

**MINUTES OF MEETING**

**NEW PORT - TAMPA BAY COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS' MEETING MINUTES  
Thursday, February 19, 2026, at 11:00 a.m.  
5120 Marina Way, Tampa, Florida, 33611**

Board Members in attendance:

Dominic Pickering	Vice Chairperson
Ron Swickow	Assistant Secretary
Don Bodie, Jr.	Assistant Secretary

Also present:

Jane Gaarlandt	PFM
Gazmin Kerr	PFM (via phone)
Audrey Ryan	PFM (via phone)
Amy Champagne	PFM (via phone)
Vivek Babbar	Straley Robin Vericker
Craig Carden	Ardurra (via phone)
John Jones	Resident
D. Temple	Resident
Jeff Robbins	Public
Andre Blanc	Resident
Peter Loux	Resident
Alina Gabbard	Resident
Sherry Blanc	Resident
Janice Champion	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**

There were no public comments at this time.

**Consideration of Minutes of the  
December 18, 2025, Board of  
Supervisors Meeting**

The Board reviewed the minutes.

**Consideration of Minutes of the  
January 21, 2026, Board of  
Supervisors Workshop Meeting**

The Board reviewed the minutes.

On MOTION by Mr. Swickow, seconded by Mr. Bodie, Jr., with all in favor, the Board approved the Minutes of the December 18, 2025, Board of Supervisors Meeting and the January 21, 2026, Board of Supervisors Workshop Meeting.

**SECOND ORDER OF BUSINESS**

**General Business Matters**

**Continued Discussion of  
Concerns Regarding 2017  
Infrastructure Operating  
Agreement with Westshore Marina  
Master Association**

- **Budget Oversight**
- **Contracting Oversight**
- **Budget Related Timeline  
and Required Actions**

Ms. Gaarlandt gave an overview.

Mr. Pickering noted there is a workshop meeting scheduled to be held on February 23, 2026 regarding this discussion.

It was noted a final proposal to the Developer needs to be completed at the workshop.

There was discussion regarding amending the Master Association methodology versus having the CDD takeover the assessment methodology.

Mr. Pickering noted the timeline needs to be changed from nine months to six months, and a proposal needs to be created that the CDD approves to give to the Developer.

There was discussion regarding the proposal to send to the Developer. It was noted the proposal should include modification of the Master Association Declaration and modification of the formula used for assessments.

Mr. Pickering stated he had received a proposed amendment from Mr. Babbar and noted the entire language was changed.

Mr. Babbar gave an overview of the proposed amendment that he had drafted and noted Kutak Rock has received a copy.

There was discussion regarding the amendment and solely changing the timeframe from 270 to 180 days with no other changes included.

It was noted the proposed amendment needs to be signed by April 5, 2026. Ms. Gaarlandt noted the April meeting could be changed accordingly.

On MOTION by Mr. Pickering, seconded by Mr. Bodie, Jr., with all in favor, the Board approved the Infrastructure Operating Agreement with Westshore Marina Master Association in substantial form, with the original wording and only timeframe adjusted, and authorized a Board Supervisor to execute.

**Review and Consideration of Amendments to the Infrastructure Operating Agreement between the District and the Master Association**

**A. Draft First Amendment to the Infrastructure Operating Agreement between the District and the Master Association**

**B. Draft Language for Operational Oversight**

There was discussion regarding the tax roll timeline.

Mr. Pickering noted the Master Association Agreement would stay in place and collect fees within the current proposed agreement.

Mr. Bodie, Jr., recommended all assessment collection be moved to the CDD.

There was lengthy discussion regarding the process of the CDD collecting assessments. Mr. Babbar noted the CDD can only collect assessments for the operations and maintenance of the District.

Mr. Babbar., gave an overview of the budget process and noted the June 15<sup>th</sup> deadline should not be an issue.

Mr. Pickering recommended having a breakdown for each point included in the drafted proposal.

There was brief discussion regarding the topic points.

Mr. Babbar noted the District can schedule a special meeting if needed or the Board can authorize a Supervisor to execute.

Mr. Pickering noted the final agreement should be provided 15 days prior to the final CDD meeting of the fiscal year.

There was discussion regarding compliance with Section 190 of the Florida Statutes.

Mr. Swichkow noted his concern that the current Master Association Agreement states that it is not subject to Section 720. It was noted the CDD can ask for that addition, but it does not give the CDD any rights.

There was discussion regarding the Master Association exempting themselves from HOA State laws. Mr. Pickering recommended adding this as a point in the proposal.

It was recommended that the Master Association Agreement be reviewed by outside legal counsel.

Mr. Pickering gave an overview of the process related to changing the agreement.

There was brief discussion regarding the changes to the agreement and having it reviewed by Counsel. It was noted the Developer's Counsel and District Counsel will be reviewing the proposal.

Mr. Babbar noted that 90% of the time the District maintains the infrastructure.

