

# North River Ranch Improvement Stewardship District

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The following is the agenda for the meeting of the Board of Supervisors and the Auditor Selection Committee meeting for the **North River Ranch Improvement Stewardship District** scheduled to be held **Wednesday, June 10, 2026, at 1:15 P.M. at 8141 Lakewood Main Street, Bradenton, FL 34202.**

If you would like to attend the Board Meeting by phone, you can do so by dialing:

Phone: **1-844-621-3956**

Participant Code: **2536 634 0209**

<https://pfmccd.webex.com/join/carvalhov>

## **BOARD OF SUPERVISORS' MEETING AGENDA**

### **Administrative Matters**

- Call to Order
  - Roll Call to Confirm Quorum
  - Public Comment Period *[for any members of the public desiring to speak on any proposition before the Board]*
1. Consent Agenda
    - 1) Minutes of the May 13, 2026, Board of Supervisors' Meeting
    - 2) Adopted NRRISD Rules and Regulations V9 with Addendum
    - 3) Bliss Products Proposal for Wildleaf Park Playground Surface Repair
    - 4) County Materials Corp Revised Purchase Order for Phase 4C-2 Material
    - 5) Impact Proposal for Ferns at Brightwood Entry
    - 6) Kimley-Horn Proposal for Directional Bore General Permit Application
    - 7) Maddtraxx Proposal for Brightwood Bridge Sidewalk Repair
    - 8) Maddtraxx Proposal for Brightwood Shell Trail Maintenance
    - 9) Maddtraxx Proposal for Recutting 4B Western Boundary Swale
    - 10) Maverick Building Solutions Proposal for Mailbox Kiosk & Shade at Phase 4C-2
    - 11) Premier Outdoor Lighting Proposal for Brightwood Monument Light Repair
    - 12) Payment Authorizations Nos. 175 – 178
    - 13) Funding Requests Nos. 685 – 703
    - 14) District Financial Statements
  2. Appointment of Auditor Selection Committee

### **Business Matters**

3. Review of Letter from Supervisor of Elections, Manatee County
4. Consideration of Change Orders 2 & 3 with Frederick Derr & Company, Inc. for NRR Phase 4-2C
5. Consideration of Suspension or Termination of Access – Rule Hearings for Resident Violations

- 1) Vitti
- 2) Duty
6. Update on Final Assessment Notice Letter to Resident Gildin
7. Update on Zones 3 & 7 Second RFP Process

### **Other Business**

#### **Staff Reports**

- District Counsel
- District Engineer
- District Manager
  - Next meeting: July 8, 2026
- Field Services Operation Manager
- Lifestyle Director

#### **Supervisor Requests and Comments**

### **Adjournment**

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## **AUDITOR SELECTION COMMITTEE MEETING AGENDA**

1. Roll Call to Confirm a Quorum
2. Review and Approval of Audit Documents
  - Audit RFP Notice
  - Instructions to Proposers
  - Evaluation Criteria – with and without price
3. Adjournment



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# **North River Ranch Improvement Stewardship District**

Consent Agenda



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# **North River Ranch Improvement Stewardship District**

Minutes of the May 13, 2026,  
Board of Supervisors' Meeting

**MINUTES OF MEETING**

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

**Wednesday, May 13, 2026, 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 Blakley	Assistant Secretary
Dale Weidemiller	Assistant Secretary
John Leinaweaver	Assistant Secretary

Also present:

Vivian Carvalho	PFM Group Consulting LLC – District Manager	
Kwame Jackson	PFM Group Consulting LLC – ADM	(via phone)
Amanda Lane	PFM Group Consulting LLC – District Accountant	(via phone)
Johnathan Johnson	Kutak Rock – District Counsel	(via phone)
Rob Engel	Stantec – District Engineer	(via phone)
Tom Panaseney	Neal Communities – Developer	(via phone)
John McKay	J.H. McKay, LLC – Consultant	
Andy Richardson	Neal Land & Neighborhoods – Developer	(via phone)
Cori Morgan	Lifestyle Director	(via phone)
Various audience members present via phone		

**FIRST ORDER OF BUSINESS**

**Administrative Matters**

**Call to Order and Roll Call**

The Board of Supervisors' Meeting of the North River Ranch ISD was called to order at 1:23 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**

A resident, Mr. Shields, commented regarding an email that was previously sent on the possibility of non-digital means to access the amenities. He noted his concern with the Propia program and

the security and financial burdens. He noted that he has requested an exception.

Mr. Williams noted the request for exemption was denied. No other residents have noted their opposition to the new amenity access program. He also gave an overview of previous issues with the fob access. A formal denial will be forthcoming.

There were no further public comments at this time.

#### **Consent Agenda**

- 1. Minutes of the April 8, 2026, Board of Supervisors' Meeting**
- 2. Core and Main Purchase Order for Phase 4C-2 Material**
- 3. Cornerstone Proposal for Phase 4C-2 Stormwater Pollution Prevention Plan**
- 4. County Materials Corp Purchase Order for Phase 4C-2 Material**
- 5. Detweilers Proposal for Brightwood Firepit Control Valve Replacement**
- 6. Geopoint Proposal for Work on Swale**
- 7. Impact Proposal for Grand River Plant Replacement**
- 8. Impact Proposal for Mulch at Zones 1, 2 & 7**
- 9. Maddtraxx Proposal for Phase 4B Halls Stream Sidewalk Repair**
- 10. Maddtraxx Proposal for Phase 4C-1 West PL Swale Clean-up**
- 11. Oldcastle Purchase Order for Phase 4C-2 Material**
- 12. Parrish Bike Repair Proposal for Bicycle Maintenance**
- 13. Premier Lighting Proposal for Wildleaf NE and NW Monument Lights**

- 14. Steadfast Proposal for Oak Tree Removal at Camp Creek
- 15. Steadfast Proposal for Palm Replacement at Bike Park
- 16. Yellowstone Proposal for Palm and Plant Replacements
- 17. Payment Authorizations Nos. 171 – 174
- 18. Funding Requests Nos. 670 – 684
- 19. District Financial Statements

The Board reviewed the items.

ON MOTION by Mr. Weidemiller, seconded by Mr. Williams, with all in favor, the Board approved the Consent Agenda Items 1 – 19.

**SECOND ORDER OF BUSINESS**

**Business Matters**

**Consideration of Resolution 2026-03, Approving a Preliminary Budget for Fiscal Year 2027, and Setting a Public Hearing Date**

Ms. Carvalho noted the recommended date for the Public Hearing of August 12, 2026, at the Library Meeting Room.

There was brief discussion regarding the timing of the meeting. The Board agreed to hold the Public Hearing at 2:00 p.m.

Ms. Carvalho gave an overview of the preliminary budget process and noted it has been reviewed by District Staff and the Development Team.

Ms. Lane noted the net revenue for the budget is \$4,578,613.18.

Ms. Carvalho noted the budget will be reviewed prior to the Public Hearing. The budget can be decreased, but not increased.

There was brief discussion regarding the landscaping line item.

Ms. Carvalho noted the assessments will increase and residents will receive notice.

There was brief discussion regarding the budget increase and the surplus. It was noted the surplus can be used for unexpected expenses and possible reserves.

Ms. Snow noted the Developer is still subsidizing the Lifestyle Budget.

There was brief discussion regarding the reserves.

Ms. Carvalho gave an overview of the Debt Service payments.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved Resolution 2026-03, Approving a Preliminary Budget for Fiscal Year 2027, and Setting a Public Hearing Date for August 12, 2026, at 2:00 p.m., at the Lakewood Ranch Library.

#### **Review of Letter from Supervisor of Elections, Manatee County**

There was brief discussion regarding the letter and the threshold. It was noted it was not included in the agenda.

This item was deferred.

#### **Consideration of Resolution 2026-04, Designating a Date, Time and Location for the 2026 Landowner's Meeting**

Ms. Carvalho noted the District has not reached the threshold as of yet for the General Election. The recommended date for the Landowner's Meeting is November 18, 2026. Seat 1, currently held by Mr. Weidemiller, Seat 2, currently held by Ms. Snow, and Seat 3, held by Mr. Leinaweaver, will be up for the Landowner's Meeting.

