

**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 July 17, 2023, 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
Jake Essman	Assistant Secretary

Also present were:

Kristen Suit	District Manager
Jere Earlywine (via telephone)	District Counsel
Clint Cuffle	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 10:09 a.m.

Supervisors Collins, James and Essman were present. Supervisor Fischer was not present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Vacant Seat 3; Term Expires November 2024

Ms. Collins nominated Mr. Charlie Peterson to fill Seat 3.

On MOTION by Mr. Essman and seconded by Mr. James, with all in favor, the appointment of Mr. Charlie Peterson to Seat 3, Term Expires November 2024, was approved.

Ms. Suit stated Mr. Peterson will be sworn in at or before a future meeting.

- **Administration of Oath of Office to Newly Appointed Supervisor (the following to be provided in separate package)**
 - A. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employee**
 - 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**

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-01, Designating Certain Officers of the District, and Providing for an Effective Date

This item was deferred.

FIFTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2023/2024 Budget

- A. **Affidavit of Publication**
- B. **Consideration of Resolution 2023-03, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date**

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

Ms. Suit presented the proposed Fiscal Year 2024 budget, which is Landowner-funded. No members of the public spoke.

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

MOTION by Mr. Essman and seconded by Ms. Collins, with all in favor, Resolution 2023-03, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Fiscal Year 2023/2024 Funding Agreement

Ms. Suit presented the Fiscal Year 2023/2024 Funding Agreement.

On MOTION by Mr. Essman and seconded by Ms. Collins, with all in favor, the Fiscal Year 2023/2024 Funding Agreement, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-04, 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

Ms. Suit presented Resolution 2023-04.

On MOTION by Mr. Essman and seconded by Ms. Collins, with all in favor, the Resolution 2023-04, 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.

EIGHTH ORDER OF BUSINESS

**Ratification of RIPA & Associates, LLC,
Change Orders [Mass Grading Phase 1]**

Ms. Suit presented the following:

- A. No. 2
- B. No. 3

On MOTION by Mr. Essman and seconded by Ms. Collins, with all in favor, RIPA & Associates, LLC, Change Orders No. 2 and No. 3 for Mass Grading Phase 1, were ratified.

NINTH ORDER OF BUSINESS

Ratification of Direct Purchase Orders

Ms. Suit presented the following:

- A. Atlantic TNG #01-2133-002 - OPO
- B. Pasco Pipe Supply #01-2133-001 - OPO

On MOTION by Mr. Essman and seconded by Ms. Collins, with all in favor, the Atlantic TNG #01-2133-002 - OPO and Pasco Pipe Supply #01-2133-001 - OPO Direct Purchase Orders, were ratified.

TENTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of May 31, 2023**

On MOTION by Mr. Essman and seconded by Ms. Collins, with all in favor, the Unaudited Financial Statements as of May 31, 2023, were accepted.

ELEVENTH ORDER OF BUSINESS

**Approval of May 15, 2023 Regular Meeting
Minutes**

On MOTION by Mr. Essman and seconded by Ms. Collins, with all in favor, the May 15, 2023 Regular Meeting Minutes, as presented, were approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Mr. Earlywine asked for an update on the mass grading and timing of the utilities and roadwork.

Mr. Essman stated a response regarding the EPA approval of the 404 Florida Department of Environmental Protection (FDEP) permit is pending. Mr. Cuffle stated all the mass grading can be done immediately and the utilities and roadway work can commence in early to mid-August, once the permit is granted.

B. District Engineer: WRA Engineering, LLC

Mr. Cuffle stated permitting of 1,000 lots in different phases throughout the community is underway.

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

- **NEXT MEETING DATE: August 21, 2023 at 10:00 A.M.**
 - **QUORUM CHECK**

The August 21, 2023 meeting was cancelled.

THIRTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

Discussion ensued regarding the type of bonds that the County will require the CDD to purchase.

FOURTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Essman and seconded by Ms. Collins, with all in favor, the meeting adjourned at 10:22 a.m.


Secretary/Assistant Secretary


Chair/Vice Chair