

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

The Newport Isles Community Development District Board of Supervisors held Multiple Public Hearings and a Regular Meeting on June 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
Jere Earlywine (via telephone)	District Counsel
Meredith Hammock	KE Law Group, LLC
Clint Cuffle (via telephone)	Interim District Engineer
Tom Chapman	Landowner
David Berner	Southeast Land Consultants
Rhonda Mossing (via telephone)	MBS Capital Markets
Ed Bulleit (via telephone)	MBS Capital Markets

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 10:22 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 Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy**

**of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District’s Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date**

**A. Affidavit/Proof of Publication**

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2022-28, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Newport Isles Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

**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 Mr. James, with all in favor, the Public Hearing was closed.**

Mr. Wrathell presented Resolution 2022-28 and read the title.

**On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, Resolution 2022-28, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Newport Isles Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the**

## Financing and Securing of Certain Public Improvements

- *Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.*
- *Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.*

These items were addressed below.

**A. Affidavit/Proof of Publication****B. Mailed Notice to Property Owner(s)**

The affidavit of publication and Mailed Notice were included for informational purposes.

**C. Engineer's Report (*for informational purposes*)**

Mr. Cuffle presented the Engineer's Report dated March 23, 2022. He highlighted the following:

- The Engineer's Report covers the infrastructure proposed for the entire 3,382 units, including the roadways, stormwater management system and utility improvements to support the development.
- The dollar amounts in the Engineer's Report are preliminary estimates, based on the current design. Improvements in the amount of \$95,249,056 are proposed.
- The Engineer's Report also includes some amenities, upgrades to conservation areas and some off-site improvements that support the CDD.
- Table 4 shows the overall Cost Estimate Summary for all eligible infrastructure improvements totaling \$113,220,576, which is the \$95,249,056 plus a 20% contingency.

Mr. Earlywine posed and Mr. Cuffle responded to the following questions:

**Mr. Earlywine:** In your professional opinion, the costs are reasonable, bearing in mind the inflationary environment, and the project is feasible to be constructed?

**Mr. Cuffle:** That is absolutely correct.

Mr. Wrathell stated that the Engineer's Report will be officially approved as part of the adoption of Resolution 2022-29.

**D. Master Special Assessment Methodology Report (*for informational purposes*)**

Mr. Wrathell presented the Master Special Assessment Methodology Report dated March 23, 2022. He discussed the Development Program and noted the following:

- The CDD is comprised of approximately 1,555.47 acres.
- The current development plan envisions 3,382 residential units.
- The CIP, which includes a contingency, is estimated at \$113,220,576.
- The total par amount of bonds, including the cost of financing, capitalized interest and debt service reserve, will be \$144,120,000.
- The structure and sizing of product types and unit numbers in the Development plan might change and will be further defined closer to bond issuance.
- The Methodology allows for maximum flexibility for changes in market conditions or changes in product types, etc.

Mr. Wrathell noted discussion of the possibility of a school site on a location where townhomes are currently planned; the Methodology would allow for this change. He discussed assignment of bond debt, lienability tests, the True-Up Mechanism and Appendix Tables.

Mr. Wrathell stated, based on discussions, reducing the Multi-Family Equivalent Residential Unit (ERU) weighting from “0.45” to “0.30” will be proposed to the Equalizing Board

Mr. Earlywine posed and Mr. Wrathell responded to the following questions:

**Mr. Earlywine:** Based on the Engineer’s Report there is sufficient benefit from the project to justify the level of assessments and, secondarily, that the assessments are fairly and reasonably allocated across all the benefitted properties, based on the ERU factors?

**Mr. Wrathell:** Yes, we do believe that.

- ***Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.***

**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.

Mr. Wrathell stated that Staff spoke with the Landowners, Mr. Chapman and Mr. Berner, prior to the meeting about the multi-family versus the townhomes and that Staff’s recommendation is to change the multi-family ERU weighting from “0.45” to “0.30”.

- ***Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.***

The Board, sitting as the Equalizing Board, made the following change to the assessments.

The following change will be made to the Methodology:

Multi-Family ERU Weighting: Change “0.45” to “0.30”

Mr. Wrathell noted that this change will have a cascading effect on the balance, as it will change the overall number of ERUs assumed in the Report and reduce the max par amount of bonds and the max annual debt assessment for the townhomes.

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

- E. Consideration of Resolution 2022-29, Making Certain Findings; Authorizing an Improvement Plan for the Master Assessment Area; Adopting a Capital Improvement Plan; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments on the Master Assessment Area; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date**

Mr. Wrathell presented Resolution 2022-29 and read the title.

**On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, Resolution 2022-29, Making Certain Findings; Authorizing an Improvement Plan for the Master Assessment Area; Adopting a Capital Improvement Plan; Providing an Estimated Cost of Improvements; Adopting an Assessment Report, as amended; Equalizing, Approving, Confirming and Levying Debt Assessments on the Master Assessment Area; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes**

**A. Affidavit of Publication**

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2022-30, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2022-30.

**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.**

**On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, Resolution 2022-30, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year 2021/2022 Budget**

**A. Affidavit of Publication**

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2022-31, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Wrathell presented the proposed Fiscal Year 2022 budget, which was essentially the same as last presented.

The following change was made to the Fiscal Year 2022 budget:

Page 1, Expenditures: Add "Supervisor fees" line item for \$4,000

Mr. Wrathell stated that the Fiscal Year 2022 budget will be a Landowner-funded budget, with expenses funded as they are incurred.

**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.**

Mr. Wrathell presented Resolution 2022-31.

**On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, Resolution 2022-31, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022, as amended; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-32, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2022-32. He reviewed the proposed Fiscal Year 2023 budget, highlighting any line item additions, increases, decreases and adjustments, compared to the Fiscal Year 2022 budget, and explained the reasons for any changes. The Fiscal Year 2023 budget will be a Landowner-funded budget, with expenses funded as they are incurred.

**On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, Resolution 2022-32, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law on August 15,**

**2022 at 10:00 a.m., at WRA Engineering, 7978 Cooper Creek Blvd., Suite 102, University Park, Florida 34201; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-33, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2022-33. The following will be inserted into the Fiscal Year 2023 Meeting Schedule:

DATE: Third Monday of each month.

TIME: 10:00 a.m.

**On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, Resolution 2022-33, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023, as stated, and Providing for an Effective Date, was adopted.**

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-14, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date**

This item was deferred.

**TENTH ORDER OF BUSINESS**

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

Mr. Wrathell presented the Unaudited Financial Statements as of April 30, 2022.

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



**ELEVENTH ORDER OF BUSINESS**

**Approval of Minutes**

Mr. Wrathell presented the following:

- A. **March 23, 2022 Landowners’ Meeting**
- B. **March 23, 2022 Organizational Meeting**

**On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, the March 23, 2022 Landowners’ Meeting and March 23, 2022 Organizational Meeting Minutes, as presented, were approved.**

**TWELFTH ORDER OF BUSINESS**

**Staff Reports**

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

There was no report.

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

There was no report.

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

- **NEXT MEETING DATE: TBD**
  - **QUORUM CHECK**

The next meeting will be held on August 15, 2022 at 10:00 a.m.

**THIRTEENTH ORDER OF BUSINESS**

**Board Members’ Comments/Requests**

There were no Board Members’ comments or requests.

**FOURTEENTH ORDER OF BUSINESS**


**Public Comments**


No members of the public spoke.

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, the meeting adjourned at 11:06 a.m.**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair