

WEST PORT

**COMMUNITY DEVELOPMENT
DISTRICT**

January 9, 2024

BOARD OF SUPERVISORS

**REGULAR
MEETING AGENDA**

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

AGENDA

LETTER

West Port Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

December 29, 2023

Board of Supervisors
West Port Community Development District

Dear Board Members:

The Board of Supervisors of the West Port Community Development District will hold a Regular Meeting on January 9, 2024 at 12:30 p.m., at the Punta Gorda Charlotte Library, 401 Shreve St., Punta Gorda, Florida 33950. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consider Appointment to Fill Unexpired Term of Seat 1; *Term Expires November 2024*
 - Administration of Oath of Office to Appointed Supervisor (*the following will be provided in a separate package*)
 - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - B. Membership, Obligations and Responsibilities
 - C. Financial Disclosure Forms
 - I. Form 1: Statement of Financial Interests
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests
 - III. Form 1F: Final Statement of Financial Interests
 - D. Form 8B: Memorandum of Voting Conflict
4. Consideration of Resolution 2024-01, Appointing and Removing Officers of the District and Providing for an Effective Date
5. Presentation of Audited Financial Report for Fiscal Year Ended September 30, 2022, Prepared by Berger, Toombs, Elam, Gaines & Frank
6. Consideration of Resolution 2024-05, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2022

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

NOTE: Meeting Location

7. Consideration of Resolution 2024-06, Amending Resolution 2023-10, Which Relates to the District's Annual Appropriations and Which Adopts the Annual Budget for the Fiscal Year Beginning October 1, 2023; and Addressing Conflicts and an Effective Date
8. Consideration of Resolution 2024-07, Amending Resolution 2023-11, Which Levied and Imposed an Annual Operations and Maintenance Assessment for the Fiscal Year Beginning October 1, 2023; and Addressing Conflicts and an Effective Date
9. Ratification Items
 - A. Letter Agreement for Irrigation Proposal Funding (Kolter)
 - B. Irrigation Technical Services, Inc., Contract Addendum to Landscaping Proposal (Kolter)
 - C. Letter Agreement for Irrigation Proposal Funding (Forestar)
 - D. Irrigation Technical Services, Inc., Contract Addendum to Landscaping Proposal (Forestar)
 - E. Vision Landscapes Estimates
 - I. #2121 Royal and Sabal Palm Replacement, General Fund
 - II. #2124 Sod Replacement The Hammocks Lake Area, Special Fund
 - III. #2125 Plants Addition Common Areas, General Fund
 - IV. #2696 Installation of Annuals, General Funds
 - V. #2697 Mulch Installation, General Funds
 - VI. #2698 Landscape Buffer Area, Special Reserves Fund
 - VII. #2699 Landscape Enhancement Scope of Work, General Funds
 - VIII. #2817 Royal Palms Injections, Common General Fund Areas
 - IX. #2818 Royal Palms Injections, Common Special Assessment Areas
 - X. #2819 Top Choice Application, Common General Funds Areas
 - XI. #2820 Top Choice Application, Common Areas Special Assessment Areas
 - F. Rostan Solutions, LLC Invoices
 - I. #INV-7786 Task Order TO-01: DR-4673 Grants Management
 - II. #INV 7865 Task Order TO-01: DR-4673 Grants Management
10. Consideration of Resolution 2024-08, Designating a Date, Time and Location for Landowners' Meeting; Providing for Publication, Providing for an Effective Date

- 11. Acceptance of Unaudited Financial Statements as of November 30, 2023
- 12. Approval of October 10, 2023 Public Hearings and Regular Meeting Minutes
- 13. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Engineer: *Morris Engineering and Consulting, LLC*
 - C. Field Operations: *Evergreen Lifestyle Management, LLC*
 - D. District Manager: *Wrathell, Hunt and Associates, LLC*

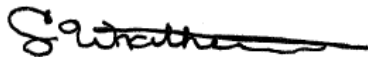
- NEXT MEETING DATE: February 13, 2024 at 12:30 PM
 - QUORUM CHECK

SEAT 1		<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 2	JIM MANNERS	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 3	PAUL MARTIN	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 4	CANDICE BAIN	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 5	CHRISTIAN COTTER	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO

- 14. Board Members' Comments/Requests
- 15. Public Comments
- 16. Adjournment

Should you have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675 or Kristen Suit at (410) 207-1802.

Sincerely,



Craig Wrathell
 District Manager

FOR BOARD AND STAFF TO ATTEND BY TELEPHONE
CALL-IN NUMBER: 1-888-354-0094
PARTICIPANT PASSCODE: 943 865 3730

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

4

RESOLUTION 2024-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WEST PORT COMMUNITY DEVELOPMENT DISTRICT APPOINTING AND REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the West Port Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District’s Board of Supervisors desires to appoint and remove Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WEST PORT COMMUNITY DEVELOPMENT DISTRICT THAT:

SECTION 1. The following is/are appointed as Officer(s) of the District effective January 9, 2024:

- _____ is appointed Chair
- _____ is appointed Vice Chair
- _____ is appointed Assistant Secretary
- _____ is appointed Assistant Secretary
- _____ is appointed Assistant Secretary

SECTION 2. The following Officer(s) shall be removed as Officer(s) as of January 9, 2024:

- | | |
|------------|---------------------|
| _____ | _____ |
| Greg Meath | Assistant Secretary |
| _____ | _____ |
| _____ | _____ |

SECTION 3. The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell is Secretary

Kristen Suit is Assistant Secretary

Craig Wrathell is Treasurer

Jeff Pinder is Assistant Treasurer

PASSED AND ADOPTED THIS ___ DAY OF _____, 2024.

ATTEST:

**WEST PORT COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

5

West Port Community Development District

ANNUAL FINANCIAL REPORT

September 30, 2022

West Port Community Development District

ANNUAL FINANCIAL REPORT

September 30, 2022

TABLE OF CONTENTS

	<u>Page Number</u>
REPORT OF INDEPENDENT AUDITORS	1-3
MANAGEMENT’S DISCUSSION AND ANALYSIS	4-9
BASIC FINANCIAL STATEMENTS:	
Government-wide Financial Statements:	
Statement of Net Position	10
Statement of Activities	11
Fund Financial Statements:	
Balance Sheet – Governmental Funds	12
Reconciliation of Total Governmental Fund Balances to Net Position of Governmental Activities	13
Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds	14
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities	15
Statement of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – General Fund	16
Statement of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – Special Revenue Fund	17
Notes to Financial Statements	18-30
INDEPENDENT AUDITORS’ REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i>	31-32
MANAGEMENT LETTER	33-35
INDEPENDENT ACCOUNTANTS’ REPORT/COMPLIANCE WITH SECTION 218.415, FLORIDA STATUTES	36



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

REPORT OF INDEPENDENT AUDITORS

To the Board of Supervisors
West Port Community Development District
Charlotte County, Florida

Report on Audit of the Financial Statements

Opinion

We have audited the financial statements of the governmental activities and each major fund of West Port Community Development District (the "District"), as of and for the year ended September 30, 2022, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of West Port Community Development District as of September 30, 2022, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS), and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

To the Board of Supervisors
West Port Community Development District

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for one year beyond the financial statement date, including currently known information that may raise substantial doubt thereafter.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users made on the basis of these financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

To the Board of Supervisors
West Port Community Development District

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated October 24, 2023 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts.

The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering West Port Community Development District's internal control over financial reporting and compliance.

*Berger Toombs Elam
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

October 24, 2023

**West Port Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Fiscal Year Ended September 30, 2022**

Management's discussion and analysis of West Port Community Development District's (the "District") financial performance provides an objective and easily readable analysis of the District's financial activities. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

OVERVIEW OF THE FINANCIAL STATEMENTS

The District's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the District's financial position and results of operations. The *Fund financial statements* present financial information for the District's major funds. The *Notes to financial statements* provide additional information concerning the District's finances.

The *Government-wide financial statements* are the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by private-sector companies. Emphasis is placed on the net position of governmental activities and the change in net position. Governmental activities are primarily supported by special assessments and developer contributions.

The **statement of net position** presents information on all assets and liabilities of the District, with the difference between assets and liabilities reported as net position. Net position is reported in three categories; 1) net investment in capital assets, 2) restricted, and 3) unrestricted. Assets, liabilities, and net position are reported for all Governmental activities.

The **statement of activities** presents information on all revenues and expenses of the District and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the District. To assist in understanding the District's operations, expenses have been reported as governmental activities. Governmental activities financed by the District include general government, physical environment, culture/recreation and debt service.

Fund financial statements present financial information for governmental funds. These statements provide financial information for the major funds of the District. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.

**West Port Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Fiscal Year Ended September 30, 2022**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Fund financial statements include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures, and changes in fund balances – budget and actual** is provided for the District's General Fund. *Fund financial statements* provide more detailed information about the District's activities. Individual funds are established by the District to track revenues that are restricted to certain uses or to comply with legal requirements.

The *government-wide financial statements* and the *fund financial statements* provide different pictures of the District. The *government-wide financial statements* provide an overall picture of the District's financial standing. These statements are comparable to private-sector companies and give a good understanding of the District's overall financial health and how the District paid for the various activities, or functions, provided by the District. All assets of the District, including construction in progress are reported in the **statement of net position**. All liabilities, including principal outstanding on bonds are included. The **statement of activities** includes depreciation on all long lived assets of the District, but transactions between the different functions of the District have been eliminated in order to avoid "doubling up" the revenues and expenses. The *fund financial statements* provide a picture of the major funds of the District. In the case of governmental activities, outlays for long lived assets are reported as expenditures and long-term liabilities, such as general obligation bonds, are not included in the fund financial statements. To provide a link from the *fund financial statements* to the *government-wide financial statements*, reconciliations are provided from the *fund financial statements* to the *government-wide financial statements*.

Notes to financial statements provide additional detail concerning the financial activities and financial balances of the District. Additional information about the accounting practices of the District, investments of the District, capital assets and long-term debt are some of the items included in the *notes to financial statements*.

Financial Highlights

The following are the highlights of financial activity for the fiscal year ended September 30, 2022.

- ◆ The District's assets exceeded liabilities by \$2,870,855 (net position). Restricted net position was \$88,637, and unrestricted net position was \$632,681. Net investment in capital assets was \$2,149,537.
- ◆ Governmental activities revenues totaled \$6,131,126, while governmental activities expenses totaled \$1,815,780.

**West Port Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Fiscal Year Ended September 30, 2022**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District

The following schedule provides a summary of the assets, liabilities and net position of the District and is presented by category for comparison purposes.

Net Position

	Governmental Activities	
	2022	2021
Current assets	\$ 1,286,590	\$ 207,511
Restricted assets	1,905,718	6,492,275
Capital Assets	26,747,794	20,052,084
Total Assets	29,940,102	26,751,870
Current liabilities	2,222,078	5,205,524
Non-current liabilities	24,847,169	22,990,837
Total Liabilities	27,069,247	28,196,361
Net Position		
Net investment in capital assets	2,149,537	-
Restricted	88,637	-
Unrestricted	632,681	(1,444,491)
Total Net Position	\$ 2,870,855	\$ (1,444,491)

The increase in current assets is related to the increase in due from developer in the current year.

The decrease in restricted assets, and the increase in capital assets is related to the capital projects activity in the current year.

The increase in current liabilities is related to the decrease in contracts and retainage payable in the current year.

The increase in non-current liabilities is related to the issuance of long-term debt in the current year.

**West Port Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Fiscal Year Ended September 30, 2022**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District (Continued)

The following schedule provides a summary of the changes in net position of the District and is presented by category for comparison purposes.

Change In Net Position

	Governmental Activities	
	2022	2021
Program Revenues		
Charges for services	\$ 2,275,699	\$ 134,801
Grants and contributions	3,173,056	323,972
Miscellaneous revenues	674,431	20,250
Investment income	7,940	1,418
Total Revenues	<u>6,131,126</u>	<u>480,441</u>
Expenses		
General government	123,000	122,345
Physical environment	518,268	201,071
Culture/recreation	56,981	-
Interest and other charges	1,117,531	1,156,813
Total Expenses	<u>1,815,780</u>	<u>1,480,229</u>
Change in Net Position	4,315,346	(999,788)
Net Position - Beginning of Year	<u>(1,444,491)</u>	<u>(444,703)</u>
Net Position - End of Year	<u>\$ 2,870,855</u>	<u>\$ (1,444,491)</u>

The increase in charges for services is related to the increase in special assessments in the current year.

The increase in grants and contributions is related to the increase in capital contributions in the current year.

The increase in physical environment is related to the increase in landscape, mulch, irrigation electricity and streetlight expenses in the current year.

The decrease in interest and other charges is related to the issuance of two new bonds in the prior year.

**West Port Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Fiscal Year Ended September 30, 2022**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Capital Assets Activity

The following schedule provides a summary of the District's capital assets as of September 30, 2022 and 2021:

	Governmental Activities	
	2022	2021
Construction in progress	\$ 26,747,794	\$ 20,052,084

The activity for the year consisted of \$6,695,710 of additions to construction in progress.

General Fund Budgetary Highlights

Actual expenditures were less than the final budget because plant replacement and streetlighting expenditures were less than anticipated.

The September 30, 2022 budget was not amended.

Debt Management

Governmental Activities debt includes the following:

- ◆ In April 2020, the District issued \$6,735,000 Series 2020 Special Assessment Bonds. These bonds were issued to finance a portion of the cost of acquisition, construction, installation and equipping of a portion of the 2020, Assessment Area One Project. As of September 30, 2022, the balance outstanding was \$6,605,000.
- ◆ In December 2020, the District issued \$6,900,000 Series 2020 Special Assessment Bonds. These bonds were issued to finance a portion of the cost of acquisition, construction, installation and equipping of a portion of the 2020, Assessment Area Two Project. As of September 30, 2022, the balance outstanding was \$6,765,000.
- ◆ In May 2021, the District issued \$9,560,000 Series 2021 Special Assessment Bonds. These bonds were issued to finance a portion of the cost of acquisition, construction, installation and equipping of a portion of the 2021 Project. As of September 30, 2022, the balance outstanding was \$9,365,000.
- In July 2022, the District issued \$2,375,000 Series 2022 Special Assessment Bonds. These bonds were issued to finance a portion of the cost of acquisition, construction, installation and equipping of a portion of the 2022, Area Three Project. As of September 30, 2022, the balance outstanding was \$2,375,000.

**West Port Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Fiscal Year Ended September 30, 2022**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Economic Factors and Next Year's Budget

West Port Community Development District will continue the development of the District during the next fiscal year. West Port Community Development District does not anticipate economic factors to affect operations for the year ended September 30, 2023.

Request for Information

The financial report is designed to provide a general overview of West Port Community Development District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the West Port Community Development District's Finance Department at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

West Port Community Development District
STATEMENT OF NET POSITION
September 30, 2022

	<u>Governmental Activities</u>
ASSETS	
Current Assets	
Cash	\$ 181,995
Accounts receivable	30,198
Assessments receivable	13,732
Due from developer	1,033,691
Due from other	25,284
Deposits	1,690
Total Current Assets	<u>1,286,590</u>
Non-current Assets	
Restricted Assets	
Investments, at fair value	1,905,718
Capital Assets, not being depreciated	
Construction in progress	26,747,794
Total Non-current Assets	<u>28,653,512</u>
Total Assets	<u>29,940,102</u>
 LIABILITIES	
Current Liabilities	
Accounts payable and accrued expenses	200,775
Contracts/retainage payable	1,025,625
Due to developer	136,804
Bonds payable	510,000
Accrued interest payable	348,874
Total Current Liabilities	<u>2,222,078</u>
Non-current Liabilities	
Bonds payable, net	24,847,169
Total Liabilities	<u>27,069,247</u>
 NET POSITION	
Net investment in capital assets	2,149,537
Restricted for debt service	88,637
Unrestricted	632,681
Total Net Position	<u><u>\$ 2,870,855</u></u>

See accompanying notes to financial statements.

