

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

The Board of Supervisors of the West Port East Community Development District held a Regular Meeting on February 10, 2026 at 12:00 p.m., at the Country Inn & Suites by Radisson, 24244 Corporate Court, Port Charlotte, Florida 33954.

Present:

Paul Martin	Chair
Bill Fife	Vice Chair
Mark Brumfield	Assistant Secretary

Also present:

Kristen Suit	District Manager
Jere Earlywine	District Counsel
Jim Bugos	West Port CDD Field Ops Manager
Jim Manners	Kolter

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 12:00 p.m.

Supervisors Martin, Fife and Brumfield were present. Supervisors Thomas and Jobalia were absent.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Acceptance of Resignation of Anand Jobalia [Seat 5]

<p>On MOTION by Mr. Martin and seconded by Mr. Fife, with all in favor, the resignation of Anand Jobalia from Seat 5, was approved.</p>
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FOURTH ORDER OF BUSINESS

Consideration of Appointment to Fill Unexpired Term of Seat 5; Term Expires November 2027

Mr. Martin nominated Jim Manners to fill Seat 5. No other nominations were made.

On MOTION by Mr. Martin and seconded by Mr. Brumfield, with all in favor, the appointment of Jim Manners to fill Seat 5, was approved.

- **Administration of Oath of Office (the following will be provided in a separate package)**
Ms. Suit, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Jim Manners. Mr. Manners is familiar with the following:
 - A. Required Ethics Training and Disclosure Filing**
 - **Sample Form 1 2023/Instructions**
 - B. Membership, Obligations and Responsibilities**
 - C. Guide to the 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**

FIFTH ORDER OF BUSINESS

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

Ms. Suit presented Resolution 2026-01. Mr. Martin nominated the following:

Paul Martin	Chair
Bill Fife	Vice Chair
Landon Thomas	Assistant Secretary
Mark Brumfield	Assistant Secretary
Jim Manners	Assistant Secretary

No other nominations were made.

This Resolution removes the following from the Board:

Anand Jobalia	Assistant Secretary
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The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Kristen Suit	Assistant Secretary
Jordan Lansford	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Martin and seconded by Mr. Fife, with all in favor, Resolution 2026-01, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2026-02, Directing the Chairman and District Staff to Request the Passage of an Ordinance By the Board of County Commissioners of Charlotte County, Florida, Amending the District’s Boundaries, and Authorizing Such Other Actions as are Necessary in Furtherance of that Process; and Providing an Effective Date

Ms. Suit presented Resolution 2026-02.

Mr. Earlywine stated this is related to the West Port Village area.

On MOTION by Mr. Martin and seconded by Mr. Fife, with all in favor, Resolution 2026-02, Directing the Chairman and District Staff to Request the Passage of an Ordinance By the Board of County Commissioners of Charlotte County, Florida, Amending the District’s Boundaries, and Authorizing Such Other Actions as are Necessary in Furtherance of that Process; and Providing an Effective Date, was adopted.

A. Consideration of Boundary Amendment Funding Agreement

On MOTION by Mr. Martin and seconded by Mr. Brumfield, with all in favor, the Boundary Amendment Funding Agreement, in substantial form, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2026-03, Relating to the Amendment of the Annual

Budget for the Fiscal Year Beginning October 1, 2025 and Ending September 30, 2026; and Providing for an Effective Date

Ms. Suit presented Resolution 2026-03. She noted that, in addition to the amendments already reflected in the Amended Budget, an "Irrigation Meter" line item and amount will be added to the General Fund portion of the budget.

On MOTION by Mr. Martin and seconded by Mr. Fife, with all in favor, Resolution 2026-03, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2025 and Ending September 30, 2026, as amended; and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2026-04, Extending the Terms of Office of All Current Supervisors to Coincide with the General Election Pursuant to Section 190.006, Florida Statutes; Providing for Severability; and Providing an Effective Date

Ms. Suit presented Resolution 2026-04.

On MOTION by Mr. Martin and seconded by Mr. Fife, with all in favor, Resolution 2026-04, Extending the Terms of Office of All Current Supervisors to Coincide with the General Election Pursuant to Section 190.006, Florida Statutes; Providing for Severability; and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2026-05, Designating the Location of the Local District Records Office and Providing an Effective Date

This item was deferred.

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**

Ms. Suit noted that the 2025 Goals and Objectives Reporting was completed. She presented the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards.

On MOTION by Mr. Martin and seconded by Mr. Fife, 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

Consideration of Resolution 2026-06, Setting a Public Hearing to Adopt Rules Relating to Parking and Parking Enforcement; and Providing for Severability and an Effective Date

- A. **Rule Relating to Parking Enforcement**
- B. **Notices [Rule Development and Rulemaking]**

Ms. Suit presented Resolution 2026-06. Mr. Earlywine discussed the Parking and Parking Enforcement Rules.

On MOTION by Mr. Martin and seconded by Mr. Fife, with all in favor, Resolution 2026-06, Setting a Public Hearing to Adopt Rules Relating to Parking and Parking Enforcement for May 12, 2026, at 12:00 p.m., at Punta Gorda Charlotte Library, 401 Shreve Street, Punta Gorda, Florida 33950; and Providing for Severability and an Effective Date, was adopted.

TWELFTH ORDER OF BUSINESS

Consideration of Traffic Enforcement Agreement

On MOTION by Mr. Martin and seconded by Mr. Fife, with all in favor, the Traffic Enforcement Agreement, and making the Parking and Parking Enforcement Rules enforceable effective immediately on an interim basis, was approved.

THIRTEENTH ORDER OF BUSINESS

Ratification Items

- A. **Vision Landscape Services of Florida, Inc.**
 - I. **Landscape & Irrigation Services Agreement**
 - II. **First Amendment to Landscape & Irrigation Services Agreement**
- B. **Acquisition of Phase 1B Improvements**
- C. **AquaPreserve, Inc. Agreement for Pond Maintenance Services**
- D. **Budget Funding Agreement FY2026**

On MOTION by Mr. Martin and seconded by Mr. Brumfield, with all in favor, the Ratification Items, including sub items, as listed, were ratified.

FOURTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of December 31, 2025

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.

FIFTEENTH ORDER OF BUSINESS

Approval of August 12, 2025 Public Hearing and Regular Meeting Minutes

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

SIXTEENTH ORDER OF BUSINESS

Staff Reports

- A. **District Counsel: Kutak Rock LLP**
- B. **District Engineer (Interim): Morris Engineering and Consulting, LLC**

There were no District Counsel or District Engineer reports.

As “Morris Engineering and Consulting, LLC” was recently purchased, the District Engineer’s name will be updated to “Pape-Dawson Consulting Engineers, LLC” going forward.

- C. **District Manager: Wrathell, Hunt and Associates, LLC**
 - **FY2026 Insurance Property Schedule**
 - **NEXT MEETING DATE: March 10, 2026 at 12:00 PM**

○ **QUORUM CHECK**

The March and April 2026 meetings will be cancelled. The next meeting will be held on May 12, 2026 at the Punta Gorda Library.

SEVENTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

EIGHTEENTH ORDER OF BUSINESS

Public Comments

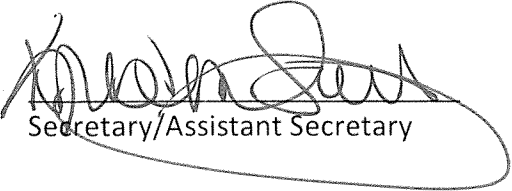
No members of the public spoke.

NINETEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Martin and seconded by Mr. Brumfield, with all in favor, the meeting adjourned at 12:15 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair