

**MINUTES OF MEETING
FIRELIGHT EAST
COMMUNITY DEVELOPMENT DISTRICT**

An Organizational Meeting of the Firelight East Community Development District was held on April 24, 2024, immediately following the adjournment of the Landowners' Meeting, scheduled to commence at 11:30 a.m., at 4161 Tamiami Trail, Building 5, Unit 501, Port Charlotte, Florida 33952.

Present were:

John Leinaweaver
Sandy Foster
Priscilla Heim
Kris Watts
Jennings DePriest

Chair
Vice Chair
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present:

Daniel Rom
Craig Wrathell
Kristen Thomas
Jonathan Johnson (via telephone)
John McKay
Michael Neal

District Manager
Wrathell, Hunt and Associates, LLC (WHA)
Wrathell, Hunt and Associates, LLC (WHA)
District Counsel
JMcKay, LLC
Landowner

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Wrathell stated that Mr. Rom administered the Oath of Office to newly-elected Supervisors John Leinaweaver, Sandy Foster, Kris Watts and Priscilla Heim prior to the Organizational meeting commencing.

Mr. Rom, a Notary of the State of Florida and duly authorized, administered the Oath of Office to newly-elected Supervisor Jennings DePriest.

Mr. Rom called the meeting to order at 11:49 a.m.

Supervisors Leinaweaver, Foster, DePriest, Watts and Heim were present. Mr. Rom noted, for the record, that all five Supervisors were elected at the Landowners' Election held just prior to this meeting and all are officially sworn in.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

GENERAL DISTRICT ITEMS

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Elected Board of Supervisors (the following will also be provided in a separate package)

Mr. Rom reiterated that all five Supervisors were sworn in and all are familiar with the following:

- A. Updates and Reminders: Ethics Training for Special District Supervisors and Form 1**
- B. Membership, Obligations and Responsibilities**
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date

Mr. Rom presented Resolution 2024-01 and recapped the results of the Landowners' Election, as follows:

Seat 1	John Leinaweaver	320 votes	4-Year Term
Seat 2	Sandy Foster	320 votes	4-Year Term
Seat 3	Priscilla Heim	315 votes	2-Year Term
Seat 4	Kris Watts	315 votes	2-Year Term
Seat 5	Jennings DePriest	315 votes	2-Year Term

On MOTION by Mr. Leinaweaver and seconded by Ms. Foster, with all in favor, Resolution 2024-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.

**FIRELIGHT EAST CDD
FIFTH ORDER OF BUSINESS**

April 24, 2024

**Consideration of Resolution 2024-02,
Electing Certain Officers of the District, and
Providing for an Effective Date**

Mr. Rom presented Resolution 2024-02. Mr. Leinaweaver nominated the following:

John Leinaweaver	Chair
Sandy Foster	Vice Chair
Craig Wrathell	Secretary
Jennings DePriest	Assistant Secretary
Kris Watts	Assistant Secretary
Priscilla Heim	Assistant Secretary
Daniel Rom	Assistant Secretary
Kristen Thomas	Assistant Secretary
Craig Wrathell	Treasurer
Jeffrey Pinder	Assistant Treasurer

No other nominations were made.

On MOTION by Ms. Watts and seconded by Ms. Foster, with all in favor, Resolution 2024-02, Electing Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.
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ORGANIZATIONAL MATTERS

SIXTH ORDER OF BUSINESS

**Consideration of the Following
Organizational Items:**

- A. Resolution 2024-03, Appointing and Fixing the Compensation of the District Manager and Methodology Consultant; Providing an Effective Date**
- Agreement for District Management Services: Wrathell, Hunt and Associates, LLC**

On MOTION by Mr. Leinaweaver and seconded by Ms. Heim, with all in favor, Resolution 2024-03, Appointing and Fixing the Compensation of Wrathell Hunt and Associates LLC as District Manager and Methodology Consultant; Providing an Effective Date, was adopted.
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B. Resolution 2024-04, Appointing District Counsel for the District, and Authorizing Compensation; and Providing for an Effective Date

- **Fee Agreement: Kutak Rock LLP**

Mr. Johnson stated that the rates in the Fee Agreement are consistent with others.

On MOTION by Mr. Leinaweaver and seconded by Ms. Watts, with all in favor, Resolution 2024-04, Appointing Kutak Rock LLP as District Counsel for the District, and Authorizing Compensation; and Providing for an Effective Date, was adopted.

C. Resolution 2024-05, Designating a Registered Agent and Registered Office of the District; and Providing for an Effective Date

On MOTION by Mr. Leinaweaver and seconded by Ms. Foster, with all in favor, Resolution 2024-05, Designating Mr. Craig Wrathell as a Registered Agent and the offices of Wrathell, Hunt and Associates; 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 as the Registered Office of the District; and Providing for an Effective Date, was adopted.