West Port Community Development District
STATEMENT OF ACTIVITIES
For the Fiscal Year Ended September 30, 2022

Functions/Programs	Expenses	Program Revenues		Net (Expenses) Revenues and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	
Governmental Activities				Governmental Activities
General government	\$ (123,000)	\$ 59,051	\$ 88,174	\$ 24,225
Physical environment	(518,268)	252,084	376,407	2,818,698
Culture/recreation	(56,981)	106,767	-	49,786
Interest and other charges	(1,117,531)	1,857,797	-	740,266
Total Governmental Activities	<u>\$ (1,815,780)</u>	<u>\$ 2,275,699</u>	<u>\$ 464,581</u>	<u>\$ 3,632,975</u>
General Revenues				
Miscellaneous revenues				674,431
Investment income				7,940
Total General Revenues				<u>682,371</u>
Change in Net Position				4,315,346
Net Position - October 1, 2021				(1,444,491)
Net Position - September 30, 2022				<u>\$ 2,870,855</u>

See accompanying notes to financial statements.

West Port Community Development District
BALANCE SHEET –
GOVERNMENTAL FUNDS
September 30, 2022

	General	Special Revenue	Debt Service	Capital Projects	Total Governmental Funds
ASSETS					
Cash	\$ 181,995	\$ -	\$ -	\$ -	\$ 181,995
Accounts receivable	-	-	-	30,198	30,198
Assessments receivable	9,553	751	3,428	-	13,732
Due from other funds	2,584	68,530	-	-	71,114
Due from developer	182,814	-	682,886	167,991	1,033,691
Due from other	25,284	-	-	-	25,284
Deposits	1,690	-	-	-	1,690
Restricted Assets					
Investments at fair value	-	-	1,151,974	753,744	1,905,718
Total Assets	\$ 403,920	\$ 69,281	\$1,838,288	\$ 951,933	\$ 3,263,422
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES					
LIABILITIES					
Accounts payable and accrued expenses	\$ 180,349	\$ 20,426	\$ -	\$ -	\$ 200,775
Due to other funds	68,530	2,584	-	-	71,114
Contracts/retainage payable	-	-	-	1,025,625	1,025,625
Due to developer	15,000	-	75,046	46,758	136,804
Total Liabilities	263,879	23,010	75,046	1,072,383	1,434,318
DEFERRED INFLOWS OF RESOURCES					
Unavailable revenues	41,279	-	566,819	-	608,098
FUND BALANCES					
Nonspendable - deposits	1,690	-	-	-	1,690
Restricted					
Debt service	-	-	1,196,423	-	1,196,423
Committed - special revenue	-	46,271	-	-	46,271
Unassigned	97,072	-	-	(120,450)	(23,378)
Total Fund Balances	98,762	46,271	1,196,423	(120,450)	1,221,006
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 403,920	\$ 69,281	\$1,838,288	\$ 951,933	\$ 3,263,422

See accompanying notes to financial statements.

West Port Community Development District
RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES
TO NET POSITION OF GOVERNMENTAL ACTIVITIES
September 30, 2022

Total Governmental Fund Balances	\$ 1,221,006
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets, construction in progress, used in governmental activities are not current financial resources and therefore, are not reported at the fund level.	26,747,794
Long-term liabilities, including bonds payable, \$(25,110,000) and bond premium \$(247,169), are not due and payable in the current period and therefore, are not reported at the fund level.	(25,357,169)
Accrued interest expense for long-term debt is not a current financial use and therefore, is not reported at the governmental fund level.	(348,874)
Unavailable revenues are recognized as deferred inflows at the fund level, but this amount is recognized as revenues at the government-wide level.	<u>608,098</u>
Net Position of Governmental Activities	<u><u>\$ 2,870,855</u></u>

See accompanying notes to financial statements.

West Port Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES – GOVERNMENTAL FUNDS
For the Fiscal Year Ended September 30, 2022

	General	Special Revenue	Debt Service	Capital Projects	Total Governmental Funds
Revenues					
Special assessments	\$ 311,135	\$ 106,767	\$ 1,290,978	\$ -	\$ 1,708,880
Developer contributions	439,806	-	-	2,708,475	3,148,281
Miscellaneous revenues	-	-	-	674,431	674,431
Investment income	-	-	4,304	3,636	7,940
Total Revenues	<u>750,941</u>	<u>106,767</u>	<u>1,295,282</u>	<u>3,386,542</u>	<u>5,539,532</u>
Expenditures					
Current					
General government	120,679	417	1,904	-	123,000
Physical environment	515,170	3,098	-	-	518,268
Culture/recreation	-	56,981	-	-	56,981
Capital outlay	-	-	-	6,695,710	6,695,710
Debt service					
Principal	-	-	460,000	-	460,000
Interest	-	-	823,853	-	823,853
Other	-	-	218,750	-	218,750
Total Expenditures	<u>635,849</u>	<u>60,496</u>	<u>1,504,507</u>	<u>6,695,710</u>	<u>8,896,562</u>
Excess of revenues over/(under) expenditures	<u>115,092</u>	<u>46,271</u>	<u>(209,225)</u>	<u>(3,309,168)</u>	<u>(3,357,030)</u>
Other Financing Sources/(Uses)					
Issuance of long-term debt	-	-	332,980	2,042,020	2,375,000
Transfers in	-	-	-	215	215
Transfers out	-	-	(215)	-	(215)
Total Other Financing Sources/(Uses)	<u>-</u>	<u>-</u>	<u>332,765</u>	<u>2,042,235</u>	<u>2,375,000</u>
Net change in fund balances	115,092	46,271	123,540	(1,266,933)	(982,030)
Fund Balances - October 1, 2021	<u>(16,330)</u>	<u>-</u>	<u>1,072,883</u>	<u>1,146,483</u>	<u>2,203,036</u>
Fund Balances - September 30, 2022	<u>\$ 98,762</u>	<u>\$ 46,271</u>	<u>\$ 1,196,423</u>	<u>\$ (120,450)</u>	<u>\$ 1,221,006</u>

See accompanying notes to financial statements.

**West Port Community Development District
RECONCILIATION OF THE STATEMENT
OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
For the Fiscal Year Ended September 30, 2022**

Net Change in Fund Balances - Total Governmental Funds \$ (982,030)

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation. This is the amount of capital outlay in the current year.	6,695,710
At the fund level, bond proceeds, are recognized as an other financing source, however, at the government-wide level, they increase liabilities.	(2,375,000)
At the fund level principal payments on long-term debt are recognized as an expenditure, however, at the government-wide level they reduce liabilities.	460,000
In the Statement of Activities, interest is accrued on outstanding bonds; whereas at the fund level, interest expenditures are reported when due. This is the change in accrued interest in the current period.	(83,596)
Amortization of bond premium does not require the use of current financial resources and therefore, is not reported the fund level. This is the amount of amortization in the current period.	8,668
At the fund level, revenues are recognized when they become available, however, revenues are recognized when they are earned at the government-wide level. This is the amount of the change in earned revenue that was not available.	<u>591,594</u>

Change in Net Position of Governmental Activities \$ 4,315,346

See accompanying notes to financial statements.

West Port Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES – BUDGET AND ACTUAL – GENERAL FUND
For the Fiscal Year Ended September 30, 2022

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
Revenues				
Special assessments	\$ 92,995	\$ 92,995	\$ 311,135	\$ 218,140
Developer contributions	628,508	628,508	439,806	(188,702)
Total Revenue	<u>721,503</u>	<u>721,503</u>	<u>750,941</u>	<u>29,438</u>
Expenditures				
Current				
General government	131,377	131,377	120,679	10,698
Physical environment	590,126	590,126	515,170	74,956
Total Expenditures	<u>721,503</u>	<u>721,503</u>	<u>635,849</u>	<u>85,654</u>
Net Change in Fund Balances	-	-	115,092	115,092
Fund Balances - October 1, 2021	<u>-</u>	<u>-</u>	<u>(16,330)</u>	<u>(16,330)</u>
Fund Balances - September 30, 2022	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 98,762</u>	<u>\$ 98,762</u>

See accompanying notes to financial statements.

West Port Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES – BUDGET AND ACTUAL – SPECIAL REVENUE FUND
For the Fiscal Year Ended September 30, 2022

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	Variance with Final Budget Positive (Negative)
Revenues				
Special assessments	\$ 58,266	\$ 58,266	\$ 106,767	\$ 48,501
Developer contributions	87,590	87,590	-	(87,590)
Total Revenue	<u>145,856</u>	<u>145,856</u>	<u>106,767</u>	<u>(39,089)</u>
Expenditures				
Current				
General government	1,214	1,214	417	797
Physical environment	2,500	2,500	3,098	(598)
Culture/recreation	142,142	142,142	56,981	85,161
Total Expenditures	<u>145,856</u>	<u>145,856</u>	<u>60,496</u>	<u>85,360</u>
Net Change in Fund Balances	-	-	46,271	46,271
Fund Balances - October 1, 2021	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balances - September 30, 2022	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 46,271</u>	<u>\$ 46,271</u>

See accompanying notes to financial statements.

West Port Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

1. Reporting Entity

The District was established on October 22, 2019, pursuant to the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the "Act"), and by Ordinance 2019-023 of the Board of County Commissioners of Charlotte County, Florida, as a Community Development District. The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of the infrastructure necessary for community development within its jurisdiction. The District is authorized to issue bonds for the purpose, among others, of financing, funding, planning, establishing, acquiring, constructing district roads, landscaping, and other basic infrastructure projects within or outside the boundaries of the West Port Community Development District. The District is governed by a five member Board of Supervisors. All the Supervisors are employed by the Developer. The District operates within the criteria established by Chapter 190, Florida Statutes.

As required by GAAP, these financial statements present the West Port Community Development District (the primary government) as a stand-alone government. The reporting entity for the District includes all functions of government in which the District's Board exercises oversight responsibility including, but not limited to, financial interdependency, selection of governing authority, designation of management, significant ability to influence operations and accountability for fiscal matters.

Based upon the application of the above-mentioned criteria as set forth in Governmental Accounting Standards Board, The Financial Reporting Entity, the District has identified no component units.

2. Measurement Focus and Basis of Accounting

The basic financial statements of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

West Port Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

a. Government-wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Government-wide financial statements report all non-fiduciary information about the reporting government as a whole. These statements include all the governmental activities of the primary government. The effect of interfund activity has been removed from these statements.

Governmental activities are supported by developer contributions and interest. Program revenues are netted with program expenses in the statement of activities to present the net cost of each program

Amounts paid to acquire capital assets are capitalized as assets, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source.

Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

b. Fund Financial Statements

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.

West Port Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds

The District classifies fund balance according to Governmental Accounting Standards Board Statement 54 – Fund Balance Reporting and Governmental Fund Type Definitions. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The District has various policies governing the fund balance classifications.

Nonspendable Fund Balance – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

Restricted Fund Balance – This classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Assigned Fund Balance – This classification consists of the Board of Supervisors' intent to be used for specific purposes, but are neither restricted nor committed. The assigned fund balances can also be assigned by the District's management company.

Unassigned Fund Balance – This classification is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Unassigned fund balance is considered to be utilized first when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

Fund Balance Spending Hierarchy – For all governmental funds except special revenue funds, when restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances.

West Port Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds (Continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collected within the current period or soon thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest associated with the current fiscal period is considered to be an accrual item and so has been recognized as revenue of the current fiscal period.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of “available spendable resources”.

Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources are expended, rather than as fund assets. The proceeds of long-term debt are recorded as an other financing source rather than as a fund liability.

Debt service expenditures are recorded only when payment is due.

3. Basis of Presentation

a. Governmental Major Funds

General Fund – The General Fund is the District’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

West Port Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

3. Basis of Presentation (Continued)

a. Governmental Major Funds (Continued)

Debt Service Fund – The Debt Service Fund accounts for the debt service requirements to retire the long-term debt of the District.

Capital Projects Fund – The Capital Projects Fund accounts for the construction of infrastructure improvements within the District.

b. Non-current Governmental Assets/Liabilities

GASB Statement 34 requires that non-current governmental assets, such as land and improvements, and non-current governmental liabilities, such as general obligation bonds and due to developer be reported in the governmental activities column in the government-wide Statement of Net Position.

4. Assets, Liabilities, Deferred Inflows of Resources, and Net Position or Equity

a. Cash and Investments

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

The District is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest-bearing time deposits or savings accounts in authorized qualified public depositories;
4. Securities and Exchange Commission, registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

West Port Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4. Assets, Liabilities, Deferred Inflows of Resources, and Net Position or Equity (Continued)

a. Cash and Investments (Continued)

Cash equivalents include time deposits and all highly liquid debt instruments with original maturities of three months or less and held in a qualified public depository as defined by Section 280.02, Florida Statutes.

b. Capital Assets

Capital assets, which include construction in progress, are reported in the applicable governmental activities column.

The District defines capital assets as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year. The valuation basis for all assets is historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

c. Deferred Inflows of Resources

Deferred inflows of resources represent an acquisition of net position that applies to a future reporting period(s) and so will not be recognized as an inflow of resources (revenue) until then. The District only has one time that qualifies for reporting in the category. Unavailable revenues are reported only in the governmental funds balance sheet. This amount is deferred and recognized as an inflow of resources in the period that amounts become available.

d. Budgets

Budgets are prepared and adopted after public hearings for the governmental funds, pursuant to Chapter 190, Florida Statutes. The District utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its various funds. The legal level of budgetary control is at the fund level. All budgeted appropriations lapse at year end. A formal budget is adopted for the general fund. As a result, deficits in the budget columns of the accompanying financial statements may occur.

e. Unamortized Bond Premium

Bond premiums associated with the issuance of revenue bonds are amortized according to the straight-line method of accounting. For financial reporting, unamortized bond premiums are netted with the applicable long-term debt.

**West Port Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022**

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position

“Total fund balances” of the District’s governmental funds, \$1,221,006, differs from “net position” of governmental activities, \$2,870,855, reported in the Statement of Net Position. This difference primarily results from the long-term economic focus of the statement of net position versus the current financial resources focus of the governmental fund balance sheet. The effect of the differences is illustrated below.

Capital related items

When capital assets (construction in progress, that are to be used in governmental activities) are purchased or constructed, the cost of those assets is reported as expenditures in governmental funds. However, the Statement of Net Position included those capital assets among the assets of the District as a whole.

Construction in progress	\$ <u>26,747,794</u>
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Long-term debt transactions

Long-term liabilities applicable to the District’s governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities (both current and long-term) are reported in the Statement of Net Position. Balances at September 30, 2022 were:

Bonds payable	\$ (25,110,000)
Bond premium	<u>(247,169)</u>
Total	<u>\$ (25,357,169)</u>

Deferred inflows of resources

Deferred inflows of resources in the Statement of Net Position differ from the amount reported in the governmental funds due to unavailable revenues. Governmental fund financial statements report revenues which are not available as deferred inflows of resources. However, unavailable revenues in governmental funds are susceptible to full accrual in the government-wide financial statements.

Deferred inflows of resources	\$ <u>608,098</u>
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Accrued interest

Accrued liabilities in the Statement of Net Position differ from the amount reported in governmental funds due to accrued interest on bonds.

Accrued interest on bonds payable	\$ <u>(348,874)</u>
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West Port Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)

2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities

The “net change in fund balances” for government funds, \$(982,030), differs from the “change in net position” for governmental activities, \$4,315,346, reported in the Statement of Activities. The differences arise primarily from the long-term economic focus of the Statement of Activities versus the current financial resources focus of the governmental funds. The effect of the differences is illustrated below:

Capital related items

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation. As a result, fund balances decrease by the amount of financial resources expended, whereas net position decrease by the amount of depreciation charged for the year.

Capital outlay	\$ <u>6,695,710</u>
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Long-term debt transactions

Issuance of new debt provides current financial resources to governmental funds but increase long-term liabilities in the Statement of Net Position.

Bond proceeds	\$ (2,375,000)
Bond principal payments	<u>460,000</u>
Total	\$ <u>(1,915,000)</u>

Some expenses reported in the Statement of Activities do not require the use of current financial resources, therefore, are not reported as expenditures in governmental funds.

Net change in accrued interest payable	\$ <u>(83,596)</u>
Amortization of bond premium	<u>8,668</u>

Deferred inflows of resources

Deferred inflows of resources reported at the fund level are recognized as revenues in the Statement of Activities.

