New Port - Tampa Bay
Community Development District

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The following is the proposed agenda for the Board of Supervisors Workshop Meeting of the New Port Tampa Bay Community Development District ("District"), scheduled to be held on **Thursday, November 19, 2026, at 10:00 a.m. at Jan Kaminis Platt Regional Library, Storytime Room, 3910 S. Manhattan Avenue Tampa, Florida, 33611.**

To attend the meeting by phone, please use the below conference call information:

Call in number: **1-844-621-3956**

Passcode: **2539 895 0958 #**

BOARD OF SUPERVISORS' WORKSHOP MEETING AGENDA

Administrative Matters

- Call to Order
- Roll Call
- Public Comment Period

General Business Matters

1. **Discussion regarding Responses to Transition Correspondence**
    - **List of Transitions Items**
    - **Letter (s) to Developer**
2. **Review of Risk Services Site Visit Report**
3. **Other Matters**

Adjournment

pfm

New Port – Tampa Bay Community Development District

Discussion regarding Responses to Transition Correspondence:

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New Port – Tampa Bay Community Development District

Review of Risk Services Site Visit Report

FLORIDA INSURANCE ALLIANCE

RISK SERVICES
SITE VISIT REPORT



New Port Tampa Bay Community Development District

FIA 360°

VISIT DETAILS

Date
Wednesday, October 21, 2026, at 11:00 AM

Location
4900 Bridge St, Tampa, FL 33611

Managed by
PFM Management Services

DISTRICT CONTACTS

Jane Gaarlandt
District Manager

Gazmin Kerr
Field Manager

ATTENDEES

Dennis Thomas
FIA Risk Services Consultant

Charisse Bitner
EGIS Account Manager

Visit Overview & District Summary

FIA Risk Services conducted a site visit on October 21, 2026, to evaluate the New Port Tampa Bay Community Development District's operations, amenities, and overall risk profile. The visit provided an opportunity to assess the current operational environment and identify potential liability exposures associated with the District's amenities and common areas. This report summarizes observations from the site walkthrough with a focus on practical, risk-based recommendations intended to support the District's ongoing maintenance and loss control efforts. Property updates identified during the walkthrough will be provided to the account manager.

The District is responsible for maintaining community infrastructure and common area improvements, including stormwater systems, landscaping, irrigation, signage, and other related assets. PFM Management Services provides administrative and operational support.

In June 2026, it was discovered during discussions that a portion of shoreline property had previously been deeded to the District by the Developer. This transfer expanded the District's ownership responsibilities and introduced additional maintenance, operational, and risk management considerations associated with the shoreline area.

Historically, the District has not maintained property coverage because it had not identified any significant property exposures requiring insurance. During the site visit, however, it was confirmed that the District owns the security gates and associated access control system. As a result, the District is evaluating whether property coverage should be added to help protect these assets, as well as other District-owned property interests. The District's insurance program otherwise remains focused on liability exposures associated with the ownership, maintenance, and operation of its infrastructure, common areas, and shoreline property. The observations and recommendations provided in this report are intended to support continued efforts in preserving well-maintained facilities.

Since Our Last Visit

PRIOR RECOMMENDATION	STATUS	NOTES
Attractive Nuisance	X Incomplete	Verified at this visit.
Life Ring	X Incomplete	Verified at this visit.
Safety Ladder	X Incomplete	Verified at this visit.
Water Side Signage	X Incomplete	Verified at this visit.
Rules Signage & Policies	X Incomplete	Verified at this visit.

Strengths

- Maintains good housekeeping practices.
- Demonstrates a strong security posture through controlled entry points and monitoring.

Critical Recommendations

Critical recommendations are associated with exposures and hazards that represent a significant danger or risk warranting immediate attention. While follow-up for all recommendations is encouraged, items in the critical category may require documented resolution and review by FIA's Risk Services team as indicated in the recommendation description.

1. Attractive Nuisance

Critical

OBSERVATION

While the District has taken proactive steps by issuing formal notice to remove the dock, the current measures in place to restrict access and prevent use do not provide a sufficiently robust means of control.



RECOMMENDATION

To reduce the potential for unauthorized access and associated safety and liability concerns, it is recommended that fencing be installed at the entrance to the gangway to effectively block access to the dock. Adequate signage should also be posted indicating that the dock is closed and not authorized for use.



Important Recommendations

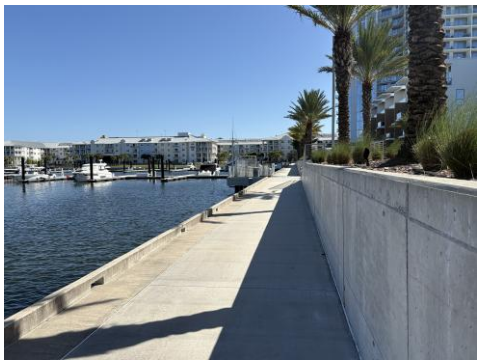
Important recommendations are provided to address exposures that, if not corrected, have the potential to result in moderate injury or property/liability losses. Some of these recommendations have been proposed from prior visits.

