

MINUTES OF MEETING

**NORTH RIVER RANCH IMPROVEMENT STEWARDSHIP DISTRICT
BOARD OF SUPERVISORS' MEETING MINUTES**

Wednesday, December 13, 2023, at 1:00 p.m.

**8141 Lakewood Main Street,
Bradenton, FL 34202**

Board Members present via phone or in person:

Pete Williams	Chairperson	
Janice Snow	Vice Chairperson	(via phone)
John Leinaweaver	Assistant Secretary	
John Blakley	Assistant Secretary	
Dale Weidemiller	Assistant Secretary	(joined 1:11 pm)

Also present via phone or in person:

Vivian Carvalho	PFM Group Consulting LLC – District Manager	
Venessa Ripoll	PFM Group Consulting LLC – District Manager	(via phone)
Jorge Jimenez	PFM Group Consulting LLC – ADM	(via phone)
Amanda Lane	PFM Group Consulting LLC – District Accountant	(via phone)
Kevin Plenzler	PFM Financial Advisors LLC	(via phone)
Jonathan Johnson	Kutak Rock LLP – District Counsel	(via phone)
Rob Engel	Stantec – District Engineer	(via phone)
Andy Richardson	Neal Land & Neighborhoods	(via phone)
John McKay	J.H. McKay LLC	
Jeff Ramer	Neal Land & Neighborhoods	(via phone)

FIRST ORDER OF BUSINESS

Administrative Matters

Call to Order and Roll Call

The Board of Supervisors' Meeting for the North River Ranch ISD was called to order at 1:05 p.m. Ms. Carvalho proceeded with roll call and confirmed quorum to proceed with the meeting. Those in attendance are outlined above either in person or via speakerphone.

Public Comment Period

There were no public comments at this time.

Consent Agenda

- 1) Minutes of the November 8, 2023, Board of Supervisors' Meeting
- 2) Minutes of the November 30, 2023, Continued Board of Supervisors' Meeting
- 3) Lester M Neely III, LLC – Fertilize for “Touch a Truck”
- 4) Sunrise Landscape Mulch Install 2023 Proposal
- 5) Clearview Land Design Pump Station Tract & Pickleball Court Additions
- 6) Aqua Plumbing – Dog Fountain at Trailhead
- 7) Sunrise Landscape Mulch Install – Riverfield
- 8) GeoPoint Surveying – Misc. NRR Phase 2
- 9) FY 2023 Audit Engagement Letter
- 10) LCS Cam Proposal
- 11) Sunrise WO 8491 – Irrigation Repairs
- 12) Ultimate Services Proposal for Boardwalk and Bridge Sealing
- 13) Sunrise WO 1514 – Plant Replacement
- 14) Sunrise WO 8235 – Non-Contractual Mowing
- 15) Sunrise WO 8492 – Irrigation Repairs
- 16) Sunrise WO 8463 – Irrigation Repairs
- 17) RIPA & Associates – Regrade Swale Proposal
- 18) Maverick Solutions – Replacement Signage
- 19) JanPro Amended Agreement for Riverfield Verandah
- 20) Mend & Manage – Stain Removal
- 21) Sunrise WO 8151 – Sod Replacement
- 22) FEDCO Proposal for Wildleaf Ph 4B - Lots
- 23) FEDCO Proposal for Wildleaf Ph 4 – Sub Feeder
- 24) JAN-PRO Proposal for Construction Lot Trailer Office
- 25) GeoPoint Surveying Proposal for NRR Phase 2 Misc. Staking

- 26) Stand Out Pool Proposal for New Pool Motor
- 27) Mike Armstrong Landscaping Proposal for Buffer
- 28) Maverick Solutions – Sign Repair
- 29) Payment Authorizations Nos. 052 – 054
- 30) Funding Requests Nos. 361 – 369
- 31) Series 2023 Neighborhood Infrastructure Requisitions Nos. 049 – 054
- 32) Series 2023 Neighborhood Amenity Center Nos. 001 – 002
- 33) District Financial Statements (provided under separate cover)

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved the Consent Agenda, Items 1 - 33.

SECOND ORDER OF BUSINESS

Business Matters

**Consideration of Resolution 2024-06,
Election of Officers**

Ms. Carvalho explained that additional Assistant Treasurers will be added to the slate.

ON MOTION by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board approved Resolution 2024-06, Election of Officers, with Pete Williams as Chair, Janice Snow as Vice Chair, Vivian Carvalho as Secretary, Dale Weidemiller, John Leinaweaver, John Blakley, and Venessa Ripoll as Assistant Secretaries, Jennifer Glasgow as Treasurer, and Amanda Lane, Rick Montejano, Verona Griffith, and Amy Champagne as Assistant Treasurers.

**Consideration of Resolution 2024-07,
Designating Authorized Signatories for
the District’s Bank Account(s)**

Ms. Carvalho noted that this would add the Assistant Treasurers as authorized signatories for the District.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved Resolution 2024-07, Designating Authorized Signatories for the District's Bank Account(s).

Consideration of Securiteam Proposal for New Amenity Center

Ms. Snow mentioned that the proposal from SecuriTeam from \$144,980 for equipment and installation of monitoring services.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved the Securiteam Proposal for New Amenity Center.

Consideration of Driggers Engineering Proposal for NRR Phase 4F Infrastructure

Mr. Engel stated that this is a testing proposal for a total \$75,030. It was noted that if the amount needed to be increased a Change Order would be presented to the Board.

ON MOTION by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board approved the Driggers Engineering Proposal for NRR Phase 4F Infrastructure.

Consideration of Driggers Engineering Proposal for NRR Phase 2 Site Mass Grading

Mr. Engel stated that the budget for this project is \$74,650.

ON MOTION by Mr. Blakley, seconded by Mr. Williams, with all in favor, the Board approved the Driggers Engineering Proposal for NRR Phase 4F Infrastructure.

Consideration of Driggers Engineering Proposal for NRR Phase 2 Infrastructure

Mr. Engel stated that this is for the building of the road and utilities in that area with an anticipated budget of \$64,896.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved the Driggers Engineering Proposal for NRR Phase 2 Infrastructure.

Consideration of Everglades Equipment Proposal for Work Cart and Blower

Ms. Snow noted that this is for improved equipment for maintenance.

ON MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved the Everglades Equipment Proposal for Work Cart and Blower.

Consideration of Boxhub Proposal for Storage Container

Mr. Jimenez stated that this is for the storage of the work cart and blower.

ON MOTION by Mr. Williams, seconded by Mr. Weidemiller, with all in favor, the Board approved the Boxhub Proposal for Storage Container.

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel – No report.

District Engineer – No report.

District Manager – Ms. Carvalho stated that the next meeting will be on January 10, 2024. Mr. Williams suggested changing the meeting time to 1:15 p.m. so that everyone can arrive to the meeting on time.

ON MOTION by Mr. Williams, seconded by Mr. Weidemiller, with all in favor, the Board approved changing the meeting time to 1:15 p.m.

Field Manager – No report.

Lifestyle Manager – No report.

Audience Comments and Supervisor Requests

There were no further comments at this time.

FOURTH ORDER OF BUSINESS

Adjournment

ON MOTION by Mr. Williams, seconded by Mr. Blakley, with all in favor, the December 13, 2023, Board of Supervisor’s Meeting for the North River Ranch Improvement Stewardship District was adjourned at 1:19 p.m.


Secretary / Assistant Secretary


Chairperson / Vice Chairperson