Net change in deferred inflows of resources	\$ <u>591,594</u>
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**West Port Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022**

NOTE C – CASH AND INVESTMENTS

All deposits are held in qualified public depositories and are included on the accompanying balance sheet as cash and investments.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a formal deposit policy for custodial credit risk, however, they follow the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2022, the District's bank balance was \$249,137 and the carrying value was \$181,995. Exposure to custodial credit risk was as follows. The District maintains all deposits in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by Federal Depositors Insurance or collateralized under Chapter 280, Florida Statutes.

Investments

As of September 30, 2022, the District had the following investments and maturities:

Investment	Maturities	Fair Value
Goldman Sachs Financial Square Govt Fund	12 Days*	\$ 1,905,718

*Weighted Average Maturity

The District categorizes its fair value measurements within the fair value hierarchy recently established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets, liabilities, or groups of assets and liabilities.

Assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable and uses significant unobservable inputs that uses the best information available under the circumstances, which includes the District's own data in measuring unobservable inputs.

Based on the criteria in the preceding paragraph, the investments listed above are Level 1 assets.

West Port Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE C – CASH AND INVESTMENTS (CONTINUED)

Interest Rate Risk

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

The District's investments are limited by state statutory requirements and bond compliance. The District has no investment policy that would further limit its investment choices. As of September 30, 2022, the District's investments were rated AAAM by Standard and Poor's.

Concentration of Credit Risk

The District places no limit on the amount it may invest in any one fund. The District's investment in the Goldman Sachs Financial Square Govt Fund represents 100% of the District's total investments.

The types of deposits and investments and their level of risk exposure as of September 30, 2022 were typical. The District considers any decline in fair value for certain investments to be temporary.

NOTE D – CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2022 was as follows:

	Balance October 1, 2021	Additions	Deletions	Balance September 30, 2022
<u>Governmental Activities:</u>				
Capital assets, not being depreciated:				
Construction in progress	\$ 20,052,084	\$ 6,695,710	\$ -	\$ 26,747,794

West Port Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE E – LONG-TERM DEBT

The following is a summary of activity for long-term debt of the District for the year ended September 30, 2022:

Governmental Activities

Long-term debt at October 1, 2021	\$	23,195,000
Issuance of long-term debt		2,375,000
Bond principal payments		<u>(460,000)</u>
Long-term debt at September 30, 2022	\$	25,110,000
Bond Premium, net		<u>247,169</u>
Long-term debt at September 30, 2022, net	\$	<u><u>25,357,169</u></u>

Special Assessment Debt

Long-term debt is comprised of the following:

\$6,735,000 Special Assessment Bonds, Series 2020 due in annual principal installments, beginning May 1, 2022, maturing May 2051. Interest is due annually on May 1 and November 1, beginning November 2020 at various rates between 2.65% and 4.00%. Current portion is \$135,000. \$ 6,605,000

\$6,900,000 Special Assessment Bonds, Assessment Area Two, Series 2020 due in annual principal installments beginning May 2022, maturing 2051. Interest is due annually on May 1 and November 1, beginning May 2021 at various rates between 2.75% and 4.00%. Current portion is \$140,000. 6,765,000

\$9,560,000 Special Assessment Bonds, Series 2021 due in annual principal installments beginning May 2022, maturing May 2051. Interest is due on May 1 and November 1 at various rates between 2.40% and 4.00%. Current portion is \$200,000. 9,365,000

\$2,375,000 Special Assessment Bonds, Series 2022 due in annual principal installments beginning May 2023, maturing May 2052. Interest is due on May 1 and November 1 at various rates between 4.25% and 5.25%. Current portion is \$35,000. 2,375,000

Total long-term debt \$ 25,110,000

West Port Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE E – LONG-TERM DEBT (CONTINUED)

The annual requirements to amortize the principal and interest of debt outstanding as of September 30, 2022 are as follows:

Year Ending September 30,	Principal	Interest	Total
2023	\$ 510,000	\$ 915,161	\$ 1,425,161
2024	530,000	936,610	1,466,610
2025	535,000	922,293	1,457,293
2026	550,000	907,855	1,457,855
2027	570,000	892,520	1,462,520
2028-2032	3,130,000	4,178,588	7,308,588
2033-2037	3,745,000	3,582,781	7,327,781
2038-2042	4,520,000	2,820,518	7,340,518
2043-2047	5,535,000	1,842,725	7,377,725
2048-2052	5,485,000	601,300	6,086,300
Totals	<u>\$ 25,110,000</u>	<u>\$ 17,600,351</u>	<u>\$ 42,710,351</u>

Summary of Significant Resolution Terms and Covenants

Significant Bond Provisions

The Series 2020 Bonds are subject to redemption at the option of the District prior to their maturity, in whole or in part, at any time after May 1, 2030 a price equal to the par amount of the Series 2020 Bonds thereof, together with accrued interest to the date of redemption. The Series 2020 are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Trust Indenture.

The Series 2020, Area Two Bonds and the Series 2021 Bonds are subject to redemption at the option of the District prior to their maturity, in whole or in part, at any time after May 1, 2031 a price equal to the par amount of the Bonds thereof, together with accrued interest to the date of redemption. The Series 2020, Area Two Bonds and the Series 2021 Bonds are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Trust Indenture.

The Series 2022, Area Three Bonds are subject to redemption at the option of the District prior to their maturity, in whole or in part, at any time after May 1, 2032 a price equal to the par amount of the Series 2022, Area Three Bonds thereof, together with accrued interest to the date of redemption. The Series 2022, Area Three Bonds are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Trust Indenture.

The Trust Indenture established certain amounts be maintained in a reserve account. In addition, the Trust Indenture has certain restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements.

**West Port Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022**

NOTE E – LONG-TERM DEBT (CONTINUED)

Depository Funds

The bond resolution establishes certain funds and determines the order in which revenues are to be deposited into these funds. A description of the significant funds, including their purposes, is as follows:

Reserve Funds – The Series 2020, Area One, Series 2020, Area Two, Series 2021, and Series 2022, Area Three Reserve Accounts were funded from the proceeds of the Series 2020, Area One, Series 2020, Area Two, Series 2021, and Series 2022, Area Three Bonds, respectively, in an amount equal to 50 percent of the maximum annual debt service on the corresponding Bond. Monies held in the reserve accounts will be used only for the purposes established in the Trust Indenture.

The following is a schedule of required reserve balances as of September 30, 2022:

	Reserve Balance	Reserve Requirement
Special Assessment Bonds, Series 2020 Area One	\$ 192,743	\$ 191,950
Special Assessment Bonds, Series 2020 Area Two	\$ 195,152	\$ 194,350
Special Assessment Bonds, Series 2021	\$ 266,697	\$ 265,600
Special Assessment Bonds, Series 2022	\$ 79,181	\$ 79,113

Upon satisfaction of release conditions the Series 2022, Area Three reserve requirement shall be reduced to an amount equal to 10% of the max annual debt with respect to the then outstanding principal. Other opportunities to reduce requirement are noted in the trust indenture.

NOTE F – ECONOMIC DEPENDENCY AND RELATED PARTY

The District's activity is dependent upon the continued involvement of the Developer, the loss of which would have a material adverse effect on the District's operations. At September 30, 2022, all five board members are affiliated with the Developer. The Developer contributed \$439,806 for operations, \$2,708,475 for capital, and \$1,290,520 in assessments and lot closings during the current year.

NOTE G – RISK MANAGEMENT

The government is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. The District has not filed any claims under this commercial coverage.



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Supervisors
West Port Community Development District
Charlotte County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements, as listed in the table of contents, of West Port Community Development District, as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the basic financial statements and have issued our report thereon dated October 24, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit, we considered West Port Community Development District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of West Port Community Development District's internal control. Accordingly, we do not express an opinion on the effectiveness of West Port Community Development District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

To the Board of Supervisors
West Port Community Development District

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether West Port Community Development District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Berger Toombs Elam
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

October 24, 2023



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

MANAGEMENT LETTER

To the Board of Supervisors
West Port Community Development District
Charlotte County, Florida

Report on the Financial Statements

We have audited the financial statements of the West Port Community Development District as of and for the fiscal year ended September 30, 2022, and have issued our report thereon dated October 24, 2023.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with AICPA Professionals Standards, AT-C Section 315 regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in that report, which is dated October 24, 2023, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been made to address findings and recommendations made in the preceding financial audit report. There were no findings or recommendations in the previous financial audit report.

Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, requires us to apply appropriate procedures and communicate the results of our determination as to whether or not West Port Community Development District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that the West Port Community Development District did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

To the Board of Supervisors
West Port Community Development District

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial conditions assessment procedures as of September 30, 2022 for the West Port Community Development District. It is management's responsibility to monitor the West Port Community Development District's financial condition; our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Specific Information

The information provided below was provided by management and has not been audited; therefore, we do not express an opinion or provide any assurance on the information.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6, Rules of the Auditor General, the West Port Community Development District reported:

- 1) The total number of district employees compensated in the last pay period of the District's fiscal year: 1
- 2) The total number of independent contractors to whom nonemployee compensation was paid in the last month of the District's fiscal year: 5
- 3) All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency: \$185
- 4) All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency: \$107,792
- 5) Each construction project with a total cost of at least \$65,000 approved by the District that is scheduled to begin on or after October 1, 2021, together with the total expenditures for such project: The District started major capital projects, total expenditures for the year were \$6,695,710.
- 6) A budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported if the District amends a final adopted budget under Section 189.016(6), Florida Statutes: The budget was not amended.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)8, Rules of the Auditor General, the West Port Community Development District reported:

- 1) The rate or rates of non-ad valorem special assessments imposed by the District. General Fund, \$357.02 - \$801.38, Debt Service Fund \$1,276.26.
- 2) The amount of special assessments collected by or on behalf of the District: Total special assessments collected was \$2,275,699.
- 3) The total amount of outstanding bonds issued by the District and the terms of such bonds. The District bonds outstanding at September 30, 2022 included Series 2020, \$6,605,000 maturing May 2051, Series 2020, Area Two, \$6,765,000, maturing 2051, and Series 2021, \$9,365,000 maturing May 2051 and Series 2022, \$2,375,000 maturing in May 2052.

To the Board of Supervisors
West Port Community Development District

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we noted no such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

*Berger Toombs Elam
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

October 24, 2023



**Berger, Toombs, Elam,
Gaines & Frank**

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

**INDEPENDENT ACCOUNTANTS' REPORT/COMPLIANCE
WITH SECTION 218.415 FLORIDA STATUTES**

To the Board of Supervisors
West Port Community Development District
Charlotte County, Florida

We have examined West Port Community Development District's compliance with Section 218.415, Florida Statutes during the fiscal year ended September 30, 2022. Management is responsible for West Port Community Development District's compliance with those requirements. Our responsibility is to express an opinion on West Port Community Development District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about West Port Community Development District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on West Port Community Development District's compliance with the specified requirements.

In our opinion, West Port Community Development District's complied, in all material respects, with the aforementioned requirements during the fiscal year ended September 30, 2022.

*Berger Toombs Elam
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

October 24, 2023

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

6

RESOLUTION 2024-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WEST PORT COMMUNITY DEVELOPMENT DISTRICT HEREBY ACCEPTING THE AUDITED FINANCIAL REPORT FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2022

WHEREAS, the District’s Auditor, Berger, Toombs, Elam, Gaines & Frank, has heretofore prepared and submitted to the Board, for accepting, the District’s Audited Annual Financial Report for Fiscal Year 2022;

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WEST PORT COMMUNITY DEVELOPMENT DISTRICT;

1. The Audited Annual Financial Report for Fiscal Year 2022, heretofore submitted to the Board, is hereby accepted for Fiscal Year 2022, for the period ending September 30, 2022; and
2. A verified copy of said Audited Annual Financial Report for Fiscal Year 2022 shall be attached hereto as an exhibit to this Resolution, in the District’s “Official Record of Proceedings”.

PASSED AND ADOPTED this 9th day of January, 2024.

ATTEST:

WEST PORT COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

7

RESOLUTION 2024-06

A RESOLUTION OF THE WEST PORT COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) AMENDING RESOLUTION 2023-10, WHICH RELATES TO THE DISTRICT’S ANNUAL APPROPRIATIONS AND WHICH ADOPTS THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023; AND ADDRESSING CONFLICTS AND AN EFFECTIVE DATE.

WHEREAS, the District previously adopted Resolution 2023-10 (“**Budget Resolution**”) approving the District’s annual budget(s) (“**Annual Budget**”) for the fiscal year starting October 1, 2023; and

WHEREAS, Section 3 of the Budget Resolution authorizes the District’s Board to modify the District’s Annual Budget by resolution; and

WHEREAS, the District desires to amend the Budget Resolution in order to adopt an amended Annual Budget, which is attached hereto as **Exhibit A**;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WEST PORT COMMUNITY DEVELOPMENT DISTRICT:

1. AMENDMENT. The Budget Resolution is hereby amended, and **Exhibit A** attached hereto is hereby adopted and supersedes and replaces the prior version of the Annual Budget, which was attached as Exhibit A to the Budget Resolution.

2. CONFLICTS. Except as set forth herein, the Budget Resolution remains in full force and effect.

3. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 9TH DAY OF JANUARY, 2024.

ATTEST:

WEST PORT COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Annual Budget (as amended)

Exhibit A: Annual Budget (as amended)

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
AMENDED BUDGET
FISCAL YEAR 2024**

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2024**

	Adopted Budget FY 2024	Amended Budget FY 2024
	<u> </u>	<u> </u>
REVENUES		
Assessment levy: on-roll - gross	\$ 1,115,130	\$ 1,088,598
Allowable discounts (4%)	(44,605)	(44,605)
Assessment levy: on-roll - net	<u>1,070,525</u>	<u>1,043,993</u>
Landowner contribution - KL West Port	-	
Landowner contribution - Forestar	-	
Landowner contribution - KL JAK WP	-	26,006
Lot closing	-	
Total revenues	<u>1,070,525</u>	<u>1,069,999</u>
 EXPENDITURES		
Professional & administrative		
Supervisors	4,306	4,306
Management/accounting/recording	48,000	48,000
Legal	25,000	25,000
Boundary amendment	-	-
Engineering	3,500	3,500
Audit	9,500	9,500
Arbitrage rebate calculation	2,500	2,500
Dissemination agent	5,000	5,000
DSF accounting		-
Series 2020 - AA1	5,500	5,500
Series 2020 - AA2	5,500	5,500
Series 2021 - AA1	5,500	5,500
Series 2022 - AA4	5,500	5,500
Series 2023 - AA2	5,500	5,500
Trustee	17,500	17,500
Telephone	200	200
Postage	500	500
Printing & binding	500	500
Legal advertising	1,200	1,200
Annual special district fee	175	175
Insurance	6,119	6,119
Contingencies/bank charges	1,200	1,200
Website		-
Hosting & maintenance	705	705
ADA compliance	210	210
Tax collector	<u>22,303</u>	<u>21,772</u>
Total professional & administrative	<u>175,918</u>	<u>175,387</u>

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2024**

	Adopted Budget FY 2024	Amended Budget FY 2024
Field operations (shared)		
Management	40,000	40,000
Accounting	8,000	8,000
Property insurance	6,500	6,500
Line of credit- principal & interest	25,872	25,872
Stormwater management		-
Lake maintenance	38,544	38,544
Preserve maintenance	-	-
Streetlighting	166,975	166,975
Irrigation supply		-
Maintenance Contract	5,780	5,780
Electricity	28,724	28,724
Repairs and maintenance	2,625	2,625
Effluent	52,600	52,600
Monuments and street signage		-
Repairs and maintenance	4,200	4,200
Electricity	16,238	16,238
Holiday decorating	10,000	10,000
Landscape maint.		-
Maintenance contract	236,724	236,724
Pest, OTC Injections and Top Choice	16,132	16,132
Mulch	170,050	170,050
Contingency	20,000	20,000
Plant replacement	20,748	20,748
Irrigation repairs	19,650	19,650
Roadway maintenance	5,250	5,250
Total field operations	<u>894,612</u>	<u>894,612</u>
Total expenditures	<u>1,070,530</u>	<u>1,069,999</u>
Net increase/(decrease) of fund balance	(5)	-
Fund balance - beginning (unaudited)	-	-
Fund balance - ending (projected)	<u>\$ (5)</u>	<u>\$ -</u>