ON MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved Resolution 2026-04, Designating a Date, Time, and Location for the 2026 Landowner's Meeting as November 18, 2026.

#### **Consideration of Resolution 2026-05, Setting Public Hearing Date on Rules of Procedure**

Mr. Johnson gave an overview of the resolution and noted Florida Legislature has updated their statutes regarding the Rules of Procedure. A red line document will be provided to the Board at the Public Hearing. The recommended date for the Public Hearing is August 12, 2026, at 2:00 p.m., at the Lakewood Ranch Library.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved Resolution 2026-05, Setting Public Hearing Date on Rules of Procedure, for August 12, 2026, at 2:00 p.m., at the Lakewood Ranch Library.

**Consideration of Frederick Derr & Co. Change Order 1 for Phase 4-2C**

Mr. Engel gave an overview of the change order and is for an increase of \$15,143.00.

ON MOTION by Mr. Weidemiller, seconded by Mr. Williams, with all in favor, the Board approved the Frederick Derr and Co. Change Order 1 for Phase 4-2C.

**THIRD ORDER OF BUSINESS**

**Other Business**

**Staff Reports**

- District Counsel –** No report.
- District Engineer –** Mr. Engel noted he is working with Mr. Fisher on the questions from the audit report and will follow up.
- District Manager –** Ms. Carvalho noted the next meeting is scheduled for June 10, 2026, at 1:15 p.m., at the current location.
- Field Operations Manager –** No report.
- Lifestyle Director –** Ms. Morgan gave an update and noted there are new fitness classes taking place. She just hired two new full time employees.

**Audience Comments and Supervisor Requests**

Ms. Snow noted that Del Webb Explore is starting their presale program and they need to know how much the annual user fee will be for the North River Ranch amenities. Their amenities will not be available until 2028. They will be contributing to the O&M budget and pay their portion of the debt.

Mr. Williams recommended taking the cost related to the amenity in the budget and taking the EAU factors that are assigned, in order to determine that cost.

There was brief discussion regarding the user fee and the rule making process.

Mr. Johnson noted there should be no issues with the user fee as presented. There will be a Public Hearing required and it could be held at the July meeting.

Ms. Carvalho gave an overview of the access control process.

ON MOTION by Mr. Williams, seconded by Mr. Leinawaver, with all in favor, the Board authorized the Chair to review the cost based on the methodology noted and to work with District Management and District Counsel to publish those rates for the Del Webb community.

There were no further 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 Mr. Williams, with all in favor, the May 13<sup>th</sup>, 2026, Board of Supervisor's Meeting for the North River Ranch Improvement Stewardship District was adjourned at 1:58 p.m.

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairperson / Vice Chairperson



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# **North River Ranch Improvement Stewardship District**

**Adopted NRRISD Rules and Regulations  
V9 with Addendum**

# **North River Ranch Improvement Stewardship District**

## **Rules and Regulations for Amenity Facilities**

**Adopted: November 13, 2024**

**Version 9 05262026 Annual User Fee Provisions and Mobile Credentials**

**Version 8 03112026 Mobile Credentials**

**Version 7 04222025 Camp Creek Pool and Waterslides**

**Version 6 11132024**

**Version 5 04122023**

**Version 4 Revision 10012022 District Manager**

**Version 4 Revision 06012022 District Manager**

**Version 3 October 15, 2021**

**Version 2 April 14, 2021**

**Version 1 March 3, 2020**

<b>Definitions .....</b>	<b>3</b>
<b>Annual User Fee Structure.....</b>	<b>5</b>
<b>Amenity Access Mobile Credentials.....</b>	<b>5</b>
<b>Guardian Access Mobile Credentials .....</b>	<b>6</b>
<b>Renters’ Privileges .....</b>	<b>6</b>
<b>Guest Policy .....</b>	<b>7</b>
<b>Loss or Destruction of Property or Instances of Personal Injury .....</b>	<b>7</b>
<b>Indemnification .....</b>	<b>8</b>
<b>Suspension and Termination of Adult Privileges .....</b>	<b>9</b>
<b>Suspension and Termination of Minor Privileges.....</b>	<b>11</b>
<b>General Facility Provisions .....</b>	<b>13</b>
<b>General Amenity Facilities Usage Policy .....</b>	<b>15</b>
<b>Instructor Use of District Property.....</b>	<b>16</b>
<b>Amenity Facility Licensing Policies .....</b>	<b>16</b>
<b>General Rules for All Swimming Pool Facilities .....</b>	<b>19</b>
<b>Camp Creek Waterslide Policy .....</b>	<b>21</b>
<b>Feces Policy for All Swimming and Wading Pools.....</b>	<b>22</b>
<b>ADA Chair Lift Usage Policy .....</b>	<b>22</b>
<b>Aquatic Toy and Recreational Floatation Device Policy .....</b>	<b>22</b>
<b>Fitness Centers Policies .....</b>	<b>23</b>
<b>Event Lawns/Multi-PurposePlaying Field Policies.....</b>	<b>24</b>
<b>Pickleball Court Policies .....</b>	<b>26</b>
<b>Bike Pump Park Policies.....</b>	<b>27</b>
<b>Policies for All Parks and Playgrounds.....</b>	<b>28</b>
<b>Policies for Indoor Clubhouse Spaces: Café, Club Room &amp; Business Center.....</b>	<b>29</b>
<b>Game Room Policies.....</b>	<b>30</b>
<b>Trails .....</b>	<b>31</b>
<b>Fishing and Pond Policies .....</b>	<b>32</b>
<b>Dog Parks and Dog Care .....</b>	<b>32</b>
<b>Lost and Found Property .....</b>	<b>33</b>
<b>Natural Buffer Areas Policy Statement.....</b>	<b>34</b>
<b>ADDENDUM.....</b>	<b>35</b>

## **Definitions**

**“Amenity Facilities”** – shall mean the properties and areas owned by the District and intended for recreational use and shall include, but not specifically be limited to, the Brightwood Pavilion, Riverfield Verandah, Camp Creek, future community amenity location, AVID Trails, FitPods and FitStations, together with their appurtenant facilities and areas.

**“Amenity Facilities Policies” or “Policies”** – shall mean all Amenity Facilities Policies of the District as amended from time to time.

**“Amenity or Lifestyle Manager (Director of Fun)”** – shall mean the management company, including its employees, staff and agents, contracted by the District to manage Amenity Facilities within the District, which facilities include, but are not limited to, the Brightwood Pavilion, Riverfield Verandah and Camp Creek.

**“Annual User Fee”** – shall mean the fee established by the District for any person that is not an owner and wishes to become a Non-Resident User. The amount of the Annual User Fee is set forth herein, and that amount is subject to change based on Boardaction.

**“Board of Supervisors” or “Board”** – shall mean the North River Ranch Improvement Stewardship District Board of Supervisors.

**“Clubhouse Facilities”** – shall mean the Brightwood Pavilion, Riverfield Verandah, Camp Creek.

**“District”** – shall mean the North River Ranch Improvement Stewardship District.

**“District Manager”** – shall mean the professional management company with which the District has contracted to provide management services to the District.

**“Resident Services Office”** – shall mean the on-site location for the management company, including its employees, staff and agents.

**“Family”** – shall mean a group of individuals living under one roof or head of household. This does not include visiting relatives, or extended family not residing in the home.

**“Guest”** – shall mean any person or persons who are invited and accompanied for the day by a Patron to participate in the use of the Amenity Facilities.

**“Hours of Operation”** – shall mean operational hours of the Amenity Facilities.

**“Non-Resident”** – shall mean any person or persons that do not own property within the District.

**“Non-Resident User”** – shall mean any person or Family not owning property in the District who is paying the Annual User Fee to the District for use of all Amenity Facilities.

**“Patron” or “Patrons”** – shall mean Residents, Non-Resident Users, and Renters; who are sixteen (16) years of age and older.

