

MINUTES OF MEETING

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

Wednesday, February 12, 2025, 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

Also present via phone or in person:

Vivian Carvalho	PFM Group Consulting LLC– District Manager	
Amanda Lane	PFM Group Consulting LLC – District Accountant	(via phone)
Kwame Jackson	PFM Group Consulting LLC – ADM	(via phone)
Kristin Lasky	PFM Group Consulting LLC - Admin	(via phone)
Jonathan Johnson	Kutak Rock – District Counsel	(via phone)
Rob Engel	Stantec – District Engineer	(via phone)
Tom Panaseney	Neal Land & Neighborhoods – Developer	(via phone)
Jim Schier	Neal Land & Neighborhoods – Developer	
Andy Richardson	Neal Land & Neighborhoods - Developer	(via phone)
John McKay	J.H. McKay LLC – Consultant	

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 1:17 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 8, 2025, Board of Supervisors' Meeting**
- 2. Advanced Aquatic Proposal for Pond 32 Plant Removal**
- 3. ALSCO Uniforms Agreement & Work Order**
- 4. Anova Quote for Camp Creek Trash Receptacles**
- 5. Aqua Plumbing & Air Quote for Dog Park Backflow**
- 6. Bay Area Bobcat Estimate #105 for Grading and Tree Cutting**
- 7. Bay Area Bobcat Estimate #106 for Tree Clean-up and Haulage**
- 8. Bay Area Bobcat Estimate #111 for Scalping Roadway Island**
- 9. BDCON Quote # Q-004437 for Monitors**
- 10. Bliss Products Quote #74590 for Trash Receptacles**
- 11. Clearview Increase to Hourly NTE Amount**
- 12. David Kersey LLC Estimate #1009 for Pig Trap and Monitoring**
- 13. David Kersey LLC Estimate #1013 for Seeding**
- 14. Doody Free 941 Proposal for Additional Waste Stations and Servicing**
- 15. FEDCO Proposal for Phase 4 Bores**
- 16. FEDCO Proposal for Wildleaf Bores**
- 17. FEDCO Proposal for Longmeadow Bores**
- 18. FEDCO Proposal for Longmeadow Streetlight Conduit**
- 19. FEDCO Proposal for Camp Creek Trail Streetlight Conduit**
- 20. FEDCO Proposal for Phase 4E Sub Feeder Conduit**
- 21. FEDCO Proposal for Phase 4 Pickleball Courts Conduit**
- 22. FEDCO Proposal for Phase 2 Lift Station Conduit**
- 23. Floridian Environmental Proposal #903 for Wetland Mitigation**
- 24. Floridian Environmental Proposal #904 for Wetland Mitigation**

25. Jan-Pro Proposal for Camp Creek Amenity Center
26. Madtraxx Proposal for Sod & Mulch
27. Mend & Manage for Firepit Swing Painting
28. Mike Armstrong Estimate #474 for Longmeadow Ave Sod
29. Mike Armstrong Estimate #475 for Pool Area Rock Replacement
30. Pool Table Pros Estimate 182 for Re-Covering and Pockets
31. Rayco Quote for Bike Park Electrical Receptacle
32. Spectrum Underground Proposal for Final Asphalt Lift
33. Steadfast Estimate for Plant Replacement
34. Sunrise Proposal for Little River Way Berm Plantings
35. Sunrise Proposal for Aeration & Top Dressing of Event Field
36. Sunrise Proposal for Warm Springs Sod Replacement
37. Sunrise Proposal for Tree Staking and Root Pruning
38. Sunrise Proposal for Ft Hamer and Moccasin Wallow Rock Installation
39. Payment Authorizations Nos. 111-115
40. Funding Requests Nos 480-489
41. Series 2023B Requisition Nos. 113-115 & 117-132
42. District Financial Statements

The Board reviewed the items.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board ratified the Consent Agenda Items 1 - 42.

SECOND ORDER OF BUSINESS

Business Matters

Review and Consideration of Arbitrage Rebate Proposals for Series 2019 Bonds and Morgan's Glen Bond

- a. Arbitrage Rebate Counselors, LLC

b. GNP Services, CPA, PA

Ms. Carvalho stated that every five years there must be an arbitrage rebate calculation done on bonds for the series that are due. She noted that there are two series due. Two companies have provided proposals for the Board's review.

There was a discussion regarding a previous vendor, LLS Tax Solutions. It was noted that she did not respond to the proposal request.

The Board reviewed the pricing and fee schedule.

ON MOTION by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board approved GNP Services, CPA, PA, for the Rebate Proposals for Series 2019 Bonds and Morgan's Glen Bond.

**Consideration of RIPA Change Order
Nos. 3, 9 & 10**

Mr. Engel explained that Change Order No. 3 is for Phase 2 Master Infrastructure and represents an increase of \$10,676.21 for an additional jumper. Change Order No. 9 is for Phase 4E and Phase 4F roads and utilities with an increase of \$16,485.61 for a phase line change in the utilities. Change Order No. 10 is for the Amenity Center in 4C and is for multiple plan modifications, including asphalt, concrete, sod, etc. It is an increase of \$161,111.80.

Mr. Williams commented on the timeframe, as it is past the completion term and final payment date.

Mr. Engel noted the date was a typo. He and Mr. Richardson will follow up with RIPA to see if they will be requesting a date extension.

Mr. Williams expressed his concern with having the change orders so close to completion of the contract. He noted any change orders need to be reviewed and approved by the Board, or at least the Chair, prior to purchasing supplies and completing the work.

ON MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved the RIPA Change Order Nos. 3, 9, and 10, and requests that RIPA submit a Change Order to extend the terms of the contract, the days to completion, and days to final payment.

Mr. Engel will follow up with RIPA for the change order requested.

THIRD ORDER OF BUSINESS

**Other Business
Staff Reports**

District Counsel –

No report.

District Engineer –

Mr. Engel stated there is a bid out for Deer Park construction. This should be out for review by the next Board Meeting. The team is also working on the landscaping and irrigation maintenance bid. This should be advertised in a few weeks.

District Manager –

Ms. Carvalho noted the advertisement for RFQ's will go out in the next few weeks with a 30-day response time and the received proposals will be brought back at the April meeting.

Ms. Carvalho stated that a committee of one Board Member, Tyree Brown, and a member of the Developer team needs to be formed to review and rank the proposals that are received.

Mr. Panaseney recommended Mr. Brown, Mr. Engel, and Mr. Varah for the committee.

ON MOTION by Mr. Leinaweaver, seconded by Mr. Blakley, with all in favor, the Board approved the Landscape and Irrigation Proposal Review Committee.

Mr. Johnson gave an update on the disclosure document and boundary map. He is still working on this.

Ms. Carvalho reminded the Board that the next meeting is March 12, 2025, 1:15pm, at the same location.

Field Manager –

The report was included in the packet for the Board.

Lifestyle Director –

The report was included in the packet for the Board.

Ms. Snow stated there was a soft opening of Camp Creek on Saturday, February 8th. It was well attended and well received.

**Audience Comments and Supervisor
Requests**

There were no further audience comments or Supervisor requests at this time.

FOURTH ORDER OF BUSINESS

Adjournment

Ms. Carvalho called for a motion to adjourn the meeting.

ON MOTION by Mr. Blakley, seconded by Mr. Leinaweaver, with all in favor, the February 12th, 2025, Board of Supervisor's Meeting for the North River Ranch Improvement Stewardship District was adjourned at 1:35 p.m.



Secretary / Assistant Secretary



Chairperson / Vice Chairperson