

MINUTES OF MEETING

NEW PORT - TAMPA BAY COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS' MEETING MINUTES

Thursday, July 10, 2025, at 11:00 a.m.

1510 W. Cleveland Street, Tampa, Florida 33606

Board Members in attendance:

Dominique Pickering
Ron Swickow
Scott Dutton
Don Bodie Jr.

Vice Chairperson
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present:

Jane Gaarlandt
Venessa Ripoll
Gazmin Kerr
Audrey Ryan
Vivek Babbar
Chris Bodie
Craig Carden
Betsy Esquivel
Alina Coahgard
Cliffe Laborde
John L Jones
Sherry Blanc
Andre Blanc

PFM
PFM (via phone)
PFM
PFM
Straley Robin Vericker
Site Serve
Ardurra (via phone)
Public
Public
Public
Public
Resident
Resident

FIRST ORDER OF BUSINESS

Administrative Matters

Call to Order and Roll Call

Ms. Gaarlandt called the New Port - Tampa Bay Community Development District Board of Supervisors Meeting to order at 11:00 a.m. Those in attendance are outlined above.

Public Comment Period

Ms. Gaarlandt called for public comments and reviewed the process for public comments, noting the 3-minute time limit.

There were no public comments at this time.

**Consideration of Meeting Minutes
of the April 17, 2025, Board of
Supervisors Meeting**

Ms. Gaarlandt noted the minutes were sent to the Board in advance for review.

On MOTION by Mr. Dutton, seconded by Mr. Bodie Jr., with all in favor, the Board approved the Minutes of the April 17, 2025, Board of Supervisors Meeting.

Consideration of Resolution 2025-03, Adopting the Annual Meeting Schedule for Fiscal Year 2025-2026

Ms. Gaarlandt reviewed the meeting schedule with the Board noting the schedule reflects increased frequency with meetings every other month.

The Board briefly discussed the schedule and quorum for each meeting. It was noted the meetings can be changed and additional meetings can be added as needed.

There was also discussion regarding the location for the meetings. Ms. Gaarlandt noted any location within the county is allowed. It was agreed to change the location for meetings to 5120 Marina Way, Tampa, Florida, 33611.

On MOTION by Mr. Bodie Jr., seconded by Mr. Dutton, with all in favor, the Board approved Resolution 2025-03, Adopting the Annual Meeting Schedule for Fiscal Year 2025 – 2026 with the new meeting location at 5120 Marina Way, Tampa, Florida, 33611 at 11:00 a.m.

**Seating of the Auditor Selection
Committee**

Ms. Gaarlandt noted there will be an Auditor Selection Committee after the Board meeting and recommended the Board seating itself as the Committee.

On MOTION by Mr. Swickow, seconded by Mr. Bodie Jr., with all in favor, the Board approved the Seating of the Auditor Selection Committee.

SECOND ORDER OF BUSINESS

General Business Matters

Public Hearing on the Adoption of the District's Annual Budget and Levy of O&M Assessments

- **Public Comments and Testimony**
- **Board Comments**
 - A. Consideration of Resolution 2025-04, Adopting the Fiscal Year 2025 Budget and Appropriating Funds**
 - B. Consideration of Resolution 2025-05, Levying O&M Assessments and Certifying an Assessment Roll**

Ms. Gaarlandt called for a motion to open the public hearing. She noted this hearing was noticed per statutory requirements.

On MOTION by Mr. Bodie Jr., seconded by Mr. Swickow, with all in favor, the Board opened the Public Hearing on the Adoption of the District's Annual Budget and Levy of O&M Assessments.

A resident had a comment regarding the Westshore Marina budget. It was noted that is a separate entity from the CDD.

Mr. Swickow gave an explanation for the CDD budget increase.

Mr. Jones a resident, had a question regarding the Westshore Master Association. It was noted that the Westshore Master Association is not funded by the CDD, but some of the funds can be directed to Westshore Master Association to maintain infrastructure, if needed.

Mr. Babbar provided an overview of the operating agreement with the Westshore Master Association.

There was discussion regarding the traffic and excessive use of the roadways. There will be a traffic impact study done by the District Engineer, as well as a reserve study done in relation to the roadways.

On MOTION by Mr. Bodie Jr., seconded by Mr. Swichkow, with all in favor, the Board approved Resolution 2025-04, Adopting Fiscal Year 2025 Budget and Appropriating Funds.

There was discussion regarding the assessments and the number of units that were not contributing. Mr. Babbar noted that changing the process of who pays assessments would require a change in the methodology. Any changes to the methodology would have to take place at the preliminary budget meeting in the next fiscal year. Mr. Babbar also noted there is land in those areas of no contribution, but the units are not on-line in those locations. Once those locations are platted, they would then come on the assessment roll, according to the methodology.