**“Renter”** – shall mean any tenant residing in a Resident’s home pursuant to a valid rental or license agreement.

**“Resident”** – shall mean any person or family owning property within the District.

**“Adult”** – shall be considered any person eighteen (18) years of age or older.

**“Minor”** – shall be considered any person seventeen (17) years of age or younger.

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## **Annual User Fee Structure**

The annual user fee for persons not owning property within the District is equivalent to approved total assessments levied per District fiscal year of the largest front footage product, per the approved methodology. For owners whose annual operations and maintenance fees do not include amenity operations and maintenance costs, the annual user fee will be based on the current fiscal year's approved methodology. This fee is per family, which shall be reviewed each year in conjunction with the adoption of the annual Fiscal Year budgets for North River Ranch Improvement Stewardship District. The fee includes all amenities within the District. This fee will cover usage of all Amenity Facilities for one (1) full year from the date of receipt of payment by the District. This fee must be paid in full at the time of the completion of the Non-Resident User application. Each subsequent annual user fee shall be paid in full on the anniversary date of application for usage. Such fee may be increased in accordance with the annual approved budget. This usage application is not available for commercial or business purposes.

## **Amenity Access Mobile Credentials**

Two (2) amenity access mobile credentials will be issued to each Resident or Non-Resident household; this includes all children sixteen (16) years of age and older. Each time an amenity access mobile credential is issued, members will be required to provide proof of District residence or an executed Non-Resident Member Application, paid in full. All members will be required to complete a Mobile Credentials Amenity access registration form before receiving their amenity access mobile credential.

Residents wishing to purchase mobile credentials for additional family members over the age of sixteen (16) may do so by contacting the Lifestyle Manager.

There is a \$15 charge per additional mobile credential issued. Amenity access mobile credentials are non-transferable and may be deactivated on site if used by someone other than the person to whom they were issued. Amenity access mobile credentials will not be issued on a Guest basis. At the discretion of the Lifestyle Manager, temporary access mobile credentials for a limited time may be issued to an extended visitor. There will be a \$15 charge for the extended visitor amenity access mobile credential. See the Lifestyle Manager for replacement and reissuance of amenity access mobile credentials; this may incur a \$15.00 fee.

Allowing access to any access-controlled District amenity or facility to non-residents shall be governed in accordance with the District's Suspension and Termination of Amenity Privileges Policy and may result in the loss of use of the facility.

## **Guardian Access Mobile Credentials**

Up to two (2) guardian amenity access mobile credentials may be issued to a Resident Family, Non-Resident Member Family, or Renter Family at any one time. The person(s) being issued this mobile credential must be at least eighteen (18) years of age or older. An executed and notarized Guardianship Power of Attorney Form is required for each guardian. Where there are multiple children under the age of eighteen (18) who will be under the guardian's care, each child must be listed on the form(s).

Guardian mobile credentials are valid for one (1) year from the date of issuance. Guardians may not use the Amenity Facilities unless using them with the child or children assigned to their mobile credentials. Guardians are also not permitted to bring Guests to the Amenity Facilities at any time. There is a \$15.00 charge per mobile credential. The child or children assigned to the guardian may be required to obtain a child identification per the Lifestyle Manager. There is a \$10.00 charge for this child identification.

## **Renters' Privileges**

1. Residents who rent out their residential unit(s) in the District shall have the right to designate the Renter of their residential unit(s) as the beneficial users of the Resident's privileges for purposes of Amenity Facilities use.
2. In order for the Renter to be entitled to use the Amenity Facilities, the Renter must acquire usership with respect to the residence which is being rented or licensed. An Amenity Assignment of Rights and Privileges Form must be executed with the North River Ranch Neighborhood Homeowners Association by the Resident on behalf of the renter and witnessed prior to any facility mobile credentials access being transferred to the Renter by Lifestyle Manager. A Renter who is designated as the beneficial user of the Resident's usership shall be entitled to the same rights and privileges to use the Amenity Facilities as the Resident. There is a \$15.00 charge per mobile credential issued to Renters. No charge applies for reactivating or extending a mobile credential.
3. During the period when a Renter is designated as the beneficial user of the usership, the Resident shall not be entitled to use the Amenity Facilities with respect to that usership.
4. Residents shall be responsible for all charges incurred by their Renters which remain unpaid after the customary billing and collection procedure established by the District. Resident owners are responsible for the department of their respective Renter.
5. Renters shall be subject to such other rules and regulations as the District may adopt from time to time.

## **Guest Policy**

1. The guest policy varies by facility. See each section for the specific policy applicable to that facility.
2. Access fob or digital access is not issued on a Guest basis.
3. Guests must always be accompanied by a Patron when using any of the Amenity Facilities.
4. Patron will be responsible for any damages caused by Guests while using facilities.

## **Loss or Destruction of Property or Instances of Personal Injury**

Each Patron and each Guest as a condition of invitation to the premises of the Amenity Facilities assume sole responsibility for his or her property. The District and its contractors shall not be responsible for the loss or damage to any private property used or stored on the premises of the center, whether in lockers or elsewhere.

No person shall remove from the room in which it is placed or from the Amenity Facilities' premises any property or furniture belonging to the District or its contractors without proper authorization. Amenity Facilities Patrons shall be liable for any property damage and/or personal injury at the Amenity Facilities, or at any activity or function operated, organized, arranged or sponsored by the District or its contractors, caused by the user, any guests or any family users. The District reserves the right to pursue any and all legal and equitable measures necessary to remedy any losses due to property damage or personal injury.

Any Patron, Guest or other person who, in any manner, makes use of or accepts the use of any apparatus, appliance, facility, privilege or service whatsoever owned, licensed or operated by the District or its contractors, or who engages in any contest, game, function, exercise, competition or other activity operated, organized, arranged or sponsored by the District, either on or off the Amenity Facilities' premises, shall do so at his or her own risk, and shall hold the Amenity Facility, the District, the Board of Supervisors, District employees, District representatives, District contractors, District agents, harmless for any and all loss, cost, claim, injury damage or liability sustained or incurred by him or her, resulting there from and/or from any act of omission of the District, or their respective operators, Supervisors, employees, representatives, contractors, or agents.

Any Patron shall have, owe, and perform the same obligation to the District and their respective operators, Supervisors, employees, representative, contractors, and agents hereunder in respect to any loss, cost, claim, injury, damage or liability sustained or incurred by any guest or family user of such Patron.

Should any party bound by these Policies bring suit against the District, the Board of Supervisors or staff, agents or employees of the District, any Amenity Facility operator or its officers, employees, representatives, contractors or agents in connection with any event operated, organized, arranged or sponsored by the District or any other claim or matter in connection with any event operated, organized, arranged or sponsored by the District, and fail to obtain judgment therein against the District or the Amenity Facility operator, officers, employee, representative, contractor or agent, said party shall be liable to the District for all costs and expenses incurred by it in the defense of such suit (including court costs and attorney's fees through all appellate proceedings).

### **Indemnification**

Each organization, group or individual reserving the use of an Amenity Facility (or any part thereof) agrees to indemnify and hold harmless the District, the owners of the Amenity Facility and the owner's officers, agents and employees from any and all liability, claims, actions, suits or demands by any person, corporation or other entity, for injuries, death, property damage of any nature, arising out of, or in connection with, the use of the District.

Each organization, group or individual reserving the use of District facilities agrees to indemnify and hold harmless the District and the amenity management firm, and the respective officers, agents and employees of each, from any and all liability, claims, actions, suits or demands by and person, corporation or other entity, for injuries, death, property damage of any nature, arising out of or in connection with, the use of the district lands, premises and / or facilities, including litigation or any appellate proceeding with respect thereto. Nothing herein shall constitute or be construed as a waiver of the District's sovereign immunity granted pursuant to Section 768.28, Florida Statutes.

The District and its agent, employees and officers shall not be liable for, and the Resident or Non-Resident User shall release all claims for injury or damage to or loss of personal property or to the person, sustained by the user or any person claiming through the user resulting from any fire, accident, occurrence, theft or condition in or upon the District's lands, premises and/or facilities.