D. Resolution 2024-06, Appointing an Interim District Engineer for the Firelight East Community Development District, Authorizing Its Compensation and Providing for an Effective Date

- **Interim Engineering Services Agreement: Atwell, LLC**

On MOTION by Mr. Leinaweaver and seconded by Ms. Foster, with all in favor, Resolution 2024-06, Appointing an Interim District Engineer for the Firelight East Community Development District, Authorizing Its Compensation and Providing for an Effective Date, was adopted.

E. Authorization of Request for Qualifications (RFQ) for Engineering Services

On MOTION by Mr. Leinaweaver and seconded by Ms. Foster, with all in favor, the Authorization of Request for Qualifications (RFQ) for Engineering Services, was approved.

F. Board Member Compensation: 190.006 (8), F.S.

Mr. Rom noted that all five Board Members are accepting compensation.

G. Resolution 2024-07, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date

Mr. Rom noted that the Wrathell, Hunt and Associates office in Boca Raton will be the Primary Administrative Office and the Principal Headquarters will be in Charlotte County.

On MOTION by Mr. Leinaweaver and seconded by Ms. Watts, with all in favor, Resolution 2024-07, Designating 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 as the Primary Administrative Office and a location in Charlotte County as the Principal Headquarters of the District and Providing an Effective Date, was adopted.

H. Resolution 2024-08, Designating the Location of the Local District Records Office and Providing an Effective Date

On MOTION by Ms. Watts and seconded by Mr. Leinaweaver, with all in favor, Resolution 2024-08, Designating the offices of Atwell LLC, 4161 Tamiami Trail, Building 5, Unit 501, Port Charlotte, Florida 33952 as the Location of the Local District Records Office and Providing an Effective Date, was adopted.

I. Resolution 2024-09, Setting Forth the Policy of the District Board of Supervisors with Regard to the Support and Legal Defense of the Board of Supervisors and District Officers, and Providing for an Effective Date

- **Authorization to Obtain General Liability and Public Officers' Insurance**

On MOTION by Mr. Leinaweaver and seconded by Ms. Heim, with all in favor, Resolution 2024-09, Setting Forth the Policy of the District Board of Supervisors with Regard to the Support and Legal Defense of the Board of Supervisors and District Officers, and Providing for an Effective Date, was adopted, and authorizing Staff to obtain General Liability and Public Officers' Insurance, was approved.

Mr. Johnson stated, in the unlikely event that Board Members are ever served with a demand letter, the Indemnification Policy stipulates that they must provide copies of the demand document to District Staff immediately, in order to meet notification deadlines.

- J. **Resolution 2024-10, Providing for the Public’s Opportunity to Be Heard; Designating Public Comment Periods; Designating a Procedure to Identify Individuals Seeking to Be Heard; Addressing Public Decorum; Addressing Exceptions; and Providing for Severability and an Effective Date**

On MOTION by Ms. Foster and seconded by Ms. Watts, with all in favor, Resolution 2024-10, Providing for the Public’s Opportunity to Be Heard; Designating Public Comment Periods; Designating a Procedure to Identify Individuals Seeking to Be Heard; Addressing Public Decorum; Addressing Exceptions; and Providing for Severability and an Effective Date, was adopted.

- K. **Resolution 2024-11, Providing for the Appointment of a Records Management Liaison Officer; Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; and Providing for Severability and Effective Date**

On MOTION by Mr. Leinaweaver and seconded by Ms. Foster, with all in favor, Resolution 2024-11, Providing for the Appointment of a Records Management Liaison Officer, Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; and Providing for Severability and Effective Date, was adopted.

- L. **Resolution 2024-12, Granting the Chair and Vice Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District’s Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date**

On MOTION by Mr. Leinaweaver and seconded by Ms. Foster, with all in favor, Resolution 2024-12, Granting the Chair and Vice Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District’s Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date, was adopted.

- M. Resolution 2024-13, Ratifying, Confirming and Approving the Recording of the Notice of Establishment for the District; and Providing for an Effective Date**

On MOTION by Ms. Watts and seconded by Ms. Foster, with all in favor, Resolution 2024-13, Ratifying, Confirming and Approving the Recording of the Notice of Establishment for the District; and Providing for an Effective Date, was adopted.

- N. Authorization of Request for Proposals (RFP) for Annual Audit Services**

- **Designation of Board of Supervisors as Audit Committee**

On MOTION by Mr. Leinaweaver and seconded by Ms. Heim, with all in favor, the Request for Proposals (RFP) for Annual Audit Services and designating the Board of Supervisors as the Audit Committee, were approved.

- O. Strange Zone, Inc., Quotation #M24-1012 for District Website Design, Maintenance and Domain Web-Site Design Agreement**

On MOTION by Mr. Leinaweaver and seconded by Ms. Watts, with all in favor, Strange Zone, Inc., Quotation #M24-1012 for District Website Design, Maintenance and Domain Web-Site Design Agreement, in the amount of \$1,679.99, was approved.

