

**MINUTES OF MEETING  
NEWPORT ISLES  
COMMUNITY DEVELOPMENT DISTRICT**

The Newport Isles Community Development District Board of Supervisors held a Public Hearing and Regular Meeting on August 15, 2022, at 10:00 a.m., at WRA Engineering, 7978 Cooper Creek Blvd., Suite 102, University Park, Florida 34201.

**Present at the meeting were:**

Susan Collins	Chair
Richard James	Vice Chair
Clifton Fischer	Assistant Secretary
Jake Essman (via telephone)	Assistant Secretary

**Also present were:**

Craig Wrathell	District Manager
Kristen Suit	Wrathell, Hunt and Associates, LLC
Meredith Hammock (via telephone)	District Counsel
Clint Cuffle (via telephone)	Interim District Engineer
Tom Chapman	Landowner
David Berner	Southeast Land Consultants

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Suit called the meeting to order at 10:23 a.m. Supervisors Collins, James and Fischer were present. Supervisor Essman was attending via telephone. Supervisor Misenhelder was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year  
2022/2023 Budget**

**A. Affidavit/Proof of Publication**

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2022-34, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2022, and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Suit reviewed the proposed Fiscal Year 2023 budget highlighting line item increases, decreases and adjustments, compared to the Fiscal Year 2022 budget, and explained the reasons for any adjustments.

Mr. Wrathell stated the \$7,500 allocated for “Debt service fund accounting: 1st series” reflects the assumption that the CDD would have a large bond issue and, as discussed, if the bond issue is smaller than anticipated that fee would be scaled down.

**On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, the Public Hearing was opened.**

No members of the public spoke.

**On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, the Public Hearing was closed.**

Ms. Suit presented Resolution 2022-34 and read the title. The following change was made to Resolution 2022-34:

Page 1, HEADING: Change “2023-34” to “2022-34”

**On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, Resolution 2022-34, as amended, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2022, and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Fiscal Year 2022/2023  
Funding Agreement**

Ms. Suit presented the Fiscal Year 2022/2023 Funding Agreement. Approval was requested in substantial form; a revised form would be circulated for signature.

**On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, the Fiscal Year 2022/2023 Funding Agreement, was approved.**

**FIFTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial  
Statements as of June 30, 2022**

Ms. Suit presented the Unaudited Financial Statements as of June 30, 2022.

**On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, the Unaudited Financial Statements as of June 30, 2022, were accepted.**

**SIXTH ORDER OF BUSINESS**

**Approval of June 15, 2022 Public Hearings  
and Regular Meeting Minutes**

Mr. Wrathell presented the June 15, 2022 Public Hearings and Regular Meeting Minutes

**On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, the June 15, 2022 Public Hearings and Regular Meeting Minutes, as presented, were approved.**

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: *KE Law Group, PLLC***

There was no report.

**B. District Engineer (Interim): *WRA Engineering, LLC***

Mr. Burford stated the design is not at a point yet to be able to advertise a Request for Proposals (RFP) for the site work. He estimated the RFP can be advertised in early October, in order to commence construction in November.

Pre-bid meetings, advertising deadlines, upcoming meeting dates and ranking criteria were discussed.

**On MOTION by Mr. James and seconded by Mr. Fischer, with all in favor, authorizing Staff to draft the form of RFP for Site Work and advertise the RFP, and authorizing the Chair to review and approve the form of RFP prior to advertising, was approved.**

Ms. Hammock stated a Landowner Funding Agreement will be prepared to fund the contract until bonds are issued.

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

- **NEXT MEETING DATE: September 19, 2022 at 10:00 A.M.**
  - **QUORUM CHECK**

The meeting scheduled for September 19, 2022 was canceled. The next meeting will be held on October 17, 2022.

**EIGHTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**NINTH ORDER OF BUSINESS**

**Public Comments**


No members of the public spoke.

**TENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Fischer and seconded by Mr. James, with all in favor, the meeting adjourned at 10:44 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair