

Postras East Community Development District

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

<http://poitrastcdd.com/>

The following is the proposed agenda for the upcoming Meeting of the Board of Supervisors for the Postras East Community Development District (“District”), scheduled to be held at **4:00 p.m. on Tuesday, April 21, 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: pfmccd.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 March 10, 2026, Board of Supervisors’ Meeting**
- 2. **Letter from Supervisor of Elections – Orange County**
- 3. **Consideration of Resolution 2026-03, General Election**

Business Matters

4. **Consideration of Proposals for Trail Repairs**
5. **Review of Fiscal Year 2027 Operations & Maintenance Budget**
6. **Ratification of Operation and Maintenance Expenditures Paid in March 2026 in an amount totaling \$59,107.65**
7. **Ratification of Series 2023 Requisition Nos. 36 – 37 & Series 2025 Requisition No. 8 Paid in March 2026 in an amount totaling \$13,283.51**
8. **Recommendation of Work Authorization/Proposed Services *(if applicable)***
9. **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 March 10, 2026,
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, March 10, 2026, at 4:00 p.m. at 6900 Tavistock Lakes Blvd., Ste. 200, Orlando, FL 32827.

Present:

Richard Levey	Chairman
Rob Adams	Vice Chairman
Frank Paris	Assistant Secretary
Brent Schademan	Assistant Secretary
Ron Domingue	Assistant Secretary

Also attending:

Jennifer Walden	PFM	
Lynne Mullins	PFM	(via phone)
Amanda Lane	PFM	(via phone)
Angeline Agoncillo	PFM	(via phone)
Blake Firth	PFM	(via phone)
Tucker Mackie	Kutak Rock	(via phone)
Bob Schanck	Donald W. McIntosh Associates	
Carlos Negron	Berman	
Eddie Padua	Berman	
Edgard Morales	Berman	
Pete Fussell	Berman	
Will Stafford	Tavistock	

SECOND ORDER OF BUSINESS

Public Comment Period

Dr. Levey called for public comments. He noted there were no public comments at this time.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
February 17, 2026, Board of
Supervisors' Meeting**

The Board reviewed the minutes of the February 17, 2026, Board of Supervisors' Meeting.

On motion by Mr. Paris, seconded by Mr. Domingue, with all in favor, the Board of Supervisors for the Poitras East Community Development District approved the Minutes of the February 17, 2026, Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

Consideration of Proposals for Trail Repairs

Mr. Padua gave an update that the request for proposals were sent to five vendors and two notated their interest to submit, however, they were not able to submit their proposal in time for today's meeting. These items will be brought to the Board at the April meeting.

FIFTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures Paid in February 2026 in an amount totaling \$43,911.55

The Board reviewed the O&M Expenditures paid in February 2026.

On motion by Mr. Paris, seconded by Mr. Domingue, with all in favor, the Board of Supervisors for the Poitras East Community Development District ratified the Operation and Maintenance Expenditures Paid in February 2026 in an amount totaling \$43,911.55.

SIXTH ORDER OF BUSINESS

Ratification of Series 2023 Requisition Nos. 34 – 35 & Series 2025 Requisition No. 7 Paid in February 2026 in an amount totaling \$19,802.67

The Board reviewed the Requisitions paid in February 2026.

On motion by Mr. Paris, seconded by Mr. Domingue, with all in favor, the Board of Supervisors for the Poitras East Community Development District ratified the Series 2023 Requisition Nos. 34 – 35 & Series 2025 Requisition No. 7 Paid in February 2026 in an amount totaling \$19,802.67.

SEVENTH ORDER OF BUSINESS

Recommendation of Work Authorization/Proposed Services

Ms. Walden reviewed the Work Authorization from Cepra for freeze damage cleanup in the amount of \$14,800.00.

Dr. Levey noted that the Boggy Creek ID tabled a similar item in order to allow ample time for the plants to recover.

This Work Authorization was tabled.

EIGHTH ORDER OF BUSINESS

Review of District's Financial Position and Budget to Actual YTD

Ms. Walden stated the financials are updated through February 2026 and the District has spent approximately 28% of the budget so far.

There was brief discussion regarding the landscaping budget.

No action was required.

NINTH ORDER OF BUSINESS

Staff Reports

District Counsel – No report.

District Manager – Ms. Walden noted the next meeting is scheduled for Tuesday, April 21, 2026.

District Engineer – Mr. Schanck reviewed the Construction Memo (Minutes Exhibit A) and provided a brief update that the two projects are close to wrapping up. No action required.

Construction Supervisor – No report.

Landscape Supervisor – No report.

Irrigation Supervisor – No report.

TENTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests at this time.

ELEVENTH ORDER OF BUSINESS

Adjournment

Dr. Levey requested a motion to adjourn.

On motion by Mr. Paris, seconded by Mr. Domingue, with all in favor, the March 10, 2026, Meeting of the Board of Supervisors for the Poitras East Community Development District was adjourned.

Secretary / Assistant Secretary

Chair / Vice Chair

MEMORANDUM

DATE: March 10, 2026

TO: Poitras East Community Development District
Board of Supervisors

FROM: McIntosh Associates, an LJA company
District Engineer

RE: Construction Contract Status

Dear Board Members,

Please accept this correspondence as a current summary of our construction contract status. Listed below by project is a brief summary of recent contract activity.

Lift Station G – Jr. Davis Construction Company

Construction Status: Project completed. Final City close-out package submitted to the city January 7, 2026, awaiting OCU certificate of completion

Change Order (C.O.) Status: None

Recommended Motion: None

Centerline Drive Segment H1 – Jr. Davis Construction Company

Construction Status: The hold harmless survey was completed January 9, 2026, and the final lift of asphalt was installed January 30, 2026. Roundabout wall and pavers are completed. Upon project completion, improvements are to be transferred to the City of Orlando. City pre-final walkthrough took place on February 10, 2026, punch list completed February 13, 2026. Landscape final walkthrough scheduled on March 5, 2026.

Change Order (C.O.) Status: None.

Recommended Motion: None

Should there be any questions, please do not hesitate to call.

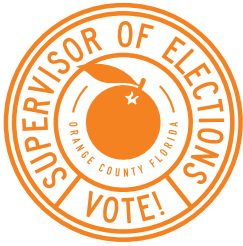
Thank you.

c: Dan Young
Drew Dawson
Chris Wilson
Will Stafford
Tarek Fahmy



Postras East Community Development District

Letter from Supervisor of Elections – Orange County



Karen Castor Dentel Supervisor of Elections Orange County—Florida

Mapping Department

soemapping@ocfelections.gov

April 15, 2026

Jennifer Walden, Senior District Manager
Poitras East CDD
PFM Group Consulting LLC
3501 Quadrangle Boulevard, Suite 270
Orlando, FL 32817

To whom it may concern,

Per the requirements of Chapter 190.006, Florida Statutes, the Orange County Supervisor of Elections Office Mapping Department has determined the number of registered voters in the district as of April 15, 2026. Our research is based on the most recent legal description provided to us by the District Office.

As of **April 15, 2026**, there are **1,567 registered voter(s)** in the **Poitras East CDD**.

A map and list of addresses can be provided upon request. Please contact the Mapping Department at 407-254-6554 with any questions.

Sincerely,

Mapping Department
Orange County Supervisor of Elections
Phone: 407-254-6554
119 W. Kaley Street
Orlando, FL 32806
soemapping@ocfelections.gov



119 West Kaley Street, Orlando, Florida 32806

✉ P.O. Box 562001, Orlando, Florida 32856 ☎ 407.836.2070 📠 407.254.6598 🌐 ocfelections.gov



Poitras East Community Development District

**Resolution 2026-03,
General Election**

RESOLUTION 2026-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3), *FLORIDA STATUTES*, AND REQUESTING THAT THE ORANGE COUNTY SUPERVISOR OF ELECTIONS CONDUCT THE DISTRICT'S GENERAL ELECTIONS; PROVIDING FOR COMPENSATION; SETTING FORTH THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

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

WHEREAS, the Board of Supervisors of the District ("**Board**") seeks to implement Section 190.006(3), *Florida Statutes*, and to instruct the Orange County Supervisor of Elections ("**Supervisor**") to conduct the District's elections by the qualified electors of the District at the general election ("**General Election**").

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

1. **GENERAL ELECTION SEATS.** Seat 1, currently held by Rob Adams, and Seat 2, currently held by Brent Schademan are scheduled for the General Election beginning in November 2026. The District Manager is hereby authorized to notify the Supervisor of Elections as to what seats are subject to General Election for the current election year, and for each subsequent election year.

2. **QUALIFICATION PROCESS.** For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Orange County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

3. **COMPENSATION.** Members of the Board receive \$200 per meeting for their attendance and no Board member shall receive more than \$4,800 per year.

4. **TERM OF OFFICE.** The term of office for the individuals to be elected to the Board in the General Election is four years. The newly elected Board members shall assume office on the second Tuesday following the election.

5. **REQUEST TO SUPERVISOR OF ELECTIONS.** The District hereby requests the Supervisor to conduct the District's General Election in November 2026, and for each subsequent General Election unless otherwise directed by the District's Manager. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

6. **PUBLICATION.** The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to **Exhibit A** attached hereto.

7. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

8. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 21st day of April, 2026.

**POITRAS EAST COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRPERSON/VICE CHAIRPERSON

ATTEST:

SECRETARY/ASSISTANT SECRETARY

EXHIBIT A

**NOTICE OF QUALIFYING PERIOD FOR CANDIDATES
FOR THE BOARD OF SUPERVISORS OF THE
POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Poitras East Community Development District (“District”) will commence at noon on June 8, 2026, and close at noon on June 12, 2026. Candidates must qualify for the office of Supervisor with the Orange County Supervisor of Elections located at 119 W. Kaley Street, Orlando, Florida 32806; Ph: (407) 836-2070. All candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a “qualified elector” of the District, as defined in Section 190.003, *Florida Statutes*. A “qualified elector” is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Orange County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

The Poitras East Community Development District has two (2) seats up for election, specifically seats 1 and 2. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 3, 2026, and in the manner prescribed by law for general elections.

For additional information, please contact the Orange County Supervisor of Elections.

Publish on or before May 18, 2026.