There was discussion on what areas are included in the assessments for the O&M budget and Debt Service budget.

There was continued discussion on the methodology. This included discussion on the information for the tax bill of the restaurant. It was noted this could be found online.

The Board would like to have continued discussion on the methodology for the assessments at a future meeting.

On MOTION by Mr. Bodie Jr., seconded by Mr. Swichkow, with all in favor, the Board approved Resolution 2025-05, Levying O&M Assessments and Certifying an Assessment Roll.

A resident had a question regarding assessing the apartments. Mr. Babbar noted that the bond was strictly for the CDD infrastructure.

There was brief discussion regarding the overall use of the park, walkways, and roadways.

The Board reviewed the District Engineer's map breakdown of what entity owns each area. There was discussion of safety issues in some of the areas. It was noted that all findings of ownership can be added to the map. District Management will follow up with the Master Association, as needed, to assure they are fulfilling their obligations in maintaining their areas of ownership.

It was noted there is ongoing communication regarding who owns the area between the railing and the gate. Mr. Babbar noted that under the Operating Agreement, the Master Association would be responsible for a rail installation.

There was lengthy discussion regarding the process for the proposal from Site Serve, in the amount of \$8,500.00, for the ramp at Marina walkway and a grab rail. It was noted the HOA would fund this proposal. According to the previous meeting, the railing is the responsibility of New Port Tampa Holdings LLC. Ardurra would be able to make the final decision of ownership, as they created the maps.

Ms. Blanc noted that the lights on the south side of Tower 1 are out. It was noted this has been addressed and is getting rewired. There was brief discussion regarding the type of lights being used. The Board will make the decision as to what type of lights are installed, if CDD property.

There was continued discussion regarding the various entities and ownership.

On MOTION by Mr. Bodie Jr., seconded by Mr. Swichkow, with all in favor, the Board authorized the Master Association to proceed with the railing if confirmed by the District engineer that the area belongs to the cdd.

On MOTION by Mr. Swichkow, seconded by Mr. Bodie Jr., with all in favor, the Board closed the Public Hearing on the Adoption of the District's Annual Budget and Levy of O&M Assessments.

**Review of Westshore Marina
District Master Association, Inc.
Reserve Study
a. Report
b. Reserve Expenditure**

Ms. Gaarlandt noted this is for information purposes. All questions have been sent to the Reserve Advisor and are awaiting answers.

Ms. Ripoll stated that the Reserve Advisor is requesting a meeting with a representative from the HOA and the CDD. The answers will be brought back before the Board for review. She noted the available dates. The Board requested a workshop.

Mr. Babbar recommended having a continued meeting. There was brief discussion on holding a workshop versus a continued meeting.

The Board agreed to continue the meeting to a virtual workshop on July 25, 2025, at 10:00 a.m. Ms. Ripoll will send out a calendar invite.

**Consideration of Additional
Service Amendment for District
Engineer Services**

1. ASA #1

**2. Inspection Report for
Bridge Street Phase 2 ERP No.
43029777.008**

**• Control Structure
(DS-BSPH2-01) Skimmer**

Ms. Gaarlandt reviewed the cost for the traffic reserve study.

Mr. Carden gave an overview of the amendment and noted once the skimmer is installed, there will need to be certification of the inspection for SWFMD. A proposal has not yet been received for the skimmer. He requested the Board give the Master Association authorization to proceed with the control structure skimmer repair and replacement.

Ms. Gaarlandt noted this is for an additional \$3,500.00.

Mr. Carden noted the traffic study has not started yet. He attempted to get the original traffic study, but was unable to do so. He was able to gather information on the various other surrounding roads.

There was discussion regarding the public records request for previous impact studies or traffic engineering studies. Mr. Carden noted he will send out the information he has to the Board. Now that the traffic light is installed, there can be follow up with the City regarding the impact.

There was also discussion regarding the significant issues and impact of the traffic. The traffic light has not made a difference, as more residents have moved into the area. There are also inactive train tracks causing slowdowns. It was noted there may be an exemption for inactive tracks and possibly a sign that could be requested.

Ms. Gaarlandt recommended having a liaison to work with Mr. Carden.

On MOTION by Mr. Swickow, seconded by Mr. Bodie Jr., with all in favor, the Board authorized Mr. Dutton to work with Mr. Carden on the traffic impact study.

Mr. Swickow will follow up regarding the railroad track removal or possibility of a sign.

On MOTION by Mr. Bodie Jr., seconded by Mr. Swickow, with all in favor, the Board approved the Additional Service Amendment for District Engineer Services, including ASA #1 and the Inspection Report for Bridge Street Phase 2 ERP No. 43029777.008 (Control Structure Skimmer), authorizing the Master Association to proceed with the skimmer repair or replacement.