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
ASSESSMENT COMPARISON
FISCAL YEAR 2024 ASSESSMENTS**

Assessment Area One - 2020, Platted Lots, On-Roll Assessments

Product	Units	FY 2024 SRF				FY 2023 Total Assessment per Unit
		FY 2024 O&M Assessment per Unit	Budget Area 1 Assessment per Unit	FY 2024 DS Assessment per Unit	FY 2024 Total Assessment per Unit	
SF 40'/50'	320	\$ 612.91	\$ 600.41	\$ 1,276.26	\$ 2,489.58	\$ 2,265.11
Total	320					

Assessment Area Two - 2020, Platted Lots, On-Roll Assessments

Product	Units	FY 2024 SRF				
		FY 2024 O&M Assessment per Unit	Budget Area 1 Assessment per Unit	FY 2024 DS Assessment per Unit	FY 2024 Total Assessment per Unit	
SF TW	120	\$ 612.91		\$ 899.48	\$ 1,512.39	\$ 1,475.84
SF 50'	163	612.91		1,249.28	1,862.19	1,825.64
SF 60'	68	612.91		1,499.13	2,112.04	2,075.49
Total	351					

Assessment Area One - 2021, Platted Lots, On-Roll Assessments

Product	Units	FY 2024 SRF				FY 2023 Total Assessment per Unit
		FY 2024 O&M Assessment per Unit	Budget Area 1 Assessment per Unit	FY 2024 DS Assessment per Unit	FY 2024 Total Assessment per Unit	
TH	172	\$ 520.97	\$ 510.36	\$ 956.73	\$ 1,988.06	\$ 1,797.26
SF TW	124	612.91	600.41	1,275.64	2,488.96	2,264.49
SF 50'	149	612.91	600.41	1,275.64	2,488.96	2,264.49
SF 60'	41	612.91	600.41	1,275.64	2,488.96	1,852.00
Total	486					

Multi-Family Area, On-Roll Assessments

Product	Units	FY 2024 SRF				
		FY 2024 O&M Assessment per Unit	Budget Area 1 Assessment per Unit	FY 2024 DS Assessment per Unit	FY 2024 Total Assessment per Unit	
MF	504	\$ 429.04		-	\$ 429.04	\$ 403.45
	504					

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
ASSESSMENT COMPARISON
FISCAL YEAR 2024 ASSESSMENTS**

Assessment Area Three, Platted Lots, On-Roll Assessments

<u>Product</u>	<u>Units</u>	<u>FY 2024 O&M Assessment per Unit</u>	<u>FY 2024 SRF Budget Area 1 Assessment per Unit</u>	<u>FY 2024 DS Assessment per Unit</u>	<u>FY 2024 Total Assessment per Unit</u>	<u>FY 2023 Total Assessment per Unit</u>
SF 40'	61	\$ 612.91	\$ 600.41	\$ 1,275.19	\$ 2,488.51	\$ 1,198.68
SF 50'	59	612.91	600.41	1,275.19	2,488.51	1,198.68
SF 60'	12	612.91	600.41	1,275.19	2,488.51	1,198.68
	<u>132</u>					

Future Assessment Area(s), Platted Lots, On-Roll Assessments

<u>Product</u>	<u>Units</u>	<u>FY 2024 O&M Assessment per Unit</u>	<u>FY 2024 DS Assessment per Unit</u>	<u>FY 2024 Total Assessment per Unit</u>	<u>FY 2023 Total Assessment per Unit</u>
SF 50'	149	\$ 612.91	n/a	\$ 612.91	n/a
Commercial	5.44	1,251.90	n/a	1,251.90	n/a

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

8

RESOLUTION 2024-07

A RESOLUTION OF THE WEST PORT COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) AMENDING RESOLUTION 2023-11, WHICH LEVIED AND IMPOSED AN ANNUAL OPERATIONS AND MAINTENANCE ASSESSMENT FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023; AND ADDRESSING CONFLICTS AND AN EFFECTIVE DATE.

WHEREAS, the District previously adopted Resolution 2023-11 (“**Annual Assessment Resolution**”) approving the levy and imposition of operations and maintenance assessments (“**O&M Assessments**”) to fund the District’s annual budget(s) for the fiscal year starting October 1, 2023, and as outlined in the “**O&M Assessment Roll**” attached as Exhibit B to the Annual Assessment Resolution; and

WHEREAS, Section 3 of the Annual Assessment Resolution authorizes the District’s Board to modify the District’s O&M Assessment Roll; and

WHEREAS, the District has separately amended its annual budget(s), and accordingly, now desires to amend the Annual Assessment Resolution in order to adopt an amended O&M Assessment Roll, which is attached hereto as **Exhibit B**;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WEST PORT COMMUNITY DEVELOPMENT DISTRICT:

1. AMENDMENT. The Annual Assessment Resolution is hereby amended, and **Exhibit B** attached hereto is hereby adopted and supersedes and replaces the prior version of the O&M Assessment Roll, which was attached as Exhibit B to the Annual Assessment Resolution.

2. CONFLICTS. Except as set forth herein, the Annual Assessment Resolution remains in full force and effect.

3. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 9TH DAY OF JANUARY, 2024.

ATTEST:

WEST PORT COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: O&M Assessment Roll (as amended)

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

9A

WEST PORT COMMUNITY DEVELOPMENT DISTRICT

c/o Wrathell, Hunt & Associates, LLC
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431
877-276-0889

December 20, 2023

James P. Harvey
KL West Port, LLC
14025 Riveredge Drive, Suite 175
Tampa, Florida 33637
jharvey@kolter.com

RE: Letter Agreement for Irrigation Proposal Funding


Dear Mr. Harvey,

I am writing at the direction of the Vice Chairperson of the West Port Community Development District ("District") and to request that KL West Port, LLC ("Developer") provide payment to the District in the amount of \$63,792.70 plus \$15,184.00 (together, "Proposal Funding") and for the purpose of the District funding the attached proposals ("Proposals"). The District is making this request because the District is presently without available funds to timely make payments for the work under the Proposals.

The District agrees to use the Proposal Funding to fund the expenses identified in the Proposals, and further agrees to take all reasonably necessary steps to promptly levy operations and maintenance assessments to repay the Proposal Funding in the fiscal year beginning October 1, 2024. Following receipt of such assessments, the District shall repay the Advanced Funding by no later than March 30, 2025.

If you are in agreement with the terms of this letter, please sign below and return a copy to my office. Thank you for your assistance with this transaction.

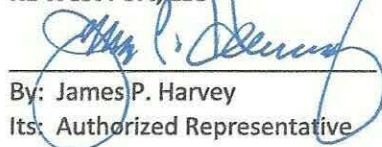
Sincerely,



Kristen Suit
District Manager

AGREED TO BY:

KL West Port, LLC



By: James P. Harvey

Its: Authorized Representative

cc: District Chairperson
District Counsel

EXHIBIT A (Irrigation Proposals)



3330 36th. Ave. N. St. Petersburg, FL 33713
(727) 521-3320 Fax: (727) 521-6219

December 15, 2023

West Port Community Development District

ATTN: Paul Martin

Proposed Scope of Work

Irrigation Technical Services (ITS) hereby proposes to provide all components and labor to install a continuous injection system. Product will be a puck style calcium based chlorine. EPA friendly application, unlike sodium based chlorine. The injection flow rate will vary depending on pump station flow, maintaining PPM setpoint. This is controlled by a pump motor with variable frequency drive. All control and monitoring is integrated into pump station control system. Injection pump and flow meter will be housed in it's own enclosure. Electric butterfly valves will be installed for each suction line. ¼ inch piping will be installed out to each suction line z-piping. This treats the entire system starting from suction screen all the way through the irrigation field.

INJECTION SYSTEM PROPOSAL IS DEPENDANT ON CONTROL SYSTEM RETROFIT/UPGRADE.

CONCRETE PAD WILL BE PRECAST INSTALLED ON COMPACTED STONE.

One pallet Accutab (24 – 60lb buckets) Delivered price is \$7,156.77

Anticipated product usage after Bryozoa is controlled is about one bucket per week.

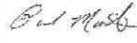
TERMS

Total price including tax for the referenced work is \$56,635.93. Price is valid for 14 days.

One pallet Accutab product/delivered \$7,156.77

Balance due of \$63,792.70 shall be due and payable within ten (10) business days of acceptance of the project's completion. Failure to inspect and approve the project within 2 business days shall constitute acceptance.

ACCEPTANCE


Paul Martin
Vice President of Land
Development
2023.12.18 07:54:06 -0500

Owner/Agent

Irrigation Technical Services

West Port Comm. Dev. District

Daniel R. Hodges – Pump and Controls Director 407-853-0324

irrigationnet.com



3330 36th. Ave. N. St. Petersburg, FL 33713
(727) 521-3320 Fax: (727) 521-6219

December 15, 2023

West Port Community Development District

ATTN: Paul Martin

Proposed Scope of Work

Irrigation Technical Services, Inc. (ITS) hereby proposes to provide all components and labor to install a retrofit control package on existing pump station. Retrofit will utilize existing control cabinet. System will include IDEC Programmable Logic Controller (PLC Rack), IDEC 7" color HMI (Touchscreen), Ethernet Switch for internal communication between components, Temperature Sensor for monitoring panel temp, Rain Can for measuring and monitoring rain, DC Power Supply, Cellular Modem with Dome antenna, all required relays, upstream and downstream pressure transducers and all interconnecting CAT cables. Cellular Data Service is included for first year. After one year, \$1000.00 per year renewal. Prior to control system installation, ITS will utilize existing magnetic flow meter in discharge header for pump station flow feedback and linear control of injection concentration.

System provides two different remote access and control platforms. Clarity is the Water Management Interface, also have station control interface for adjusting or monitoring all station functions. Both platforms are 100% Cloud Based. System will provide email alerts when any fault occurs, this includes any faults relative to injection system. Water usage and Rainfall totals emailed daily.


TERMS

Total price including tax for the referenced work is \$15,184.00. Price is valid for 14 days.

A deposit of \$ is due upon execution of this agreement.

Balance due of \$15,184.00 shall be due and payable within ten (10) business days of acceptance of the project's completion. Failure to inspect and approve the project within 2 business days shall constitute acceptance.

ACCEPTANCE


Paul Martin
Vice President of Land
Development
2023.12.18 07:52:29 -05'00'

Owner/Agent

Irrigation Technical Services

West Port Comm. Dev. District

Daniel R. Hodges – Pump and Controls Director 407-853-0324



WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

9B

CONTRACT ADDENDUM TO LANDSCAPING PROPOSAL

The following provisions govern the agreement between the West Port Community Development District and Irrigation Technical Services Inc. dated December 21, 2023 ("**Agreement**"), which is attached hereto as **Exhibit A**:

1. **EFFECTIVE DATE.** The Agreement shall be deemed effective as of the date of the full execution of the Agreement and this Addendum.
2. **STANDARD OF CARE; INDEMNIFICATION.** Contractor shall use reasonable care in performing the services, and shall be responsible for any harm of any kind to persons or property resulting from Contractor's actions or inactions. The Contractor warrants to the District that all materials furnished under this Agreement shall be new, and that all services and materials shall be of good quality, free from faults and defects. Contractor agrees to defend, indemnify, and hold harmless the District and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. The indemnification rights herein contained shall be cumulative of, and in addition to, any and all rights, remedies and recourse to which the District shall be entitled, whether pursuant to some other provision of this Agreement, at law, or in equity. The provisions of this Section shall survive the termination or expiration of this Agreement. Nothing in this Section is intended to waive or alter any other remedies that the District may have as against the Contractor.
3. **INSURANCE.** The Contractor or any subcontractor performing the work described in this Agreement shall maintain throughout the term of this Agreement the insurance identified in the Certificate of Insurance attached hereto as **Exhibit B**. The District, its staff, consultants and supervisors shall be named as additional insured. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida.
4. **SOVEREIGN IMMUNITY.** Contractor further agrees that nothing in the Agreement between the parties shall constitute or be construed as a waiver of the District's limitations on liability contained in Section 768.28, *Florida Statutes*, or other statute.
5. **TERMINATION.** The Agreement may be terminated immediately by the District for cause, or for any or no reason upon 5 days written notice by either party. Contractor shall not be entitled to lost profits or any other damages of any kind resulting from any such termination by the District, provided however that Contractor shall be entitled to payment for any work provided through the effective date of termination, subject to any offsets.
6. **PUBLIC RECORDS.** Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*.
7. **ATTORNEY'S FEES.** In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the prevailing party shall be entitled to recover from the other all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.
8. **SCRUTINIZED COMPANIES.** Contractor certifies that it is not in violation of section 287.135, *Florida Statutes*, and is not prohibited from doing business with the District under Florida law, including but not limited to Scrutinized Companies with Activities in Sudan List or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. If Contractor is found to have submitted a false statement, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, or is now or in the future on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel, the District may immediately terminate this Agreement.
9. **E-VERIFY.** Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees and shall comply with all requirements of Section 448.095, *Florida Statutes*, as to the use of subcontractors. The District may terminate the Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.
10. **CONFLICTS.** To the extent any of the provisions of this Addendum are in conflict with the provisions of the Agreement, this Addendum controls.

IN WITNESS WHEREOF, the parties execute the foregoing Addendum.

IRRIGATION TECHNICAL SERVICES INC.

Jamie Newberg
 By: Jamie Newberg
 Its: General Manager

WEST PORT COMMUNITY DEVELOPMENT DISTRICT

Paul Martin
 By: Paul Martin
 Its: Vice President

- Exhibit A: Proposal
- Exhibit B: Insurance Certificate with Endorsements

Exhibit A: Proposal



3330 36th. Ave. N. St. Petersburg, Fl. 33713
(727) 521-3320 Fax: (727) 521-6219

December 15, 2023

West Port Community Development District

ATTN: Paul Martin

Proposed Scope of Work

Irrigation Technical Services (ITS) hereby proposes to provide all components and labor to install a continuous injection system. Product will be a puck style calcium based chlorine. EPA friendly application, unlike sodium based chlorine. The injection flow rate will vary depending on pump station flow, maintaining PPM setpoint. This is controlled by a pump motor with variable frequency drive. All control and monitoring is integrated into pump station control system. Injection pump and flow meter will be housed in it's own enclosure. Electric butterfly valves will be installed for each suction line. ¾ inch piping will be installed out to each suction line z-piping. This treats the entire system starting from suction screen all the way through the irrigation field.

INJECTION SYSTEM PROPOSAL IS DEPENDANT ON CONTROL SYSTEM RETROFIT/UPGRADE.

CONCRETE PAD WILL BE PRECAST INSTALLED ON COMPACTED STONE.

One pallet Accutab (24 – 60lb buckets) Delivered price is \$7,156.77

Anticipated product usage after Bryozoa is controlled is about one bucket per week.

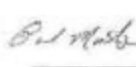
TERMS

Total price including tax for the referenced work is \$56,635.93. **Price is valid for 14 days.**

One pallet Accutab product/delivered \$7,156.77

Balance due of **\$63,792.70** shall be due and payable within ten (10) business days of acceptance of the project's completion. Failure to inspect and approve the project within 2 business days shall constitute acceptance.

ACCEPTANCE


Paul Martin
Vice President of Land
Development
2023.12.18 07:54:06 -0700

Owner/Agent

Irrigation Technical Services

West Port Comm. Dev. District

Daniel R. Hodges – Pump and Controls Director 407-853-0324



3330 36th. Ave. N. St. Petersburg, FL 33713
(727) 521-3320 Fax: (727) 521-6219

December 15, 2023

West Port Community Development District

ATTN: Paul Martin

Proposed Scope of Work

Irrigation Technical Services, Inc. (ITS) hereby proposes to provide all components and labor to install a retrofit control package on existing pump station. Retrofit will utilize existing control cabinet. System will include IDEC Programmable Logic Controller (PLC Rack), IDEC 7" color HMI (Touchscreen), Ethernet Switch for internal communication between components, Temperature Sensor for monitoring panel temp, Rain Can for measuring and monitoring rain, DC Power Supply, Cellular Modem with Dome antenna, all required relays, upstream and downstream pressure transducers and all interconnecting CAT cables. Cellular Data Service is included for first year. After one year, \$1000.00 per year renewal. Prior to control system installation, ITS will utilize existing magnetic flow meter in discharge header for pump station flow feedback and linear control of injection concentration.

