

MINUTES OF MEETING

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

Thursday, January 16, 2025, at 11:00 a.m.

1510 W. Cleveland Street, Tampa, Florida 33606

Board Members in attendance:

Ron Swichkow	Assistant Secretary
Dominic Pickering	Vice Chairperson
Scott Dutton	Assistant Secretary
Don Bodie	Assistant Secretary (via phone)

Also present:

Jane Gaarlandt	PFM
Venessa Ripoll	PFM (via phone)
Amy Champagne	PFM (via phone)
Audrey Ryan	PFM (via phone)
Vivek Babbar	District Counsel
Chris Bodie	Site Serve (via phone)
Craig Carden	Ardurra (via phone)
Cliff Laborde	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 11:02 a.m. Those in attendance are outlined above.

Public Comment Period

There were no public comments at this time.

Consideration of Meeting Minutes

- **October 17, 2024, Board of Supervisors Meeting**
- **December 12, 2024, Workshop Meeting**

The Board reviewed the Minutes.

On MOTION by Mr. Pickering, seconded by Mr. Dutton, with all in favor, the Board approved the Minutes of the October 17, 2024, Board of Supervisors Meeting and the December 12, 2024, Workshop Meeting.

Consideration of Resolution 2025-01, Election of Officers

Ms. Gaarlandt reviewed the current slate of officers. There was discussion surrounding the roles and expectations of the Board Members and the approval processes.

On MOTION by Mr. Dutton, seconded by Mr. Pickering, with all in favor, the Board approved Resolution 2025-01, Election of Officers with Mr. Noah Breakstone as Chairperson, Mr. Dominic Pickering as Vice Chairperson, Ms. Jane Gaarlandt as Secretary, Mr. Don Bodie, Mr. Ron Swichkow, and Mr. Scott Dutton as Assistant Secretaries, Ms. Jennifer Glasgow as Treasurer, Ms. Amanda Lane, Mr. Rick Montejano, Ms. Verona Griffith, and Ms. Amy Champagne as Assistant Treasurers.

Ms. Gaarlandt acknowledged Mr. Carden joined the meeting via phone at approximately 11:14 a.m.

There was broad discussion and review of the budget process.

SECOND ORDER OF BUSINESS

General Business Matters

**Consideration of Proposal for
Sunset Park Landscape
Replanting**

Mr. Bodie confirmed that they had received the proposal in the amount of \$4,500.00 and requested the Board's approval to hire a landscape architect to design the replanting.

Ms. Gaarlandt stated that this would be funded by the Master Association.

There was discussion surrounding how the District would fund the landscaping.

On MOTION by Mr. Pickering, seconded by Mr. Dutton, with all in favor, the Board approved Mr. Bodie's request to proceed with hiring a landscape architect for \$4,500.00.

Discussion

- **CDD Roadway Maintenance Responsibility**
- **Traffic Limitation Signage**

There was lengthy discussion surrounding the responsibilities of the District with regard to the roadways. There were suggestions on ways to limit traffic on the District's streets. There was discussion on the need for a traffic volume study.

On MOTION by Mr. Pickering, seconded by Mr. Swichkow, with all in favor, the Board approved a not-to-exceed amount of \$1,000.00 for the District Engineer to initiate public records requests for the traffic volume study.

Ratification of Payment Authorizations Nos. 178 – 185

Ms. Gaarlandt stated that these were all standard District expenses that had been previously approved.

Mr. Swichkow inquired on a line item and the timing of the collections.

On MOTION by Mr. Swichkow, seconded by Mr. Dutton, with all in favor, the Board ratified Payment Authorization Nos. 178 – 185.

Review of District Financial Position

There was discussion surrounding the financials process.

No action was required by the Board.

FOURTH ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel – No Report.

District Engineer – No Report.

District Manager – Ms. Gaarlandt noted that the Budget process will begin in April. She stated that District Management provides the agenda approximately one week prior to the meeting.

Mr. Swichkow requested that the budget be circulated to all Board members prior to the next meeting.

There was discussion surrounding the budgetary process.

Upon receipt of the public records information and the traffic study, District staff will schedule a meeting to discuss.

Site Manager – Mr. Bodie stated that they had opened Sunset Park. He provided updates on the damaged light pole.

Mr. Dutton inquired on the patrolling of the area with the fifteen-minute parking signs.

There was discussion surrounding the parking issues.

Supervisor Requests and Audience Comments

There was nothing further to address.

FIFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Dutton, seconded by Mr. Pickering, with all in favor, the Board adjourned the January 16, 2025, Board of Supervisors' Meeting at approximately 12:40 p.m.


Secretary/Assistant Secretary

Signed by:

Chairperson/Vice-Chairperson