | | \$ 32,815,000.00 | \$ 32,815,000.00 |
| Total Long Term Liabilities | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 32,815,000.00</u> | <u>\$ 32,815,000.00</u> |
| Total Liabilities | <u>\$ 651,108.24</u> | <u>\$ 1,837,644.20</u> | <u>\$ 851,534.55</u> | <u>\$ 32,815,000.00</u> | <u>\$ 36,155,286.99</u> |
| <u>Net Assets</u> | | | | | |
| Net Assets, Unrestricted | \$ (63,275.11) | | | | \$ (63,275.11) |
| Net Assets - General Government | 1,040,016.97 | | | | 1,040,016.97 |
| Current Year Net Assets - General Government | (35,998.09) | | | | (35,998.09) |
| Net Assets, Unrestricted | | \$ 1,903,808.10 | | | 1,903,808.10 |
| Current Year Net Assets, Unrestricted | | (143,657.26) | | | (143,657.26) |
| Net Assets, Unrestricted | | | \$ 354,136.70 | | 354,136.70 |
| Current Year Net Assets, Unrestricted | | | (776,098.39) | | (776,098.39) |
| Total Net Assets | <u>\$ 940,743.77</u> | <u>\$ 1,760,150.84</u> | <u>\$ (421,961.69)</u> | <u>\$ -</u> | <u>\$ 2,278,932.92</u> |
| Total Liabilities and Net Assets | <u>\$ 1,591,852.01</u> | <u>\$ 3,597,795.04</u> | <u>\$ 429,572.86</u> | <u>\$ 32,815,000.00</u> | <u>\$ 38,434,219.91</u> |



Poitras East CDD
Statement of Activities
As of 12/31/2025

| | General Fund | Debt Service Fund | Capital Projects Fund | Long-Term Debt Fund | Total |
|------------------------------------|---------------------|--------------------------|------------------------------|----------------------------|----------------------|
| <u>Revenues</u> | | | | | |
| On-Roll Assessments | \$ 99,709.58 | | | | \$ 99,709.58 |
| On-Roll Assessments | | \$ 437,043.37 | | | 437,043.37 |
| Inter-Fund Group Transfers In | | 247.83 | | | 247.83 |
| Inter-Fund Transfers In | | | \$ (247.83) | | (247.83) |
| Total Revenues | \$ 99,709.58 | \$ 437,291.20 | \$ (247.83) | \$ - | \$ 536,752.95 |
| <u>Expenses</u> | | | | | |
| Supervisor Fees | \$ 1,400.00 | | | | \$ 1,400.00 |
| D&O Insurance | 3,162.00 | | | | 3,162.00 |
| Trustee Services | 3,240.90 | | | | 3,240.90 |
| Management | 9,624.99 | | | | 9,624.99 |
| Engineering | 3,146.25 | | | | 3,146.25 |
| Disclosure | 2,500.00 | | | | 2,500.00 |
| District Counsel | 3,018.45 | | | | 3,018.45 |
| Assessment Administration | 15,000.00 | | | | 15,000.00 |
| Travel and Per Diem | 24.30 | | | | 24.30 |
| Postage & Shipping | 1.48 | | | | 1.48 |
| Legal Advertising | 502.68 | | | | 502.68 |
| Web Site Maintenance | 435.00 | | | | 435.00 |
| Holiday Decorations | 2,950.00 | | | | 2,950.00 |
| Dues, Licenses, and Fees | 175.00 | | | | 175.00 |
| Electric | 480.78 | | | | 480.78 |
| Water Reclaimed | 1,879.53 | | | | 1,879.53 |
| General Insurance | 3,867.00 | | | | 3,867.00 |
| Property & Casualty | 15,476.00 | | | | 15,476.00 |
| Other Insurance | 500.00 | | | | 500.00 |
| Landscaping Maintenance & Material | 56,550.99 | | | | 56,550.99 |
| Contingency | 14.97 | | | | 14.97 |
| Pest Control | 595.00 | | | | 595.00 |