System provides two different remote access and control platforms. Clarity is the Water Management interface, also have station control interface for adjusting or monitoring all station functions. Both platforms are 100% Cloud Based. System will provide email alerts when any fault occurs, this includes any faults relative to injection system. Water usage and Rainfall totals emailed daily.

TERMS

Total price including tax for the referenced work is \$15,184.00. Price is valid for 14 days.

A deposit of \$ is due upon execution of this agreement.

Balance due of \$15,184.00 shall be due and payable within ten (10) business days of acceptance of the project's completion. Failure to inspect and approve the project within 2 business days shall constitute acceptance.

ACCEPTANCE


Paul Martin
Vice President of Land
Development
2023.12.15 07:51:29 -0700

Owner/Agent

Irrigation Technical Services

West Port Comm. Dev. District

Daniel R. Hodges – Pump and Controls Director 407-853-0324

Exhibit B: Certificate of Insurance

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

9C

WEST PORT COMMUNITY DEVELOPMENT DISTRICT

c/o Wrathell, Hunt & Associates, LLC
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431
877-276-0889

December 20, 2023

James Ratz
Real Estate & Development Director
Forestar (USA) Real Estate Group, Inc.
10541 Ben C. Pratt / Six Mile Cypress Parkway
Fort Myers, Florida 33966
jamesratz@forestar.com

RE: Letter Agreement for Irrigation Proposal Funding

Dear Mr. Ratz,

I am writing at the direction of the Vice Chairperson of the West Port Community Development District ("District") and to request that Forestar (USA) Real Estate Group, Inc. ("Developer") provide payment to the District in the amount of \$49,779.99 ("Proposal Funding") and for the purpose of the District funding the attached proposal ("Proposal"). The District is making this request because the District is presently without available funds to timely make payments for the work under the Proposal.

The District agrees to use the Proposal Funding to fund the expenses identified in the Proposal, and further agrees to take all reasonably necessary steps to promptly levy operations and maintenance assessments to repay the Proposal Funding in the fiscal year beginning October 1, 2024. Following receipt of such assessments, the District shall repay the Proposal Funding by no later than March 30, 2025.

If you are in agreement with the terms of this letter, please sign below and return a copy to my office. Thank you for your assistance with this transaction.


Sincerely,



Kristen Suit
District Manager

AGREED TO BY:

Forestar (USA) Real Estate Group, Inc.



By: JAMES B. ALLEN
Its: Authorized Representative

cc: District Chairperson
District Counsel

EXHIBIT A (Irrigation Proposal)

Exhibit A: Proposal



3330 36th. Ave. N. St. Petersburg, FL 33713
(727) 521-3320 Fax: (727) 521-6219

December 20, 2023

Westport Community Development District

ATTN: James Ratz

Proposed Scope of Work

Irrigation Technical Services (ITS) hereby proposes to provide all components and labor to install a continuous injection system. Product will be a puck style calcium-based chlorine. This is EPA friendly application, unlike sodium-based chlorine. The injection flow rate will vary depending on pump station flow, maintaining PPM setpoint. This is controlled by a pump motor with variable frequency drive. All control and monitoring is integrated into pump station control system. Injection pump and flow meter will be housed in it's own enclosure. Electric butterfly valves will be installed for each suction line. ¼ inch piping will be installed to each Z-Pipe. This treats the entire system starting from suction screen all the way through the irrigation field.

Pricing

Injection system: \$43,888.39

One pallet Accutab (24 – 60lb buckets): delivered price is \$5,891.60

Anticipated product usage after Bryozoan is controlled is about one bucket per week.

TERMS

Total price including tax for the referenced work is \$43,888.39. Price is valid for 14 days.

One pallet Accutab product/delivered - \$5,891.60

Balance due of \$49,779.99 shall be due and payable within ten (10) business days of acceptance of the project's completion. Failure to inspect and approve the project within 2 business days shall constitute acceptance.

ACCEPTANCE

Irrigation Technical Services

Daniel R. Hodges – Pump and Controls Director 407-853-0324

Owner/Agent

Westport Community Dev. District



WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

9D

CONTRACT ADDENDUM TO LANDSCAPING PROPOSAL

The following provisions govern the agreement between the West Port Community Development District and Irrigation Technical Services Inc. dated December 20, 2023 ("**Agreement**"), which is attached hereto as **Exhibit A**:

1. **EFFECTIVE DATE.** The Agreement shall be deemed effective as of the date of the full execution of the Agreement and this Addendum.
2. **STANDARD OF CARE; INDEMNIFICATION.** Contractor shall use reasonable care in performing the services, and shall be responsible for any harm of any kind to persons or property resulting from Contractor's actions or inactions. The Contractor warrants to the District that all materials furnished under this Agreement shall be new, and that all services and materials shall be of good quality, free from faults and defects. Contractor agrees to defend, indemnify, and hold harmless the District and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. The indemnification rights herein contained shall be cumulative of, and in addition to, any and all rights, remedies and recourse to which the District shall be entitled, whether pursuant to some other provision of this Agreement, at law, or in equity. The provisions of this Section shall survive the termination or expiration of this Agreement. Nothing in this Section is intended to waive or alter any other remedies that the District may have as against the Contractor.
3. **INSURANCE.** The Contractor or any subcontractor performing the work described in this Agreement shall maintain throughout the term of this Agreement the insurance identified in the Certificate of Insurance attached hereto as **Exhibit B**. The District, its staff, consultants and supervisors shall be named as additional insured. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida.
4. **SOVEREIGN IMMUNITY.** Contractor further agrees that nothing in the Agreement between the parties shall constitute or be construed as a waiver of the District's limitations on liability contained in Section 768.28, *Florida Statutes*, or other statute.
5. **TERMINATION.** The Agreement may be terminated immediately by the District for cause, or for any or no reason upon 5 days written notice by either party. Contractor shall not be entitled to lost profits or any other damages of any kind resulting from any such termination by the District, provided however that Contractor shall be entitled to payment for any work provided through the effective date of termination, subject to any offsets.
6. **PUBLIC RECORDS.** Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*.
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8. **SCRUTINIZED COMPANIES.** Contractor certifies that it is not in violation of section 287.135, *Florida Statutes*, and is not prohibited from doing business with the District under Florida law, including but not limited to Scrutinized Companies with Activities in Sudan List or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. If Contractor is found to have submitted a false statement, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, or is now or in the future on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel, the District may immediately terminate this Agreement.
9. **E-VERIFY.** Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees and shall comply with all requirements of Section 448.095, *Florida Statutes*, as to the use of subcontractors. The District may terminate the Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.
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IN WITNESS WHEREOF, the parties execute the foregoing Addendum.

IRRIGATION TECHNICAL SERVICES INC.

Jamie Newberg
 By: Jamie Newberg
 Its: General Manager

WEST PORT COMMUNITY DEVELOPMENT DISTRICT

Paul Martin
 By: Paul Martin
 Its: Vice President

Exhibit A: Proposal
Exhibit B: Insurance Certificate with Endorsements

Exhibit A: Proposal



3330 36th. Ave. N. St. Petersburg, FL 33713
(727) 521-3320 Fax: (727) 521-6219

December 20, 2023

Westport Community Development District

ATTN: James Ratz

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Anticipated product usage after Bryozoa is controlled is about one bucket per week.

TERMS

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One pallet Accutab product/delivered - \$5,891.60

Balance due of \$49,779.99 shall be due and payable within ten (10) business days of acceptance of the project's completion. Failure to inspect and approve the project within 2 business days shall constitute acceptance.

ACCEPTANCE

Irrigation Technical Services

Daniel R. Hodges – Pump and Controls Director 407-853-0324

Owner/Agent

Westport Community Dev. District

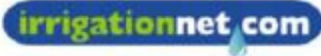


Exhibit B: Certificate of Insurance

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

9 E I

Vision Landscapes
 8789 Commerce Drive
 Bonita Springs, FL 34135



Estimate Date
 09/15/2023 #2121

West Port CDD (General
 Fund)

2100 S. Hiawassee Road
 Orlando, FL 32835

Quantity	Estimate Description
	Landscape Enhancement, Royal and Sabal palm replacement general fund,
	Installation of (1) 18-20' fg. Royal Palm front entrance along 776.:
	Installation of (4) 12-15 fg. Sabal Palm tree along Centennial Blvd.:
	Installation of (2) 12-15 fg. Sabal palm tree along North Port Harbor.:
	Installation of (2) 12-15 fg. Sabal Palm along South Port Blvd.:
	Installation of (1) 12-15 fg. Sabal palm tree along Hammock Blvd.:
1	Crew Disptach and Mobilization
	Enhancement Labor
	Disposal Fee per Yard of Debris
	Installation of plant material
1	Royal Palm 18-20' oa
9	Palm Sabal 12-15'
	Irrigation Enhancement
3	Irrigation Allowance for adjustments, repairs, and temporary grow-in programming
	Total \$9,007.77

General Conditions

- All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to industry standards. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the original estimate. Vision landscape is not responsible for any underground work that has not been brought to our attention. The work to be done is only what is included in the estimate. For any alterations or additions that are to be made, a change order must be submitted. During the term of this agreement, the Contractor will maintain General Liability Insurance, Contractual Liability Insurance, and Worker's Compensation Insurance to meet requirements. The contractor will provide a minimum of \$2,000,000.00 combined limit insurance coverage. All employees are fully covered by Worker's Compensation Insurance.

Warranty

- Thirty (30) day sod, ninety (90) day plant and irrigation components, and one hundred eighty (180) day tree quality guarantee. RELOCATED PLANT MATERIALS ARE NOT COVERED UNDER ANY WARRANTY, WRITTEN OR IMPLIED. NEW PLANT MATERIAL MUST HAVE WORKING IRRIGATION INSTALLED TO BE COVERED UNDER WARRANTY. Vision Landscapes will not warranty plant material, irrigation systems, washouts, or grade changes when damaged by acts of nature, i.e. hurricanes, tropical storms, floods, high winds, lightning, and/or freezing temperatures. VISION LANDSCAPES SHALL NOT BE RESPONSIBLE FOR DAMAGES CAUSED BY MAMMALS OR REPTILES SUCH AS DEER, RABBITS, IGUANAS, TORTOISES, OR OTHER PLANT-FEEDING WILDLIFE.

Payment Terms

- A deposit of fifty percent (50%) of the contract price is required to start the job. The balance is due within (30) days of completion. If the project is scheduled to extend beyond 30 days, payment will be expected incrementally in (30) day draws. Any finance charges will accrue at the rate of

1.5% per month (18% per year) on all balances over (30) days from the date of invoice. Owners agree, until payment terms are met, that materials remain the property of Vision Landscapes; therefore, the owner gives express permission for Vision Landscapes to repossess without notice, due process, or recourse, at the owner's expense.

ACCEPTANCE OF PROPOSAL: Please click below



Client Signature

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

9E11

Vision Landscapes
 8789 Commerce Drive
 Bonita Springs, FL 34135



Estimate Date
 09/15/2023 #2124

West Port CDD (General
 Fund)

2100 S. Hiwassee Road
 Orlando, FL 32835

Quantity	Estimate Description	
	Landscape Enhancement	
	<i>Sod replacement The hammocks lake area Special fund.</i>	
	<i>Installation of (10) Pallets of premium Floratam sod (500sq ft ea.) in replacement of declining sod at the east side of the lake bank between Fiesta rd. and Celebration rd. at the Hammocks.:</i>	
2	Crew Disptach and Mobilization	
3,000	Sod per SF - Removal, Disposal, & Prep	
6	Disposal Fee per Yard of Debris	
	Installation of Turf	
4,512	Sod Floratam per sqft	
	Irrigation Enhancement	
1	Irrigation Allowance for adjustments, repairs, and temporary grow-in programming	
		Total \$7,095.10

General Conditions

• All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to industry standards. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the original estimate. Vision landscape is not responsible for any underground work that has not been brought to our attention. The work to be done is only what is included in the estimate. For any alterations or additions that are to be made, a change order must be submitted. During the term of this agreement, the Contractor will maintain General Liability Insurance, Contractual Liability Insurance, and Worker's Compensation Insurance to meet requirements. The contractor will provide a minimum of \$2,000,000.00 combined limit insurance coverage. All employees are fully covered by Worker's Compensation Insurance.

Warranty

• Thirty (30) day sod, ninety (90) day plant and irrigation components, and one hundred eighty (180) day tree quality guarantee. RELOCATED PLANT MATERIALS ARE NOT COVERED UNDER ANY WARRANTY, WRITTEN OR IMPLIED. NEW PLANT MATERIAL MUST HAVE WORKING IRRIGATION INSTALLED TO BE COVERED UNDER WARRANTY. Vision Landscapes will not warranty plant material, irrigation systems, washouts, or grade changes when damaged by acts of nature, i.e. hurricanes, tropical storms, floods, high winds, lightning, and/or freezing temperatures. VISION LANDSCAPES SHALL NOT BE RESPONSIBLE FOR DAMAGES CAUSED BY MAMMALS OR REPTILES SUCH AS DEER, RABBITS, IGUANAS, TORTOISES, OR OTHER PLANT-FEEDING WILDLIFE.

Payment Terms

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ACCEPTANCE OF PROPOSAL: Please click below



Client Signature

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

9E111

Vision Landscapes
8789 Commerce Drive
Bonita Springs, FL 34135

West Port CDD (General
Fund)

2100 S. Hiawassee Road
Orlando, FL 32835



Estimate Date
09/15/2023 #2125

Quantity	Estimate Description
	Landscape Enhancement <i>Plants addition throughout the common areas of West Port. General fund, West Port Blvd.</i>
	<i>Installation of (86) 3gal. Star Jasmine right side of Franklin Ave south bound.:</i>
	<i>Installation of (16) 3gal. Star Jasmine north bound by Franklin Ave.:</i>
	<i>West Port Blvd/North Port Harbor South bound, Installation of (26) 3gal. Africa Iris Yellow median island.:</i>
	<i>Installation of (30) 3gal. Star Jasmine median island.:</i>
	<i>Installation of (20) 3gal. African Iris Yellow median nose.:</i>
	<i>North bound island left Installation of (64) 3 gal. African Iris Yellow right side.:</i>
	<i>North Port Blvd/West Port Blvd. West bound right, Installation of (65) 3gal. African Iris Yellow.:</i>
	<i>Installation of (32) 3gal. Gold Mound.:</i>
	<i>North Bound North Port Blvd. Installation of (35) 3gal. Star Jasmine.:</i>
	<i>South Bound North Port Blvd. Installation of (26) 3gal. Pink Muhly grass.:</i>
	<i>Installation of (119) 3gal. Star Jasmine.:</i>
	<i>North bound close to Centennial Blvd. Installation of (24) 3gal. Star Jasmine.:</i>
	<i>South bound close to Centennial. Installation of (20) 3gal. Star Jasmine.:</i>

Centennial Blvd. from 776 towards 41 north bound and median.

Installation of (10) 3gal. Star Jasmine.:

Installation of (39) 3gal. Gold mound by Landings sign.:

Installation of (40) 3gal. Gold mound median island.:

Installation of (8) 3gal. Copper leaf median island.:

Installation of (32) 3gal. Star Jasmine median island.:

Installation of (6) 3gal. Indian Hawthorne median island.:

Right Island.

Installation of (10) 3gal. Star Jasmine right side.:

Installation of (4) 3gal. Indian Hawthorne right island.:

Median island.

Installation of (59) 3gal. Star Jasmine median before the Isles.:

Median island by the Isles.

Installation of (27) 3gal. African Iris Yellow.:

Median passing the Isles/South Port Harbor.

Installation of (30) 3gal. Star Jasmine.:

Median Island by East Landings Way.

Installation of (200) 3gal. African Iris Yellow.:

Installation of (2) 3gal. Copper Leaf.:

Median island passing South Port Blvd.

