

**MINUTES OF MEETING
WEST PORT
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the West Port Community Development District a Regular Meeting on February 10, 2026 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	Vice Chair
Jim Manners	Assistant Secretary

Also present:

Kristen Suit	District Manager
Jere Earlywine	District Counsel
Jim Bugos	Field Ops Manager
R.J. Throt	HB Solar
Members of the Public	
Solar Lighting Providers	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 12:31 p.m. Supervisors Martin, Fife and Manners were present. Supervisor Hernandez was not present. One seat was vacant.

▪ **Discussion/Consideration: Community Lighting and Lighting Proposals**

This item, previously the Fifth Order of Business, was presented out of order.

District Staff presented this item, and each proposer in response to the informal lighting Request for Proposals (RFP) was afforded an opportunity to present their qualifications and proposal.

SECOND ORDER OF BUSINESS

Public Comments

Residents asked various questions about lighting and budgetary concerns, among other items.

**WEST PORT CDD
THIRD ORDER OF BUSINESS**

February 10, 2026

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 2026-01, Electing and Removing Officers of the District and Providing for an Effective Date

This item was deferred.

FIFTH ORDER OF BUSINESS

Discussion/Consideration: Community Lighting and Lighting Proposals

This item was addressed following the First Order of Business.

SIXTH ORDER OF BUSINESS

Presentation of Audited Annual Financial Report for the Fiscal Year Ended September 30, 2024, Prepared by Berger, Toombs, Elam, Gaines & Frank

Ms. Suit presented the Audited Financial Report for the Fiscal Year Ended September 30, 2024 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

- A. Consideration of Resolution 2026-02, Hereby Accepting the Audited Annual Financial Report for Fiscal Year Ended September 30, 2024**

On MOTION by Mr. Martin and seconded by Mr. Fife, with all in favor, Resolution 2026-02, Hereby Accepting the Audited Annual Financial Report for Fiscal Year Ended September 30, 2024, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2026-03, Implementing Section 190.006(3), Florida Statutes, and Requesting that the Charlotte County Supervisor of Elections Begin Conducting 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 [Seats 4 and 5]

Ms. Suit presented Resolution 2026-03. Seat 4, currently vacant, and Seat 5, currently held by Lindsay Hernandez, will be up for election at the November 2026 General Election.

On MOTION by Mr. Martin and seconded by Mr. Manners, with all in favor, Resolution 2026-03, Implementing Section 190.006(3), Florida Statutes, and Requesting that the Charlotte County Supervisor of Elections Begin Conducting 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, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2026-04, Designating a Date, Time and Location for Landowners’ Meeting; Providing for Publication, Providing for an Effective Date [Seat 3]

Ms. Suit presented Resolution 2026-04. Seat 3, currently held by Paul Martin, will be up for election at the Landowners’ election.

On MOTION by Mr. Fife and seconded by Mr. Manners, with all in favor, Resolution 2026-04, Designating November 10, 2026 at 12:30 p.m., at the Punta Gorda Library; 401 Shreve Street, Punta Gorda, Florida, 33950 as the Date, Time and Location for Landowners’ Meeting; Providing for Publication, Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2026-05, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning

October 1, 2024 and Ending September 30, 2025; and Providing for an Effective Date

Ms. Suit presented Resolution 2026-05.

On MOTION by Mr. Martin and seconded by Mr. Manners, with all in favor, Resolution 2026-05, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2024 and Ending September 30, 2025; and Providing for an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

**Discussion/Consideration/Ratification:
Performance Measures/Standards &
Annual Reporting Form**

- A. **October 1, 2024 - September 30, 2025 [Posted]**
- B. **October 1, 2025 - September 30, 2026**

On MOTION by Mr. Martin and seconded by Mr. Manners, with all in favor, the 2025 Goals and Objectives Reporting, was ratified, and the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards, were approved.

ELEVENTH ORDER OF BUSINESS

Ratification Items

- A. **MKA International, Inc.**
 - I. **Consulting and Engineering Agreement**
 - II. **Budget Proposal [Structural Analysis of Light Poles]**
 - III. **Budget Proposal [Clearworld Lighting Design Analysis]**
- B. **West Port Community Associates, Inc. License Agreement for Installation and Maintenance of Sign Improvements**
- C. **The Fishel Company Agreement for Light Removal Services**
- D. **AREHNA Engineering, Inc. Proposal for Geotechnical Engineering Services [Light Pole Foundation Evaluations]**

On MOTION by Mr. Martin and seconded by Mr. Manners, with all in favor, the MKA International, Inc. items, the West Port Community Associates, Inc. License Agreement for Installation and Maintenance of Sign Improvements, the Fishel Company Agreement for Light Removal Services, and the AREHNA Engineering, Inc. Proposal for Geotechnical Engineering Services for Light Pole Foundation Evaluations, as listed, were ratified.

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

THIRTEENTH ORDER OF BUSINESS

**Approval of August 12, 2025 Public
Hearings and Regular Meeting Minutes**

On MOTION by Mr. Manners and seconded by Mr. Martin, with all in favor, the August 12, 2025 Public Hearings and Regular Meeting Minutes, as presented, were approved.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Kutak Rock LLP**
- B. District Engineer: Pape-Dawson Consulting Engineers, LLC**

There were no reports from District Counsel or the District Engineer.

- C. District Manager: Wrathell, Hunt and Associates, LLC**

- **FY2026 Insurance Property Schedule**
- **NEXT MEETING DATE: March 10, 2026 at 12:30 PM**
 - **QUORUM CHECK**

The next meeting will likely be held on a date other than March 10, 2026. The Board and Staff will be notified once the date is determined.

FIFTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' Comments or requests.

SIXTEENTH ORDER OF BUSINESS

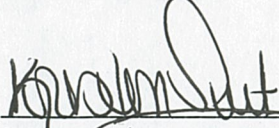
Public Comments

No members of the public spoke.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Manners and seconded by Mr. Martin, with all in favor, the meeting adjourned at 2:27 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair