MINUTES OF MEETING
NEWPORT ISLES
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Newport Isles Community Development District held a Regular Meeting on April 1, 2025 at 10:00 a.m., at WRA Engineering, 7978 Cooper Creek Blvd., Suite 102, University Park, Florida 34201.

Present:

Susan Collins	Chair
Richard James	Vice Chair
Charlie Peterson	Assistant Secretary

Also present:

Kristen Suit	District Manager
Jere Earlywine (via telephone)	District Counsel
David Berner	Southeast Land Consultants
Tom Chapman	Landowner
Karen James	Public

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Ms. Suit called the meeting to order at 10:39 a.m. The Oath of Office was administered to Mr. Charlie Peterson before the meeting.

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

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Administration of Oath of Office to Elected Supervisor (Charlie Peterson - Seat 3) (the following to be provided in a separate package)**

This item was addressed during the First Order of Business. Ms. Suit provided and explained the following:

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

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 2025-01, 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**

Ms. Suit presented Resolution 2025-01. The Landowners' Election results were as follows:

Seat 3	Charlie Peterson	1,564 Votes	4-Year Term
Seat 4	Vacant	0 Votes	2-Year Term
Seat 5	Jake Essman	1,564 Votes	4-Year Term

On MOTION by Mr. Peterson and seconded by Ms. Collins, with all in favor, Resolution 2025-01, 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.

FIFTH ORDER OF BUSINESS **Acceptance of Resignation of Jake Essman [Seat 5]**

Ms. Suit presented Jake Essman's resignation.

On MOTION by Mr. Peterson and seconded by Ms. Collins, with all in favor, the resignation of Jake Essman from Seat 5, was accepted.

SIXTH ORDER OF BUSINESS **Consider Appointment to Fill Unexpired Term of Seat 5; Term Expires November 2028**

Mr. Peterson nominated Karen James to fill Seat 5. No other nominations were made.

- **Administration of Oath of Office**

Ms. Suit, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Karen James. Ms. Suit provided and she and Mr. Earlywine explained the items listed in the Third Order of Business, including the Sunshine Law and avoiding discussion of CDD-related matters with any other Board Members outside of a publicly advertised meeting, including her spouse who also serves on the CDD Board and the penalties for breaking the Sunshine Law; public records laws and how to handle requests; filing Form 1 and other forms; and the ethic training requirement.

SEVENTH ORDER OF BUSINESS **Consider Appointment to Fill Unexpired Term of Seat 4; Term Expires November 2026**

- **Administration of Oath of Office**

This item was deferred.

EIGHTH ORDER OF BUSINESS **Consideration of Resolution 2025-02, Electing and Removing Officers of the District, and Providing for an Effective Date**

Ms. Suit presented Resolution 2025-02. Mr. Peterson nominated the following slate:

Susan Collins	Chair
Richard James	Vice Chair
Charlie Peterson	Assistant Secretary
Karen James	Assistant Secretary

This Resolution removes the following from the Board:

Jake Essman	Assistant Secretary
Cliffton Fisher	Assistant Secretary

The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Kristen Suit	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Peterson and seconded by Ms. Collins, with all in favor, Resolution 2025-02, Electing, as nominated, and Removing Officers of the District, and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS **Review of Proposals for Amenity Facility Construction Project**

A. Respondent: R.E. Floyd Construction Corporation

B. Ranking/Evaluation

Ms. Suit stated that R.E. Floyd Construction Corporation was the sole respondent. As such, the Board can accept their proposal, deem them the #1 ranked respondent and proceed with awarding the contract or, the Board can reject the proposal and start over.

C. Authorization to Negotiate and Finalize Contract(s)

On MOTION by Mr. Peterson and seconded by Ms. Collins, with all in favor, deeming R.E. Floyd Construction Corporation, the sole respondent, as the #1 ranked respondent to the Request for Proposals for the Amenity Facility Construction Project and authorizing Staff to negotiate and finalize contract(s) with R.E. Floyd Construction Corporation, was approved.

TENTH ORDER OF BUSINESS **Review of Proposal for Landscape and Irrigation Maintenance Services**

A. Respondent: Steadfast Contractors Alliance, LLC

B. Ranking/Evaluation

Ms. Suit stated that Steadfast Contractors Alliance, LLC was the sole respondent. As such, the Board can accept their proposal, deem them the #1 ranked respondent and proceed with awarding the contract or, the Board can reject the proposal and start over.

C. Authorization to Negotiate and Finalize Contract(s)

On MOTION by Mr. Peterson and seconded by Ms. Collins, with all in favor, deeming Steadfast Contractors Alliance, LLC, the sole respondent, as the #1 ranked respondent to the Request for Proposals for Landscape and Irrigation Maintenance Services and authorizing Staff to negotiate and finalize contract(s) with Steadfast Contractors Alliance, LLC, was approved.

ELEVENTH ORDER OF BUSINESS **Consideration of Resolution 2025-03, Declaring the District's Intent to Accept Responsibility for the Perpetual Operation, Maintenance, and Funding of the Stormwater Management System and Conservation Areas; Providing Authorization; Providing for a Maintenance Plan**

Ms. Suit presented Resolution 2025-03.

On MOTION by Mr. Peterson and seconded by Ms. Collins, with all in favor, Resolution 2025-03, Declaring the District's Intent to Accept Responsibility for the Perpetual Operation, Maintenance, and Funding of the Stormwater Management System and Conservation Areas; Providing Authorization; Providing for a Maintenance Plan, was adopted.

TWELFTH ORDER OF BUSINESS **Consideration of Resolution 2025-04, Relating to the Amendment of the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025, and Providing for an Effective Date**

Discussion ensued regarding the future need for Field Operations.

This item was deferred.

THIRTEENTH ORDER OF BUSINESS **Consideration of Addendum #1 to Wrathell, Hunt and Associates, LLC Agreement for Management Services [Field Operations Services]**

This item was deferred.

FOURTEENTH ORDER OF BUSINESS **Consideration of Sweetwater Preserve Parkway Bill of Sale**

Mr. Earlywine presented the Sweetwater Preserve Parkway Bill of Sale.

On MOTION by Ms. Collins and seconded by Mr. Peterson, with all in favor, the Sweetwater Preserve Parkway Bill of Sale, including authorizing and/or ratifying execution and turnover to the County, was approved.

FIFTEENTH ORDER OF BUSINESS **Consideration of Manatee County Reimbursement Agreement for Utility Improvements (Upsized Water Line)**

Mr. Earlywine presented the Manatee County Reimbursement Agreement for Utility Improvements for the Upsized Water Line and discussed credits that can go back to the CDD directly or the CDD can execute a resolution recognizing who can receive the credits, such as if the Developer paid for it.

Mr. Earlywine will present a resolution at the next meeting.

On MOTION by Mr. Peterson and seconded by Ms. Collins, with all in favor, the Manatee County Reimbursement Agreement for Utility Improvements for Upsized Water Line, in substantial form, and authorizing the Chair to execute, was approved.

SIXTEENTH ORDER OF BUSINESS **Consideration of Construction and Maintenance Agreements for Right of Way Improvements**

Mr. Earlywine presented the Construction and Maintenance Agreements for Right of Way Improvements for the following:

A. Coasterra Parkway

B. Sweetwater Preserve Parkway Phase 2

C. Sedgefield Blvd.

On MOTION by Mr. Peterson and seconded by Ms. Collins, with all in favor, the Coasterra Parkway, Sweetwater Preserve Parkway Phase 2 and Sedgefield Blvd., Construction and Maintenance Agreements for Right of Way Improvements, all in substantial form, were approved.

SEVENTEENTH ORDER OF BUSINESS Ratification Items

A. Ferguson Waterworks Direct Purchase Order Form #01-2133-008-OPO, CO#1 [Newport Isles MG] Sweetwater Preserve Blvd 02-320 Forcemain $85,104.11

B. Ferguson Waterworks Direct Purchase Order Form #01-2133-009-OPO, CO#3 [Newport Isles MG] Sweetwater Preserve Blvd 02-320 Forcemain $8,173.95

C. Tampa Electric Company Street Light Agreements

I. 2024_07_02 SEDGEBLVD (Sedgefield Blvd)

a. Amendment No. 1

II. 2024_07_02_CPKW (Coasterra Parkway)

a. Amendment No. 1

III. 2024_07_02_SPPKW_PH1 (Sweetwater Ph 1)

a. Amendment No. 1

D. BNY Mellon Corporate Trust Fee Schedule for Trustee, Paying Agent, Registrar

E. Steadfast Contractors Alliance, LLC Standard Form of Agreement for Coasterra Blvd. Landscape and Irrigation Project

F. Manatee County Plat and Agreement for Public Subdivision with Public Improvements Newport Isles Coasterra Parkway

On MOTION by Mr. Peterson and seconded by Ms. Collins, with all in favor, Ratification Items 17A through 17F, were ratified.

EIGHTEENTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of February 28, 2025**

On MOTION by Mr. Peterson and seconded by Ms. Collins, with all in favor, the Unaudited Financial Statements as of February 28, 2025, were accepted.

NINETEENTH ORDER OF BUSINESS **Approval of Minutes**

A. August 19, 2024 Public Hearing and Regular Meeting

B. November 5, 2024 Landowners' Meeting

On MOTION by Mr. Peterson and seconded by Ms. Collins, with all in favor, the August 19, 2024 Public Hearing and Regular Meeting Minutes, and the November 5, 2024 Landowners' Meeting Minutes, as presented, were approved.

TWENTIETH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

Mr. Earlywine stated that he will follow up on the Agreements approved today.

B. District Engineer: WRA Engineering, LLC

There was no report.

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

- **NEXT MEETING DATE: April 21, 2025 at 10:00 AM [Presentation of FY2026 Proposed Budget]**
  - **QUORUM CHECK**

TWENTY-FIRST ORDER OF BUSINESS **Board Members' Comments/Requests**

Discussion ensued regarding when the first closings might occur and implementing Field Operations once the CDD has residents.

TWENTY-SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

TWENTY-THIRD ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Peterson and seconded by Mr. James, with all in favor, the meeting adjourned at 11:14 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Secretary/Assistant Secretary

Chair/Vice Chair