

**MINUTES OF MEETING**

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

**Wednesday, February 14, 2024, at 1:15 p.m.**

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

Board Members present via phone or in person:

Pete Williams	Chairperson	
Janice Snow	Vice Chairperson	
John Leinaweaver	Assistant Secretary	
John Blakley	Assistant Secretary	
Dale Weidemiller	Assistant Secretary	(via phone)

Also present via phone or in person:

Vivian Carvalho	PFM Group Consulting LLC – District Manager	
Jorge Jimenez	PFM Group Consulting LLC – ADM	(via phone)
Amanda Lane	PFM Group Consulting LLC – District Accountant	(via phone)
Jonathan Johnson	Kutak Rock LLP – District Counsel	(via phone)
Rob Engel	Stantec – District Engineer	(via phone)
Tom Panaseny	Neal Land & Neighborhoods – Developer	(via phone)
Jim Schier	Neal Communities – Developer	
Chris Fisher	Clearview Land Design, P.L.	(via phone)
Andy Richardson	Neal Land & Neighborhoods – Developer	(via phone)
John McKay	J.H. McKay LLC	

**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 1:16 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 January 10, 2024, Board of Supervisors' Meeting**
- 2) Ornamental Design Inc. – Damaged Access Gate Repair**
- 3) LRK – Longmeadow Signage Work Authorization No. 3**
- 4) Mike Armstrong Landscaping – Brightwood Common Area Drainage Install**
- 5) Ron Litts – Amenity Tree Fertilization**
- 6) Steadfast Environmental – Tree Removal**
- 7) Sunrise Irrigation Repairs Proposals #9091, 9093, 9095, 9097, 9099 & 9100**
- 8) Spectrum Underground – Asphalt Overlay**
- 9) LRK – Longmeadow Signage Work Authorization No. 4**
- 10) Rayco Electric – Equipment**
- 11) John Deere Purchase Order #10164379**
- 12) Dynamic Bicycles Bike Share**
- 13) Frontier – Internet 8806 Arrow Creek Drive**
- 14) Frontier – Internet 8699 Canyon Creek Trail**
- 15) Frontier – Internet 8404 Canyon Creek Trail**
- 16) Frontier – Internet 8414 Arrow Creek Drive**
- 17) Aqua Plumbing & Air – Trailer Hook Ups**
- 18) Lewis Consulting Camera Proposal**
- 19) SignPro Studios Longmeadow Entry Signs**
- 20) Spectrum Underground – Crosswalk and Stop Bar**
- 21) Florida State Fence – Bike Park Temporary Fence**
- 22) By the Bay Movers – Trailer Move**
- 23) Bay Area Bobcat – Wash Out Repair**
- 24) Premier Portables Pricing Structure**

- 25) Detweiler's Fire Bowl Proposal
- 26) Pool Table Pros – Pool Table Recover
- 27) Synergy Equipment Generator Rental
- 28) Payment Authorizations Nos. 059 – 063
- 29) Funding Requests Nos. 379 – 384
- 30) Series 2023 Neighborhood Infrastructure Requisitions Nos. 063 - 072
- 31) Series 2023 Neighborhood Amenity Center Requisitions Nos. 015 – 016
- 32) Series 2023B Requisition No. 002 – 006
- 33) District Financial Statements

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 2024-08,  
Ratifying Sale of Series 2023A Bonds**

Mr. Johnson reviewed Resolution 2024-08 and Resolution 2024-09 for the Board.

ON MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved Resolution 2024-08, Ratifying Sale of Series 2023A Bonds.

**Consideration of Resolution 2024-09,  
Ratifying Sale of Series 2023B Bonds**

ON MOTION by Ms. Snow, seconded by Mr. Williams, with all in favor, the Board approved Resolution 2024-09, Ratifying Sale of Series 2023B Bonds.