Installation of (29) 3gal. African Iris Yellow.:

Installation of (72) 3gal. Star Jasmine.:

Median island by the Hammocks.

Installation of (33) 3gal. African Iris Yellow.:

Common area inside The Hammocks.

Installation of (50) 3gal. Magnificent Crotons by the mail boxes.:

Installation of (25) 3gal. African Iris yellow right side of the driveway entrance.:

Installation of (60) 3gal. African Iris Yellow by the right stop sign.:

Installation of (10) 3gal. African Iris Yellow by the left stop sign.:

Installation of (12) 3gal. Gold Mounds by the right stop sign.:

Installation of (14) 3gal. Pink Oleanders by the left stop sign.:

Installation of (41) 3gal. African Iris Yellow median entrance island The Hammocks.:

Installation of (8) 3gal. Star Jasmine median Island entrance The Hammocks.:

Median island passing the Hammocks.:

Installation of (8) 3gal. Gold Mounds.:

Installation of (2) 3gal. Copper Leaf.:

Installation of (24) 3gal. African Iris Yellow.:

Median Island towards North Port Harbor Blvd. on Centennial Blvd

Installation of (54) 3gal. African Iris Yellow.:

Median passing Nort Port Blvd.

Installation of (10) 3gal. Gold Mounds.:

Installation of (380) 3gal. African Iris Yellow.:

Centennial Blvd. from 41 towards 776 south bound.

Installation of (7) 3gal. Copper Leaf right side.:

Installation of (20) 3gal Ilex Schillings right side.:

Installation of (40) 3gal. Star Jasmine right side.:

Installation of (18) 3gal. Pink Muhly grass left side of the sidewalk.:

Installation of (26) 3gal. Ilex Schillings right side of the sidewalk.:

Installation of (13) 3gal. Pink Muhly grass left side if the sidewalk.:

Passing North Harbor Blvd.

Installation of (55) 3gal. Ilex Schillings left side of the sidewalk.:

Installation of (62) 3gal. Gold mounds right side of the sidewalk.:

Installation of (80) 3gal. Pink Muhly grass right side of the sidewalk.:

Installation of (74) 3gal. Star Jasmine right side of the sidewalk.:

South Port Blvd. West bound.

Installation of (11) 3gal. Gold Mounds.:

Installation of (20) 3gal. Ilex Schillings median island.:

Installation of (14) 3gal. Fakahatchee grass right side if the sidewalk.:

Installation of (16) 3gal. Gold Mounds right side of the sidewalk.:

4	Crew Disptach and Mobilization Enhancement Labor
5	Disposal Fee per Yard of Debris
	Installation of plant material
665	Star Jasmine 3 gal
1,058	African Iris Yellow 3 gal
121	Ilex Schillings 3 gal
14	Oleander Pink 3 gal
233	Duranta Gold Mound 3 gal
14	Dwf Fakahatchee Grass 3 gal
137	Pink Muhly Grass 3 gal
50	Croton Magnificent 3 gal
19	Copperleaf Red 3 gal
10	Indian Hawthorne 3 gal
	Irrigation Enhancement
4	Irrigation Allowance for adjustments, repairs, and temporary grow-in programming

Total \$44,986.76

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ACCEPTANCE OF PROPOSAL: Please click below



Client Signature

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

9EIV

Vision Landscapes
 8789 Commerce Drive
 Bonita Springs, FL 34135



Estimate Date
 11/20/2023 #2696

West Port CDD (General
 Fund)

2100 S. Hiwassee Road
 Orlando, FL 32835

Quantity	Estimate Description	
	General Funds	
	Installation of Annuals	
	Install 2600 Vinca annuals	
	Add 7 yards of potting soil	
	Install pine fines as a surface layer	
2,600	Annuals Mix Annuals 4.5" - 2600 units	
	Install Vincas colors Punch, Lilac, Apricot	
7	CY, Installed	
		Total \$10,899.23

Terms and Conditions

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ACCEPTANCE OF PROPOSAL: Please click below

 Paul Martin
 Vice President of Land
 Development
 2023.11.20 12:53:41 -05'00'

Client Signature

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

9EV

Vision Landscapes
8789 Commerce Drive
Bonita Springs, FL 34135



Estimate Date
11/20/2023 #2697

West Port CDD (General
Fund)

2100 S. Hiawassee Road
Orlando, FL 32835

Quantity	Estimate Description
	General Funds Mulch Installation- Cocobrown mulch 3cuft bags Install on main road ways of West Port Centennial Blvd West Port Blvd North Port Harbor South Port Harbor The Hammocks Entrance
7,200	Mulch Cocobrown 3 cuft- approximate 1" to 1 1/2" mulch application Install 7,200 bags of 3cuft cocobrown mulch
	Total \$63,864.00

Terms and Conditions

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ACCEPTANCE OF PROPOSAL: Please click below


Paul Martin
Vice President of Land
Development
2023.11.20 12:54:37 -05'00'

Client Signature

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

9EVI

Vision Landscapes
 8789 Commerce Drive
 Bonita Springs, FL 34135



Estimate Date
 11/20/2023 #2698

West Port CDD (General
 Fund)

2100 S. Hiwassee Road
 Orlando, FL 32835

Quantity	Estimate Description
	Landscape Buffer Areas- Special Reserves Fund
	Mulch Installation- Cocobrown mulch 3cuft bags Install on buffer areas and common areas inside streets
	The Isles common Aquatics berm in the Hammocks Powerline road in the Landings The Palms common El Jobean buffer areas
1,650	Mulch Cocobrown 3 cuft- approximate 1" to 1 1/2" mulch application Install 1,650 bags of 3cuft cocobrown mulch
Total \$14,635.50	

Terms and Conditions

General Conditions

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ACCEPTANCE OF PROPOSAL: Please click below

 Paul Martin
 Vice President of Land
 Development
 2023.11.20 12:55:13 -05'00'

Client Signature

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

9E VII

Vision Landscapes
8789 Commerce Drive
Bonita Springs, FL 34135



Estimate Date
11/20/2023 #2699

West Port CDD (General
Fund)

2100 S. Hiwassee Road
Orlando, FL 32835

Quantity	Estimate Description
	Landscape Enhancement Scope of Work Installation of 205 CY of Pine Straw mulch at: Preserve Section on the North & South sides of the Hammocks by Centennial Blvd to the rear of the property. General Funds
	Pine Straw Mulch Installation
	Total \$14,925.00

Terms and Conditions

General Conditions

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ACCEPTANCE OF PROPOSAL: Please click below

 Paul Martin
Vice President of Land
Development
2023.11.20 12:56:10 -05'00'

Client Signature

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

9E VIII

Vision Landscapes
8789 Commerce Drive
Bonita Springs, FL 34135

West Port CDD (General
Fund)

2100 S. Hiwassee Road
Orlando, FL 32835



Estimate Date
12/01/2023 #2817

Quantity	Estimate Description		
	Landscape Enhancement. Royal Palms OTC injections GF. (123) Palms injections IMA jet, Phos jet, Palm jet, thorough the common general fund areas.: Micronutrients, liquid fertilizer, insecticide and fungicide.		
123	Palm Injection Blend *nutrients, insecticides, and/or fungicides		
		Total	\$3,180.78

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ACCEPTANCE OF PROPOSAL: Please click below


Paul Martin
Vice President of Land
Development
2023.12.01 14:53:58 -05'00'

Client Signature

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

9EIX

Vision Landscapes
8789 Commerce Drive
Bonita Springs, FL 34135



Estimate Date
12/01/2023 #2818

West Port CDD (Special
Assessment)

2100 S. Hiwassee Rd.
Orlando, FL 32835

Quantity	Estimate Description	
	Landscape Enhancement. Royal Palms OTC injections GF. (28) Palms injections IMA jet, Phos jet, Palm jet, thorough the common special assessment areas.: Micronutrients, liquid fertilizer, insecticide and fungicide. Installation of plant material	
28	Palm Injection Blend *nutrients, insecticides, and/or fungicides	
	Total	\$724.08

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Paul Martin
Vice President of Land
Development
2023.12.01 14:55:06 -05'00'

Client Signature

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

9EX

Vision Landscapes
8789 Commerce Drive
Bonita Springs, FL 34135

West Port CDD (General
Fund)

2100 S. Hiwassee Road
Orlando, FL 32835



Estimate Date
12/01/2023 #2819

Quantity	Estimate Description
16	<p>Landscape Enhancement. Top Choice application common areas general funds.</p> <p>Application of (16) bags of Top Choice 2lb./1000 sq ft. to the common general funds areas.:</p> <p>Granulated insecticide, treating turfs and lawns for imported fire ants and other insects.</p> <p>Installation of plant material</p>
	Total \$2,427.46

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ACCEPTANCE OF PROPOSAL: Please click below


Paul Martin
Vice President of Land
Development
2023.12.01 14:14:48 -05'00'

Client Signature

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

9EXI

Vision Landscapes
8789 Commerce Drive
Bonita Springs, FL 34135



Estimate Date
12/01/2023 #2820

West Port CDD (Special
Assessment)

2100 S. Hiwassee Rd.
Orlando, FL 32835

Quantity	Estimate Description
5	<i>Landscape Enhancement, Top Choice application common areas special Assessment areas. Application of (16) bags of Top Choice 2lb./1000 sq ft. to the common special assessment areas.: Granulated insecticide, treating turfs and lawns for imported fire ants and other insects.</i>
	Total \$758.58

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ACCEPTANCE OF PROPOSAL: Please click below

Paul Martin
Vice President of Land
Development
2023.12.01 14:56:27 -05'00'

Client Signature

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

9FI



Invoice

#INV -7786

Date: 10/19/2023

Due Date: 11/18/2023

Bill To

West Port Community Development District FL
2300 Glades Road
Suite 410W
Boca Raton FL 33431
United States

Project: West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term

Contract: MSA - Grant Management and Debris Oversight Services

Task Order: TO-01: DR-4673 Grants Management

Period: August 1, 2023 through September 30, 2023

Item	Amount
Professional Services	\$2,356.25
Total	
	\$2,356.25

Please reference invoice number #INV -7786 on payment.

Remit checks to:

Rostan Solutions, LLC
3433 Lithia Pinecrest Rd
Suite 287
Valrico FL 33596
United States
accounting@rostan.com

Remit ACH to: Acct - 915063389 ABA/Routing - 021000021

Invoice Time Summary

Labor Position	Personnel	Rate	Hours	Amount
Senior Consultant	Carlos Arredondo	\$155.00	0.5	\$77.50
Consultant	Dina Groves	\$135.00	1.5	\$202.50
Consultant	Tyler Cheek	\$135.00	14.75	\$1,991.25
Admin Support	Jan P Gay	\$85.00	1	\$85.00
Total			17.75	\$2,356.25

Invoice Time Detail

Personnel	Client/Project	Date	Hours	Activity
Carlos Arredondo	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	9/21/2023	.50	Administrative coordination with project staff and resources
Dina Groves	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	8/16/2023	.50	Meetings regarding the PA Program or overall damage claim
Dina Groves	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	9/1/2023	1.00	Administrative coordination with project staff and resources
Jan P Gay	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	8/24/2023	1.00	Provide ongoing project monitoring/reporting
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	8/2/2023	.75	Meetings regarding the PA Program or overall damage claim
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	8/23/2023	1.00	Meetings regarding the PA Program or overall damage claim
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	8/24/2023	1.00	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	8/24/2023	.75	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	8/24/2023	.50	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	8/29/2023	1.75	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	8/29/2023	2.25	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	9/8/2023	1.50	Assisting with technical project issues and coordination with other agencies
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	9/13/2023	1.25	Assisting with technical project issues and coordination with other agencies
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	9/14/2023	.75	Assisting with technical project issues and coordination with other agencies
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	9/21/2023	.75	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	9/21/2023	.75	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	9/21/2023	.50	Collecting, organizing and packaging damage data, invoices, estimates and support documentation

Personnel	Client/Project	Date	Hours	Activity
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	9/27/2023	.25	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	9/27/2023	.75	Provide ongoing project monitoring/reporting
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	9/27/2023	.25	Collecting, organizing and packaging damage data, invoices, estimates and support documentation

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

9F11



Invoice

#INV -7865

Date: 11/30/2023

Due Date: 12/30/2023

Bill To

West Port Community Development District FL
2300 Glades Road
Suite 410W
Boca Raton FL 33431
United States

Project: West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term

Contract: MSA - Grant Management and Debris Oversight Services

Task Order: TO-01: DR-4673 Grants Management

Period: October 1, 2023 through November 30, 2023

Item	Amount
Professional Services	\$1,590.00
Total	
	\$1,590.00

Please reference invoice number #INV -7865 on payment.

Remit checks to:

Rostan Solutions, LLC
3433 Lithia Pinecrest Rd
Suite 287
Valrico FL 33596
United States
accounting@rostan.com

Remit ACH to: Acct - 915063389 ABA/Routing - 267084131

Invoice Time Summary

Labor Position	Personnel	Rate	Hours	Amount
Senior Consultant	Carlos Arredondo	\$155.00	1	\$155.00
Consultant	Dina Groves	\$135.00	1	\$135.00
Consultant	Tyler Cheek	\$135.00	9	\$1,215.00
Admin Support	Jan P Gay	\$85.00	1	\$85.00
Total			12	\$1,590.00

Invoice Time Detail

Personnel	Client/Project	Date	Hours	Activity
Carlos Arredondo	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	11/22/2023	1.00	Administrative coordination with project staff and resources
Dina Groves	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	10/23/2023	1.00	Administrative coordination with project staff and resources
Jan P Gay	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	10/19/2023	1.00	Provide ongoing project monitoring/reporting
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	10/4/2023	.75	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	10/4/2023	1.00	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	10/4/2023	.50	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	10/5/2023	.75	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	10/11/2023	.50	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	10/11/2023	.50	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	10/11/2023	1.50	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	10/18/2023	.50	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	10/18/2023	.50	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	10/18/2023	.50	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	10/25/2023	.25	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	10/25/2023	.25	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	10/25/2023	.25	Collecting, organizing and packaging damage data, invoices, estimates and support documentation
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	10/25/2023	.25	Collecting, organizing and packaging damage data, invoices, estimates and support documentation

Personnel	Client/Project	Date	Hours	Activity
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	11/6/2023	.75	Researching, reviewing, developing and supporting Federal/State documentation request
Tyler Cheek	JOB -5579 West Port Community Development District FL : WPCDD DR-4673 (Ian) Grant Mgmt - Long Term	11/6/2023	.25	Collecting, organizing and packaging damage data, invoices, estimates and support documentation

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

10

RESOLUTION 2024-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF WEST PORT COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME AND LOCATION FOR LANDOWNERS' MEETING; PROVIDING FOR PUBLICATION, PROVIDING FOR AN EFFECTIVE DATE

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

WHEREAS, the District's Board of Supervisors (the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by provisions of Chapter 286, *Florida Statutes*; and

WHEREAS, the effective date of Charlotte County Ordinance No. 2019-023 creating the District (the "Ordinance") October 23, 2019; and

WHEREAS, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing Board of Supervisors for the District on a date in November established by the Board, which shall be noticed pursuant to Section 190.006(2)(a), *Florida Statutes*.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WEST PORT COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. In accordance with section 190.006(2), *Florida Statutes*, the meeting of the landowners to elect three (3) supervisors of the District, shall be held on the ___ day of November, 2024 at ____:____ a/p.m. at _____.

SECTION 2. The District's Secretary is hereby directed to publish notice of this landowners meeting in accordance with the requirements of Section 190.006(2)(a), *Florida Statutes*.

SECTION 3. Pursuant to Section 190.006(2)(b), *Florida Statutes*, the landowners' meeting and election is hereby announced by the Board at its January 9, 2024 meeting. A sample notice of landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the at the office of the District Manager, Wrathell, Hunt & Associates, LLC, located at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

SECTION 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 9TH DAY OF JANUARY, 2024.

