



**NEWFIELD
COMMUNITY DEVELOPMENT
DISTRICT**

MARTIN COUNTY

**REGULAR BOARD MEETING
OCTOBER 30, 2024
9:30 A.M.**

Special District Services, Inc.
The Oaks Center
2501A Burns Road
Palm Beach Gardens, FL 33410

www.newfieldcdd.org
561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
NEWFIELD
COMMUNITY DEVELOPMENT DISTRICT
2400 SE Federal Highway, #203
Stuart, Florida 34994
Conference Call (877) 873-8017 Access # 9758310
REGULAR BOARD MEETING
October 30, 2024
9:30 A.M.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Accept Board Member Resignation.....Page 2
- D. Establish Quorum
- E. Additions or Deletions to Agenda
- F. Comments from the Public
- G. Approval of Minutes
 - 1. August 28, 2024 Regular Board Meeting & Public Hearing.....Page 3
- H. Old Business
- I. New Business
 - 1. Consider Resolution No. 2024-08 – Adopting a Fiscal Year 2023/2024 Amended Budget.....Page 6
 - 2. Consider Approval of Audit Renewal.....Page 9
- J. Administrative Matters
- K. Board Members Comments
- L. Adjourn

Publication Date
2024-10-18

Subcategory
Miscellaneous Notices

NEWFIELD COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025 MEETING SCHEDULE

The Board of Supervisors of the Newfield Community Development District will hold their regular meetings for Fiscal Year 2024/2025 at 2400 SE Federal Highway #203, 2nd Floor Conference Room, Stuart, Florida 34994, at 9:30 a.m., **unless otherwise indicated, as follows:

October 30, 2024

December 11, 2024, at 9:00 a.m.**

January 29, 2025

February 26, 2025

March 26, 2025

April 30, 2025

May 28, 2025

June 25, 2025

July 30, 2025

August 27, 2025

September 24, 2025

The meetings are open to the public and will be conducted in accordance with the provision of Florida law for community development districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for these meetings may be obtained from The Oaks Center, 2501A Burns Road, Palm Beach Gardens, Florida 33410 or by calling (561) 630-4922.

There may be occasions when one or more Supervisors or staff will participate by telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (561) 630-4922 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

A person who decides to appeal any decision made at the meeting with respect to any matter considered at the meeting is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Meetings may be cancelled from time to time without advertised notice.

District Manager

NEWFIELD COMMUNITY DEVELOPMENT DISTRICT

www.newfieldcdd.org

Pub: October 18, 2024

TCN10678298

From: Steven Dassa <sdassa1@hotmail.com>
Sent: Tuesday, September 3, 2024 9:46 AM
To: Andrew Karmeris <akarmeris@sdsinc.org>
Subject: Newfield CDD

Andrew

Effectively immediately, I will be resigning my position on the Newfield CDD Board.

Regards,

Steven Dassa

**NEWFIELD COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
AUGUST 28, 2024**

A. CALL TO ORDER

The August 28, 2024, Regular Board Meeting of the Newfield Community Development District (the “District”) was called to order at 9:30 a.m. in Suite 203 of 2400 SE Federal Highway, Stuart, Florida 34994.

B. PROOF OF PUBLICATION

Proof of publication was presented which showed that notice of the Regular Board Meeting had been published in *The Stuart News* on August 8, 2024 and August 15, 2024 as legally required.

C. ESTABLISH QUORUM

A quorum was established with the following Supervisors in attendance: Chairman Steven Dassa, Vice chair Jonas Read, Supervisor Richard Bruce and Supervisor Celine Walsh.

Also in attendance were: District Manager Andrew Karmeris and Stephanie Brown of Special District Services, Inc.; District Counsel Ryan Dugan of Kutak Rock LLP (via phone); District Engineer Bob Higgins of Higgins Engineering (via phone); and James Fitzgerald of Mattamy Homes.

D. ADDITIONS OR DELETIONS TO AGENDA

Mr. Karmeris asked the board to add Work Authorization No. 4 and Work Authorization No. 5 to New Business I.6 and I.7 respectively.

A **motion** was made by Mr. Read, seconded by Mr. Dassa, and passed unanimously approving the additions to the agenda.

E. COMMENTS FROM THE PUBLIC

There were no comments from the public.

F. APPROVAL OF MINUTES

1. May 29, 2024 Regular Board Meeting Minutes

The May 29, 2024, Regular Board Meeting minutes were presented for Board consideration.

A **motion** was made by Ms. Walsh, seconded by Mr. Dassa and passed unanimously approving the minutes of the May 29, 2024, Regular Board Meeting, as presented.

At 9:31 a.m., Mr. Karmeris recessed the regular board meeting and opened the public hearing on the Fiscal Year 2024/2025 Final Budget.

G. PUBLIC HEARING

1. Proof of Publication

Proof of publication was presented which showed that notice of the Public Hearing had been published in the *Stuart News* on August 8, 2024, and August 15, 2024, as legally required.

2. Receive Public Comment on Fiscal Year 2024/2025 Final Budget

There was no public comment on the Fiscal Year 2024/2025 Final Budget.

3. Consider Resolution No. 2024-05 – Adopting a Fiscal Year 2024/2025 Final Budget

Mr. Karmeris presented Resolution No. 2024-05.

A **motion** was made by Mr. Read, seconded by Mr. Dassa and passed unanimously adopting Resolution No. 2024-05, as presented.

Mr. Karmeris then closed the Public Hearing at 9:32 a.m. and reconvened the Regular Board Meeting.

H. OLD BUSINESS

There was no old business to come before the board.