Postras East Community Development District

Proposals for Trail Repairs

Trail Repair Proposals Summary

	Baseline Construction	Landmark Paving
Item #22	\$20,899.00	\$5,838.00
Item #23		\$5,838.00
Item #32		\$5,183.00
Item #33		\$5,183.00
Item #22/23 Thermo	\$1,500.00	-
Mobilization	included	\$500.00
Total	\$22,399.00	\$22,542.00

ESTIMATE

Date
3/26/2026

Customer / Company Name Berman		Requested Start Date
Job Site / Address Postras East Community Development District		
Contact Name Eddie Padua	Email EPadua@BermanCorp.com	Phone 407-784-0601

#	Description	QTY	Price	Total
1	PECDD Photo #22, 23, 32, 33 Asphalt	LS		\$20,899
2	PECDD Photo #22/23 Thermoplastic	LS		\$1,500
3				
4				
5				
6				
7				
8				
9				
10				
Total				\$22,399

Notes

1. Install Type S-III hot mix asphalt to a depth of up to 2".
2. Roll and compact asphalt with a 3-5 ton steel drum roller.
3. Clean up and remove construction related debris from site.

****THIS CONTRACTOR CANNOT GUARANTEE AGAINST FUTURE SETTLING AND STANDING WATER. **THIS CONTRACTOR WILL NOT BE RESPONSIBLE FOR POWER STEERING MARKS AND OTHER SURFACE ABRASIONS CAUSED BY VEHICLES ON THE NEWLY RESURFACED ASPHALT. **THIS CONTRACTOR CANNOT GUARANTEE THIS PATCHES WILL FIX THE PONDING WATER ISSUES.**

Estimate is valid for 10 days; any changes may affect pricing. This estimate is based on information provided by the client regarding project requirements. Quantities and pricing are an approximation and not guaranteed; field verification is required to confirm quantities, and actual cost may change once all layout, dig and steel is completed. Upon acceptance of this estimate, Next Day Concrete will perform only the work listed above, any additional services requested will incur additional charges.

Signature as Acceptance	Printed Name	Acceptance Date
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PROPOSAL

LPV-26-11423-1

JOB NAME AND ADDRESS

**EP530 PECDD Poitras East
Community Improvements
Luminary Boulevard Luminary Blvd
Orlando, FL 32827**

PREPARED FOR

**Berman Corp
(407) 522-7140
6900 Tavistock Lakes
Orlando, FL 32827**

CONTACT

**Eddie Padua
epadua@bermancorp.com**

EP530 PECDD POITRAS EAST COMMUNITY
IMPROVEMENTS

ASPHALT PATCHING PROPOSAL

03/10/2026

ADDRESS

493 N WHITE CEDAR RD
SANFORD, FL
32771

TELEPHONE

407-881-1586 Cell

SALESPERSON

COREY PHILLIPS

EMAIL

CPHILLIPS@LANDMARKPAVING.COM



PROPOSAL

Dear Eddie Padua,

Thank you for the opportunity to provide you with a proposal. Landmark Paving specializes in Paving, Parking Lot Maintenance & Repair, Pavement Marking, Signage, Sealcoating, and Concrete Services providing excellent service to all our clients. .

Per your request, we propose to supply the following to complete the indicated job: Labor, Materials, Equipment
Exclusions: Testing, Towing, Permits, As-built drawings, 3rd Party Inspections, Stake Out, Removal, Locating, Or Relocation Of Utilities, Any Other Items As Listed On The Terms And Conditions Page.

Please review the proposal and feel free to call with any questions. With acceptance of this proposal, we will be sending a **NOTICE TO OWNER** prior to commencing any work.

50% Deposit Required upon acceptance



PROPOSAL

MOBILIZATION

Mobilization \$500/each

Price: \$500.00

ITEM 22

Repair **100** Square Feet excavated up to a depth of **0.50** inches.

- This work is performed by removing asphalt to the above-specified depth by the milling machine or other means and removing broken asphalt from the site.
- The exposed sub-grade, if encountered, will be compacted to a uniform depth and vertical edges of the open patch will be tack coated using CRS2 emulsion.
- New asphalt will then be placed and compacted to a uniform consistency (multiple lifts may be required).
- The finished elevation of the new repair will match the adjacent surfaces.
- All new asphalt material will be Department of Transportation approved.
- This work can usually be completed with minimal inconvenience to traffic.
- If unsuitable materials are encountered (paving fabric, contaminated material, etc) and deemed by Contractor or Supplier unacceptable to be delivered to the original desired location, the material will be taken to a dump site at an additional charge of \$350/per truckload plus dump fees.
- Purchaser agrees to pay all cost associated with asphalt milling disposal. Purchaser is responsible to insure all vehicles are removed (towing if required) from the affected areas no later than 7:00 a.m.

Price: \$5,838.00

ITEM 23

Repair **100** Square Feet excavated up to a depth of **0.50** inches.

- This work is performed by removing asphalt to the above-specified depth by the milling machine or other means and removing broken asphalt from the site.
- The exposed sub-grade, if encountered, will be compacted to a uniform depth and vertical edges of the open patch will be tack coated using CRS2 emulsion.
- New asphalt will then be placed and compacted to a uniform consistency (multiple lifts may be required).
- The finished elevation of the new repair will match the adjacent surfaces.
- All new asphalt material will be Department of Transportation approved.
- This work can usually be completed with minimal inconvenience to traffic.
- If unsuitable materials are encountered (paving fabric, contaminated material, etc) and deemed by Contractor or Supplier unacceptable to be delivered to the original desired location, the material will be taken to a dump site at an additional charge of \$350/per truckload plus dump fees.
- Purchaser agrees to pay all cost associated with asphalt milling disposal. Purchaser is responsible to insure all vehicles are removed (towing if required) from the affected areas no later than 7:00 a.m.

Price: \$5,838.00



ITEM 32

Repair **25 Square Feet** excavated up to a depth of **1.50 inches**.

- This work is performed by removing asphalt to the above-specified depth by the milling machine or other means and removing broken asphalt from the site.
- The exposed sub-grade, if encountered, will be compacted to a uniform depth and vertical edges of the open patch will be tack coated using CRS2 emulsion.
- New asphalt will then be placed and compacted to a uniform consistency (multiple lifts may be required).
- The finished elevation of the new repair will match the adjacent surfaces.
- All new asphalt material will be Department of Transportation approved.
- This work can usually be completed with minimal inconvenience to traffic.
- If unsuitable materials are encountered (paving fabric, contaminated material, etc) and deemed by Contractor or Supplier unacceptable to be delivered to the original desired location, the material will be taken to a dump site at an additional charge of \$350/per truckload plus dump fees.
- Purchaser agrees to pay all cost associated with asphalt milling disposal. Purchaser is responsible to insure all vehicles are removed (towing if required) from the affected areas no later than 7:00 a.m.

Price: \$5,183.00

ITEM 33

Repair **25 Square Feet** excavated up to a depth of **1.50 inches**.

- This work is performed by removing asphalt to the above-specified depth by the milling machine or other means and removing broken asphalt from the site.
- The exposed sub-grade, if encountered, will be compacted to a uniform depth and vertical edges of the open patch will be tack coated using CRS2 emulsion.
- New asphalt will then be placed and compacted to a uniform consistency (multiple lifts may be required).
- The finished elevation of the new repair will match the adjacent surfaces.
- All new asphalt material will be Department of Transportation approved.
- This work can usually be completed with minimal inconvenience to traffic.
- If unsuitable materials are encountered (paving fabric, contaminated material, etc) and deemed by Contractor or Supplier unacceptable to be delivered to the original desired location, the material will be taken to a dump site at an additional charge of \$350/per truckload plus dump fees.
- Purchaser agrees to pay all cost associated with asphalt milling disposal. Purchaser is responsible to insure all vehicles are removed (towing if required) from the affected areas no later than 7:00 a.m.

Price: \$5,183.00

TOTAL PRICE OF THIS PROPOSAL AS PRESENTED:

\$22,542.00



AGREEMENT

The Unit Rates applicable to the categories of work to be performed pursuant to this Agreement are based on the material costs and published indexes as of This proposal date. Pricing shall be guaranteed for 30 days from this proposal date, after that pricing subject to change based on market fluctuations. Purchaser acknowledges that if the above-listed items increase by the date all work under the contract is completed, the Unit Rates applicable to the categories of work to be performed under the Proposal shall be adjusted. The adjusted Unit Rates shall be committed and paid by purchaser as though a written change order were approved and signed by both parties.

Landmark Paving, LLC proposes to furnish material and labor to perform the work outlined herein for the sum of:

\$22,542.00, Twenty Two Thousand Five Hundred Forty Two Dollars and Zero Cents

Payment Terms Net 30 Days

This proposal is valid for thirty (30) days from the date written above. The proposal is subject to the terms and conditions enclosed, attached and/or on the backside of the proposal.

This proposal contains confidential information belonging to the sender, which is legally privileged. The information is intended only for the use of the individual or entity named above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents of this proposal is strictly prohibited. If you have received this proposal in error, please immediately notify us by telephone to arrange for return of the original documents to us.

Sincerely,

Corey Phillips, Sales Rep
cphillips@landmarkpaving.com
Cell: 407-881-1586

Accepted: The above proposed terms and conditions, including price and payment terms are satisfactory and hereby accepted. **Landmark Paving, LLC** is hereby authorized to proceed with the work specified.

Purchaser: _____ Title: _____

Printed Name: _____ Date: _____

TERMS & CONDITIONS

• These Terms and Conditions are by and between Landmark Paving, a Pave America Company (hereinafter the "Contractor"), and the front-side "Purchaser", (hereinafter the "Purchaser").

- Any unpaid invoice aged past 60 days will result immediately in the property having a lien filed against it.

• Landmark Paving is not a General Contractor and as such they will have no contractual relationship with the owner, nor will Landmark Paving be aware of the owner nor lenders credit worthiness; therefore, Landmark Paving will not accept a paid when paid/if paid clause in any contract regardless of purchasers contract being signed.

If contract is cancelled by Purchaser prior to commencement of work, Purchaser will pay Contractor twenty percent (20%) of total contract price.

• Unit prices, if specified, shall apply to all extra work performed beyond the original scope, if such work can be performed at the same time Contractor is working at the site on original items of work. Contractor reserves the right to renegotiate the terms and conditions, including price if it must move any equipment back to the site to perform additional work. Contractor will be under no obligation to perform any extra work.

