

MINUTES OF MEETING

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

Wednesday, December 10, 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 Land & Neighborhoods – 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)

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 November 12, 2025, Board of Supervisors' Meeting**
- 2. Browns Tree Service Proposal for Tree Pruning at Brightwood Pavilion**
- 3. Driggers Proposal for Testing and Inspection for Roundabout Improvements**
- 4. Fiscal Year 2025 Auditor Engagement Letter**
- 5. Florida State Fence Proposal for Riverfield Trail Fence Replacement**
- 6. Impact Proposal for Zone 3 Irrigation Repairs**
- 7. Impact Proposal for Zones 4 and 6 Landscaping Improvements**
- 8. Maddtraxx Proposal for Brightwood Pavilion Paver Repair**
- 9. Maddtraxx Proposal for Grading Swale in FPL Corridor**
- 10. Maddtraxx Proposal for Sidewalk Replacement at Camp Creek Trail**
- 11. Maddtraxx Proposal for Sidewalk Replacement at Trimble Terrace**
- 12. Maddtraxx Proposal for Tree Staking at Longmeadow**
- 13. Maddtraxx Proposal for Riverfield Verandah Paver Repair**
- 14. Personnel Leasing Agreement Between the District & Neal Land & Neighborhoods**
- 15. Premier Lighting Proposal for Entrance Sign Repair**
- 16. Rayco Proposal for Repair of Entry Monument Lighting at Riverfield Townhomes**

17. Steadfast Proposal for Phase 2 Roadway Landscaping
18. Yellowstone Proposal for Tree Replacement in Zone 2
19. Yellowstone Proposal for Tree Replacement on Arrow Creek Drive
20. Payment Authorizations Nos. 151 – 154
21. Funding Requests Nos. 605 – 619
22. Series 2023 Requisition Nos. 174 – 190
23. District Financial Statements

The Board reviewed the items.

There was brief discussion regarding the Steadfast proposal for Phase 2 roadway landscaping and the cost. It was noted this is a new proposal and is a construction related matter.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved the Consent Agenda Items 1 – 23.

SECOND ORDER OF BUSINESS

Business Matters

Consideration of Irrigation Cost Share Agreements Between the District and:

1. Cardell Villas HOA
2. Weekley Townhomes HOA

Ms. Snow noted it is with the North River Ranch HOA, not the individual homebuilders.

Ms. Carvalho gave an overview and noted the agreements are for the cost of irrigation in the two areas.

There was brief discussion regarding the shared cost. It was noted that the irrigation is metered.

ON MOTION by Ms. Snow, seconded by Mr. Weidemiller, with all in favor, the Board approved the Irrigation Cost Share Agreements Between the District and the HOA for the Cardell Villas section of the community and Weekley Townhomes section of the community.

**Consideration of RIPA Change
Order #10 Related to 4E/4F Mail
Kiosk Parking**

Mr. Engel gave an overview of the change order and noted it is for changing the parking at the mail kiosk. It is for an increase of \$39,232.25.

ON MOTION by Mr. Williams, seconded by Mr. Weidemiller, with all in favor, the Board approved the RIPA Change Order #10 Related to 4E/4F Mail Kiosk Parking.

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel –	No report.
District Engineer –	No report.
District Manager –	Ms. Carvalho stated the next Board Meeting will be on January 14, 2025, at 1:15 p.m., at the same location.
Field Manager –	No report.
Lifestyle Director –	Ms. Morgan noted the Touch-a-Truck photos are included in the report. Ms. Snow noted that the Lifestyle Program has won a Silver National Award for the signage program.

**Audience Comments and
Supervisor Requests**

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. Blakley, seconded by Ms. Snow, with all in favor, the December 10th, 2025, Board of Supervisor's Meeting for the North River Ranch Improvement Stewardship District was adjourned at 1:26 p.m.



Secretary / Assistant Secretary



Chairperson / Vice Chairperson