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## **Suspension and Termination of Adult Privileges**

1. Privileges at the Amenity Facilities can be subject to suspension or termination by the Board of Supervisors if a Patron:
  - a. Submits false information on the application for an access fob or digital access.
  - b. Permits unauthorized use of an access fob or digital access.
  - c. Exhibits unsatisfactory behavior or appearance.
  - d. Fails to abide by the Rules and Policies established for the use of facilities.
  - e. Treats the personnel or employees of the facilities in an unreasonable or abusive manner. Examples include, but are not limited to, the use of profanity and verbal or physical assault.
  - f. Engages in conduct that is improper or likely to endanger the welfare, safety or reputation of the facility or Staff.
2. Management may at any time restrict or suspend any Patron's privileges to use any or all the Amenity Facilities when such action is necessary to protect the health, safety and welfare of other Patrons and their guests, or to protect the District's facilities from damage. The District shall follow the process below regarding Suspension or Termination of an Adult Patron's privileges:
  - a. First Offense - Written notice & explanation of the violation will be given to the Patron and a copy of such notice will be filed in the Resident Services Office.
  - b. Second Offense – This will result in an automatic suspension of all amenity privileges for thirty (30) days. Written notice & explanation will be given to the Patron and a copy of such notice will be filed in the Resident Services Office.
  - c. Third Offense – Will result in a suspension of all amenity privileges until the next Board of Supervisors Meeting. At the Board meeting, a record of all previous offenses will be presented to the Board for recommendation of termination of the Patron's privileges for one (1) year (or some shorter amount of time at the Board's discretion). Written notice will be given to the Patron as to the Board of Supervisors decision.
3. Immediate Suspension & Removal:
  - a. The Board Chairperson, District Manager, Amenity Manager have the exclusive right, authority and discretion to suspend any Adult Patron for the use of profanity and failure to follow staff direction for a period of no less than seven (7) days.
  - b. An incident report will be generated, and a copy of such notice will be filed in the Resident Services Office.
  - c. Upon issue of an immediate suspension, should the Patron continue to actor perform in an inappropriate manner/behavior, that Adult Patron shall forfeit all amenity privileges until the next Board of Supervisors meeting. Furthermore, District Staff will recommend termination of Adult Patron's privileges for a period of six (6) months.
4. Notwithstanding the foregoing, if at any time an Adult Patron is arrested for an act committed, or allegedly committed, while at any District Facility, that Adult Patron shall

have all amenity privileges suspended until the next Board of Supervisors meeting. At the Board meeting, the Board will be presented with the facts surrounding the arrest and a recommendation of termination of Adult Patron's privileges for up to one (1) year (or some shorter amount of time at the Board's discretion). Written notice will be given to Adult Patron as to the Board of Supervisors decision.

5. Utilizing the facilities during the suspension period will result in a trespassing citation issued by law enforcement officers of the Manatee County Sheriff's Office or Florida Highway Patrol. Furthermore, attendance as a guest will also be prohibited during such time. Attempts made to gain access to the facilities using another person's access fob or digital access will result in confiscation of the access fob or digital access being used and the suspension of that fob or digital access holder's privileges for a period of fifteen (15) days.
6. Suspension Effective Date:
  - a. The Effective Date for amenity privilege suspension will be from the date of the written notice of suspension.
  - b. Weekdays (Monday – Friday) and Weekends (Saturday – Sunday) will be calculated toward the total number of suspension days.
  - c. The Effective Date for the amenity privilege suspension will be stayed if the party subject to suspension files a notice of appeal of such suspension, in writing, to the District Management Office within 5 business days of the date of the written notice.
7. Appeal Process – Adult Patrons:
  - a. Any person has the right to dispute and request an appeal to the District's Board of Supervisors.
  - b. A notice of appeal must be submitted in writing to the District Management Office within five (5) business days of the date of the written notice for placement on the next regularly scheduled District meeting agenda.
  - c. Such notice of appeal shall outline all facts and support documentation that constitutes the basis of appeal.
  - d. The District Management Office must be in receipt of such appeal no fewer than five (5) business days prior to the next regularly scheduled District meeting or such appeal will be heard at the next subsequent scheduled District meeting.
  - e. Any person appealing will be governed by the following procedures:
    - i. Appellant must be physically present or represented by counsel at meeting in which the appeal will be heard by the Board of Supervisors.
    - ii. Failure to attend will result in dismissal of appeal with no resubmission on future District agenda docket.
    - iii. Appellant's argument & basis for appeal will be limited to five (5) minutes per account unless otherwise expanded by the Board of Supervisors.
    - iv. The District Board of Supervisors and District Staff may question the appellant on any matter relevant to the appeal.

- v. The District Board of Supervisors and District Staff may present testimony or documentary evidence on any matter, from any source, relevant to the appeal.
- vi. Appellant must furnish enough copies (8) of any documentation to present to the Board of Supervisors supplementing the argument and basis for the appeal (if applicable).
- f. The District's Board of Supervisors reserves the right to grant or deny any appeal at their sole and absolute discretion.
- g. District action(s) will be resolved by way of successful Board motion.
- h. Upon Board action on an appeal, no subsequent appeal will be given or heard for the same offense.

### **Suspension and Termination of Minor Privileges**

1. At the discretion of Amenity Facilities Staff, Minors (children under the age of eighteen (18)), who violate the rules and policies may be expelled from the Amenity Facilities or one (1) day. Upon such expulsion, a written report shall be prepared detailing the name of the child, the prohibited act committed and the date. This report will be mailed to the parents of the child and will be kept on file at the Resident Services Office.
2. Any Minor who is expelled from the Amenity Facilities three (3) times in a one-year period, shall have their Amenity Facilities privileges suspended for one (1) year from the date of the third offense.
3. Notwithstanding the foregoing, at any time a Minor is arrested for an act committed, or allegedly committed, while at any District Facility, that minor shall have all amenity privileges suspended until the next Board of Supervisors meeting. At the Board meeting, the Board will be presented with the facts surrounding the arrest and a recommendation of termination of minor's privileges for up to one (1) year (or some shorter amount of time at the Board's discretion). Written notice will be given to known minor's guardian(s) as to the Board of Supervisors decision.
4. Utilizing the facilities during the suspension period will result in a trespassing citation issued by the law enforcement officers of the Manatee County Sheriff's Office or Florida Highway Patrol. Furthermore, attendance as a guest will also be prohibited during such time. Attempts made to gain access to the facilities using another person's access fob or digital access will result in confiscation of the access fob or digital access being used and the suspension of that fob or digital access holder's privileges for a period of fifteen (15) days.
5. Suspension Effective Date:
  - a. The Effective Date for amenity privilege suspension will be from the date of the written notice of suspension.
  - b. Weekdays (Monday – Friday) and Weekends (Saturday – Sundays) will be calculated toward the total number of suspension days.

- c. The Effective Date for the amenity privilege suspension will be stayed if the party subject to suspension files a notice of appeal of such suspension, in writing, to the District Management Office within 5 business days of the date of the written notice.
6. Appeal Process – Minor Patrons:
- a. Any minor has the right to dispute and request an appeal to the District’s Board of Supervisors.
  - b. A notice of appeal must be submitted in writing to the District Management Office within five (5) business days of the date of the written notice for placement on the next regularly scheduled District meeting agenda.
  - c. Such notice of appeal shall outline all facts and support documentation that constitutes the basis of appeal.
  - d. The District Management Office must be in receipt of such appeal no fewer than five (5) business days prior to the next regularly scheduled District meeting or such appeal will be heard at the next subsequent scheduled District meeting.
  - e. Any minor appealing will be governed by the following procedures:
    - i. Minor Appellant and at least one parent or guardian must be physically present or represented by counsel at meeting in which the appeal will be heard by the Board of Supervisors.
    - ii. Failure to attend will result in dismissal of appeal with no resubmission on future District agenda docket.
    - iii. Appellant’s argument & basis for appeal will be limited to five (5) minutes per account unless otherwise expanded by the Board of Supervisors.
    - iv. The District Board of Supervisors and District Staff may question the appellant on any matter relevant to the appeal.
    - v. The District Board of Supervisors and District Staff may present testimony or documentary evidence on any matter, from any source, relevant to the appeal.
    - vi. Appellant must furnish enough copies (8) of any documentation to present to the Board of Supervisors supplementing the argument and basis for the appeal (if applicable).
  - f. The District’s Board of Supervisors reserves the right to grant or deny any appeal at their sole and absolute discretion.
  - g. District action(s) will be resolved by way of successful Board motion.
  - h. Upon Board action on an appeal, no subsequent appeal will be given or heard for the same offense.

## **General Facility Provisions**

1. The Board reserves the right to amend, modify, or delete, in part or in their entirety, these Rules and Policies when necessary at a duly noticed Board meeting and will notify the Patrons of any changes. However, in order to change or modify rates or fees beyond the increases specifically allowed for by the District's rules and regulations, the Board must hold a duly noticed public hearing on said rates and fees.
2. All Patrons must have their assigned facility access fob or digital access upon entering the amenities. Facility access fobs or digital access are non-transferable and may be confiscated on site if they are being used by someone other than the person to whom they were issued. Patrons must present facility access fob or digital access upon request from Amenity Staff members.
3. Children under sixteen (16) years of age must be accompanied by a patron aged sixteen or older (16) or older, with the exception of the pool, with a valid Facility Access fob or digital access.
4. Patrons aged twelve to fifteen (12-15) may access the Fitness Center accompanied by a parent/guardian/adult patron and must be supervised at all times by said parent/guardian/adult patron.
5. The District will establish and publish All Amenity Facilities operation hours. Hours of operation are Dawn to Dusk. Dawn defined as 30 minutes before sunrise. Dusk defined as 30 minutes after sunset. The Clubhouse Facilities will be closed on the following holidays: Easter, Memorial Day, July 4<sup>th</sup>, Labor Day, Thanksgiving Day, Christmas Day and New Year's Day. The Clubhouse Facilities may also have limited hours of operation or be closed on Christmas Eve and New Year's Eve with Board authorization.
6. Dogs and all other pets (except for Service Animals) are not permitted at the Clubhouse Facilities and pools. Where Service Animals are permitted on the grounds, they must be leashed. Patrons are responsible for picking up after all pets as a courtesy to residents, and in accordance with the law.
7. Open containers or glass are prohibited at any Amenity Facilities, parks, playgrounds, and common areas. Alcoholic beverages shall not be served or sold. Alcoholic beverages are only permitted at pre-approved private parties and may also be served at District pre-approved or programmed special events.
8. Facility parking lots are intended for use by Patrons and their guests only while they're using the facilities. Vehicles must be parked in designated areas. Vehicles may not be parked on grass lawns, or in any way which blocks the normal flow of traffic. No extended or overnight parking is permitted.
9. Fireworks of any kind are not permitted anywhere on the Amenity Facilities, District Property, and adjacent areas.
10. Only District employees and staff are allowed in the service areas of the Amenity Facilities.

11. The Board of Supervisors (as an entity) and the District Manager, the Amenity Manager and its staff shall have full authority to enforce these policies.
12. No use of tobacco, vaping or marijuana products including cigarettes, spit tobacco or e-cigarettes is permitted within any of the Amenity Facilities.
13. Guests must be accompanied by a Patron while using the Amenities.
14. All lost or stolen access fob or digital access should be reported immediately to the Resident Services Office.
15. Disregard for any Amenity Facilities rules or policies may result in expulsion from the facility and/or loss of Amenity Facilities privileges in accordance with the procedures set forth herein.
16. Patrons and their guests shall treat all staff members with courtesy and respect.
17. Golf carts, motorcycles, off-road vehicles (including ATVs), and motorized scooters are prohibited on all property owned, maintained, and operated by the District or at any of the Amenities within the District with the exception of parking lots or unless the said vehicles are owned by the District.
18. Skateboarding is not allowed on any District Amenity Facility Property, this includes but is not limited to, the Amenity Facilities, the Greenway, AVID Trail systems, FitPods, athletic fields, playground area, bridge areas, and sidewalks surrounding these areas.
19. Commercial advertisements shall not be posted or circulated in the Amenity Facilities. Petitions, posters or promotional material shall not be originated, solicited, circulated or posted on Amenity Facilities property unless approved in writing by the Amenity Manager.
20. The Amenity Facilities shall not be used for commercial purposes without written permission from the Amenity Manager and the District Manager. The term "commercial purposes" shall mean those activities which involve, in any way, the provision of goods or services for compensation.
21. Firearms or any other weapons are not permitted in any of the Amenity Facilities.
22. The Amenity Manager reserves the right to authorize all programs and activities, including the number of participants, equipment and supplies usage, facility reservations, etc., at all Amenity Facilities, except usage and license fees that have been established by the Board. The Amenity Manager also has the right to authorize management-sponsored events and programs to better serve the Patrons, and to reserve any Amenity Facility for said events (if the schedule permits) and to collect revenue for those services provided. This includes, but is not limited to, various athletic events and programs, and children's programs, social events, etc. Should the District be entitled to any of these revenues based on its established license or usage fees, the Amenity Manager will be required to compensate the District accordingly.
23. There is no trespassing or fishing allowed in all designated wetland conservation and/or mitigation areas located on District property. Trespassers will be reported to the local authorities.

24. Loitering (the offense of standing idly or prowling in a place, at a time or in a manner not usual for law-abiding individuals, under circumstances that warrant a justifiable and reasonable alarm or immediate concern for the safety of persons or property in the vicinity) is not permitted at any Amenity Facility.
25. All Patrons shall abide by and comply with any and all federal, state and local laws and ordinances while present at or utilizing the Amenity Facilities and shall ensure that any minor for whom they are responsible also complies with the same.
26. Various areas of all Amenity Facilities are under twenty-four (24) hour video surveillance.
27. Outdoor grilling is prohibited at all Amenity Facilities unless at a District pre-approved special event.
28. Residents are encouraged to let the staff know if an area of the facility or a piece of equipment is in need of cleaning or maintenance.
29. Garbage cans located on District property are for doggie pot bags or garbage generated while using District amenities. These garbage cans are not to be used for personal home trash. Residents using these garbage cans for personal trash may be subject to a disposal fee of Two Hundred Dollars (\$200.00) per violation.
30. District owned trails are not to be used during the hours between dusk and dawn.
31. Lifestyle Manager may close all facilities due to inclement weather and evidence of lightning.

### **General Amenity Facilities Usage Policy**

All Patrons and Guests using the Amenity Facilities are expected to conduct themselves in a responsible, courteous and safe manner, in compliance with all policies and rules of the District. Violation of the District's Policies and/or misuse or destruction of Amenity Facilities equipment may result in the suspension or termination of District Amenity Facilities privileges with respect to the offending Patron or Guest. The District may pursue further legal action and restitution regarding destruction of Amenity Facilities property or equipment.

1. Hours: The District Amenity Facilities are available for use by Patrons during normal operating hours to be established and posted by the District.
2. Emergencies: After contacting 911 if required, all emergencies and injuries must be reported to the office of the District Manager PFM Group Consulting, LLC, (PFM) Tel. 855.201.0152

Persons using the Amenity Facilities do so at their own risk. Amenity Manager's staff members are not present to provide personal training, exercise consultation or athletic instruction, unless otherwise noted, to Patrons or Guests. Persons interested in using the Amenity Facilities are encouraged to consult with a physician prior to commencing a fitness program.

## **Instructor Use of District Property**

Any person wishing to conduct or instruct a class or program on District property, whether fee-based or free, must be preapproved by the North River Ranch Improvement Stewardship District Board of Supervisors. At its discretion, the Board of Supervisors may delegate this authority to the Lifestyle Manager (Director of Fun). A fully completed and approved Instructor Agreement, proof of compliance with the District's insurance requirements and proof of any requested instructor certification requirements must be on file with the District prior to the commencement of the first class and must remain in effect throughout the duration of the class or program. Approved instructors are bound by the Instructor Agreement which is incorporated herein by this reference. Failure to comply with the provisions of the Instructor Agreement will result in cancellation of the class or program.

## **Amenity Facility Licensing Policies**

Adult Patrons may reserve for license certain portions of the Amenity Facilities for private events.

Current Facility License availability is limited to the hours of 10:00am – 8:00pm, and provided no community activity or program is scheduled, and adequate staff are available. These license times will be reviewed on a continual basis and may change in the future.

Only one (1) room or portion of the facility is available for license during regular hours of operation and reservations may not be made more than six (6) months prior to the event. Persons interested in doing so should follow the procedures set forth in Paragraph 1. Reservations. Please note all the facilities are unavailable for private events on the following holidays:

New Year's Day	Good Friday	Easter Sunday
Friday Preceding Spring Break		Mother's Day
Last Day of School	Memorial Day	Father's Day
Fourth of July	Labor Day	Thanksgiving Day
Christmas Eve	Christmas Day	New Year's Eve

The pools and pool deck areas, the event lawns, playgrounds and play parks, fire pit or other common areas of the facilities are not available for private license and shall remain open to other Patrons and their guests during normal operating hours. The Patron licensing any portion of the facility shall be responsible for any and all damage and expenses arising from the event.

1. Reservations: In order to reserve a room for license, Adult Patrons must contact the Resident Services Office at least four (4) weeks prior to the license date. Patrons will be required to submit a Preliminary Facility License Form to the Resident Services Office and, upon approval, will be required to submit a completed Facility Licensing Agreement and all fees associated with the license. The Facility Licensing Agreement must be completed, and payment received at least two (2) weeks before the private event date. One payment must be in the amount of the room licensing fee and the other payment must be in the amount of Two Hundred Dollars (\$200.00) as a deposit. All checks and money orders must be made payable to the North River Ranch Improvement Stewardship District. The Resident Services Office has the authority to reasonably deny a request. Denial of a request may be appealed to the District's Board of Supervisors for consideration.
2. Reservations for Charity Events must be made at least ninety (90) days in advance of event and are contingent on District Board approval.
3. Cancellation Policy: Cancellation of a reservation less than thirty (30) days from the reserved date will result in the loss of the license fee and return of the deposit.
4. Available Facilities: The following areas of the District are available for private license (capacity; license fee established by rule, time frame available) for up to five (5) total hours, including set up and post-event cleanup, including returning any relocated items and furnishings. Additional hours may be available upon request at a pro-rated amount provided staff are available. Approval for additional hours is at the discretion of the Lifestyle Manager (Director of Fun).
  - a. Brightwood Pavilion Game Room  
Ninety (90) per Fire Code  
Forty (40) Person Event Capacity  
10:00 am to 5:00 pm, \$100.00  
5:00pm to 8:00pm, \$150.00
  - b. Riverfield Verandah Outdoor Living Room  
One hundred and twenty three (123) Fire Code  
Fifty (50) Person Capacity  
10:00am to 5:00 pm, \$100.00  
5:00pm to -8:00pm, \$150.00
  - c. Camp Creek Game Room  
One hundred and ten (110) per Fire Code  
Fifty (50) Person Capacity  
10:00 am to 5:00 pm, \$100.00  
5:00pm to 8:00pm, \$150.00
  - d. Camp Creek Club Room  
One hundred and eight six (186) per Fire code  
Eighty (80) Person Event Capacity  
10:00 am to 5:00 pm, \$150.00  
5:00pm to 8:00pm, \$200.00

- e. Camp Creek Business Center  
Ten (10) Person Event Capacity  
10:00 am to 8:00 pm, \$50.00

5. Staffing: One (1) staff person is required to be present on-site during the facility license period.
6. Deposit: A deposit in the amount of Two Hundred Dollars (\$200.00) is required at the time the reservation is made. Should alcohol be added to the Facility License, then a Three Hundred Dollar (\$300.00) deposit fee is required at the time the reservation is made. The deposit will be refunded in full if all conditions listed on the Facility Leasing Agreement are met. The District may retain all or part of the deposit if the District determines, at its sole discretion, that it is necessary to repair any damage, including cleanup costs, arising from the license or if one or more of the conditions of the Facility Leasing Agreement are not met.
7. General Policies:
  - a. Adult Patron is bound by the Facilities Leasing Agreement which is incorporated herein by this reference.
  - b. Facility & room maximum capacity limits must be observed at all times and will be strictly enforced. District staff reserves the right to take all necessary actions to comply with this requirement. Examples of these actions include, but are not limited to:
    - i. Event Cancellation & Closure
    - ii. Access Restrictions
    - iii. Parking Enforcement & Towing. The Adult Patron leasing the facility will be responsible for any and all monetary citations and fines that the District may receive for such a violation.
  - c. Rooms may be licensed outside of the hours listed above provided staff are available and may require an additional fee. These reservation requests are not guaranteed to be approved and the Resident Services Office has the authority to reasonably deny any request. Details relating to additional license cost, staffing cost/availability and facility availability may be obtained from the Resident Services Office. All facility leasing policies remain in force for these special circumstances and the District has final say in these matters.
  - d. License fees and deposits may be increased, not more than once per year, by action of the Board of Supervisors, to reflect increased costs of operation of the Amenity Facilities; such increase may not exceed ten percent (10%) per year.
  - e. The volume of live or recorded music must not violate applicable Manatee County Noise Ordinances.

- f. Additional liability insurance coverage may be required for any event that is approved to serve alcoholic beverages. This policy also pertains to certain events the District feels should require additional liability coverage on a case-by-case basis to be reviewed by the District Manager or Board of Supervisors. The District is to be named on these policies as an additional insured party.
- g. Due to the volume of requests, the District is generally unable to approve free or reduced rate use of the meeting room space. Requests for vendor programs or creation of a community group may be submitted to the Lifestyle Manager (Director of Fun) for consideration.

### **General Rules for All Swimming Pool Facilities**

**No lifeguard on duty at pool– Swim at your own risk. A Certified Lifeguard is required on deck to observe the pool waterslide plunge area when slides are open.**

All swimming pool facilities open daily **DAWN TO DUSK**. Dawn is 30 minutes before sunrise. Dusk is 30 minutes after sunset. No nighttime swimming allowed.

1. Brightwood Pavilion Bathing Load: 105 persons  
Riverfield Verandah Bathing Load: 68 persons  
Camp Creek Bathing Load: 240 persons
2. All Patrons must use their assigned Facility Access Fob or digital access or digital access to enter the pool area.
3. Guest Policy: Patrons sixteen (16) and seventeen (17) years of age are permitted to bring one (1) Guest each. That Guest must be sixteen (16) years of age or older and have proper identification to verify age. A Family, as defined in these policies, is limited to a maximum of six (6) total Guests.
4. Children under sixteen (16) years of age must always be directly supervised by a Parent, Guardian or Adult Patron while in the pool facility.
5. Portable wi-fi speakers, radios, tape players, CD players, MP3 players, televisions, and the like are not permitted unless they are personal units equipped with headphones.
6. Swimming is permitted only during designated hours, as posted at the pool.
7. Swimming after dusk is prohibited by the Florida Department of Health.
8. During the posted hours, Patrons swim at their own risk and must adhere to the swimming pool rules.
9. Showers are required before entering the pools, or using the waterslide.
10. Glass containers are not permitted within the entire pool area.
11. No food or beverages are permitted in the pool or on pool wet deck.
12. Alcoholic beverages are not permitted in the entire pool area, in the pool or the pool deck area, unless it is a pre-programmed community event.

13. Do not swallow the pool water.
14. No jumping, pushing, running or other horseplay is allowed in the pool or on the pool deck area.
15. Hanging on the lane lines (where applicable) and interfering with the lap-swimming lane is prohibited.
16. Children under three (3) years of age, and those who are not reliably toilet trained, must wear rubber-lined swim diapers, as well as a swimsuit over the swim diaper, to reduce the health risks associated with human waste in the swimming pool/deck area.
17. Diving is strictly prohibited at all pools.
18. Swimming Pool hours will be posted. Pool availability may be limited or rotated in order to facilitate maintenance of the facility. Depending upon usage, the pool may be closed for various periods of time to facilitate maintenance and to maintain health code regulations. Advance notice will be given to residents, whenever feasible.
19. Any person swimming during non-posted swimming hours may be suspended from using the facility and possibly all the facilities.
20. Proper swim attire must be worn in the pool and bathing suit tops must always be tied.
21. No chewing gum is permitted in the pool or on the pool deck area.
22. For the comfort of others, the changing of diapers or clothes is not allowed at pool side.
23. No one shall pollute the pool. Anyone who does pollute the pool is liable for any costs incurred in treating and reopening the pool.
24. Remote-controlled watercraft are not allowed in the pool area.
25. Pool entrances must always be kept clear.
26. No swinging on ladders, fences, or railings is allowed.
27. Pool furniture is not to be removed from the pool area.
28. Loud, profane, or abusive language is absolutely prohibited.
29. No physical or verbal abuse will be tolerated.
30. Chemicals used in the pool may affect certain hair or fabric colors. The District is not responsible for these effects.
31. Pets, (except for service animals), bicycles, skateboards, roller blades, and scooters are not permitted on the pool deck area inside the pool gates at any time.
32. The Amenity Staff reserves the right to authorize all programs and activities, regarding the number of guest participants, equipment, supplies, usage, etc., conducted at the pool, including Swim Lessons, Aquatic/Recreational Programs, District and/or Homeowner's Association Sponsored Events.
33. Lifestyle Manager may close all facilities due to inclement weather and evidence of lightning.

## **Camp Creek Waterslide Policy**

**A Certified Lifeguard is required on deck to observe the pool waterslide plunge area when slides are open.**

1. Riders must follow the attendant/lifeguard rules and instructions.
2. Water depth is 5'-0" at plunge pool landing area.
3. Strong swimming ability required.
4. Non-swimmers are not permitted.
5. Parental or adult supervision is required at all times for users under 14 years of age.
6. Children less than forty-two (42) inches tall are not permitted to ride the slide.
7. Children more than forty-two (42) inches tall may ride the slide only if they demonstrate the ability to swim independently to the side of the pool after exiting.
8. The rider must be 300 pounds or less.
9. Riders must be in good general health. Use of the slide is only permitted when it is officially open and the lifeguard is on duty. The hours are posted on the pool deck and publicized to the community on a regular basis. Hours are subject to change.
10. Do not use slide while under the influence of alcohol or drugs.
11. The slide may only be used when it is attended at the top and bottom of the slide.
12. Pregnant women and persons with heart conditions or back trouble should not ride the slide.
13. Riders must be seated and wait for the attendant's approval to start down the slide.
14. Only one person may slide down the waterslide at any given time. NO multiple or chain riding.
15. Riders must be three (3) feet away from the slide surface until the previous rider exits the bottom of the flume and the area around the bottom of the slide is completely clear.
16. Riders will wait at the mid-stair landing or the lower unit such time as the next rider is cleared to enter the slide surface.
17. Children may not stand or climb on the waterslide and must always ride down feet first.
18. Diving into/off of, kneeling, changing positions, slowing down, stopping, forming chains or sliding down headfirst is prohibited at all times.
19. Appropriate swimwear required at all times.
20. No life jackets, inner tubes, jewelry, "street clothes", floats, rafts, balls, toys, jewelry, water wings, goggles, masks, safety floats, or inappropriate swim attire are permitted on the waterslide.
21. The rider must be lying down with arms and legs crossed. You must keep arms and hands inside the flume at all times.
22. Parents and children are not permitted to catch children at the bottom of the slide. Riders must exit the slide quickly and clear the plunge area completely prior to next rider.

23. Before sliding check that there is water in the flume. Riding a dry slide is strictly prohibited. After your ride, leave the slide splash area IMMEDIATELY.
24. No pushing in line.
25. All waterslide riders shall obey safety instructions or may be restricted from use of the slide or pool facility.
26. Guidelines not followed after an initial warning will result in a loss of slide privileges for the remainder of the day, or other disciplinary action.
27. Lifestyle Manager may close all facilities due to inclement weather and evidence of lightning.
28. **SEE ADDENDUM TO THIS DOCUMENT** Camp Creek Pool and Waterslide Dept. of Health Standard Operating Procedures (SOP).

### **Feces Policy for All Swimming and Wading Pools**

1. To avoid contamination:
  - a. Parents should take their children to the restroom before entering the pool.
  - b. Children under three (3) years of age, and those who are not reliably toilet trained, must wear rubber lined swim diapers and a swimsuit over the swim diaper.
  - c. Patrons who have diarrhea are prohibited from using the pool.
2. If contamination occurs, the affected pool will be fenced off and closed for up to twenty-four (24) hours per the Florida Department of Health guidelines. The water may be shocked with chlorine to kill the bacteria.

### **ADA Chair Lift Usage Policy**

1. ADA chair lifts are for use by disabled Patrons and Guests only. Users should consult with their physician to determine if water activities are appropriate for them.
2. Chair lifts are designed for self-use. Amenity Management Staff is not authorized to assist Patrons or Guests with use beyond initial review of operating instructions.
3. Use of the chair lifts by non-disabled Patrons or Guests will result in immediate suspension from the facility for a period of one (1) day, no exceptions.

### **Aquatic Toy and Recreational Floatation Device Policy**

1. Toys and other aquatic equipment are prohibited in the pool.
2. Exceptions to the above are Coast Guard approved personal floatation devices, kickboards for lap swimming/swim classes, masks, goggles, water wings, and water toys for organized special events previously approved by the Amenity Manager.
3. Amenity Management Staff has the final say regarding the use of any and all recreational floatation devices at all pools.

## **Fitness Centers Policies**

1. Occupancy: 38
2. Please note the Fitness Centers are unattended facilities. Persons using the facilities do so at their own risk. Staff is not present to provide Personal Training or Exercise Consultation to Patrons. Persons interested in using the Fitness Centers are encouraged to consult with a physician prior to commencing a fitness program.
3. All Patrons using the Fitness Centers are expected to conduct themselves in a responsible, courteous and safe manner in compliance with all policies and rules of the District governing the Amenity Facilities. Disregard or violation of the District's policies and rules and misuse or destruction of the Fitness Centers equipment may result in the suspension or termination of usage privileges. The District may pursue further legal action and restitution regarding destruction of Amenity Facility property or equipment.
4. Hours: The Fitness Center(s) are open daily 24-hours for use by Patrons and their accompanied guests.
5. Emergencies: Call 911 if immediate medical attention is necessary. All emergencies and injuries must be reported to the Amenity Staff as well as the District Manager, District Manager PFM Group Consulting, LLC, (PFM) Tel. 855.201.0152
6. Eligible Users: Patrons sixteen (16) years of age and older are permitted to use the Fitness Centers during designated operating hours. Patrons twelve -fifteen (12-15) years of age fob or digital access are permitted to use the Fitness Centers during designated operating hours if accompanied and supervised by a parent/guardian/-patron with a valid access fob or digital access or digital access. No one under the specified ages is allowed in the Fitness Centers at any time.
7. Guest Policy: Residents may accompany up to two (2) guests to the Fitness Centers. Residents are responsible for cleaning up after themselves and their guest(s).
8. Food and Beverage: Food (including chewing gum) is not permitted within the Fitness Centers. Water is permitted in the Fitness Centers if contained in non-breakable containers with screw top or sealed lids. Alcoholic beverages are not permitted.
9. Proper Attire: Appropriate clothing and athletic footwear (covering the entire foot) must always be worn in the Fitness Centers. Appropriate clothing includes t-shirts, tank tops, athletic shorts (no jeans), and/or sweat suits (no swimsuits).

10. General Policies:

- a. Everyone is responsible for wiping off fitness equipment after use.
- b. Use of personal trainers is not permitted in the Fitness Centers with exception to instructors provided by the management company as part of the lifestyle program.
- c. Hand chalk is not permitted to be used in the Fitness Centers.
- d. Portable wi-fi speakers, radios, tape players, CD players and MP 3 players are not permitted unless they are personal units equipped with headphones.
- e. Weights or other fitness equipment may not be removed from the Fitness Centers.
- f. Patrons are not permitted to store personal equipment in the fitness center.
- g. When other Patrons are waiting, use of cardiovascular equipment should be limited to thirty (30) minutes and breaks should be taken between multiple sets on weight equipment.
- h. Weights must be returned to their proper location after use.
- i. Free weights are not to be dropped and should be placed only on the floor or on equipment made specifically for storage of the weights.
- j. Any fitness program operated, established, and run by Amenity Staff may have priority over other users of the Fitness Centers.

**Event Lawns/Multi-Purpose  
Playing Field Policies**

All Patrons and guests using the Event Lawns/Multi-Purpose Playing Field are expected to conduct themselves in a responsible, courteous and safe manner in compliance with all policies and rules of the District. Disregard or violation of the District's policies and rules and misuse or destruction of Facility equipment may result in the suspension or termination of Facility privileges. The District may pursue further legal action and restitution regarding destruction of Amenity Facility property or equipment. Guests may use the Event Lawns/Multi-purpose Playing Field if accompanied by a Patron.

