

## **MINUTES OF MEETING**

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

**Wednesday, November 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
Dale Weidemiller	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)
Jonathan Johnson	Kutak Rock – District Counsel	(via phone)
Tom Panaseney	Neal Communities – Developer	(via phone)
Andy Richardson	Neal Land & Neighborhoods - Developer	(via phone)
John McKay	J.H. McKay LLC - Consultant	
Rob Engel	Stantec – District Engineer	(via phone)
Cori Morgan	WTS- Lifestyle Director	(via phone)
Jeff Ramer	Neal Land & Neighborhoods – Field Services Operation Manager	(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 1:15 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 October 8, 2025, Board of Supervisors' Meeting**
- 2. Aqua Plumbing Proposal for Backflow Preventer Installation**
- 3. FEDCO Proposal for Street Light Installation in Phase 4E-F**
- 4. Florida Asphalt CO #1 for Isabella Circle Asphalt Repair**
- 5. Geopoint Proposal for Revised Storm Outfalls**
- 6. Geopoint Proposal for Topo for Phase 4C-2**
- 7. Maddtraxx Proposal for Brightwood Sidewalk Repair**
- 8. Maddtraxx Proposal for Bushhog at FPL Easement by Rolling Fork Trail**
- 9. Maddtraxx Proposal for Wetland Tree Removal**
- 10. Rayco Proposal for Electrical for Future Signage**
- 11. Stand Out Pools Proposal for Riverfield Pool Pump Replacement**
- 12. Steadfast Proposal for Zone 7 Tree Installation**
- 13. Ultimate Services Proposal for Exterior Paint at Riverfield Pavilion**
- 14. Yellowstone Proposal for Riverfield Shell Path Landscape Replacement**
- 15. Fiscal Year 2025 Goals & Objectives Annual Reporting Form**
- 16. Payment Authorizations Nos. 147 – 150**
- 17. Funding Requests Nos. 595 – 604**

**18. District  
Statements**

**Financial**

The Board reviewed the items.

ON MOTION by Mr. Williams, seconded by Mr. Weidemiller, with all in favor, the Board approved the Consent Agenda Items 1 – 18.

**SECOND ORDER OF BUSINESS**

**Business Matters**

**Consideration of Resolution 2026-01, Adopting a Revised Fiscal Year 2025 O&M Budget**

Ms. Carvalho noted this is to amend the budget based on actual expenses within the line items. This is for auditing purposes.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved Resolution 2026-01, Adopting a Revised Fiscal Year 2025 O&M Budget.

**Consideration of Dedication of  
Fort Hamer Rd Extension/Right of  
Way from Haval Farms to the  
District**

Mr. Panaseny gave an overview and noted this is to deed the Fort Hamer right-of-way from the Landowner to the District. This includes an agreement for the impact fee credits to go to the original landowner.

It was noted the District is not paying any bond funds or monies for the right-of-way. The land is dedicated to the District.

Mr. Johnson noted there will be a temporary construction easement agreement with Lennar.

ON MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved the Dedication of Fort Hamer Rd. Extension/Right-of-Way from Haval Farms to the District and authorized the Chair to execute the Temporary Construction Easement Agreement with Lennar, once drafted by District Counsel.

**Consideration of AquaWorx  
Proposal for Brightwood and  
Riverfield Pool Pumps**

There was brief discussion regarding the pumps. It was noted this is to have extra replacement pumps on hand.

Mr. Jackson provided clarification and noted this had been previously approved, but the pumps were not supplied.

ON MOTION by Mr. Williams, seconded by Mr. Weidemiller, with all in favor, the Board approved the AquaWorx Proposal for Brightwood and Riverfield Pool Pumps.

**Consideration of Impact Proposals  
for:**

- 1. Camp Creek Pine Straw and Mulch**
- 2. Plant Replacement in Zone 3**

Mr. Ramer gave an overview. He noted this is to re-mulch Camp Creek and update the neglected landscape areas in Zone 3.

ON MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved the Impact Proposals for Camp Creek Pine Straw and Mulch, and Plant Replacement in Zone 3.

**Consideration of Steadfast  
Proposals for:**

- 1. Mulch in Zone 7**
- 2. Phase 2 Roadway Plantings**

Mr. Ramer gave an overview of the proposals and costs. It was noted he tried to negotiate pricing.

There was discussion regarding the landscaping and costs for each zone.

Mr. Panaseney noted the roadway planting is for Phase 2, not Zone 7. The Zone 7 mulch is out of the O&M budget. The Phase 2 roadway plantings proposal is out of the Construction budget.

ON MOTION by Mr. Weidemiller, seconded by Mr. Williams, with all in favor, the Board approved the Steadfast Proposal for Mulch in Zone 7, in the amount of \$9,600.00.

ON MOTION by Ms. Snow, seconded by Mr. Williams, with all in favor, the Board approved the Steadfast Proposal for Phase 2 Roadway Plantings, in the amount of \$249,440.57.

Mr. Jackson noted the mulching proposals within the zones are already established areas and are for the annual re-mulching.

**Consideration of Yellowstone Proposals for:**

- 1. Berm Plant Replacement in Zone 2**
- 2. Fort Hamer Median Plant Replacement in Zone 2**
- 3. Mulch in Zones 1 & 2 (Riverfield)**

Ms. Carvalho reviewed the proposals.

ON MOTION by Ms. Snow, seconded by Mr. Williams, with all in favor, the Board approved the Yellowstone Proposals for Berm Plant Replacement in Zone 2, Fort Hamer Median Plant Replacement in Zone 2, and Mulch in Zones 1 and 2 (Riverfield).

There was brief discussion regarding Wildleaf Park. It was noted that it was recently completed.

**Consideration of RIPA Change Orders:**

- 1. CO 5 for Phase 2 – Common Area Reclaimed Services**
- 2. CO 6 for Phase 2 – Medway Access to Tower**
- 3. CO 7 for Phase 2 – 2<sup>nd</sup> Asphalt Lift Credit**

Mr. Engel noted that Change Order 5 is for an increase of \$22,752.52 and is for additional irrigation services in the common areas.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved RIPA Change Order 5 for Phase 2 – Common Area Reclaimed Services.

Mr. Engel noted that Change Order 6 is for an increase of \$4,742.00 and is for the addition of a curb cut and driveway apron to access a cell tower.

ON MOTION by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board approved RIPA Change Order 6 for Phase 2 – Medway Access to Tower.

Mr. Engel noted Change Order 7 is for a decrease of \$188,910.00 and is for credit of the final lift of asphalt. This will be completed at a later time.

There was brief discussion regarding the cost of asphalt.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved RIPA Change Order 7 for Phase 2 – 2<sup>nd</sup> Asphalt Lift Credit.

**THIRD ORDER OF BUSINESS**

**Other Business**

**Staff Reports**

<b>District Counsel –</b>	No report.
<b>District Engineer –</b>	No report.
<b>District Manager –</b>	Ms. Carvalho stated the next Board Meeting will be on December 10, 2025, at 1:15 p.m., at the same location.
<b>Field Manager –</b>	Mr. Ramer reviewed the mulch proposals from Impact Landscaping for Zones 3-6. It was noted that the Zone 3 proposed cost is \$98,500.00, the Zone 4 proposed cost is \$42,750.00, the Zone 5 proposed cost is \$21,055.00, and the Zone 6 proposed cost is \$20,000.00.

ON MOTION by Mr. Weidemiller, seconded by Mr. Williams, with all in favor, the Board approved the Impact Landscaping Mulch Proposals for Zones 3 – 6 .

**Lifestyle Director –**

Ms. Snow noted the Touch-a-Truck event was outstanding. This is the fourth time hosting this event and it was well attended.

**Audience      Comments      and  
Supervisor Requests**

There was discussion regarding the landscaping contracts and the timing of mulch.

It was noted the Board can use a different vendor for mulch if they choose. Mulch is billed separately.

Ms. Carvalho noted the contracts can be revisited next year and there is the possibility of having one vendor for all zones if the Board chooses.

It was noted that mulch is a separate line item on the O&M budget.

There was brief discussion regarding having one vendor for all zones.

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

**FOURTH ORDER OF BUSINESS**

**Adjournment**

There was no further business to be discussed.

ON MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the November 12<sup>th</sup>, 2025, Board of Supervisor's Meeting for the North River Ranch Improvement Stewardship District was adjourned at 1:46 p.m.



Secretary / Assistant Secretary



Chairperson / Vice Chairperson