• Each phase of work will be billed upon completion of that phase. Purchaser agrees to pay all invoices within 15 days of the invoice date. All amounts unpaid by the due date shall bear interest at the rate of 1.5% per month until paid. If full payment (including aforementioned late charges) has not been received by Contractor within 45 days of substantial completion, all of Purchasers warranty rights hereunder will be forfeited and automatically become void and Contractor shall be excused from further performance of work under this proposal, or any other contract with Purchaser and all amounts then due and owing, including retainage, shall become immediately payable

• The pricing contained herein is based on all work being completed within 30 days of the date of this proposal unless otherwise agreed in writing. The terms for doing any work after this date may, at Contractor's option, be renegotiated between Contractor and Purchaser. To the extent Contractor has performed any work within 30 days of the date of this proposal, Contractor shall be compensated for all such work under the terms and conditions and including price as set forth in this proposal, including retainage, together with any costs incurred as a result of Purchaser's delay in completion of the work. Purchaser agrees to compensate Contractor for ALL reasonable costs (and associated overhead and profit) for delays incurred completing the work.

• Purchaser shall not prematurely subject the work to any type of traffic or in a manner which may damage the work. Contractor is not responsible for graffiti, tire tracks, animal or human footprints, etc., on finished surface.

• Although contractor will endeavor to cooperate fully with the progress of the work, it reserves the right to delay the start of work until the entire area of the job is ready. Unless otherwise noted, the total price is based on one move-in and complete access to work areas at the time of move-in.

Purchaser agrees to pay Contractor \$500.00 for each additional move-in. The removal of vehicles from the work site is the sole responsibility of the Purchaser. Damage to vehicles left on the work site is the responsibility of the Purchaser. Contractor is not responsible for crackfill that adheres to tires. Contractor is not responsible for overspray on vehicles, curb and gutter, and all structures within 50 feet of the edge of the work zone.

• Contractor shall not be bound to any construction schedules unless agreed to in writing by Contractor. If no schedule is established, Contractor will undertake the work in the course of its normal operating schedule.

• Purchaser to ensure all existing surfaces shall be in a condition suitable to receive any work to be performed by Contractor. Purchaser shall provide potable water and electrical source at no expense to Contractor. Contractor is not responsible for tire marks on asphalt and or concrete. Contractor is not responsible for damage to landscaping and sidewalks due to required access by trucks and or equipment. Contractor is not responsible for damage to existing asphalt pavements. Contractor is not responsible for damage to surrounding concrete due to vibration of jackhammers and equipment. Contractor not to be held liable for any claims of slip and falls under any circumstance, all liability lies solely with the purchaser.

• To the extent that the work is dependent upon work of other contractors or subcontractors, Contractor shall not assume responsibility for any defect, deficiency, or non-compliance in such other work.

• Purchaser is responsible for getting all "private" (non-public) utilities, including wells and septic system elements, underground sprinklers systems, electrical wiring, etc marked by an independent utility locator prior to the commencement of work. All specifications and the work estimate are conditioned on all private utilities not being disturbed or changed by modifications needed to accommodate private utilities not disclosed to Contractor previously. Any damage caused to private lines during construction is the sole responsibility of Purchaser. Purchaser is responsible for all damage to existing structures and facilities, including underground facilities, caused by equipment necessary to carry out the work.

• Contractor will not be responsible for construction or material failures or delays in construction caused by any factor beyond its control, including, but not limited to, delays or failures caused by weather, acts of God, delays in transportation, acts of suppliers and subcontractors, acts of the Purchaser, Owner or its separate contractors, fuel or raw material shortages, plant failures, or any other cause beyond its control.

• Unless stated in writing on this proposal, all engineering and testing, excavation, utilities, adjustment of underground facilities, landscaping, permits, bonds, government approvals, damage to existing asphalt and concrete and landscaping shall be Purchaser's sole responsibility. Purchaser agrees to indemnify, protect, and hold Contractor harmless from any and all damages, expenses and attorneys fees suffered or incurred on account of Purchaser's breach of any obligation or covenant of this proposal.

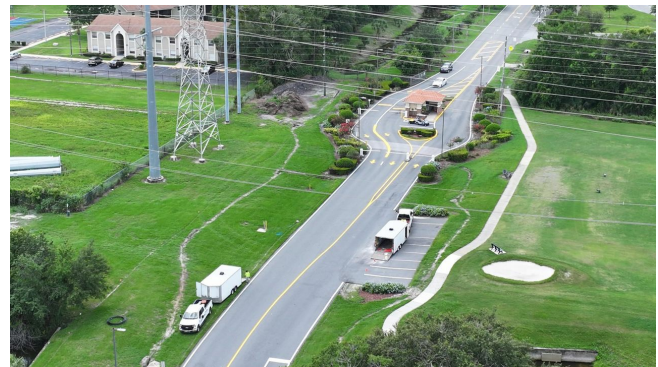
• Unless stated in writing on this proposal, there shall be no warranties, express or implied, in connection with any material or service furnished under this proposal. All consequential damages are excluded.

• In the event that Contractor retains an attorney to recover any amount due under this agreement, the Purchaser agrees to pay all attorney fees, court costs and costs of collection incurred by Contractor.

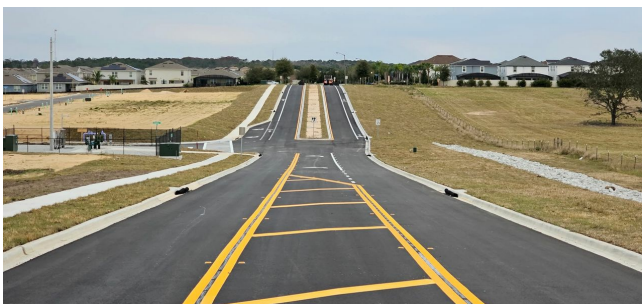
• Purchaser will, prior to Contractor leaving the job site, arrange for an authorized representative or agent of the Purchaser to inspect completed Contractor work in the company of a Contractor representative. Purchasers failure to inspect job site as above will signify acceptance of work performed by Contractor and agreement to pay the bill in full within fifteen (15) days.



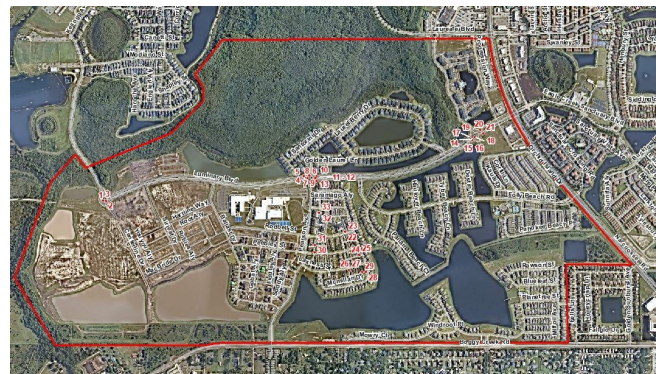
Recently Completed Work (4)



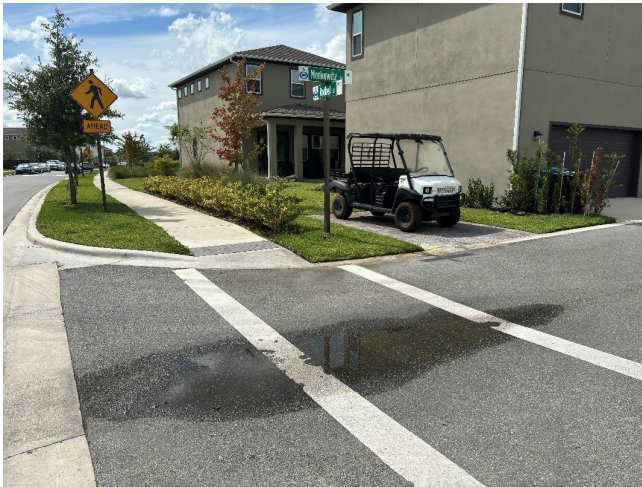
Recently Completed Work (13)



Recently Completed Work (14)



map
Items 22, 23, 32, and 33 only



22
Current Conditions



23
Current Conditions



32
Current Conditions



33
Current Conditions



Poitras East Community Development District

Fiscal Year 2027 Operations & Maintenance Budget



Poitras East CDD
FY 2027 Proposed O&M Budget

	Actual Through 3/2026	Anticipated 4/2026 - 9/2026	Anticipated FY 2026 Total	FY 2026 Adopted Budget	FY 2027 Adopted Budget
Revenues					
On-Roll Assessments	\$ 414,421.21	\$ 308,028.79	\$ 722,450.00	\$ 722,450.00	\$ 722,450.00
Carryforward Revenue	32,381.95	32,381.95	64,763.90	64,763.90	120,833.75
Net Revenues	\$ 446,803.16	\$ 340,410.74	\$ 787,213.90	\$ 787,213.90	\$ 843,283.75
General & Administrative Expenses					
Supervisor Fees	\$ 4,400.00	\$ 7,000.00	\$ 11,400.00	\$ 12,000.00	\$ 12,000.00
Directors' & Officers' (D&O) Insurance	3,162.00	-	3,162.00	3,430.45	3,636.30
Trustee Services	3,240.90	-	3,240.90	13,451.64	13,451.64
Management	19,249.98	19,250.02	38,500.00	38,500.00	38,500.00
Engineering	5,217.28	10,434.56	15,651.84	19,500.00	19,500.00
Disclosure	2,500.00	5,000.00	7,500.00	7,500.00	7,500.00
Property Appraiser	-	-	-	2,000.00	2,000.00
District Counsel	6,154.59	27,695.70	33,850.29	30,000.00	30,000.00
Assessment Administration	15,000.00	-	15,000.00	15,000.00	15,000.00
Reamortization Schedules	-	250.00	250.00	250.00	250.00
Audit	2,500.00	4,800.00	7,300.00	10,300.00	7,400.00
Arbitrage Calculation	-	1,000.00	1,000.00	1,000.00	1,000.00
Tax Preparation	25.68	25.68	51.36	26.40	30.00
Travel and Per Diem	24.30	34.02	58.32	300.00	300.00
Telephone	-	14.56	14.56	25.00	25.00
Postage & Shipping	27.68	38.78	66.46	750.00	750.00
Copies	-	729.19	729.19	1,250.00	1,250.00
Legal Advertising	1,241.36	1,737.89	2,979.25	7,500.00	7,500.00
Bank Fees	-	-	-	48.00	48.00
Miscellaneous	-	2,625.00	2,625.00	4,500.00	4,500.00
Meeting Room	-	145.81	145.81	250.00	250.00
Office Supplies	-	145.81	145.81	250.00	250.00
Web Site Maintenance	1,170.00	1,915.00	3,085.00	2,940.00	2,940.00
Holiday Decorations	2,950.00	-	2,950.00	1,250.00	1,250.00
Dues, Licenses, and Fees	175.00	-	175.00	175.00	175.00
Total General & Administrative Expenses	\$ 67,038.77	\$ 82,842.02	\$ 149,880.79	\$ 172,196.49	\$ 169,505.94



Poitras East CDD
FY 2027 Proposed O&M Budget

	Actual Through 3/2026	Anticipated 4/2026 - 9/2026	Anticipated FY 2026 Total	FY 2026 Adopted Budget	FY 2027 Adopted Budget
<u>Field Operations</u>					
Electric Utility Services					
Electric	\$ 1,213.39	\$ 1,698.76	\$ 2,912.15	\$ 5,000.00	\$ 5,000.00
Water-Sewer Combination Services					
Water Reclaimed	4,109.25	5,752.95	9,862.20	15,000.00	15,000.00
Other Physical Environment					
General Insurance	3,867.00	-	3,867.00	4,195.20	4,447.05
Property & Casualty Insurance	15,476.00	-	15,476.00	17,363.85	17,797.40
Other Insurance	500.00	-	500.00	1,500.00	575.00
Irrigation Repairs	13,273.50	18,582.90	31,856.40	51,000.00	51,000.00
Landscaping Maintenance & Material	113,101.98	131,952.31	245,054.29	290,000.00	350,000.00
Tree Trimming	-	20,000.00	20,000.00	20,000.00	20,000.00
Flower & Plant Replacement	-	25,000.00	25,000.00	25,000.00	25,000.00
Contingency	2,787.67	3,902.71	6,690.38	35,958.36	35,958.36
Pest Control	595.00	595.00	1,190.00	1,500.00	1,500.00
Road & Street Facilities					
Entry and Wall Maintenance	4,750.00	6,650.00	11,400.00	6,000.00	6,000.00
Hardscape Maintenance	-	5,833.31	5,833.31	10,000.00	10,000.00
Alleyway Maintenance	-	5,833.31	5,833.31	10,000.00	10,000.00
Streetlights	21,929.41	30,701.16	52,630.57	20,000.00	25,000.00
Accent Lighting	-	291.69	291.69	500.00	500.00
Liftstation Maintenance	7,254.74	10,156.65	17,411.39	15,000.00	15,000.00
Parks & Recreation					
Personnel Leasing Agreement - Administrator	3,000.00	1,000.00	4,000.00	18,000.00	18,000.00
Personnel Leasing Agreement - Irrigation Specialist	3,000.00	1,000.00	4,000.00	18,000.00	18,000.00
Reserves					
Infrastructure Capital Reserve	-	40,000.00	40,000.00	40,000.00	40,000.00
Alleyway Reserve	-	15,000.00	15,000.00	15,000.00	15,000.00
Total Field Operations Expenses	\$ 194,857.94	\$ 323,950.75	\$ 518,808.69	\$ 619,017.41	\$ 683,777.81
Total Expenses	\$ 261,896.71	\$ 406,792.77	\$ 668,689.48	\$ 791,213.90	\$ 853,283.75
Income (Loss) from Operations	\$ 184,906.45	\$ (66,382.00)	\$ 118,524.42	\$ (4,000.00)	\$ (10,000.00)
<u>Other Income (Expense)</u>					
Interest Income	\$ 38,272.18	\$ 15,000.00	\$ 53,272.18	\$ 4,000.00	\$ 10,000.00
Total Other Income (Expense)	\$ 38,272.18	\$ 15,000.00	\$ 53,272.18	\$ 4,000.00	\$ 10,000.00
Net Income (Loss)	\$ 223,178.63	\$ (51,382.00)	\$ 171,796.60	\$ -	\$ -



Poitras East CDD Budget Item Descriptions FY 2026 – 2027

Revenues

On-Roll Assessments

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. Assessments collected via the tax collector are referred to as “On-Roll Assessments.”

Carryforward Revenue

Unused income from a prior year which is available as cash for the current year.

General & Administrative Expenses

Supervisor Fees

Chapter 190 of the Florida Statutes allows for a member of the Board of Supervisors to be compensated for meeting attendance and to receive up to \$200.00 per meeting plus payroll taxes. The amount for the Fiscal Year is based upon all supervisors attending the meetings.

Directors’ & Officers’ (D&O) Insurance

Supervisors’ and Officers’ liability insurance.

Trustee Services

The Trustee submits invoices annually for services rendered on bond series. These fees are for maintaining the district trust accounts.

Management

The District receives Management and Administrative services as part of a Management Agreement with PFM Group Consulting, LLC. These services are further outlined in Exhibit “A” of the Management Agreement.

Engineering

The District’s engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of invoices, and all other engineering services as requested by the district throughout the year.



Poitras East CDD Budget Item Descriptions FY 2026 – 2027

Disclosure

When bonds are issued for the District, the Bond Indenture requires continuing disclosure, which the dissemination agent provides to the trustee and bond holders.

Property Appraiser

The cost incurred for a copy of the annual parcel listing for parcels within the District from the county.

District Counsel

The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts, and all other legal services as requested by the District throughout the year.

Assessment Administration

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. It is typically collected via the Tax Collector. The District Manager submits an Assessment Roll to the Tax Collector annually by the deadline set by the Tax Collector or Property Appraiser.

Reamortization Schedules

When debt is paid on a bond series, a new amortization schedule must be recalculated. This can occur up to four times per year per bond issue.

Audit

Chapter 218 of the Florida Statutes requires a District to conduct an annual financial audit by an Independent Certified Public Accounting firm. Some exceptions apply.

Arbitrage Calculation

Annual computations are necessary to calculate arbitrage rebate liability to ensure the District's compliance with all tax regulations.

Tax Preparation

Annual fee to file Forms 1099 and 1096 with the Internal Revenue Service.

Travel and Per Diem

Travel to and from meetings as related to the District.

Telephone

Telephone and fax machine services.

Postage & Shipping

Mail, overnight deliveries, correspondence, etc.



Poitras East CDD Budget Item Descriptions FY 2026 – 2027

Copies

Printing and binding Board agenda packages, letterhead, envelopes, and copies.

Legal Advertising

The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to, monthly meetings, special meetings, and public hearings for the District.

Bank Fees

Bank fees associated with the services the District uses with the bank (e.g. remote deposit capture, positive pay, wire transfers, ACH payments, monthly maintenance, etc.).

Miscellaneous

Other general & administrative expenses incurred throughout the year.

Meeting Room

Fee charged for renting a room for the monthly advertised meeting.

Office Supplies

General office supplies associated with the District.

Web Site Maintenance

Website maintenance fee.

Holiday Decorations

District decorations for the holidays.

Dues, Licenses & Fees

The District is required to pay an annual fee to the Department of Economic Opportunity.

Field Operations

Electric Utility Services

Electric

The District pays for electric meters used on District-owned roads.



Poitras East CDD
Budget Item Descriptions
FY 2026 – 2027

Water-Sewer Combination Services

Water Reclaimed

Water used for irrigation.

Other Physical Environment

General Insurance

General liability insurance.

Property & Casualty Insurance

Insurance to protect property and cover casualty.

Other Insurance

Insurance to protect the District not otherwise covered under D&O, General, or Property & Casualty.

Irrigation Repairs

Inspection and repair of irrigation system.

Landscaping Maintenance & Material

Contracted landscaping within the boundaries of the District.

Tree Trimming

Trimming of trees on District property.

Flower & Plant Replacement

Purchase of materials and labor to replace flowers and plants within the District.

Contingency

Other Field Operations expenses incurred throughout the year.

Pest Control

Pest control services.

Road & Street Facilities

Entry and Wall Maintenance

Maintenance of entrance(s) and walls within the District.

Hardscape Maintenance



Poitras East CDD Budget Item Descriptions FY 2026 – 2027

Purchase or maintenance of hard, yet “movable,” parts of landscape, such gravel, paving, and stones.

Alleyway Maintenance

Maintenance for alleyways within the District.

Streetlights

Streetlighting expenses within the District.

Accent Lighting

Accent lighting expenses within the District.

Liftstation Maintenance

Lift station expenses within the District.

Parks & Recreation

Personnel Leasing Agreement – Administrator

The lease of outside personnel for administrative duties per signed agreement.

Personnel Leasing Agreement – Irrigation Specialist

The lease of outside personnel for irrigation duties per signed agreement.

Reserves

Infrastructure Capital Reserve

Funds reserved for infrastructure capital repairs/maintenance/replacement. These funds are kept in a separate bank account.

Alleyway Reserve

Funds reserved for alleyway repairs. These funds are kept in a separate bank account.

Other Income (Expense)

Interest Income

Income from interest earnings.



Poitras East Community Development District

**Operation and Maintenance Expenditures Paid in
March 2026 in an amount totaling \$59,107.65**

POITRAS EAST
COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 3501 QUADRANGLE BLVD STE 270 • ORLANDO, FL 33117
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 March 1, 2026 through March 31, 2026. This does not include expenditures previously approved by the Board.