**Ratification of Payment
Authorizations Nos. 193 – 203**

The Board reviewed the payment authorizations.

Ms. Gaarlandt noted were previously approved and were for ratification only. These are all standard District expenses.

On MOTION by Mr. Bodie Jr., seconded by Mr. Swickow, with all in favor, the Board ratified Payment Authorization Nos. 193 - 203.

**Review of District Financial
Position**

The Board reviewed the District's financial position.

No action was required by the Board.

FOURTH ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel – Mr. Babbar gave an update regarding the legislative session bills providing an overview of Senate Bill 108 noting that it is an administrative requirement for rules to be reviewed every 5 years. Two reports are submitted annually on January 1 and April 1 in regard to what rules will be reviewed and what actions will be taken regarding the rules. He will continue to update the Board as needed.

District Engineer –

- **Traffic Study Update**

The traffic study was discussed earlier in the meeting.

Mr. Carden will follow up regarding the ownership of the area for the railing. He will submit the proposal to the Board for the skimmer once received.

District Manager – Ms. Gaarlandt gave an overview of the role of District Management. She noted that the board members have submitted their Form 1 and noted that the Ethics Training is an annual requirement. She will email the links to the Board. The next Board meeting is scheduled to be held on October 16, 2025 at 11:00 a.m. at 5120 Marina Way, Tampa, Florida, 33611. She will send out calendar invites.

Site Manager –

- **Maintenance Updates**

Mr. Chris Bodie gave an overview of the ongoing and completed maintenance projects.

He noted there was a fire in the District that destroyed the power to the lift station and the well. That area has been re-wired, and a new driver installed for the well.

Mr. Chris Bodie also noted various landscaping projects that have taken place, including sod, planting, and mulch. Irrigation has also been completed. He is working on options for the lighting, which he will bring before the Board once received. The bench will be repaired, and dog stations are getting installed.

He noted all broken pavers and broken sidewalk sections are being repaired by the construction company. The light will be repaired as well. He has also requested that the gate be replaced at the fire lane.

Ms. Blanc asked about the Master Association having an input on the mulch being installed. Mr. Chris Bodie will follow up with the HOA to give them the type of mulch being used. He noted the planting is being done in phases and he is researching options beyond planting.

There was brief discussion regarding the maintenance expenses. There was also brief discussion regarding the irrigation issue with Inlet Shore and the various litigation taking place with Lennar.

It was noted the HOA is handling the cost. Ms. Ripoll noted this is still open and she will give updates to the Board.

It was noted there is an irrigation leak outside of the gate on the sidewalk closest to Inlet Shore. Mr. Chris Bodie will follow up.

Ms. Blanc mentioned a no yield sign at the round-about and the safety issue. This can be communicated to the Master Association. It was noted there are yield triangles on the ground. Ms. Gaarlandt will follow up with the District Engineer. There was brief discussion regarding the location.

Ms. Ripoll noted that the spreadsheet for ongoing projects is updated every week and will be sent out to all entities.

Supervisor Requests and Audience Comments

There was discussion regarding parking control, towing, and signage at Marina Point. It was noted the towing company should be installing the signage based on the City requirements. Mr. Babbar recommended having a towing policy in place and adding the CDD and the Master Association to the towing company's additionally insured under insurance. There was also discussion regarding the placement of the towing signs.

On MOTION by Mr. Swichkow, seconded by Mr. Bodie Jr., with all in favor, the Board authorized Mr. Bodie to work with the Marina Association representative to engage with a towing company to create an agreement for parking issues inside the gate on the peninsula.

There was discussion regarding the towing policy. Mr. Babbar recommended bringing the towing policy back to the Board for ratification once the towing company agreement is in place. It was noted that towing can only happen on the private roads. Any towing issues on Bridge Street go through the police department.

Ms. Gaarlandt will forward Mr. Chris Bodie the inspection report related to the skimmer.

There was nothing further to address.

FIFTH ORDER OF BUSINESS

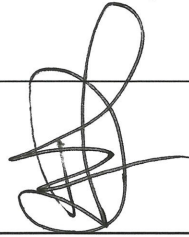
Continuation

It was noted that access information to the virtual workshop will be available online and the link will be on the CDD website.

On MOTION by Mr. Swichkow, seconded by Mr. Bodie Jr., with all in favor, the Board continued the July 10, 2025, Board of Supervisors' Meeting to a virtual workshop, on July 25, 2025, at 10:00 a.m.



Secretary/Assistant Secretary



Chairperson/Vice-Chairperson