**Consideration of Disclosure of Public Financing Series 2023A & B Bonds**

Mr. Johnson explained that this is a standard document required by Statute to disclose the issuance of the Bonds and this recorded with the county of jurisdiction of the Public Financing Series 2023A & B Bonds available to the public.

ON MOTION by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board approved the Disclosure of Public Financing Series 2023A&B Bonds.

**Consideration of Woodruff & Sons Change Order No. 9 for Fort Hamer Road 2nd Extension**

Mr. Engel explained that an amount of \$670,188.75 would be deducted from the contract.

ON MOTION by Mr. Weidemiller, seconded by Mr. Williams, with all in favor, the Board approved the Woodruff & Sons Change Order No. 9 for Fort Hamer Road 2nd Extension.

**Consideration of RIPA & Associates Change Order No. 1 for Phase 2 - Master Infrastructure**

Mr. Engel explained that an amount of \$285,847.00 would be deducted from the contract.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved the RIPA & Associates Change Order No. 1 for Phase 2 - Master Infrastructure.

**Discussion Regarding Woodruff & Sons Agreement for Ft. Hamer 2nd Lift**

Mr. Panaseny mentioned that there would be a change in the service provider that will complete the project. He mentioned that there would be a deduction from their contract of \$161,774.06.

ON MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved to void the proposal from May 31, 2023, in the amount of \$161,774.06 to Woodruff & Sons for the Ft. Hamer 2<sup>nd</sup> Lift.

**Consideration of FAC Proposal for Fort Hamer 2nd Lift**

This item will be replacing the previously voided contract with Woodruff & Sons. The contract totals \$229,652.98.

ON MOTION by Ms. Snow, seconded by Mr. Williams, with all in favor, the Board approved the FAC Proposal for Fort Hamer 2nd Lift.

**Consideration Steadfast Landscaping Proposal for Yellow Brick Park**

It was stated that this is for common area landscaping for Longmeadow Park, Steadfast had bid with \$120,446.00.

ON MOTION by Ms. Snow, seconded by Mr. Leinaweaver, with all in favor, the Board approved the Steadfast Landscaping Proposal for Yellow Brick Park.

**Consideration of RIPA & Associates Change Order No. 1 for Phase IV-F Roads & Utilities**

Mr. Engel noted that this is replacing a stockpile area; this is considered dirt management with an increase of \$323,472.00.

ON MOTION by Mr. Leinaweaver, seconded by Mr. Williams, with all in favor, the Board approved the RIPA & Associates Change Order No. 1 for Phase IV-F Roads & Utilities.

**Consideration of RIPA & Associates  
Change Order No. 2 for Phase IV-F Roads  
& Utilities**

Mr. Engel stated there would be a decrease in the amount of \$2,808,334.06 with the deduction of materials and labor.

ON MOTION by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board approved the RIPA & Associates Change Order No. 2 for Phase IV-F Roads & Utilities.

**THIRD ORDER OF BUSINESS**

**Other Business**

**Staff Reports**

**District Counsel –** Mr. Johnson stated that there will be continuing education for the Board to be completed by the end of 2024. Ms. Carvalho will send an email to the Board with the information the Kutak Rock put together. He also provided an update of the legislative boundary amendment which was passed by the committee.

**District Engineer –** No report.

**District Manager –** Ms. Carvalho stated that the District will begin to construct the FY 2025 budget with the proposed budget being presented at the May 2024 meeting.

**Field Manager –** Mr. Williams asked a question concerning the tick and flea treatment's cost and how long it lasts. There was also comment about the abnormal wear and tear considering the low population in the assets for the community. Lengthy discussion ensued. It was stated that the community is getting close to 1,000 roof tops sold.

**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. Leinaweaver, seconded by Mr. Blakley, with all in favor, the February 14, 2024, Board of Supervisor's Meeting for the North River Ranch Improvement Stewardship District was adjourned at 1:38 p.m.

*Venessa Ripoll*  
Secretary / Assistant Secretary

*Janice Snow* Vice Chair  
Chairperson / Vice Chairperson