There was also brief discussion regarding the 50% assessment percentages related to BTI and Related and the criteria for that to take place.

The Board reviewed the revised first amendment to the 2017 Infrastructure Operating Agreement with Westshore Marina Master Association.

Mr. Babbar noted he will not be in attendance at the upcoming workshop. It was noted the updated proposal can be sent to the Developer or it can be sent to District Management for review at the next CDD meeting. All updates should be sent to District Management for record keeping.

There was brief discussion regarding the proposal template. Mr. Babbar recommended sending the proposal forward to the Developer once finalized at the workshop.

There was brief discussion regarding the CDD collecting assessments and creating a methodology. It was noted this will be discussed at the workshop.

Mr. Babbar will recommend methodology consultants to the Board. It was noted this can be paid from the CDD budget. This will be determined once the proposal is finalized and response has been received from the Developer.

There was discussion regarding the assessment breakdown for the various entities.

### **Discussion on the Potential Installation of Flock Security Cameras in the District**

Mr. Swichkow gave an overview. He noted the cameras read license plates coming into the community.

There was brief discussion regarding the company and the data that the camera collects. The current camera has not triggered any incidents.

It was noted the cost to run the camera is \$5,000.00 per year.

Mr. Pickering noted there would need to be 5 cameras installed to cover the District. He recommended contacting Flock and the insurance to see if any discounts would be available.

There was brief discussion regarding the street being owned by the City and their permission to have a camera installed.

Mr. Swichkow will follow up.

This item was tabled.

**Review of Fiscal Year 2025 Draft  
Audit Report**

Ms. Gaarlandt presented the Audit Report and noted the report has been reviewed by the Chair and District Counsel.

Mr. Swichkow noted there were a few shortcomings related to disclosure points.

Ms. Gaarlandt noted the final agreement will be brought back to the Board for ratification.

On MOTION by Mr. Swichkow, seconded by Mr. Bodie, Jr., with all in favor, the Board approved the Fiscal Year 2025 Draft Audit Report.

**Ratification of Payment  
Authorizations Nos. 221 – 230**

Ms. Gaarlandt noted these were previously approved and included solely for ratification.

There was brief discussion regarding the authorization for PFM. It was noted this was for the CDD management cost.

There was also brief discussion regarding the doggy stations. It was noted the CDD picked up the cost for a few months, but those costs are now covered by the Master Association.

On MOTION by Mr. Swichkow, seconded by Mr. Bodie, Jr., with all in favor, the Board ratified Payment Authorizations Nos. 221-230.

**Review of District Financial  
Position**

The Board reviewed the District Financial position through December 2025.

Mr. Swichkow commented regarding the format. It was noted the format will remain the same.

No action was required.

**THIRD ORDER OF BUSINESS**

**Other Business**

**Staff Reports**

**District Counsel** – No report.

**District Engineer** –

- **Traffic Study Updates**

Mr. Carden gave an update and noted he has a meeting on Friday to discuss the traffic study methodology and should have a proposal by next week. Mr. Carden provided an overview of the process of the traffic study and the timeline.

There was brief discussion regarding including checking speed of cars during the study.

It was noted this will be a comparison to the original study in 2006.

There was brief discussion regarding the cost estimate.

On MOTION by Mr. Bodie, Jr., seconded by Mr. Pickering, with all in favor, the Board approved a not-to-exceed amount of \$20,000.00 for the Traffic Study, and authorized the Vice Chair to complete final execution.

**District Management** – Ms. Gaarlandt noted the next meeting is scheduled for April 16, 2026. She noted meetings can be added as needed.

**Site Manager/Westshore Marina District Master Association Manager** –

- **Maintenance Updates**

There were no updates at this time.

**Supervisor Requests and Audience Comments**

Mr. Bodie, Jr., requested that the workshop have call in capability. Ms. Gaarlandt provided call in information and noted it will be available.

A resident commented regarding the proposal and recommended that the CDD take over the assessments and budgeting process.

There was brief discussion regarding the Developer controlled budget and Developer funded landscaping.

There was a comment regarding the process of drafting the proposal for the Developer. It was noted Mr. Pickering is going to recuse himself from the discussion.

A resident commented regarding ownership and assessments of the sales office parcel and the restaurant parcels. Mr. Bodie, Jr., gave an overview of the ERU's breakdown related to those assessments. Mr. Pickering recommended adding a point in the proposal for those parcel turnovers and related assessment methodology.

It was noted the sales office parcel is leased from the owner, although it is Developer controlled.

There was brief discussion regarding the sales office and restaurant parcels.

**FOURTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Bodie, Jr., seconded by Mr. Pickering, with all in favor, the Board adjourned the February 19, 2026, New Port Tampa Bay Board of Supervisors' Meeting.

  
Secretary/Assistant Secretary

  
Chairperson/Vice-Chairperson