ATTEST:

**WEST PORT COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A

NOTICE OF LANDOWNERS' MEETING AND ELECTION AND MEETING OF THE BOARD OF SUPERVISORS OF THE WEST PORT COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given to the public and all landowners within West Port Community Development District (the "District") in Charlotte County, Florida, advising that a meeting of landowners will be held for the purpose of electing three (3) persons to the District Board of Supervisors. Immediately following the landowners' meeting, there will be convened a meeting of the Board of Supervisors for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE: November ____, 2024
TIME: ____:____ a/p.m.
PLACE: _____

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431. At said meeting, each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting, the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting and the Board of Supervisors meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431. There may be an occasion where one or more supervisors will participate by telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Office at (877) 276-0889, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service at (800) 955-8770 for aid in contacting the District Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that such person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

District Manager

Run Date(s): _____ & _____

PUBLISH: ONCE A WEEK FOR 2 CONSECUTIVE WEEKS, THE LAST DAY OF PUBLICATION TO BE NOT FEWER THAN 14 DAYS OR MORE THAN 28 DAYS BEFORE THE DATE OF ELECTION, IN A NEWSPAPER WHICH IS IN GENERAL CIRCULATION IN THE AREA OF THE DISTRICT

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF
WEST PORT COMMUNITY DEVELOPMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: **November** __, **2024**

TIME: __:__ **a/p.m.**

LOCATION: _____

Pursuant to Chapter 190, Florida Statutes, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), Florida Statutes.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. Please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

Three (3) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

LANDOWNER PROXY

**WEST PORT COMMUNITY DEVELOPMENT DISTRICT
CHARLOTTE COUNTY, FLORIDA
LANDOWNERS' MEETING – NOVEMBER __, 2024**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“Proxy Holder”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the West Port Community Development District to be held at ____:____ a/p.m. on November __, 2024, at _____,

and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners’ meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners’ meeting prior to the proxy holder’s exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

<u>Parcel Description</u>	<u>Acreage</u>	<u>Authorized Votes</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

NOTES: Pursuant to Section 190.006(2)(b), Florida Statutes, a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

OFFICIAL BALLOT

**WEST PORT COMMUNITY DEVELOPMENT DISTRICT
CHARLOTTE COUNTY, FLORIDA
LANDOWNERS' MEETING – NOVEMBER __, 2024**

For Election (3 Supervisors): The two (2) candidates receiving the highest number of votes will each receive a four (4)-year term, and the one (1) candidate receiving the next highest number of votes will receive a two (2)-year term, with the term of office for the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the West Port Community Development District and described as follows:

<u>Description</u>	<u>Acreage</u>
_____	_____
_____	_____
_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

Attach Proxy.

I, _____, as Landowner, or as the proxy holder of _____ (Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

SEAT	NAME OF CANDIDATE	NUMBER OF VOTES
1		
2		
5		

Date: _____

Signed: _____

Printed Name: _____

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
NOVEMBER 30, 2023**

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
NOVEMBER 30, 2023**

	General Fund	Special Revenue Fund	Special Revenue Fund Line of Credit	Debt Service Fund Series 2020	Debt Service Fund Series 2020 Area Two	Debt Service Fund Series 2021	Debt Service Fund Series 2022	Capital Projects Fund Series 2020	Capital Projects Fund Series 2020 Area Two	Capital Projects Fund Series 2021	Capital Projects Fund Series 2022	Total Governmental Funds
ASSETS												
Cash	\$ 271,337	\$ -	2,420	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 273,757
Investments												
Revenue	-	-	-	65,431	19,962	50,456	46,602	-	-	-	-	182,451
Reserve	-	-	-	193,613	196,034	267,901	79,798	-	-	-	-	737,346
Construction	-	-	-	-	-	-	-	41,885	8,309	-	4,322	54,516
Construction - townhomes	-	-	-	-	-	-	-	-	-	151	-	151
Construction - single family	-	-	-	-	-	-	-	-	-	549,188	-	549,188
Cost of issuance	-	-	-	6,070	10,557	10,554	10,521	-	-	-	-	37,702
Interest	-	-	-	260	257	366	133	-	-	-	-	1,016
Sinking	-	-	-	454	73	77	14	-	-	-	-	618
Undeposited funds	-	-	-	-	-	-	-	693	-	-	-	693
Accounts receivable - impact fees	-	-	-	-	-	-	-	-	-	15,099	-	15,099
Due from KL West Port	-	-	-	112,532	-	321,531	-	-	-	-	-	434,063
Due from Forestar	9,572	-	-	-	-	-	-	-	-	-	-	9,572
Due from CAH	-	-	-	-	-	-	43,152	-	-	-	-	43,152
Due from KL JAK WP	-	-	-	-	-	124,617	-	-	-	-	-	124,617
Due from line of credit	2,500	-	-	-	-	-	-	-	-	-	-	2,500
Due from general fund	-	182,385	-	11,690	11,836	16,175	4,817	-	-	25,165	-	252,068
Due from debt service fund	-	-	-	-	12,636	-	-	-	-	-	-	12,636
Due from special revenue fund	-	-	-	-	-	-	-	-	-	-	-	-
Utility deposit	2,039	-	-	-	-	-	-	-	-	-	-	2,039
Total assets	<u>\$ 285,448</u>	<u>\$ 182,385</u>	<u>\$ 2,420</u>	<u>\$ 390,050</u>	<u>\$ 251,355</u>	<u>\$ 791,677</u>	<u>\$ 185,037</u>	<u>\$ 42,578</u>	<u>\$ 8,309</u>	<u>\$ 589,603</u>	<u>\$ 4,322</u>	<u>\$ 2,733,184</u>
LIABILITIES												
Liabilities:												
Accounts payable	\$ -	\$ 29,865	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,865
Contracts payable	-	-	-	-	-	-	-	-	-	36,794	-	36,794
Retainage payable	-	-	-	-	-	-	-	40,978	-	487,453	-	528,431
Due to Developer	-	-	-	8,061	-	68,349	41,426	-	-	120	-	117,956
Due to general fund	-	-	2,500	-	-	-	-	-	-	-	-	2,500
Due to special revenue fund	182,385	-	-	-	-	-	-	-	-	-	-	182,385
Due to DSF - Series 2020	11,690	-	-	-	-	-	-	-	-	-	-	11,690
Due to DSF - Series 2020 A- 2	11,836	-	-	12,636	-	-	-	-	-	-	-	24,472
Due to DSF - Series 2021	16,175	-	-	-	-	-	-	-	-	-	-	16,175
Due to DSF - Series 2022	4,817	-	-	-	-	-	-	-	-	-	-	4,817
Due to capital projects fund	25,165	-	-	-	-	-	-	-	-	-	-	25,165
Due to M/I Homes	-	-	-	-	-	-	-	-	-	42,474	-	42,474
Due to other	-	-	-	-	-	-	-	-	-	4,164	-	4,164
Accrued taxes payable	31	-	-	-	-	-	-	-	-	-	-	31
Developer advance - KL West Port	15,000	-	-	-	-	-	-	-	-	-	-	15,000
Total liabilities	<u>267,099</u>	<u>29,865</u>	<u>2,500</u>	<u>20,697</u>	<u>-</u>	<u>68,349</u>	<u>41,426</u>	<u>40,978</u>	<u>-</u>	<u>571,005</u>	<u>-</u>	<u>1,041,919</u>
DEFERRED INFLOWS OF RESOURCES												
Deferred receipts	9,572	-	-	112,532	-	377,798	1,726	-	-	15,099	-	516,727
Total deferred inflows of resources	<u>9,572</u>	<u>-</u>	<u>-</u>	<u>112,532</u>	<u>-</u>	<u>377,798</u>	<u>1,726</u>	<u>-</u>	<u>-</u>	<u>15,099</u>	<u>-</u>	<u>516,727</u>
FUND BALANCES												
Committed												
Debt service	-	-	-	256,821	251,355	345,530	141,885	-	-	-	-	995,591
Capital projects	-	-	-	-	-	-	-	1,600	8,309	3,499	4,322	17,730
Unassigned	8,777	152,520	(80)	-	-	-	-	-	-	-	-	161,217
Total fund balances	<u>8,777</u>	<u>152,520</u>	<u>(80)</u>	<u>256,821</u>	<u>251,355</u>	<u>345,530</u>	<u>141,885</u>	<u>1,600</u>	<u>8,309</u>	<u>3,499</u>	<u>4,322</u>	<u>1,174,538</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 285,448</u>	<u>\$ 182,385</u>	<u>\$ 2,420</u>	<u>\$ 390,050</u>	<u>\$ 251,355</u>	<u>\$ 791,677</u>	<u>\$ 185,037</u>	<u>\$ 42,578</u>	<u>\$ 8,309</u>	<u>\$ 589,603</u>	<u>\$ 4,322</u>	<u>\$ 2,733,184</u>

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED NOVEMBER 30, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ 32,569	\$ 32,569	\$ 1,070,525	3%
Total revenues	<u>32,569</u>	<u>32,569</u>	<u>1,070,525</u>	3%
EXPENDITURES				
Professional & administrative				
Supervisors	-	215	4,306	5%
Management/accounting/recording	4,000	8,000	48,000	17%
Legal	3,107	3,107	25,000	12%
Engineering	-	-	3,500	0%
Audit	-	-	9,500	0%
Arbitrage rebate calculation	-	-	2,500	0%
Dissemination agent	333	666	5,000	13%
DSF accounting				
Series 2020 - AA1	458	916	5,500	17%
Series 2020 - AA2	458	916	5,500	17%
Series 2021 - AA1	458	916	5,500	17%
Series 2022 - AA4	458	916	5,500	17%
Series 2023 - AA2	-	-	5,500	0%
Trustee	3,500	3,500	17,500	20%
Telephone	17	33	200	17%
Postage	-	-	500	0%
Printing & binding	42	83	500	17%
Legal advertising	-	-	1,200	0%
Annual special district fee	-	175	175	100%
Insurance	-	5,758	6,119	94%
Property insurance	-	7,056	6,500	109%
Line of credit- principal & interest	-	-	25,872	0%
Contingencies/bank charges	7	7	1,200	1%
Website				
Hosting & maintenance	-	-	705	0%
ADA compliance	210	210	210	100%
Tax collector	651	651	22,303	3%
Total professional & administrative	<u>13,699</u>	<u>33,125</u>	<u>208,290</u>	16%

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED NOVEMBER 30, 2023**

	Current Month	Year to Date	Budget	% of Budget
Field operations (shared)				
Management	-	-	40,000	0%
Accounting	667	1,333	8,000	17%
Stormwater management				
Lake maintenance	3,212	6,424	38,544	17%
Streetlighting	10,586	10,586	166,975	6%
Irrigation supply				
Maintenance contract	315	315	5,780	5%
Electricity	1,130	1,130	28,724	4%
Repairs and maintenance	227	227	2,625	9%
Effluent	7	7	52,600	0%
Monuments and street signage				
Repairs and maintenance	-	-	4,200	0%
Electricity	64	64	16,238	0%
Holiday decorating	-	-	10,000	0%
Landscape maintenance				
Maintenance contract	22,212	44,432	236,724	19%
Pest, OTC Injections and Top Choice	-	-	16,132	0%
Mulch	-	-	170,050	0%
Contingency	-	-	20,000	0%
Plant replacement	-	-	20,748	0%
Irrigation repairs	-	-	19,650	0%
Roadway maintenance	-	-	5,250	0%
Total field operations	<u>38,420</u>	<u>64,518</u>	<u>862,240</u>	7%
Total expenditures	<u>52,119</u>	<u>97,643</u>	<u>1,070,530</u>	9%
Excess/(deficiency) of revenues over/(under) expenditures	(19,550)	(65,074)	(5)	
Fund balances - beginning	28,327	73,851	-	
Fund balances - ending	<u>\$ 8,777</u>	<u>\$ 8,777</u>	<u>\$ (5)</u>	

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
SPECIAL REVENUE FUND AREA 1
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED NOVEMBER 30, 2023**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Assessment levy: on-roll - net	\$ 15,997	\$ 15,997	\$ 525,790	3%
Total revenues	<u>15,997</u>	<u>15,997</u>	<u>525,790</u>	3%
Field operations				
Management	-	-	15,000	0%
Property insurance	-	31,280	24,000	130%
Landscape maintenance	9,479	9,479	108,420	9%
Plant replacement	-	-	10,000	0%
Mulch	-	-	33,529	0%
Irrigation repairs	-	-	4,000	0%
Streetlighting	-	400	148,500	0%
Accounting	283	566	3,400	17%
Line of credit- principal & interest	-	-	135,828	0%
Pest, OTC Injections and Top Choice	-	-	7,164	0%
Roadway maintenance	-	-	5,000	0%
Contingencies	-	-	20,000	0%
Total field operations	<u>9,762</u>	<u>41,725</u>	<u>514,841</u>	8%
Other fees & charges				
Tax collector	320	320	10,954	3%
Total other fees & charges	<u>320</u>	<u>320</u>	<u>10,954</u>	3%
Total expenditures	<u>10,082</u>	<u>42,045</u>	<u>525,795</u>	8%
Excess/(deficiency) of revenues over/(under) expenditures	5,915	(26,048)	(5)	
Fund balances - beginning	146,605	178,568	-	
Fund balances - ending	<u>\$ 152,520</u>	<u>\$ 152,520</u>	<u>\$ (5)</u>	

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
SPECIAL REVENUE FUND LINE OF CREDIT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED NOVEMBER 30, 2023**

	<u>Current Month</u>	<u>Year to Date</u>
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 EXPENDITURES		
Contingencies	<u>10</u>	<u>20</u>
Total field operations	<u>10</u>	<u>20</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 (10)	 (20)
 Fund balances - beginning	 <u>(70)</u>	 <u>(60)</u>
Fund balances - ending	<u><u>\$ (80)</u></u>	<u><u>\$ (80)</u></u>

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2020 BONDS
FOR THE PERIOD ENDED NOVEMBER 30, 2023**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Special assessment: on-roll	\$ 11,929	\$ 11,929	\$ 392,067	3%
Interest	1,661	3,264	-	N/A
Total revenues	<u>13,590</u>	<u>15,193</u>	<u>392,067</u>	4%
EXPENDITURES				
Debt service				
Principal	-	-	140,000	0%
Interest	122,785	122,785	245,570	50%
Total debt service	<u>122,785</u>	<u>122,785</u>	<u>385,570</u>	32%
Other fees & charges				
Tax collector	239	239	8,168	3%
Total other fees and charges	<u>239</u>	<u>239</u>	<u>8,168</u>	3%
Total expenditures	<u>123,024</u>	<u>123,024</u>	<u>393,738</u>	31%
Excess/(deficiency) of revenues over/(under) expenditures	(109,434)	(107,831)	(1,671)	
OTHER FINANCING SOURCES/(USES)				
Transfer out	-	(4,677)	-	N/A
Total other financing sources	<u>-</u>	<u>(4,677)</u>	<u>-</u>	N/A
Net change in fund balances	<u>(109,434)</u>	<u>(112,508)</u>	<u>(1,671)</u>	
Fund balances - beginning	366,255	369,329	367,475	
Fund balances - ending	<u>\$ 256,821</u>	<u>\$ 256,821</u>	<u>\$ 365,804</u>	

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2020 ASSESSMENT AREA TWO BONDS
FOR THE PERIOD ENDED NOVEMBER 30, 2023**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Special assessment: on-roll	\$ 12,077	\$ 12,077	\$ 396,971	3%
Interest	1,514	2,975	-	N/A
Total revenues	<u>13,591</u>	<u>15,052</u>	<u>396,971</u>	4%
EXPENDITURES				
Debt service				
Principal	-	-	145,000	0%
Interest	122,587	122,587	245,175	50%
Total debt service	<u>122,587</u>	<u>122,587</u>	<u>390,175</u>	31%
Other fees & charges				
Tax collector	242	242	8,270	3%
Total other fees and charges	<u>242</u>	<u>242</u>	<u>8,270</u>	3%
Total expenditures	<u>122,829</u>	<u>122,829</u>	<u>398,445</u>	31%
Excess/(deficiency) of revenues over/(under) expenditures	(109,238)	(107,777)	(1,474)	
OTHER FINANCING SOURCES/(USES)				
Transfer out	-	(4,745)	-	N/A
Total other financing sources	<u>-</u>	<u>(4,745)</u>	<u>-</u>	N/A
Net change in fund balances	<u>(109,238)</u>	<u>(112,522)</u>	<u>(1,474)</u>	
Fund balances - beginning	360,593	363,877	335,435	
Fund balances - ending	<u>\$ 251,355</u>	<u>\$ 251,355</u>	<u>\$ 333,961</u>	

