

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

The Newport Isles Community Development District Board of Supervisors held a Regular Meeting on May 15, 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
Clifton Fischer	Assistant Secretary
Jake Essman (via telephone)	Assistant Secretary

Also present were:

Kristen Suit	District Manager
Jere Earlywine (via telephone)	District Counsel
Sarah Sandy (via telephone)	Kutak Rock LLP
Clint Cuffle	District Engineer
Tom Chapman	Landowner
David Berner	Southeast Land Consultants
Jeremy Fireline	Atwell Group

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 10:12 a.m. Supervisors Collins, James and Fischer were present. Supervisor Essman attended via telephone. 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)

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

This item was deferred.

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

Consideration of Work Authorization for Engineering Services

This item was deferred.

SIXTH ORDER OF BUSINESS

Ratification of Engagement with Jere Earlywine at Kutak Rock LLP

On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, engagement of Jere Earlywine/Kutak Rock, LLP, was ratified.

- **Consideration of Retention and Fee Agreement**

On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, the Kutak Rock, LLP, Fee Agreement for District Counsel Services, was approved.

SEVENTH ORDER OF BUSINESS

Ratification of Conflict Waiver

Mr. Earlywine presented the Conflict Waiver.

On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, the Conflict Waiver, was ratified.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2023-02, Approving the Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date

Ms. Suit presented Resolution 2023-02. She reviewed the proposed Fiscal Year 2024 budget, which is Landowner-funded and unchanged compared to Fiscal Year 2023. Some field operations might come online near the end of Fiscal Year 2024 but the budget can be amended, if necessary.

On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, Resolution 2023-02, Approving the Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law for July 17, 2023 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 for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Ratification of RIPA & Associates, LLC Items

- A. Mass Grading South Agreement**
- B. Demand Note Agreement**

C. Change Order #1 – Blvd. East West Road Proposal

On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, the RIPA & Associates, LLC Items, listed in Items 9A through 9C, were ratified.

TENTH ORDER OF BUSINESS

Ratification of Manatee County Tax Collector Uniform Collection Agreement

Ms. Suit presented the Manatee County Tax Collector Uniform Collection Agreement.

On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, the Manatee County Tax Collector Uniform Collection Agreement, was ratified.

ELEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of March 31, 2023

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

TWELFTH ORDER OF BUSINESS

Approval of October 26, 2022 Regular Meeting Minutes

On MOTION by Mr. Fischer and seconded by Ms. Collins, with all in favor, the October 26, 2022 Regular Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

There was no report.

B. District Engineer: WRA Engineering, LLC

Mr. Cuffle stated RIPA is actively mass-grading Phase 1 in the southern portion of the site. A great deal of earthwork is in progress and each of the builders’ pods is being submitted

for review. He estimated that installation of storm and utility pipes for roadways will begin in late June or early July; roadways are scheduled to be substantially complete by the end of the year. Installation of storm and utility pipes for residential pods will likely begin in November or December 2023.

Discussion ensued regarding the current RIPA contract and change orders.

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

- **0 Registered Voters in District as of April 15, 2023**
- **NEXT MEETING DATE: June 19, 2023 at 10:00 A.M.**
 - **QUORUM CHECK**

The meeting scheduled for June 19, 2023 was canceled. The next meeting will be held on July 17, 2023.

Discussion ensued regarding bond issuance timing. The consensus was the timing will be determined.

Mr. Fireline asked if plats and Environmental Resource Permits (ERPs) require Board approval at a meeting. Ms. Sandy stated District Counsel wants to review documents before submission. CDD approval is generally only required if the CDD owns the property prior to platting. Staff will confirm that a Resolution is in place allowing for execution of documents between meetings.

FOURTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

FIFTEENTH ORDER OF BUSINESS

Public Comments


No members of the public spoke.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Fischer and seconded by Mr. James, with all in favor, the meeting adjourned at 10:35 a.m.


Secretary/Assistant Secretary


Chair/Vice Chair