The total items being presented: **\$59,107.65**

Approval of Expenditures:

____ Chairman

____ Vice Chairman

____ Assistant Secretary

Poitras East CDD
 AP Check Register (Current by Bank)
 Check Dates: 3/1/2026 to 3/31/2026

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: OM1705 - CITY NATIONAL BANK					001-101-0000-00-01
1963	03/09/26	P	BERMAN	Berman Construction	\$1,200.00
1964	03/09/26	P	CEPRA	Cepra Landscape	\$24,066.83
1965	03/09/26	P	JRDAVI	Jr. Davis Construction Co.	\$94,261.12
1966	03/11/26	P	CEPRA	Cepra Landscape	\$500.00
1967	03/12/26	P	GRAUAS	Grau and Associates	\$1,500.00
1968	03/12/26	P	USIC	USIC Locating Services	\$697.68
1969	03/26/26	P	BERMAN	Berman Construction	\$1,200.00
1970	03/26/26	P	BSCHAD	Brent Schademan	\$200.00
1971	03/26/26	P	CEPRA	Cepra Landscape	\$18,850.33
1972	03/26/26	P	FPARIS	Francis Paris, Jr.	\$200.00
1973	03/26/26	P	KUTAK	Kutak Rock	\$1,513.64
1974	03/26/26	P	PFMGC	PFM Group Consulting	\$3,235.91
1975	03/26/26	P	RADAMS	Rob Adams	\$200.00
1976	03/26/26	P	RDOMIN	Ron Domingue	\$200.00
1977	03/26/26	P	RLEVEY	Richard Levey	\$200.00
BANK OM1705 REGISTER TOTAL:					\$148,025.51
BANK ID: OM-ACH - CITY NATIONAL BANK - ACH & WIRES					001-101-0000-00-01
70053	03/12/26	M	VGLOBA	VGlobalTech	\$145.00
70054	03/20/26	M	OUC	Orlando Utilities Commission	\$5,198.26
70055	03/20/26	M	TRUSTE	US Bank as Trustee for Poitras	\$46,188.81
BANK OM-ACH REGISTER TOTAL:					\$51,532.07
GRAND TOTAL :					\$199,557.58

53,764.39	Check 1963-1964, 1966-1977
46,188.81	Debt Service Wire
94,261.12	FR 33 - Construction check 1965
145.00	PA 320 - VGlobalTech paid online
5,198.26	PA 321 - Wind River Environmental paid online
199,557.58	Total cash spent
59,107.65	O&M cash spent

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

Postras East CDD
March 2026 AP Remittance Report

BANK:	OM1705	CHECK:	1963	AMOUNT:	\$1,200.00	DATE:	03/09/26	VEND ID:	BERMAN
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
02/01/26	94670	PA 321 - Feb. lift station mai				\$0.00	\$200.00		
02/01/26	94672	PA 321 - Feb. administrator ag				\$0.00	\$500.00		
02/01/26	94672	PA 321 - Feb. irrigation speci				\$0.00	\$500.00		
						TOTALS:	\$0.00	\$1,200.00	
BANK:	OM1705	CHECK:	1964	AMOUNT:	\$24,066.83	DATE:	03/09/26	VEND ID:	CEPRA
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
02/01/26	O-S9533	PA 321 - Feb. landscaping				\$0.00	\$18,850.33		
02/24/26	O-S9656	PA 324 - Feb. Luminary control				\$0.00	\$656.50		
02/24/26	O-S9660	PA 324 - Repair of Luminary B				\$0.00	\$4,560.00		
						TOTALS:	\$0.00	\$24,066.83	
BANK:	OM1705	CHECK:	1965	AMOUNT:	\$94,261.12	DATE:	03/09/26	VEND ID:	JRDAVI
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
01/25/26	131451	FR 33 - Proj. 2206 - Centerlin				\$0.00	\$94,261.12		
						TOTALS:	\$0.00	\$94,261.12	
BANK:	OM1705	CHECK:	1966	AMOUNT:	\$500.00	DATE:	03/11/26	VEND ID:	CEPRA
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
01/31/26	O-S9568	PA 325 - Mainline repair on Lu				\$0.00	\$500.00		
						TOTALS:	\$0.00	\$500.00	
BANK:	OM-ACH	CHECK:	70053	AMOUNT:	\$145.00	DATE:	03/12/26	VEND ID:	VGLOBA
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/01/26	8255	PA 325 - Mar. website maint.				\$0.00	\$145.00		
						TOTALS:	\$0.00	\$145.00	
BANK:	OM1705	CHECK:	1967	AMOUNT:	\$1,500.00	DATE:	03/12/26	VEND ID:	GRAUAS
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/02/26	28864	PA 325 - FY 2025 audit				\$0.00	\$1,500.00		
						TOTALS:	\$0.00	\$1,500.00	
BANK:	OM1705	CHECK:	1968	AMOUNT:	\$697.68	DATE:	03/12/26	VEND ID:	USIC
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
02/28/26	794253	PA 325 - Ticket and service fe				\$0.00	\$697.68		
						TOTALS:	\$0.00	\$697.68	
BANK:	OM-ACH	CHECK:	70054	AMOUNT:	\$5,198.26	DATE:	03/20/26	VEND ID:	OUC
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/02/26	10986-030226	PA 325 - OUC 2026.03.02 Electr				\$0.00	\$235.11		
03/02/26	10986-030226	PA 325 - OUC 2026.03.02 Reclai				\$0.00	\$562.98		
03/02/26	10986-030226	PA 325 - OUC 2026.03.02 Street				\$0.00	\$4,392.86		
03/02/26	10986-030226	PA 325 - OUC 2026.03.02 Taxes				\$0.00	\$7.31		
						TOTALS:	\$0.00	\$5,198.26	
BANK:	OM-ACH	CHECK:	70055	AMOUNT:	\$46,188.81	DATE:	03/20/26	VEND ID:	TRUSTE
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/14/26	2026.03.13	S2023 FY26 DS (239115000) Dist				\$0.00	\$46,188.81		
						TOTALS:	\$0.00	\$46,188.81	
BANK:	OM1705	CHECK:	1969	AMOUNT:	\$1,200.00	DATE:	03/26/26	VEND ID:	BERMAN
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/01/26	95353	PA 325 - Mar. lift station mai				\$0.00	\$200.00		
03/01/26	95355	PA 325 - Mar. administrator ag				\$0.00	\$500.00		
03/01/26	95355	PA 325 - Mar. irrigation speci				\$0.00	\$500.00		
						TOTALS:	\$0.00	\$1,200.00	

Postras East CDD
 March 2026 AP Remittance Report

BANK:	OM1705	CHECK:	1970	AMOUNT:	\$200.00	DATE:	03/26/26	VEND ID:	BSCHAD
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/10/26	2026.03.10	PA 326 - Supervisor fee 2026.0				\$0.00	\$200.00		
						TOTALS:	\$0.00	\$200.00	
BANK:	OM1705	CHECK:	1971	AMOUNT:	\$18,850.33	DATE:	03/26/26	VEND ID:	CEPRA
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/01/26	O-S9737	PA 325 - Mar. landscaping				\$0.00	\$18,850.33		
						TOTALS:	\$0.00	\$18,850.33	
BANK:	OM1705	CHECK:	1972	AMOUNT:	\$200.00	DATE:	03/26/26	VEND ID:	FPARIS
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/10/26	2026.03.10	PA 326 - Supervisor fee 2026.0				\$0.00	\$200.00		
						TOTALS:	\$0.00	\$200.00	
BANK:	OM1705	CHECK:	1973	AMOUNT:	\$1,513.64	DATE:	03/26/26	VEND ID:	KUTAK
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/11/26	3715263	PA 326 - Gen. legal thru 01/31				\$0.00	\$1,513.64		
						TOTALS:	\$0.00	\$1,513.64	
BANK:	OM1705	CHECK:	1974	AMOUNT:	\$3,235.91	DATE:	03/26/26	VEND ID:	PFMGC
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/03/26	140985	PA 326 - Form 1099 preparation				\$0.00	\$25.68		
03/05/26	DM-03-2026-57	PA 326 - DM fee: Mar. 2026				\$0.00	\$3,208.33		
03/04/26	OE-EXP-03-2026-23	PA 325 - Feb. postage				\$0.00	\$1.90		
						TOTALS:	\$0.00	\$3,235.91	
BANK:	OM1705	CHECK:	1975	AMOUNT:	\$200.00	DATE:	03/26/26	VEND ID:	RADAMS
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/10/26	2026.03.10	PA 326 - Supervisor fee 2026.0				\$0.00	\$200.00		
						TOTALS:	\$0.00	\$200.00	
BANK:	OM1705	CHECK:	1976	AMOUNT:	\$200.00	DATE:	03/26/26	VEND ID:	RDOMIN
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/10/26	2026.03.10	PA 326 - Supervisor fee 2026.0				\$0.00	\$200.00		
						TOTALS:	\$0.00	\$200.00	
BANK:	OM1705	CHECK:	1977	AMOUNT:	\$200.00	DATE:	03/26/26	VEND ID:	RLEVEY
Date	Invoice Number	Invoice Description				Discount Taken	Amount Paid		
03/10/26	2026.03.10	PA 326 - Supervisor fee 2026.0				\$0.00	\$200.00		
						TOTALS:	\$0.00	\$200.00	



Postras East Community Development District

**Series 2023 Requisition Nos. 36 – 37 & Series 2025
Requisition No. 8 Paid in March 2026 in an amount
totaling \$13,283.51**

**POITRAS EAST
COMMUNITY DEVELOPMENT DISTRICT**

DISTRICT OFFICE • 3501 QUADRANGLE BLVD STE 270 • ORLANDO, FL 33117

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 March 1, 2026 through March 31, 2026. This does not include requisitions previously approved by the Board.

REQUISITION NO.	PAYEE	AMOUNT
Series 2023 – req 36	Kutak Rock	\$280.00
Series 2023 – req 37	Boggy Creek Improvement District	\$122.10
Series 2025 – req 8	Donald W McIntosh Associates	\$12,881.41
	TOTAL	\$13,283.51

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: **36**

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

(C) Amount Payable: **\$280.00**

(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 3715264 for Project 15623-2 (Project Construction) Through 01/31/2026

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

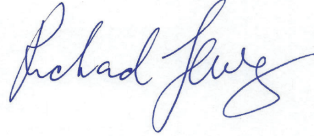
The undersigned hereby certifies that [obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2023 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement 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.

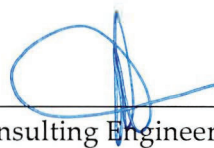
**POITRAS EAST COMMUNITY
DEVELOPMENT DISTRICT**



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
March 16, 2026

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: **37**

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

(C) Amount Payable: **\$122.10**

(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 OSA15445 from Orlando Sentinel for FY 2026 Construction Committee Meeting Schedule (Ad: 19596), Paid by Boggy Creek Improvement District on Requisition 513 – **\$65.92**
- Invoice OSA22275 from Orlando Sentinel for FY 2026 Construction Committee March 5, 2026 Meeting (Ad: 22883), Paid by Boggy Creek Improvement District on Requisition 513 – **\$56.18**

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

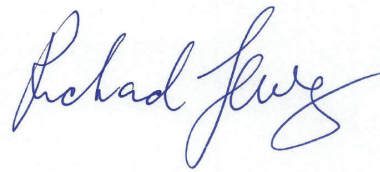
The undersigned hereby certifies that [obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2023 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement 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.