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2021
FOR THE PERIOD ENDED NOVEMBER 30, 2023**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Special assessment: on-roll	\$ 16,505	\$ 16,505	\$ 542,505	3%
Interest	2,121	4,145	-	N/A
Total revenues	<u>18,626</u>	<u>20,650</u>	<u>542,505</u>	4%
EXPENDITURES				
Debt service				
Principal	-	-	205,000	0%
Interest	163,395	163,395	326,790	50%
Total debt service	<u>163,395</u>	<u>163,395</u>	<u>531,790</u>	31%
Other fees & charges				
Tax collector	330	330	11,302	3%
Total other fees and charges	<u>330</u>	<u>330</u>	<u>11,302</u>	3%
Total expenditures	<u>163,725</u>	<u>163,725</u>	<u>543,092</u>	30%
Excess/(deficiency) of revenues over/(under) expenditures	(145,099)	(143,075)	(587)	
OTHER FINANCING SOURCES/(USES)				
Transfer out	-	(6,485)	-	N/A
Total other financing sources	<u>-</u>	<u>(6,485)</u>	<u>-</u>	N/A
Net change in fund balances	<u>(145,099)</u>	<u>(149,560)</u>	<u>(587)</u>	
Fund balances - beginning	490,629	495,090	427,123	
Fund balances - ending	<u>\$ 345,530</u>	<u>\$ 345,530</u>	<u>\$ 426,536</u>	

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2022
FOR THE PERIOD ENDED NOVEMBER 30, 2023**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Special assessment - on roll	\$ 4,916	\$ 4,916	\$ 161,592	3%
Interest	850	1,671	-	N/A
Total revenues	<u>5,766</u>	<u>6,587</u>	<u>161,592</u>	4%
EXPENDITURES				
Debt service				
Principal	-	-	40,000	0%
Interest	59,538	59,538	119,075	50%
Total debt service	<u>59,538</u>	<u>59,538</u>	<u>159,075</u>	37%
Other fees & charges				
Tax collector	98	98	3,367	3%
Total other fees and charges	<u>98</u>	<u>98</u>	<u>3,367</u>	3%
Total expenditures	<u>59,636</u>	<u>59,636</u>	<u>162,442</u>	37%
Excess/(deficiency) of revenues over/(under) expenditures	(53,870)	(53,049)	(850)	
OTHER FINANCING SOURCES/(USES)				
Transfer out	-	(1,932)	-	N/A
Total other financing sources	<u>-</u>	<u>(1,932)</u>	<u>-</u>	N/A
Net change in fund balances	<u>(53,870)</u>	<u>(54,981)</u>	<u>(850)</u>	
Fund balances - beginning	195,755	196,866	153,868	
Fund balances - ending	<u>\$ 141,885</u>	<u>\$ 141,885</u>	<u>\$ 153,018</u>	

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2020 BONDS
FOR THE PERIOD ENDED NOVEMBER 30, 2023**

	Current Month	Year To Date
REVENUES		
Interest and miscellaneous	\$ 863	\$ 1,017
Total revenues	863	1,017
EXPENDITURES		
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	863	1,017
OTHER FINANCING SOURCES/(USES)		
Transfer in	-	4,677
Total other financing sources/(uses)	-	4,677
Net change in fund balances	863	5,694
Fund balances - beginning	737	(4,094)
Fund balances - ending	\$ 1,600	\$ 1,600

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2020 ASSESSMENT AREA TWO BONDS
FOR THE PERIOD ENDED NOVEMBER 30, 2023**

	Current Month	Year To Date
REVENUES		
Interest	\$ 25	\$ 40
Total revenues	25	40
EXPENDITURES		
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	25	40
OTHER FINANCING SOURCES/(USES)		
Transfer in	-	4,745
Total other financing sources/(uses)	-	4,745
Net change in fund balances	25	4,785
Fund balances - beginning	8,284	3,524
Fund balances - ending	\$ 8,309	\$ 8,309

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2021
FOR THE PERIOD ENDED NOVEMBER 30, 2023**

	Current Month	Year To Date
REVENUES		
Interest	\$ 2,288	\$ 4,449
Total revenues	2,288	4,449
EXPENDITURES		
Capital outlay	1,900	1,900
Total expenditures	1,900	1,900
Excess/(deficiency) of revenues over/(under) expenditures	388	2,549
OTHER FINANCING SOURCES/(USES)		
Transfer in	-	6,485
Total other financing sources/(uses)	-	6,485
Net change in fund balances	388	9,034
Fund balances - beginning	3,111	(5,535)
Fund balances - ending	\$ 3,499	\$ 3,499

**WEST PORT
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2022
FOR THE PERIOD ENDED NOVEMBER 30, 2023**

	Current Month	Year To Date
REVENUES		
Interest	\$ 15	\$ 25
Total revenues	15	25
EXPENDITURES		
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	15	25
OTHER FINANCING SOURCES/(USES)		
Transfer in	-	1,932
Total other financing sources/(uses)	-	1,932
Net change in fund balances	15	1,957
Fund balances - beginning	4,307	2,365
Fund balances - ending	\$ 4,322	\$ 4,322

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

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

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The Board of Supervisors of the West Port Community Development District held Public Hearings and a Regular Meeting on October 10, 2023 at 12:30 p.m., at the Punta Gorda Charlotte Library, 401 Shreve St., Punta Gorda, Florida 33950.

Present were:

Candice Bain	Chair
Jim Manners	Assistant Secretary
Christian Cotter	Assistant Secretary

Also present:

Kristen Suit	District Manager
Jere Earlywine	District Counsel
Matt Morris (via telephone)	District Engineer
Jillian Nehus	Evergreen Field Operations Management
Gay Stutzman	Resident
Morgan Densley	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 12:30 p.m. Supervisors Cotter, Manners and Bain were present. Supervisors Martin and Meath were not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Acceptance of Greg Meath’s Notice of Intent to Decline Appointment to Board Seat [Seat 1]

Ms. Suit presented Mr. Greg Meath’s Notice of Intent to decline the appointment to Board Seat 1.

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On MOTION by Mr. Cotter and seconded by Mr. Manners, with all in favor, Mr. Greg Meath’s Notice of Intent to Decline Appointment to Board Seat 1, was accepted.

FOURTH ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 1; Term Expires November 2024

- **Administration of Oath of Office to Appointed Supervisor (the following will be provided in a separate package)**
 - A. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
 - B. **Membership, Obligations and Responsibilities**
 - C. **Financial Disclosure Forms**
 - I. **Form 1: Statement of Financial Interests**
 - II. **Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - III. **Form 1F: Final Statement of Financial Interests**
 - D. **Form 8B: Memorandum of Voting Conflict**

This item was deferred.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-01, Appointing and Removing Officers of the District and Providing for an Effective Date

This item was deferred.

SIXTH ORDER OF BUSINESS

Public Hearing to Hear Public Comments and Objections to the Adoption of a Rule Regarding Use of District Property and Trespass Enforcement, Pursuant to Sections 120.54 and 190.035, Florida Statutes

On MOTION by Mr. Cotter and seconded by Mr. Manners, with all in favor, the Public Hearing was opened.

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- A. Affidavits of Publication
- B. Consideration of Resolution 2024-02, Adopting a Rule Regarding Use of District Property; Providing Trespass Enforcement Authority; Authorizing the Issuance of a Letter Regarding the Same; Providing a Severability Clause; and Providing an Effective Date

Ms. Suit presented Resolution 2024-02 and the Rules Regarding Use of District Property and Trespass Enforcement.

Mr. Earlywine stated the Rules prohibit fishing, boating and swimming in the stormwater ponds and conservation areas. The Rule provides trespass authority, allows Staff to send a Trespass Notice to the Sheriff and provides for fines up to \$1,000.

A member of the public asked if signs will be posted.

Mr. Earlywine discussed the need to post signs.

Ms. Nehus will obtain quotes for signs.

A member of the public stated she observed nonresidents canoeing in the ponds and, when confronted, they are defiant. She thinks signage would help residents, in this regard.

On MOTION by Mr. Cotter and seconded by Mr. Manners, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Manners and seconded by Mr. Cotter, with all in favor, Resolution 2024-02, Adopting a Rule Regarding Use of District Property; Providing Trespass Enforcement Authority; Authorizing the Issuance of a Letter Regarding the Same; Providing a Severability Clause; and Providing an Effective Date, was approved.

SEVENTH ORDER OF BUSINESS

Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules for Parking and Parking Enforcement, Pursuant to Sections 120.54 and 190.035, Florida Statutes

On MOTION by Mr. Cotter and seconded by Mr. Manners, with all in favor, the Public Hearing was opened.

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A. Affidavits of Publication

B. Consideration of Resolution 2024-03, Adopting Policies Relating to Overnight Parking and Parking Enforcement and Providing for Severability and an Effective Date

Ms. Suit presented Resolution 2024-03. She noted that the enclosed Rules include revisions discussed with Ms. Bain at a previous Public Hearing.

Mr. Earlywine stated the Rules allow parking during the day and prohibit parking at night and in common areas. The Rules provide for fines of up to \$1,000 per day as well as towing, which can be initiated by residents notifying a staff member.

Mr. Earlywine will send verbiage to Ms. Nehus. The procedures might be refined further.

On MOTION by Mr. Cotter and seconded by Mr. Manners, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Cotter and seconded by Mr. Manners, with all in favor, Resolution 2024-03, Adopting Policies Relating to Overnight Parking and Parking Enforcement, in substantial form, and Providing for Severability and an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Discussion: Location(s) for Fiscal Year 2024 Meetings

• Consideration of Resolution 2024-04, Adopting the Annual Meeting Schedule for Fiscal Year 2023/2024 and Providing for an Effective Date

Ms. Suit stated the Centennial Park Recreation Center does not have availability for CDD meetings on all the dates needed, including the dates on which the proposed Fiscal Year 2025 budget will be discussed and the date set for the budget Public Hearing. On those dates when the Recreation Center is not available, meetings will be held at the current location.

As specified on the Fiscal Year 2024 Meeting Schedule, the November 14, 2023; January 9, 2024; May 14, 2024; June 11, 2024; July 9, 2024; August 13, 2024 and September 10, 2024 meetings will be held at the Punta Gorda Charlotte Library and the December 12, 2023; February 13, 2024; March 12, 2024; and April 9, 2024 meetings will be held at the Centennial Park Recreation Center.

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On MOTION by Mr. Manners and seconded by Mr. Cotter, with all in favor, Resolution 2024-04, Adopting the Annual Meeting Schedule for Fiscal Year 2023/2024 and Providing for an Effective Date, was adopted.

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NINTH ORDER OF BUSINESS

Ratification Items

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Ms. Suit presented the following:

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A. Quit Claim Deed (KL JAX WP LLC)

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Mr. Earlywine stated this Quit Claim Deed applies to leftover roadway, etc.

162

B. Holland Enterprises Estimate 48447 (Front Entry Monument Repair)

163

164

Ms. Suit stated Ms. Nehus filed a police report for the suspected damage to the front entry monument; unfortunately, the person responsible was not located. The cost to repair the damage is \$2,500, which is the deductible amount, so the CDD is effectively funding the repairs.

165

166

C. Rostan Invoice 7638 (TO-01: DR-4673 Grants Management)

167

Ms. Suit stated this is the last invoice related to the hurricane expenses. The \$2,557.50 will be paid out of the Special Revenue Fund (SRF).

168

D. Irrigation Technical Services (Hoover Filter Cleaning)

169

Ms. Suit noted that the pump station filter cleaning will cost \$3,074.70.

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On MOTION by Mr. Manners and seconded by Mr. Cotter, with all in favor, the Quit Claim Deed; Holland America Estimate 48447 in the amount of \$2,500; Rostan Invoice #7638 in the amount of \$2,557.50 and the Irrigation Technical Services pump station filter cleaning in the amount of \$3,074.70, were ratified.

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TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial

Statements as of August 31, 2023

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On MOTION by Mr. Cotter and seconded by Mr. Manners, with all in favor, the Unaudited Financial Statements as of August 31, 2023, were accepted.

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ELEVENTH ORDER OF BUSINESS

Approval of August 8, 2023 Public Hearings

and Regular Meeting Minutes

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On MOTION by Mr. Manners and seconded by Mr. Cotter, with all in favor, the August 8, 2023 Public Hearings and Regular Meeting Minutes, as presented, were approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Mr. Earlywine stated current projects are progressing. The only open item is the Forestar area.

B. District Engineer: Morris Engineering and Consulting, LLC

There was no report.

C. Field Operations: Evergreen Lifestyles Management, LLC

Ms. Nehus reported the following:

➤ She has been working with Florida Power & Light (FPL) to have the tilted streetlights repaired along Westport Boulevard, Southport Boulevard and Centennial. A crew adjusted 22 lights and replaced damaged bells, where necessary. Another crew will straighten poles leaning more than five degrees; large equipment is involved.

➤ 39 of the solar lights throughout the community were out. Last week, a crew replaced missing parts and performed a reprogramming. A crew member showed her how to utilize an app to ascertain when any lights have issues.

➤ Cameras attached to palm trees at The Landings were removed and returned to the Charlotte County Police Department.

➤ The common area landscaping was reviewed; work will begin on October 17, 2023.

➤ A Police Report was filed for the entry sign damage. It is currently being repaired and one beam remains to be installed.

➤ All CDD invoices are approved and submitted.

➤ The ponds look much better since being treated.

➤ The entry monuments need attention, as the white paint is chipping. Ms. Bain asked Ms. Nehus to request proposals so that costs are known.

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

- **NEXT MEETING DATE: November 14, 2023 at 12:30 PM**

222 • **QUORUM CHECK**

223 The November 14, 2023 meeting was cancelled.

224

225 **THIRTEENTH ORDER OF BUSINESS** **Board Members' Comments/Requests**

226

227 There were no Board Member comments or requests.

228

229 **FOURTEENTH ORDER OF BUSINESS** **Public Comments**

230

231 A resident asked if landscaping will be installed in the common area between The
232 Landings and The Hammocks, as there is a break in the hedge that shields those lots from
233 Centennial Boulevard.

234 Ms. Nehus stated she will inspect the area on Tuesday.

235 Resident Morgan Densley expressed support for the dim lighting at the entrances and
236 asked if it will remain as it is. He noted that the fountain and the light at the southern entrance
237 look nice when the fountain is running but it only runs sporadically.

238 Ms. Nehus will follow up with the technician who assessed the fountain.

239 A member of the public stated, entering from 776, when turning into Westport, it is
240 dark and there is no light.

241 Ms. Nehus stated she will look at the area and discuss it with the technician. She noted
242 the area in question is on the main Boulevard.

243

244 **FIFTEENTH ORDER OF BUSINESS** **Adjournment**

245

246

On MOTION by Mr. Manners and seconded by Mr. Cotter with all in favor, the meeting adjourned at 12:52 p.m.

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

WEST PORT

COMMUNITY DEVELOPMENT DISTRICT

STAFF

REPORTS

WEST PORT COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE

LOCATION

¹*Punta Gorda Charlotte Library, 401 Shreve St., Punta Gorda, Florida 33950*

²*Centennial Park Recreation Center, 1120 Centennial Boulevard, Port Charlotte, Florida 33953*

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 10, 2023¹	Regular Meeting	12:30 PM
November 14, 2023¹ CANCELED	Regular Meeting	12:30 PM
December 12, 2023² CANCELED	Regular Meeting	12:30 PM
January 9, 2024¹	Regular Meeting	12:30 PM
February 13, 2024²	Regular Meeting	12:30 PM
March 12, 2024²	Regular Meeting	12:30 PM
April 9, 2024²	Regular Meeting	12:30 PM
May 14, 2024¹	Regular Meeting	12:30 PM
June 11, 2024¹	Regular Meeting	12:30 PM
July 9, 2024¹	Regular Meeting	12:30 PM
August 13, 2024¹	Regular Meeting	12:30 PM
September 10, 2024¹	Regular Meeting	12:30 PM