I. NEW BUSINESS

1. Consider Approval of Budget Funding Agreement Fiscal Year 2025

A **motion** was made by Ms. Walsh, seconded by Mr. Dassa and passed approving Budget Funding Agreement Fiscal Year 2025, as presented.

2. Consider Approval of Work Authorization No. 3

A **motion** was made by Ms. Walsh, seconded by Mr. Dassa and passed unanimously approving Work Authorization No. 3, as presented.

3. Consider Approval of Temporary Construction Easement with Mattamy

A **motion** was made by Mr. Read, seconded by Mr. Dassa and passed unanimously approving the Temporary Construction Easement with Mattamy, as presented.

4. Consider Resolution No 2024-06 Adopting a Fiscal Year 2024/2025 Meeting Schedule

Mr. Karmeris presented Resolution No 2024-06.

A **motion** was made by Mr. Read, seconded by Mr. Dassa and passed unanimously adopting Resolution No 2024-06 Adopting a Fiscal Year 2024/2025 Meeting Schedule, as presented.

5. Consider Resolution No 2024-07 Adopting Goals and Objectives

Mr. Karmeris presented Resolution No 2024-07.

A **motion** was made by Ms. Walsh, seconded by Mr. Dassa and passed unanimously adopting Resolution No 2024-07 Adopting Goals and Objectives, as presented.

6. Consider Approval of Work Authorization No. 4

A **motion** was made by Mr. Read, seconded by Mr. Dassa and passed unanimously approving Work Authorization No. 4, as presented.

7. Consider Approval of Work Authorization No. 5

A **motion** was made by Mr. Read, seconded by Mr. Dassa and passed unanimously approving Work Authorization No. 5, as presented.

J. ADMINISTRATIVE MATTERS

There were no administrative matters.

K. BOARD MEMBER COMMENTS

There were no Board member comments.

L. ADJOURNMENT

A **motion** was made by Mr. Dassa, seconded by Mr. Read and passed unanimously adjourning the meeting at 9:45 a.m.

ATTESTED BY:

Secretary/Assistant Secretary

Chairperson/Vice-Chair

RESOLUTION NO. 2024-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE NEWFIELD COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2023/2024 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Newfield Community Development District (“District”) is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

WHEREAS, the District has prepared for consideration and approval an Amended Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE NEWFIELD COMMUNITY DEVELOPMENT DISTRICT, THAT:

Section 1. The Amended Budget for Fiscal Year 2023/2024 attached hereto as Exhibit “A” is hereby approved and adopted.

Section 2. The Secretary/Assistant Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and EFFECTIVE this 30th day of October, 2024.

ATTEST:

**NEWFIELD
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Newfield
Community Development District

**Amended Final Budget For
Fiscal Year 2023/2024
October 1, 2023 - September 30, 2024**

AMENDED FINAL BUDGET
NEWFIELD COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2023/2024 BUDGET 10/1/23 - 9/30/24	AMENDED FINAL BUDGET 10/1/23 - 9/30/24	YEAR TO DATE ACTUAL 10/1/23 - 9/29/24
REVENUES			
O&M Assessments	0	0	0
Developer Contribution	120,609	80,406	80,406
Debt Assessments	0	0	0
Interest Income	0	925	903
Total Revenues	\$ 120,609	\$ 81,331	\$ 81,309
EXPENDITURES			
Supervisor Fees	0	2,400	200
Payroll Taxes	0	180	15
Engineering/Inspections	15,000	34,000	27,258
Miscellaneous Maintenance	5,000	0	0
Management	38,184	38,184	38,184
Legal	30,000	13,500	7,529
Assessment Roll	6,000	0	0
Audit Fees	5,000	3,400	3,400
Arbitrage Rebate Fee	650	0	0
Insurance	5,800	6,594	6,594
Legal Advertisements	5,000	2,200	1,165
Miscellaneous	1,000	750	383
Postage	300	80	66
Office Supplies	1,500	400	355
Dues & Subscriptions	175	175	175
Trustee Fees	4,500	0	0
Continuing Disclosure Fee	1,000	0	0
Website Management	1,500	1,500	1,500
Total Expenditures	\$ 120,609	\$ 103,363	\$ 86,824
REVENUES LESS EXPENDITURES	\$ -	\$ (22,032)	\$ (5,515)
Bond Payments	0	0	0
BALANCE	\$ -	\$ (22,032)	\$ (5,515)
County Appraiser & Tax Collector Fee	0	0	0
Discounts For Early Payments	0	0	0
EXCESS/ (SHORTFALL)	\$ -	\$ (22,032)	\$ (5,515)
Carryover From Prior Year	0	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ (22,032)	\$ (5,515)

Fund Balance As Of 9/30/2023
Projected FY 2023/2024 Activity
Fund Balance As Of 9/30/2024

\$30,665
(\$22,032)
\$8,633

October 30, 2024

RE: Newfield Community Development District Auditor Renewal

At the October 28, 2021, Newfield Community Development District Board Of Supervisors meeting, the firm of Grau & Associates was selected to perform the 9-30-2021, 9-30-2022 and 9-30-2023 year end audits of the District with an option to perform the 9-30-2024 and 9-30-2025 audits.

The fees for the 9-30-2021 audit was \$3,200. The fees for the 9-30-2022 audit was \$3,300. And the fees for the 9-30-2023 audit were \$3,400. The proposed fees for the 9-30-2024 audit is \$3,500, which is less than the budgeted amount for audit fees for Fiscal Year 2023/2024. The proposed fee for the 9-30-25 audit is \$3,600.

Management is pleased with the professionalism and the competence of the Grau & Associates partners and staff; therefore, management recommends that the Board approve the renewal option for the Fiscal Year Ending 9-30-2024 and 9-30-2025 audits for Grau & Associates.

Special District Services, Inc.