2. Protective Railing

IMPORTANT

OBSERVATION

The waterfront walkways lack protective features designed to reduce the risk of individuals accidentally falling into the water.



RECOMMENDATION

It is recommended that the District evaluate the feasibility of installing guardrails, barriers, or other appropriate protective measures along waterfront walkway segments where practical to help reduce the risk of accidental falls into the water.



3. Trip & Fall

IMPORTANT

OBSERVATION

During the site visit, a section of metal from a previously removed signpost was observed protruding from the walking surface.

RECOMMENDATION

Would advise that the protruding metal remnant be removed or cut flush with the walking surface as soon as practicable to eliminate the potential trip and injury hazard. Following removal, the area should be repaired as needed to provide a smooth, even walking surface.

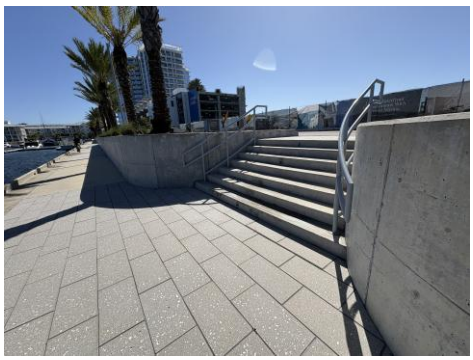


4. Inadequate delineation

IMPORTANT

OBSERVATION

The exterior stairs are of uniform color, which makes it difficult for pedestrians to distinguish where one step ends and the next begins. This is a recognized contributor to falls on stairs, particularly in transitional light.



RECOMMENDATION

Consider highlighting the stair nosing's to clearly delineate each step. This can be achieved with non-slip paint, grip tape, or tread covers. Confirming handrail stability at the same time is a practical addition to the work. ADA requirement 504 addresses stair treads and nosing's, and high-contrast marking is a widely applied fall-prevention practice beyond what the standard requires.



5. Exposed Wires

IMPORTANT

OBSERVATION

A missing cover was observed on an exterior electrical outlet/light fixture located at top of the stairway.



RECOMMENDATION

It is recommended that the missing cover be replaced with an appropriate weather-resistant cover as soon as practicable to protect the outlet or fixture from moisture intrusion, environmental damage, and accidental contact with energized components.



6. Damaged Seating

IMPORTANT

OBSERVATION

A seating structure in the park area was observed to be damaged, potentially creating a safety hazard for users.



RECOMMENDATION

It is suggested that the damaged seating structure be repaired or replaced as soon as practicable to help ensure it remains safe for public use. Until corrective actions are completed, consideration should be given to restricting access to the seating if the damage presents a potential risk of injury.



7. Rules Signage & Policies

IMPORTANT

OBSERVATION

The absence of posted rules and safety signage at a dock can increase both safety and liability exposures by creating uncertainty regarding permitted activities, user responsibilities, and known hazards. Without clearly communicated expectations, residents and guests may engage in unsafe or unauthorized activities such as diving, swimming, fishing, operating watercraft improperly, or accessing the dock after hours.



RECOMMENDATION

It is recommended that a Rules sign be installed at regular intervals throughout the waterfront walkway to ensure users are continually reminded of applicable restrictions, safety expectations, and potential hazards. The signage should clearly communicate permitted and prohibited activities, hours of operation, Use at Own Risk, No Running, No Motorized vehicles. To support the posted signage, the District should also develop and adopt a written policy that mirrors the rules displayed on-site and establishes procedures for enforcement.



8. Life Ring

IMPORTANT

OBSERVATION

No life rings or other readily accessible water rescue equipment were observed along the waterfront walkways during the site visit.



RECOMMENDATION

It is recommended that the District install life rings with attached throw ropes at strategic locations throughout the waterfront walkway to provide readily accessible emergency rescue equipment in the event of a water-related incident.



9. Waterside Signage

IMPORTANT

OBSERVATION

No signage was observed along the shoreline prohibiting mooring or the temporary docking of vessels.



RECOMMENDATION

It is recommended that the District install clearly visible "No Mooring" signs at appropriate intervals along the shoreline and at locations where unauthorized vessel tie-ups are most likely to occur.



Advisory Recommendations

An advisory recommendation is a suggestion meant to provide information to make an informed decision and is generally not mandatory.

10. Gate Signage

Advisory

- **OBSERVATION**
- No signs were observed warning drivers of gates closing immediately after each vehicle.



- **RECOMMENDATION**
- Consider installing clearly visible signage at all gated entrances advising motorists that the gate closes automatically after each vehicle passage. Signage should be positioned in advance of the gate and at the point of entry to provide adequate notice



Thank you for including us in your risk management efforts. We appreciate your collaborative approach and are committed to working together to develop and implement effective risk mitigation strategies.

New Port – Tampa Bay Community Development District

Other Matters