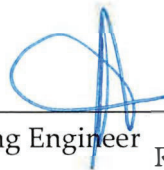
**POITRAS EAST COMMUNITY
DEVELOPMENT DISTRICT**



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
March 24, 2026

**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: 8

(B) Name of Payee: Donald W McIntosh Associates

(C) Amount Payable: **\$12,881.41**

(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 48700 for Project 18124 (Poitras East CDD) Through 02/27/2026 – **\$823.75**
- Invoice 48705 for Project 23541 (Luminary Boulevard Extension & Jim Branch Creek Crossing) Through 02/27/2026 – **\$2,129.02**
- Invoice 48706 for Project 23584 (Centerline Drive Segment H1) Through 02/27/2026 – **\$4,790.80**
- Invoice 48707 for Project 23586 (Centerline Drive Segment H3) Through 02/27/2026 – **\$2,565.60**
- Invoice 48708 for Project 24613 (Poitras East - Lift Station D) Through 02/27/2026 – **\$2,572.24**

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

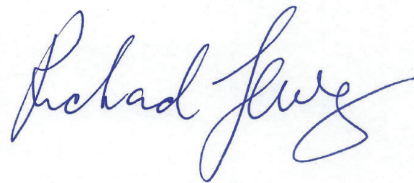
The undersigned hereby certifies that [obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2025 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement 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].

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.

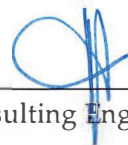
**POITRAS EAST COMMUNITY
DEVELOPMENT DISTRICT**



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 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
Robert A. Schanck, PE
March 24, 2026



Postras East Community Development District

Work Authorization/Proposed Services
(if applicable)

WORK AUTHORIZATION FOR MAINTENANCE SERVICES

This Work Authorization (the “**Work Authorization**”), dated 3/19, 2026, authorizes certain work in accordance with that certain *AGREEMENT BETWEEN THE POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT AND BERMAN CONSTRUCTION, LLC FOR GENERAL MAINTENANCE SERVICES* (the “**Agreement**”), dated August 18, 2020, by and between:

Postras East Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in the City of Orlando, Florida, and whose mailing address is 3501 Quadrangle Boulevard, Suite 270, Orlando, Florida 32817 (the “**District**”); and

Berman Construction, LLC, a Florida limited liability company, with a mailing address of 9801 Lake Nona Club Drive, Orlando, Florida 32827 (hereinafter “**Contractor**”, together with District the “**Parties**”).

Section 1. Scope of Services. Contractor shall provide Sign Replacement maintenance services, as set forth in the attached **Exhibit A**, which is incorporated herein by reference, all in accordance with the terms of the Agreement (collectively, the “**Services**”).

Section 2. Compensation and Term. It is understood and agreed that the payment of compensation for the Services under this Work Authorization shall be in the amount and for the term set forth in the attached **Exhibit A**, and in the manner set forth in the Agreement.

Section 3. Acceptance. Acceptance of this Work Authorization will authorize the Contractor to complete the Services as outlined above and is indicated by the signature of the authorized representative of the District and the Contractor in the spaces provided below. Contractor shall commence the aforesaid Services as provided herein and shall perform the same in accordance with the terms and conditions of the Agreement, which, except to the extent expressly altered or changed in this Work Authorization, remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have caused this Work Authorization to be executed the day and year first above written.

POITRAS EAST COMMUNITY DEVELOPMENT DISTRICT

Secretary

By: _____
Its: _____

BERMAN CONSTRUCTION, LLC

Edward Padua

Witness

By: **General Manager**
Its: Eddie Padua

Exhibit A: Proposal/Scope of Services

Project : PECDD - Replace Pedestrian Crossing Sign

Proposal Date: 03/19/2026

Project Name: PECDD - Replace Pedestrian Crossing Sign Client

Contact: PECDD , agent for owner

Project Scope

This proposal includes installation of a pedestrian-crossing sign assembly outside the roundabout at Centerline, consisting of 30" x 30" (W11-2) pedestrian crossing sign made from .080 aluminum with diamond-grade reflective vinyl for maximum visibility. The sign will include a 24" x 12" (W16-7PL) arrow plaque manufactured with the same high-visibility reflective materials. This upgraded sign will improve pedestrian awareness and enhance overall traffic safety. The combination of diamond-grade reflectivity and clear directional arrow will provide drivers with earlier, more noticeable warnings.

Work will be completed in the most expedient time frame as possible. All work will be performed during working hours.

Materials and Sign Fabrication: \$1,623.48

Labor and Installation: \$335.00

Total Cost: \$1,958.48

Payment Schedule – Net 30 days from completion.

Payment Terms

Total Project Costs: \$1,958.48 (this includes during normal business hours additional cost applied if overnight or holidays).

Project : PECDD- Replace Pedestrian Crossing Sign

Additional Notes

Please contact our office upon receipt and approval of this contract, and any questions you might have. Should you accept the terms outlined above please sign below and return.

We can then schedule your services at that time. This proposal will become binding once executed by both parties.

Thank You

We appreciate your business and look forward to our continued partnership. Please don't hesitate to reach out with any questions.

Approvals

PECDD

By:

Berman

By: Eddie Padua, GM

About Berman

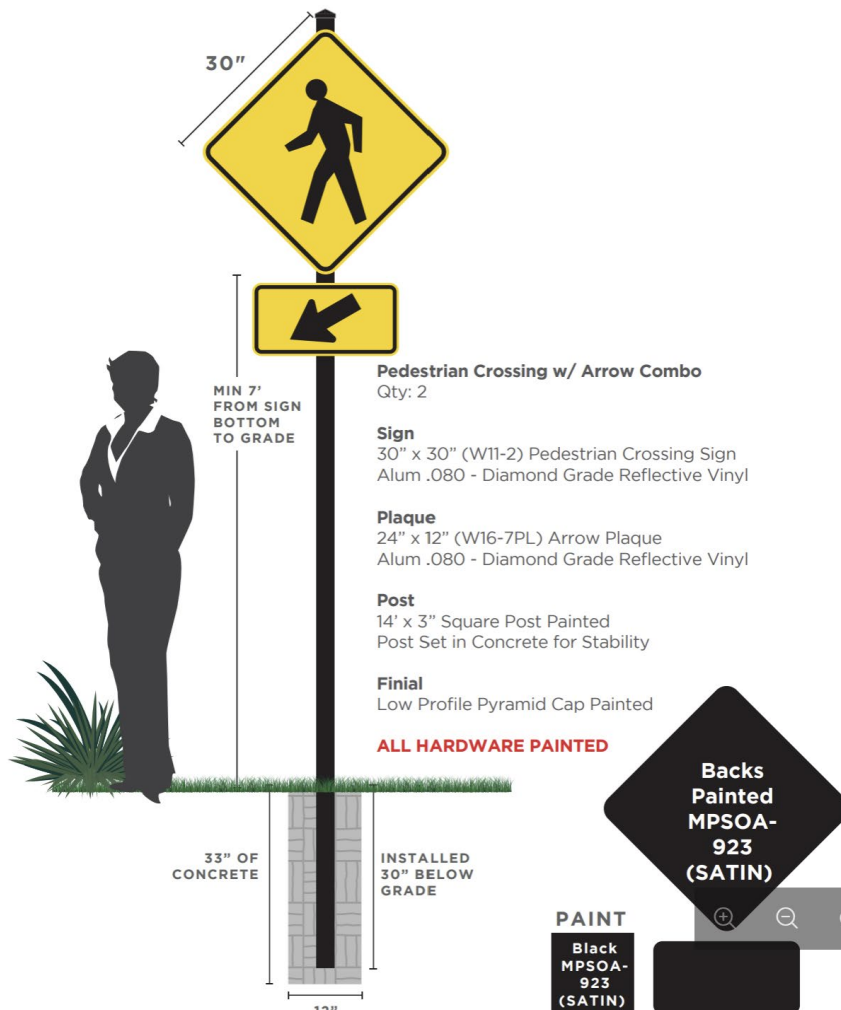
Berman is a national full-service property management, security and facility services company based in Lake Nona, Florida. Our team is highly skilled in providing dependable, professional and cost-effective solutions across facility, janitorial, on-demand repairs, maintenance staffing, security and all other ancillary facility services to help you run your facility as smoothly as possible.

We pride ourselves on being a single point for all facility and property needs. Quality and integrity are at the heart of what we do.

We are a tech-forward team, serving our clients with swift and diligent work, to ensure our client properties are well taken care of. We embrace problems quickly and tackle solutions intelligently in a unique, customized manner for each clients' needs.

Our Services

- ✓ Property & Facility Management
- ✓ Property Maintenance
- ✓ 24/7 Emergency Repairs
- ✓ General Construction
- ✓ Janitorial Services
- ✓ Security
- ✓ Pressure Washing
- ✓ Landscaping
- ✓ Disaster Response



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Proposal

PO Box 865
 Oakland, FL 34760
 407-287-5622
 CepraLandscape.com

ADDRESS
Poitras East CDD 10105 Selten Way Orlando, FL 32832

PROPOSAL #	DATE
52420 (v. 0)	11/11/2025

DESCRIPTION	
Front Entrance Proposal Poitras CDD Proposal to install new plants on the left and right wall at the entrance to Luminary Blvd. We will remove the sun scorched Philodendron Xanadu and install Clusia. On each column will be 3 Hawaiian Ti.	\$5,650.00

				\$5,650.00
Description	Type	Qty	Unit \$	Total \$
Natural Hardwood Mulch - Bulk Installed	YD	10.00	\$60.00	\$600.00
Hawaiin Ti 'Red Sister' - 3 gal.	EA	30.00	\$20.00	\$600.00
General Enhancement Labor	HR	15.00	\$60.00	\$900.00
Dump Fees - General Debris	EA	1.00	\$100.00	\$100.00
Delivery Fee	EA	1.00	\$50.00	\$50.00
Clusia - 3 gal.	EA	200.00	\$17.00	\$3,400.00