Poitras East CDD
Statement of Activities
As of 12/31/2025

| | General Fund | Debt Service Fund | Capital Projects Fund | Long-Term Debt Fund | Total |
|--|-----------------------|--------------------------|------------------------------|----------------------------|------------------------|
| Entry and Wall Maintenance | 4,750.00 | | | | 4,750.00 |
| Streetlights | 8,748.43 | | | | 8,748.43 |
| Liftstation Maintenance | 4,210.20 | | | | 4,210.20 |
| Personnel Leasing Agreement | 3,400.00 | | | | 3,400.00 |
| Interest Payments (Series 2023) | | \$ 591,568.75 | | | 591,568.75 |
| Engineering | | | \$ 24,527.46 | | 24,527.46 |
| District Counsel | | | 2,046.50 | | 2,046.50 |
| Legal Advertising | | | 105.78 | | 105.78 |
| Contingency | | | 752,774.78 | | 752,774.78 |
| Total Expenses | \$ 145,653.95 | \$ 591,568.75 | \$ 779,454.52 | \$ - | \$ 1,516,677.22 |
| <u>Other Revenues (Expenses) & Gains (Losses)</u> | | | | | |
| Interest Income | \$ 9,946.28 | | | | \$ 9,946.28 |
| Dividend Income | | \$ 10,620.29 | | | 10,620.29 |
| Dividend Income | | | \$ 3,603.96 | | 3,603.96 |
| Total Other Revenues (Expenses) & Gains (Losses) | \$ 9,946.28 | \$ 10,620.29 | \$ 3,603.96 | \$ - | \$ 24,170.53 |
| Change In Net Assets | \$ (35,998.09) | \$ (143,657.26) | \$ (776,098.39) | \$ - | \$ (955,753.74) |
| Net Assets At Beginning Of Year | \$ 976,741.86 | \$ 1,903,808.10 | \$ 354,136.70 | \$ - | \$ 3,234,686.66 |
| Net Assets At End Of Year | \$ 940,743.77 | \$ 1,760,150.84 | \$ (421,961.69) | \$ - | \$ 2,278,932.92 |



Poitras East CDD
Budget to Actual
For the Month Ending 12/31/2025

| | YTD Actual | YTD Budget | YTD Variance | FY 2026 Adopted Budget | Percentage Spent |
|--|----------------------|----------------------|-----------------------|------------------------------|---------------------|
| Revenues | | | | | |
| Assessments | \$ 99,709.58 | \$ 180,612.51 | \$ (80,902.93) | \$ 722,450.00 | 16.04% |
| Carryforward Revenue | 16,190.97 | 16,190.97 | - | 64,763.90 | 25.00% |
| Net Revenues | \$ 115,900.55 | \$ 196,803.48 | \$ (80,902.93) | \$ 787,213.90 | 14.72% |
| General & Administrative Expenses | | | | | |
| Supervisor Fees | \$ 1,400.00 | \$ 3,000.00 | \$ (1,600.00) | \$ 12,000.00 | 11.67% |
| D&O Insurance | 3,162.00 | 857.61 | 2,304.39 | 3,430.45 | 92.17% |
| Trustee Services | 3,240.90 | 3,362.91 | (122.01) | 13,451.64 | 24.09% |
| Management | 9,624.99 | 9,625.00 | (0.01) | 38,500.00 | 25.00% |
| Engineering | 3,146.25 | 4,875.00 | (1,728.75) | 19,500.00 | 16.13% |
| Disclosure | 2,500.00 | 1,875.00 | 625.00 | 7,500.00 | 33.33% |
| Property Appraiser | - | 500.00 | (500.00) | 2,000.00 | 0.00% |
| District Counsel | 3,018.45 | 7,500.00 | (4,481.55) | 30,000.00 | 10.06% |
| Assessment Administration | 15,000.00 | 3,750.00 | 11,250.00 | 15,000.00 | 100.00% |
| Reamortization Schedules | - | 62.50 | (62.50) | 250.00 | 0.00% |
| Audit | - | 2,575.00 | (2,575.00) | 10,300.00 | 0.00% |
| Arbitrage Calculation | - | 250.00 | (250.00) | 1,000.00 | 0.00% |
| Tax Preparation | - | 6.60 | (6.60) | 26.40 | 0.00% |
| Travel and Per Diem | 24.30 | 75.00 | (50.70) | 300.00 | 8.10% |
| Telephone | - | 6.25 | (6.25) | 25.00 | 0.00% |
| Postage & Shipping | 1.48 | 187.50 | (186.02) | 750.00 | 0.20% |
| Copies | - | 312.50 | (312.50) | 1,250.00 | 0.00% |
| Legal Advertising | 502.68 | 1,875.00 | (1,372.32) | 7,500.00 | 6.70% |
| Bank Fees | - | 12.00 | (12.00) | 48.00 | 0.00% |
| Miscellaneous | - | 1,125.00 | (1,125.00) | 4,500.00 | 0.00% |
| Meeting Room | - | 62.50 | (62.50) | 250.00 | 0.00% |
| Office Supplies | - | 62.50 | (62.50) | 250.00 | 0.00% |
| Web Site Maintenance | 435.00 | 735.00 | (300.00) | 2,940.00 | 14.80% |
| Holiday Decorations | 2,950.00 | 312.50 | 2,637.50 | 1,250.00 | 236.00% |
| Dues, Licenses, and Fees | 175.00 | 43.75 | 131.25 | 175.00 | 100.00% |
| Total General & Administrative Expenses | \$ 45,181.05 | \$ 43,049.12 | \$ 2,131.93 | \$ 172,196.49 | 26.24% |



