MINUTES OF MEETING
WEST PORT
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the West Port Community Development District held a Regular Meeting on May 13, 2025 at 12:30 p.m., at the Country Inn & Suites by Radisson, 24244 Corporate Court, Port Charlotte, Florida 33954.

Present:

Paul Martin	Chair
Bill Fife (via telephone)	Vice Chair
Jim Manners	Assistant Secretary
Lindsay Hernandez	Assistant Secretary

Also present:

Kristen Suit	District Manager
Jere Earlywine (via telephone)	District Counsel
Jim Bugo	Field Operations Manager
Pamela Butenschoen	Resident
Brenda Pellegrino	Resident
Steve Coyle	Resident
Resident (via telephone)	

FIRST ORDER OF BUSINESS — **Call to Order/Roll Call**

Ms. Suit called the meeting to order at 12:31 p.m. Supervisors Martin, Manners and Hernandez were present. Supervisor Fife attended via telephone. One seat was vacant.

SECOND ORDER OF BUSINESS — **Public Comments**

A resident calling into the meeting asked where she can view the proposed Fiscal Year 2026 budget. Ms. Suit stated that it is in the agenda and it is posted on the website.

THIRD ORDER OF BUSINESS — **Consider Appointment to Fill Unexpired Term of Seat 4; Term Expires November 2026**

This item was deferred.

- **Administration of Oath of Office to Appointed Supervisor (the following will be provided under separate cover)**

A. **Required Ethics Training and Disclosure Filing**

- **Sample Form 1 2023/Instructions**

B. **Membership, Obligations and Responsibilities**

C. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**

D. **Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

FOURTH ORDER OF BUSINESS **Consideration of Resolution 2025-05, Electing and Removing Officers of the District and Providing for an Effective Date**

This item was deferred.

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2025-06, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Ms. Suit presented Resolution 2025-06. A Board Member noted that this is the proposed Fiscal Year 2026 budget; it is not the final budget, which will be adopted at the August meeting, following the Public Hearing.

Ms. Suit reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes.

On MOTION by Mr. Manners and seconded by Mr. Martin, with all in favor, Resolution 2025-06, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law on August 12, 2025 at 12:30 p.m., at the Country Inn & Suites by Radisson, 24244 Corporate

Court, Port Charlotte, Florida 33954; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS **Consideration of Resolution 2025-07, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date**

Ms. Suit presented Resolution 2025-07. The following change was made to the Fiscal Year 2026 Meeting Schedule:

DATE: Delete November 2025 meeting

On MOTION by Mr. Martin and seconded by Mr. Manners, with all in favor, Resolution 2025-07, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026, as amended, and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS **Consideration of Resolution 2025-08, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date**

Ms. Suit presented Resolution 2025-08. She discussed the benefits of the Agreement and noted that the CDD would more likely be the recipient of aid from other governmental entities than a provider of aid. This Agreement was previously approved and is being presented due to some updates to the Agreement.

On MOTION by Mr. Martin and seconded by Mr. Manners, with all in favor, Resolution 2025-08, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS **Ratification of Morris Engineering & Consulting, LLC Agreement for Engineering Services**

Ms. Suit stated that this item was included on the agenda in error; it is related to the West Port East CDD, not this one.

NINTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of March 31, 2025**

Discussion ensued regarding some payments, posted expenses, streetlights and streetlight lease with Florida Power & Light (FPL), and possibly reducing the streetlighting line item before adopting the final budget.

On MOTION by Mr. Martin and seconded by Mr. Manners, with all in favor, the Unaudited Financial Statements as of March 31, 2025, were accepted.

TENTH ORDER OF BUSINESS **Approval of February 11, 2025 Public Hearings and Regular Meeting Minutes**

On MOTION by Mr. Martin and seconded by Mr. Manners, with all in favor, the February 11, 2025 Public Hearings and Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

Regarding the streetlights, Mr. Earlywine stated that RET is working on a new proposed solution. Other projects are similarly situated, such that Summerwoods opted to file litigation. He is worried about the streetlights, with the upcoming hurricane season and noted another community that is taking their streetlights down.

A Board Member asked why the CDD’s insurance carrier has not paid for the damage yet. Mr. Earlywine stated they are willing to pay but RET is holding this up. The insurance company wants to know how much it will cost to fix the lights; several letters have been sent.

B. District Engineer: Morris Engineering and Consulting, LLC

There was no report.

C. Field Operations: Hikai

There was no report.

D. District Manager: Wrathell, Hunt and Associates, LLC

- **NEXT MEETING DATE: June 10, 2025 at 12:30 PM**
  - **QUORUM CHECK**

The June 10, 2025 and July 8, 2025 meetings will likely be canceled.

Discussion ensued regarding whether it will be necessary to send Mailed Notices regarding the Fiscal Year 2026 budget.

Ms. Suit and Mr. Earlywine will research this matter and make a determination following the meeting.

TWELFTH ORDER OF BUSINESS Board Members' Comments/Requests

There were no Board Members' Comments or requests.

THIRTEENTH ORDER OF BUSINESS Public Comments

The resident attending via telephone asked when District Management took over management of the CDD. She asked for the expense for algae remediation to be removed from the proposed Fiscal Year 2026 budget.

Ms. Suit noted that public comments via telephone are not typically taken; those wishing to comment should attend the meeting. She explained that this is the CDD meeting and the Association is separate from the CDD. She stated that District Management has managed the CDD for approximately the last five years. She stated that the CDD has an Agreement with the HOA for the HOA to perform the Field Operations Management for the CDD.

FOURTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. Martin and seconded by Mr. Manners, with all in favor, the meeting adjourned at 1:00 p.m.

Secretary/Assistant Secretary

Chair/Vice Chair