Mr. Rom noted that Mr. DePriest stepped away from the meeting.

- P. ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit**

On MOTION by Mr. Leinaweaver and seconded by Ms. Foster, with all in favor, the ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit, in the amount of \$210, was approved.

- Q. Resolution 2024-14, to Designate Date, Time and Place of Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules of Procedure; and Providing an Effective Date**

- I. Rules of Procedure**
- II. Notices of Rule Development and Rulemaking**

On MOTION by Ms. Watts and seconded by Ms. Heim, with all in favor, Resolution 2024-14, to Designate July 24, 2024 at 11:00 a.m., at 4161 Tamiami Trail, Building 5, Unit 501, Port Charlotte, Florida 33952 as the Date, Time and Place for a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules of Procedure; and Providing an Effective Date, was adopted.

- R. Resolution 2024-15, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date**

On MOTION by Ms. Watts and seconded by Mr. Leinaweaver, with all in favor, Resolution 2024-15, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date, was adopted.

- S. Resolution 2024-16, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date**

On MOTION by Mr. Leinaweaver and seconded by Ms. Foster, with all in favor, Resolution 2024-16, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.

BANKING MATTERS

SEVENTH ORDER OF BUSINESS

Consideration of the Following Banking Items:

- A. Resolution 2024-17, Designating a Public Depository for Funds of the District and Providing an Effective Date**

On MOTION by Mr. Leinaweaver and seconded by Ms. Foster, with all in favor, Resolution 2024-17, Designating Truist Bank as Public Depository for Funds of the District and Providing an Effective Date, was adopted.

B. Resolution 2024-18, Directing the District Manager to Appoint Signors on the Local Bank Account; and Providing an Effective Date

Mr. Rom noted that the Chair, Treasurer and Assistant Treasurer will be the authorized signors on the CDD's account.

On MOTION by Mr. Leinaweaver and seconded by Ms. Heim, with all in favor, Resolution 2024-18, Directing the District Manager to Appoint Signors on the Local Bank Account; and Providing an Effective Date, was adopted.

C. Resolution 2024-19, Authorizing the District Manager or Treasurer to Execute the Public Depositors Report; Authorizing the Execution of Any Other Financial Reports as Required by Law; Providing for an Effective Date

Mr. Rom noted that the District Manager, Treasurer and Assistant Treasurer will be the authorized signors on the Public Depositors Report and other financial reports.

On MOTION by Ms. Watts and seconded by Mr. Leinaweaver, with all in favor, Resolution 2024-19, Authorizing the District Manager or Treasurer to Execute the Public Depositors Report; Authorizing the Execution of Any Other Financial Reports as Required by Law; Providing for an Effective Date, was adopted.

BUDGETARY MATTERS

EIGHTH ORDER OF BUSINESS

Consideration of the Following Budgetary Items:

A. Resolution 2024-20, Approving Proposed Budgets for Fiscal Year 2023/2024 and Fiscal Year 2024/2025 Setting Public Hearings Thereon Pursuant to Florida Law; Addressing Severability; and Providing for an Effective Date

Mr. Rom presented Resolution 2024-20 and reviewed proposed Fiscal Year 2025 budget.

Discussion ensued regarding the bond issuance timeline, if the CDD will reimburse the Developer for mass grading/drainage improvement projects, master site contract work, the

bond Underwriters, site clearing work commencing prior to bond issuance and the Acquisition Agreement.

Mr. Rom will confirm with Mr. McKay regarding when the bonds will close.

On MOTION by Mr. Leinaweaver and seconded by Ms. Watts, with all in favor, Resolution 2024-20, Approving Proposed Budgets for Fiscal Year 2023/2024 and Fiscal Year 2024/2025, Setting Public Hearings Thereon Pursuant to Florida Law for July 24, 2024 at 11:00 a.m., at 4161 Tamiami Trail, Building 5, Unit 501, Port Charlotte, Florida 33952; Addressing Severability; and Providing for an Effective Date, was adopted.

B. Budget Funding Agreements

Mr. Rom presented the Budget Funding Agreements between the CDD and Zemel Land Partners, LLC

I. Fiscal Year 2023/2024

II. Fiscal Year 2024/2025

On MOTION by Ms. Watts and seconded by Ms. Heim, with all in favor, the Budget Funding Agreements between the CDD and Zemel Land Partners, LLC for Fiscal Year 2023/2024 and Fiscal Year 2024/2025, were approved.

Mr. Rom stated that funding requests will be sent to Ms. Watts.

C. Resolution 2024-21, Adopting the Alternative Investment Guidelines for Investing Public Funds in Excess of Amounts Needed to Meet Current Operating Expenses, in Accordance with Section 218.415(17), Florida Statutes; Providing for an Effective Date

Mr. Rom presented Resolution 2024-21 and read the title.