Poitras East CDD
Budget to Actual
For the Month Ending 12/31/2025

| | YTD Actual | YTD Budget | YTD Variance | FY 2026 Adopted Budget | Percentage Spent |
|---|-----------------------|----------------------|-----------------------|------------------------------|---------------------|
| Field Operations | | | | | |
| Electric Utility Services | | | | | |
| Electric | \$ 480.78 | \$ 1,250.00 | \$ (769.22) | \$ 5,000.00 | 9.62% |
| Water-Sewer Combination Services | | | | | |
| Water Reclaimed | 1,879.53 | 3,750.00 | (1,870.47) | 15,000.00 | 12.53% |
| Other Physical Environment | | | | | |
| General Insurance | 3,867.00 | 1,048.80 | 2,818.20 | 4,195.20 | 92.18% |
| Property & Casualty Insurance | 15,476.00 | 4,340.96 | 11,135.04 | 17,363.85 | 89.13% |
| Other Insurance | 500.00 | 375.00 | 125.00 | 1,500.00 | 33.33% |
| Irrigation Repairs | - | 12,750.00 | (12,750.00) | 51,000.00 | 0.00% |
| Landscaping Maintenance & Material | 56,550.99 | 72,500.00 | (15,949.01) | 290,000.00 | 19.50% |
| Tree Trimming | - | 5,000.00 | (5,000.00) | 20,000.00 | 0.00% |
| Flower & Plant Replacement | - | 6,250.00 | (6,250.00) | 25,000.00 | 0.00% |
| Contingency | 14.97 | 8,989.59 | (8,974.62) | 35,958.36 | 0.04% |
| Pest Control | 595.00 | 375.00 | 220.00 | 1,500.00 | 39.67% |
| Road & Street Facilities | | | | | |
| Entry and Wall Maintenance | 4,750.00 | 1,500.00 | 3,250.00 | 6,000.00 | 79.17% |
| Hardscape Maintenance | - | 2,500.00 | (2,500.00) | 10,000.00 | 0.00% |
| Alleyway Maintenance | - | 2,500.00 | (2,500.00) | 10,000.00 | 0.00% |
| Streetlights | 8,748.43 | 5,000.00 | 3,748.43 | 20,000.00 | 43.74% |
| Accent Lighting | - | 125.00 | (125.00) | 500.00 | 0.00% |
| Liftstation Maintenance | 4,210.20 | 3,750.00 | 460.20 | 15,000.00 | 28.07% |
| Parks & Recreation | | | | | |
| Personnel Leasing Agreement - Administrator | 1,700.00 | 4,500.00 | (2,800.00) | 18,000.00 | 9.44% |
| Personnel Leasing Agreement - Irrigation Specialist | 1,700.00 | 4,500.00 | (2,800.00) | 18,000.00 | 9.44% |
| Reserves | | | | | |
| Infrastructure Capital Reserve | - | 10,000.00 | (10,000.00) | 40,000.00 | 0.00% |
| Alleyway Reserve | - | 3,750.00 | (3,750.00) | 15,000.00 | 0.00% |
| Total Field Operations Expenses | \$ 100,472.90 | \$ 154,754.35 | \$ (54,281.45) | \$ 619,017.41 | 16.23% |
| Total Expenses | \$ 145,653.95 | \$ 197,803.47 | \$ (52,149.52) | \$ 791,213.90 | 18.41% |
| Other Revenues (Expenses) & Gains (Losses) | | | | | |
| Interest Income | \$ 9,946.28 | \$ 999.99 | \$ 8,946.29 | \$ 4,000.00 | |
| Total Other Revenues (Expenses) & Gains (Losses) | \$ 9,946.28 | \$ 999.99 | \$ 8,946.29 | \$ 4,000.00 | |
| Net Income (Loss) | \$ (19,807.12) | \$ - | \$ (19,807.12) | \$ - | |



Poitras East CDD
Cash Flow

| | Beg. Cash | FY25 Inflows | FY25 Outflows | FY26 Inflows | FY26 Outflows | End. Cash |
|-----------|------------|--------------|----------------|--------------|---------------|-----------------------------|
| 9/1/2025 | 850,347.50 | 329,917.95 | (393,789.25) | - | (23,005.00) | 763,471.20 |
| 10/1/2025 | 763,471.20 | 413.87 | (13,477.15) | 2,351.81 | - | 752,759.73 |
| 11/1/2025 | 752,759.73 | - | (7,492.07) | 263,398.14 | (33,319.33) | 975,346.47 |
| 12/1/2025 | 975,346.47 | | (9,037.65) | 279,138.78 | (494,755.97) | 750,691.63 |
| 1/1/2026 | 750,691.63 | | | 289,996.52 | (318,355.80) | 722,332.35 as of 01/14/2026 |
| Totals | | 2,707,340.65 | (2,486,133.93) | 834,885.25 | (869,436.10) | |