Total \$5,650.00

Terms and Conditions

1. **Scope of Work.** The scope of work to be performed by Contractor is set forth on attached Proposal. If work activity is not set forth in the Proposal, it is not included in the basic scope of work. All material shall conform to bid specifications unless expressly noted otherwise.
2. **Insurance, Licenses and Permits.** Contractor agrees to maintain General Liability insurance coverage, Workers Compensation insurance coverage, and Commercial Automobile insurance coverage as required by law. Contractor also shall comply with all licensing and permit requirements established by any State, County or municipal agency relating to the scope of work.
3. **Subcontractors.** Contractor reserves the right to hire qualified subcontractors to perform work under this Agreement.
4. **Access to Jobsite.** Owner shall ensure Contractor has access to all parts of the jobsite where the Contractor is to perform work as required by this Agreement during normal business hours and other reasonable periods of time. Owner will be responsible to furnish all utilities necessary to perform the work.
5. **Utilities.** Contractor will call Sunshine State One Call of Florida to locate utilities when applicable. Owner is responsible for location of private utilities and contractor cannot be held liable for damage to unmarked utilities.
6. **Compensation.** In exchange for Contractor performing the scope of work described in above, Owner shall pay Contractor in accordance with the pricing terms set forth. Contractor shall issue invoices upon completion of the work for amounts due in accordance with the pricing terms set forth. Amounts invoiced are due upon receipt and shall be considered past due after 15 days from the date of invoice. Past due amounts shall accrue interest at the annual rate of 12%. If Owner disputes or questions any invoice or portion of any invoice, Owner shall provide Contractor with written notification of the basis of the dispute or question within fourteen (14) days of receipt of the invoice or the invoice shall be deemed undisputed and fully payable by Owner. Work performed outside the scope of work described in attached Proposal shall be deemed extra work and shall be invoiced and paid in addition to the base compensation due under this Agreement. Owner agrees that if Owner fails to make payment for more than 60 days after the date of any work provided by Contractor arising out of or relating to this Agreement, then Contractor shall have the right to record a claim of lien against Owner's property to secure payment for labor, materials, equipment and supervision supplied by Contractor for the benefit of Owner's property.
7. **Termination.** This Agreement may be terminated with or without cause by the Owner upon seven (7) days written notice. Owner shall be required to pay for all materials and work completed to the date of termination.
8. **Liability.** Contractor and Owner hereby waive any claims against each other for consequential damages or indirect damages of any kind. Contractor shall not be liable to Owner for any claim for property damage or bodily injury unless and to the extent caused by the negligence of Contractor or its employees or subcontractors.
9. **Disputes.** In the event of any litigation arising out of or relating to this Agreement or any related extra work, the prevailing party shall be entitled to recover its attorney's fees and costs from the non-prevailing party at both the trial court and appellate court levels. The county and circuit courts in Marion County, Florida shall have sole and exclusive jurisdiction to decide any dispute between the parties, whether sounding in contract or tort and whether legal or equitable in nature, arising out of or relating to this Agreement. The parties hereby waive the right to trial by jury on all claims, counterclaims and defenses otherwise triable to a jury.
10. **Warranty.** All work performed will be guaranteed for one (1) year after completion. In order for warranty to remain in effect, proper maintenance must be performed for the entire length of the warranty period.
11. **Complete Agreement.** This Agreement and attached Proposal represents the complete and integrated agreement of the parties with respect to the subject matter hereof. All prior verbal or written agreements, promises or representations relating to this Agreement and exhibits hereto are hereby merged into this Agreement and do not survive execution of this Agreement.

Customer Printed Name

Customer Signature

Date

Job ID: 52420





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CEPRA

LANDSCAPE

Proposal

PO Box 865
 Oakland, FL 34760
 407-287-5622
 CepraLandscape.com

ADDRESS
Poitras East CDD 10105 Selten Way Orlando, FL 32832

PROPOSAL #	DATE
52422 (v. 0)	11/11/2025

DESCRIPTION	
1st Roundabout Proposal Poitras CDD Proposal to replace azalea fashion from center of roundabout. We would replace with Blue Plumbago. There's 1 corner of lantana that we will replace with Dwarf Taiwan Ixora.	\$7,370.00

				\$7,370.00	
Description	Type	Qty	Unit \$	Total \$	
General Enhancement Labor	HR	15.00	\$60.00	\$900.00	
Muhly Grass 'Red' - 3 gal.	EA	45.00	\$17.00	\$765.00	
Plumbago 'Blue' - 3 gal.	EA	240.00	\$17.00	\$4,080.00	
Natural Hardwood Mulch - Bulk Installed	YD	10.00	\$60.00	\$600.00	
Dwarf Ixora 'Red Taiwan' - 3 gal.	EA	50.00	\$17.00	\$850.00	
Delivery Fee	EA	1.00	\$75.00	\$75.00	
Dump Fees - General Debris	EA	1.00	\$100.00	\$100.00	

Total **\$7,370.00**

Terms and Conditions

1. **Scope of Work.** The scope of work to be performed by Contractor is set forth on attached Proposal. If work activity is not set forth in the Proposal, it is not included in the basic scope of work. All material shall conform to bid specifications unless expressly noted otherwise.
2. **Insurance, Licenses and Permits.** Contractor agrees to maintain General Liability insurance coverage, Workers Compensation insurance coverage, and Commercial Automobile insurance coverage as required by law. Contractor also shall comply with all licensing and permit requirements established by any State, County or municipal agency relating to the scope of work.
3. **Subcontractors.** Contractor reserves the right to hire qualified subcontractors to perform work under this Agreement.
4. **Access to Jobsite.** Owner shall ensure Contractor has access to all parts of the jobsite where the Contractor is to perform work as required by this Agreement during normal business hours and other reasonable periods of time. Owner will be responsible to furnish all utilities necessary to perform the work.
5. **Utilities.** Contractor will call Sunshine State One Call of Florida to locate utilities when applicable. Owner is responsible for location of private utilities and contractor cannot be held liable for damage to unmarked utilities.
6. **Compensation.** In exchange for Contractor performing the scope of work described in above, Owner shall pay Contractor in accordance with the pricing terms set forth. Contractor shall issue invoices upon completion of the work for amounts due in accordance with the pricing terms set forth. Amounts invoiced are due upon receipt and shall be considered past due after 15 days from the date of invoice. Past due amounts shall accrue interest at the annual rate of 12%. If Owner disputes or questions any invoice or portion of any invoice, Owner shall provide Contractor with written notification of the basis of the dispute or question within fourteen (14) days of receipt of the invoice or the invoice shall be deemed undisputed and fully payable by Owner. Work performed outside the scope of work described in attached Proposal shall be deemed extra work and shall be invoiced and paid in addition to the base compensation due under this Agreement. Owner agrees that if Owner fails to make payment for more than 60 days after the date of any work provided by Contractor arising out of or relating to this Agreement, then Contractor shall have the right to record a claim of lien against Owner's property to secure payment for labor, materials, equipment and supervision supplied by Contractor for the benefit of Owner's property.
7. **Termination.** This Agreement may be terminated with or without cause by the Owner upon seven (7) days written notice. Owner shall be required to pay for all materials and work completed to the date of termination.
8. **Liability.** Contractor and Owner hereby waive any claims against each other for consequential damages or indirect damages of any kind. Contractor shall not be liable to Owner for any claim for property damage or bodily injury unless and to the extent caused by the negligence of Contractor or its employees or subcontractors.
9. **Disputes.** In the event of any litigation arising out of or relating to this Agreement or any related extra work, the prevailing party shall be entitled to recover its attorney's fees and costs from the non-prevailing party at both the trial court and appellate court levels. The county and circuit courts in Marion County, Florida shall have sole and exclusive jurisdiction to decide any dispute between the parties, whether sounding in contract or tort and whether legal or equitable in nature, arising out of or relating to this Agreement. The parties hereby waive the right to trial by jury on all claims, counterclaims and defenses otherwise triable to a jury.
10. **Warranty.** All work performed will be guaranteed for one (1) year after completion. In order for warranty to remain in effect, proper maintenance must be performed for the entire length of the warranty period.
11. **Complete Agreement.** This Agreement and attached Proposal represents the complete and integrated agreement of the parties with respect to the subject matter hereof. All prior verbal or written agreements, promises or representations relating to this Agreement and exhibits hereto are hereby merged into this Agreement and do not survive execution of this Agreement.

Customer Printed Name

Customer Signature

Date

Job ID: 52422



Postras East Community Development District

District's Financial Position and Budget to Actual YTD



Postras East

Community Development District

March 2026 Financial Package

March 31, 2026

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



Poitras East CDD
Statement of Financial Position
As of 3/31/2026

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt Fund	Total
<u>Assets</u>					
<u>Current Assets</u>					
General Checking Account	\$ 949,592.08				\$ 949,592.08
Alleyway & Infrastructure Capital Res.	220,112.24				220,112.24
Assessments Receivable	308,037.33				308,037.33
Prepaid Expenses	75.00				75.00
Assessments Receivable		\$ 873,374.16			873,374.16
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		1,419,011.03			1,419,011.03
Series 2025 Revenue		182,165.54			182,165.54
Series 2023 Prepayment		322.50			322.50
Accounts Receivable - Due from Developer			\$ 60,182.50		60,182.50
Series 2023 Acquisition/Construction			537.97		537.97
Series 2025 Acquisition/Construction			52,651.30		52,651.30
Total Current Assets	<u>\$ 1,477,816.65</u>	<u>\$ 3,614,195.11</u>	<u>\$ 113,371.77</u>	<u>\$ -</u>	<u>\$ 5,205,383.53</u>
<u>Investments</u>					
Amount Available in Debt Service Funds				\$ 2,740,820.95	\$ 2,740,820.95
Amount To Be Provided				30,074,179.05	30,074,179.05
Total Investments	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 32,815,000.00</u>	<u>\$ 32,815,000.00</u>
Total Assets	<u><u>\$ 1,477,816.65</u></u>	<u><u>\$ 3,614,195.11</u></u>	<u><u>\$ 113,371.77</u></u>	<u><u>\$ 32,815,000.00</u></u>	<u><u>\$ 38,020,383.53</u></u>



Poitras East CDD
Statement of Financial Position
As of 3/31/2026

	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	\$ 2,240.78				\$ 2,240.78
Deferred Revenue	308,037.33				308,037.33
Deferred Revenue		\$ 873,374.16			873,374.16
Accounts Payable			\$ 60,182.50		60,182.50
Retainage Payable			281,952.22		281,952.22
Deferred Revenue			60,182.50		60,182.50
Total Current Liabilities	\$ 310,278.11	\$ 873,374.16	\$ 402,317.22	\$ -	\$ 1,585,969.49
<u>Long Term Liabilities</u>					
Revenue Bonds Payable - Long-Term				\$ 32,815,000.00	\$ 32,815,000.00
Total Long Term Liabilities	\$ -	\$ -	\$ -	\$ 32,815,000.00	\$ 32,815,000.00
Total Liabilities	\$ 310,278.11	\$ 873,374.16	\$ 402,317.22	\$ 32,815,000.00	\$ 34,400,969.49
<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	190,796.68				190,796.68
Net Assets, Unrestricted		\$ 1,903,808.10			1,903,808.10
Current Year Net Assets, Unrestricted		837,012.85			837,012.85
Net Assets, Unrestricted			\$ 354,136.70		354,136.70
Current Year Net Assets, Unrestricted			(643,082.15)		(643,082.15)
Total Net Assets	\$ 1,167,538.54	\$ 2,740,820.95	\$ (288,945.45)	\$ -	\$ 3,619,414.04
Total Liabilities and Net Assets	\$ 1,477,816.65	\$ 3,614,195.11	\$ 113,371.77	\$ 32,815,000.00	\$ 38,020,383.53