Discussion ensued regarding investment programs, interest rates, the 2008 recession and mortgage-backed securities.

On MOTION by Ms. Watts and seconded by Ms. Heim, with all in favor, Resolution 2024-21, Adopting the Alternative Investment Guidelines for Investing Public Funds in Excess of Amounts Needed to Meet Current Operating Expenses, in Accordance with Section 218.415(17), Florida Statutes; Providing for an Effective Date, was adopted.

- D. Resolution 2024-22, Authorizing the Disbursement of Funds for Payment of Certain Continuing Expenses Without Prior Approval of the Board of Supervisors; Authorizing the Disbursement of Funds for Payment of Certain Non-Continuing Expenses Without Prior Approval of the Board of Supervisors; Providing for a Monetary Threshold; and Providing for an Effective Date**

Mr. Rom presented Resolution 2024-21 and read the title.

On MOTION by Ms. Heim and seconded by Ms. Foster, with all in favor, Resolution 2024-22, Authorizing the Disbursement of Funds for Payment of Certain Continuing Expenses Without Prior Approval of the Board of Supervisors; Authorizing the Disbursement of Funds for Payment of Certain Non-Continuing Expenses Without Prior Approval of the Board of Supervisors; Providing for a Monetary Threshold; and Providing for an Effective Date, was adopted.

- E. Resolution 2024-23, Adopting a Policy for Reimbursement of District Travel Expenses; and Providing for Severability and an Effective Date**

On MOTION by Ms. Heim and seconded by Ms. Foster, with all in favor, Resolution 2024-23, Adopting a Policy for Reimbursement of District Travel Expenses; and Providing for Severability and an Effective Date, was adopted.

- F. Resolution 2024-24, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

On MOTION by Mr. Leinaweaver and seconded by Ms. Foster, with all in favor, Resolution 2024-24, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

- G. Resolution 2024-25, Adopting an Internal Controls Policy Consistent with Section 218.33, Florida Statutes; Providing an Effective Date**

On MOTION by Mr. Leinaweaver and seconded by Ms. Watts, with all in favor, Resolution 2024-25, Adopting an Internal Controls Policy Consistent with Section 218.33, Florida Statutes; Providing an Effective Date, was adopted.

H. E-Verify Memorandum with MOU

Mr. Rom presented E-Verify information related to the requirement for all employers to verify employment eligibility utilizing the E-Verify System and for the CDD to enroll with E-Verify and execute a Memorandum of Understanding (MOU) with E-Verify.

On MOTION by Mr. Leinaweaver and seconded by Ms. Foster with all in favor, acknowledging the E-Verify Memo requirements, as set forth in the Memorandum of Understanding, and authorizing enrollment and utilization of the E-Verify program, was approved.

BOND FINANCING ITEMS

NINTH ORDER OF BUSINESS

**Consideration of the Following Bond
Financing Related Items:**

A. Bond Financing Team Funding Agreement

In response to Mr. Neal's question regarding financial advisory, Mr. Wrathell stated District Management should not be referred to as a Financial Advisor in any documents, etc.

The following change was made:

Paragraph 1: Change "Financial Advisor" to "District Counsel"

On MOTION by Mr. Leinaweaver and seconded by Ms. Watts with all in favor, the Bond Financing Team Funding Agreement between the CDD and Zemel Land Partners, LLC, as amended, was approved.

B. Resolution 2024-26, Designating a Date, Time, and Location of a Public Hearing Regarding the District's Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, Florida Statutes; Authorizing the Publication of the Notice of Such Hearing; and Providing an Effective Date

On MOTION by Mr. Leinaweaver and seconded by Ms. Watts, with all in favor, Resolution 2024-26, Designating a Date, Time, and Location of July 24, 2024 at 11:00 a.m., at 4161 Tamiami Trail, Building 5, Unit 501, Port Charlotte, Florida 33952 for a Public Hearing Regarding the District's Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, Florida Statutes; Authorizing the Publication of the Notice of Such Hearing; and Providing an Effective Date, was adopted.

TENTH ORDER OF BUSINESS**Staff Reports**

- A. District Counsel: Kutak Rock LLP
- B. District Engineer (Interim): Atwell, LLC
- C. District Manager: Wrathell, Hunt and Associates, LLC

There were no Staff reports.

ELEVENTH ORDER OF BUSINESS**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

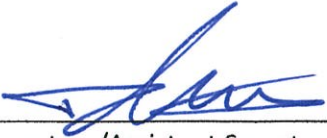
TWELFTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

THIRTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Ms. Foster and seconded by Ms. Watts, with all in favor, the meeting adjourned at 12:26 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary
Chair/Vice Chair
JOHN LEINAWEAVER CHAIR