Poitras East CDD
Statement of Activities
 As of 3/31/2026

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt Fund	Total
<u>Revenues</u>					
On-Roll Assessments	\$ 414,421.21				\$ 414,421.21
On-Roll Assessments		\$ 1,401,313.41			1,401,313.41
Inter-Fund Group Transfers In		302.14			302.14
Developer Contributions			\$ 384,257.64		384,257.64
Inter-Fund Transfers In			(302.14)		(302.14)
Total Revenues	\$ 414,421.21	\$ 1,401,615.55	\$ 383,955.50	\$ -	\$ 2,199,992.26
<u>Expenses</u>					
Supervisor Fees	\$ 4,400.00				\$ 4,400.00
D&O Insurance	3,162.00				3,162.00
Trustee Services	3,240.90				3,240.90
Management	19,249.98				19,249.98
Engineering	5,217.28				5,217.28
Disclosure	2,500.00				2,500.00
District Counsel	6,154.59				6,154.59
Assessment Administration	15,000.00				15,000.00
Audit	2,500.00				2,500.00
Tax Preparation	25.68				25.68
Travel and Per Diem	24.30				24.30
Postage & Shipping	27.68				27.68
Legal Advertising	1,241.36				1,241.36
Web Site Maintenance	1,170.00				1,170.00
Holiday Decorations	2,950.00				2,950.00
Dues, Licenses, and Fees	175.00				175.00
Electric	1,213.39				1,213.39
Water Reclaimed	4,109.25				4,109.25
General Insurance	3,867.00				3,867.00
Property & Casualty	15,476.00				15,476.00
Other Insurance	500.00				500.00



Poitras East CDD
Statement of Activities
 As of 3/31/2026

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt Fund	Total
Irrigation Parts	\$ 13,273.50				\$ 13,273.50
Landscaping Maintenance & Material	113,101.98				113,101.98
Contingency	2,787.67				2,787.67
Pest Control	595.00				595.00
Entry and Wall Maintenance	4,750.00				4,750.00
Streetlights	21,929.41				21,929.41
Liftstation Maintenance	7,254.74				7,254.74
Personnel Leasing Agreement	6,000.00				6,000.00
Interest Payments (Series 2023)		\$ 591,568.75			591,568.75
Engineering			\$ 67,869.99		67,869.99
District Counsel			2,460.50		2,460.50
Legal Advertising			323.18		323.18
Contingency			960,988.08		960,988.08
Total Expenses	\$ 261,896.71	\$ 591,568.75	\$ 1,031,641.75	\$ -	\$ 1,885,107.21
<u>Other Revenues (Expenses) & Gains (Losses)</u>					
Interest Income	\$ 38,272.18				\$ 38,272.18
Dividend Income		\$ 26,966.05			26,966.05
Dividend Income			\$ 4,604.10		4,604.10
Total Other Revenues (Expenses) & Gains (Losses)	\$ 38,272.18	\$ 26,966.05	\$ 4,604.10	\$ -	\$ 69,842.33
Change In Net Assets	\$ 190,796.68	\$ 837,012.85	\$ (643,082.15)	\$ -	\$ 384,727.38
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	\$ 1,167,538.54	\$ 2,740,820.95	\$ (288,945.45)	\$ -	\$ 3,619,414.04



Poitras East CDD
Budget to Actual
For the Month Ending 03/31/2026

	YTD Actual	YTD Budget	YTD Variance	FY 2026 Adopted Budget	Percentage Spent
<u>Revenues</u>					
Assessments	\$ 414,421.21	\$ 361,225.02	\$ 53,196.19	\$ 722,450.00	61.85%
Carryforward Revenue	32,381.95	32,381.95	-	64,763.90	50.00%
Net Revenues	\$ 446,803.16	\$ 393,606.97	\$ 53,196.19	\$ 787,213.90	56.76%
<u>General & Administrative Expenses</u>					
Supervisor Fees	\$ 4,400.00	\$ 6,000.00	\$ (1,600.00)	\$ 12,000.00	36.67%
D&O Insurance	3,162.00	1,715.23	1,446.77	3,430.45	92.17%
Trustee Services	3,240.90	6,725.82	(3,484.92)	13,451.64	24.09%
Management	19,249.98	19,249.98	-	38,500.00	50.00%
Engineering	5,217.28	9,750.00	(4,532.72)	19,500.00	26.76%
Disclosure	2,500.00	3,750.00	(1,250.00)	7,500.00	33.33%
Property Appraiser	-	1,000.00	(1,000.00)	2,000.00	0.00%
District Counsel	6,154.59	15,000.00	(8,845.41)	30,000.00	20.52%
Assessment Administration	15,000.00	7,500.00	7,500.00	15,000.00	100.00%
Reamortization Schedules	-	125.00	(125.00)	250.00	0.00%
Audit	2,500.00	5,150.00	(2,650.00)	10,300.00	24.27%
Arbitrage Calculation	-	500.00	(500.00)	1,000.00	0.00%
Tax Preparation	25.68	13.20	12.48	26.40	97.27%
Travel and Per Diem	24.30	150.00	(125.70)	300.00	8.10%
Telephone	-	12.50	(12.50)	25.00	0.00%
Postage & Shipping	27.68	375.00	(347.32)	750.00	3.69%
Copies	-	625.00	(625.00)	1,250.00	0.00%
Legal Advertising	1,241.36	3,750.00	(2,508.64)	7,500.00	16.55%
Bank Fees	-	24.00	(24.00)	48.00	0.00%
Miscellaneous	-	2,250.00	(2,250.00)	4,500.00	0.00%
Meeting Room	-	125.00	(125.00)	250.00	0.00%
Office Supplies	-	125.00	(125.00)	250.00	0.00%
Web Site Maintenance	1,170.00	1,470.00	(300.00)	2,940.00	39.80%
Holiday Decorations	2,950.00	625.00	2,325.00	1,250.00	236.00%
Dues, Licenses, and Fees	175.00	87.50	87.50	175.00	100.00%
Total General & Administrative Expenses	\$ 67,038.77	\$ 86,098.23	\$ (19,059.46)	\$ 172,196.49	38.93%



Poitras East CDD
Budget to Actual
For the Month Ending 03/31/2026

	YTD Actual	YTD Budget	YTD Variance	FY 2026 Adopted Budget	Percentage Spent
<u>Field Operations</u>					
Electric Utility Services					
Electric	\$ 1,213.39	\$ 2,500.00	\$ (1,286.61)	\$ 5,000.00	24.27%
Water-Sewer Combination Services					
Water Reclaimed	4,109.25	7,500.00	(3,390.75)	15,000.00	27.40%
Other Physical Environment					
General Insurance	3,867.00	2,097.60	1,769.40	4,195.20	92.18%
Property & Casualty Insurance	15,476.00	8,681.94	6,794.06	17,363.85	89.13%
Other Insurance	500.00	750.00	(250.00)	1,500.00	33.33%
Irrigation Repairs	13,273.50	25,500.00	(12,226.50)	51,000.00	26.03%
Landscaping Maintenance & Material	113,101.98	145,000.00	(31,898.02)	290,000.00	39.00%
Tree Trimming	-	10,000.00	(10,000.00)	20,000.00	0.00%
Flower & Plant Replacement	-	12,500.00	(12,500.00)	25,000.00	0.00%
Contingency	2,787.67	17,979.20	(15,191.53)	35,958.36	7.75%
Pest Control	595.00	750.00	(155.00)	1,500.00	39.67%
Road & Street Facilities					
Entry and Wall Maintenance	4,750.00	3,000.00	1,750.00	6,000.00	79.17%
Hardscape Maintenance	-	5,000.00	(5,000.00)	10,000.00	0.00%
Alleyway Maintenance	-	5,000.00	(5,000.00)	10,000.00	0.00%
Streetlights	21,929.41	10,000.00	11,929.41	20,000.00	109.65%
Accent Lighting	-	250.00	(250.00)	500.00	0.00%
Liftstation Maintenance	7,254.74	7,500.00	(245.26)	15,000.00	48.36%
Parks & Recreation					
Personnel Leasing Agreement - Administrator	3,000.00	9,000.00	(6,000.00)	18,000.00	16.67%
Personnel Leasing Agreement - Irrigation Specialist	3,000.00	9,000.00	(6,000.00)	18,000.00	16.67%
Reserves					
Infrastructure Capital Reserve	-	20,000.00	(20,000.00)	40,000.00	0.00%
Alleyway Reserve	-	7,500.00	(7,500.00)	15,000.00	0.00%
Total Field Operations Expenses	\$ 194,857.94	\$ 309,508.74	\$ (114,650.80)	\$ 619,017.41	31.48%
Total Expenses	\$ 261,896.71	\$ 395,606.97	\$ (133,710.26)	\$ 791,213.90	33.10%
<u>Other Revenues (Expenses) & Gains (Losses)</u>					
Interest Income	\$ 38,272.18	\$ 2,000.00	\$ 36,272.18	\$ 4,000.00	956.80%
Total Other Revenues (Expenses) & Gains (Losses)	\$ 38,272.18	\$ 2,000.00	\$ 36,272.18	\$ 4,000.00	956.80%
Net Income (Loss)	\$ 223,178.63	\$ -	\$ 223,178.63	\$ -	



Poitras East CDD
Cash Flow

	Beg. Cash	FY25 Inflows	FY25 Outflows	FY26 Inflows	FY26 Outflows	FY27 Inflows	FY27 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	-	-	496,570.60	(462,883.02)	-	-	784,379.21
2/1/2026	784,379.21	-	-	1,017,132.31	(828,448.34)	-	(75.00)	972,988.18
3/1/2026	972,988.18	-	-	176,161.48	(199,557.58)	-	-	949,592.08
4/1/2026	949,592.08	-	-	-	(2,240.78)	-	-	947,351.30 as of 04/12/2026
	Totals	330,331.82	(423,796.12)	2,234,753.12	(2,044,210.02)	-	(75.00)	