Please note that the Event Lawns/Multi-Purpose Playing Field is an unattended Facility and persons using the facility do so at their own risk. Persons interested in using these Facilities are encouraged to consult with a physician prior to use.

1. Hours: The Event Lawns/Multi-Purpose Playing Field is available for use by Patrons daily from dawn to dusk.
2. Emergencies: All emergencies and injuries must be reported to the Amenity Staff as well as the District Manager, District Manager PFM Group Consulting, LLC, (PFM) Tel. 855.201.0152

3. Proper Attire: Proper athletic shoes and attire are required at all times while on the field. Proper attire shall consist of athletic shoes, shirts, and shorts or athletic pants.
4. Guest Policy: Patrons are permitted to bring a maximum of six (6) guests to this facility per household.
5. General Policies:
  - a. Usage is available on a first come first serve basis, unless otherwise programmed by District.
  - b. Schedules of programs will be posted.
  - c. Usage of the Event Lawns/Multi-purpose Playing Field by organizations charging a fee is strictly prohibited unless pre-approved by the District.
  - d. The exclusive and reserved scheduled uses of the Event Lawns/Multi-Purpose Playing Field are limited to community-based teams and programs scheduled through the Amenity Staff.
  - e. Roller blades, skates, skateboards, and motorized scooters are prohibited at the Event Lawns/Multi-Purpose Playing Field.
  - f. Portable wi-fi speakers, radios, tape players, CD players and MP 3 players are not permitted unless they are personal units equipped with headphones.
  - g. Loud, profane, or abusive language is absolutely prohibited.
  - h. No physical or verbal abuse will be tolerated.
  - i. Beverages are permitted at the Event Lawns/Multi-Purpose Playing Field if contained in non-breakable containers with screw top or sealed lids. No glass containers are permitted at or on the Event Lawns/Multi-purpose Playing Field.
  - j. Alcoholic beverages are not permitted at or on the Event Lawns/Multi-purpose Playing Field, unless a community event pre-approved by the District.
6. Lifestyle Manager may close all facilities due to inclement weather and evidence of lightning.

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## **Pickleball Court Policies**

1. Hours: The Pickleball Courts are available for use by Patrons daily from dawn to dusk.
2. All Patrons must use their assigned Facility Access Fob or digital access or digital access to enter the courts.
3. Guest Policy: Residents may accompany up to two (2) guests to the Pickleball Courts. Residents are responsible for cleaning up after themselves and their guest(s).
4. Eligible Users: Patrons sixteen (16) years of age and older are permitted to use the Fitness Centers during designated operating hours. All children under the age of 16 must be supervised at all times.
5. Courts are available for use by court on a first come first serve basis, except during peak hours in which the courts can be reserved via MindBody online.
6. When other players are waiting, court use should be limited to 1 hour.
7. Bikes, rollerblades, skateboards and equipment with wheels are not permitted.
8. No sidewalk chalk or any other type of graffiti is permitted on court surface.
9. All players shall be dressed in appropriate attire, which includes: shirts, tennis shoes, shorts or warm up suits. These items must be worn at all times. Hard and/or black soled shoes are restricted from the pickleball courts.
10. Smoking, vaping, e-cigs and alcohol in the pickleball court area is not permitted.
11. Food and gum are not permitted on the courts. Drinks must be in a non-breakable, spill-proof container.
12. Profanity, fighting or disruptive behavior will not be tolerated.
13. No furniture, other than benches, tables and chairs already provided will be allowed on the playing surfaces.
14. Portable wi-fi speakers, radios, tape players, CD players and MP 3 players are not permitted unless they are personal units equipped with headphones .
15. All pickleball instructors must be approved, certified and employed by the management company.
16. Patrons are required to clean up after themselves and remove their trash.
17. Lifestyle Manager may close all facilities due to inclement weather and evidence of lightning.

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## **Bike Pump Park Policies**

**Florida State Statute:** In accordance with Section 316.0085, Florida Statutes, any person who participates in or assists in off-road biking, skateboarding or in-line skating assumes the known and unknown inherent risks in these activities irrespective of age, and is legally responsible for all damages, injury or death to himself or herself or other persons or property which result from these activities. Any person who observes biking, skateboarding or in-line skating assumes the known and unknown in the inherent risks in these activities irrespective of age and is legally responsible for all damages, injury or death to himself or herself which result from these activities.

1. All Patrons must use their assigned Facility Access Fob or digital access or digital access to enter the bike pump park.
2. Use of the Bike Pump park is at your own risk. Know your own abilities and limits.
3. Adult supervision is required for riders age 15 and under.
4. Riding in the park is permitted from dawn to dusk only.
5. Before riding, inspect all surfaces before park use and report any trash, debris, erosion, or other problems with the surface to District staff immediately.
6. No riding during rain, lightning, or maintenance periods.
7. Ride with the flow of other riders. Do not proceed over obstacles or around course until it is clear of other riders.
8. Only BMX or Mountain bikes are permitted in the active riding area.
9. No motorized vehicles (Golf Cart / Mini Bike / Dirt Bike / ATV / 4 Wheelers) are permitted in the bike park or on the single-track trails.
10. Bikes with training wheels are not permitted in the bike park. Pedal cars or tricycles are not permitted in the bike park.
11. All riders must wear an American National Standards Institute (ANSI)-approved helmet with securely fastened chinstrap and closed-toe shoes. It is strongly suggested that riders wear elbow pads, kneepads and wrist guards.
12. Destruction of obstacles, vandalism, graffiti, or other types of damage to the facility shall be governed in accordance with the District's Suspension and Termination of Amenity Privileges Policy and may result in the loss of use of the facility.
13. No animals allowed in the active riding areas.
14. No music boxes or speaker systems are allowed.
15. Absolutely no alcohol, drugs, smoking, or vaping allowed in the active riding area.
16. No profanity or abusive language will be tolerated.
17. Lifestyle Manager may close all facilities due to inclement weather and evidence of lightning.

## **Policies for All Parks and Playgrounds**

1. Organized assemblies are not permitted without explicit approval by The District.
2. Guest Policy: Patrons may bring a maximum of four (4) guests per household to this facility.
3. Parks and playgrounds are available on a first come first serve basis, no reservations are permitted.
4. Guests must be accompanied by Patrons in accordance with the Districts guest policies.
5. Children using playground equipment must be under the age of twelve (12) and must be accompanied and supervised by a patron 16 years of age or older.
6. Children under the age of two (2) are not permitted to use the playground equipment.
7. No grills of any kind are permitted.
8. The use of fireworks is prohibited.
9. No roughhousing is permitted at the parks and playgrounds.
10. Roller blades, skates, skateboards, and motorized scooters are prohibited at all Parks and Playgrounds.
11. Portable wi-fi speakers, radios, tape players, CD players and MP 3 players are not permitted unless they are personal units equipped with headphones.
12. Persons using the parks and playgrounds must clean up all food, beverages and miscellaneous trash brought to the park/playground.
13. The use of profanity or disruptive behavior is absolutely prohibited.
14. Beverages are permitted at all Parks and Playgrounds if contained in non- breakable containers with screw top or sealed lids. No glass containers are permitted at or on all Parks and Playgrounds.
15. Alcoholic beverages are not permitted at or on all Parks and Playgrounds, unless a community event pre-approved by the District.
16. Inflatable equipment, such a bounce houses, is not permitted at the parks or playgrounds unless at District pre-approved or programmed special events.
17. Park and playground hours are as posted. Unless otherwise posted, hours are from dawn to dusk, Monday thru Sunday.
18. Lifestyle Manager may close all facilities due to inclement weather and evidence of lightning.

**Policies for Indoor**  
**Clubhouse Spaces: Café,**  
**Club Room & Business**  
**Center**

1. Hours: The Clubhouse is available for use by Patrons daily during the follow hours of operation: Sunday-Tuesday 12 pm to 7 pm; Wednesday – Saturday 10 am to 8 pm
2. All Patrons must use their assigned Facility Access Fob or digital access or digital access to enter the clubhouse.
3. Emergencies: All emergencies and injuries must be reported to the Amenity Staff as well as the District Manager, District Manager PFM Group Consulting, LLC, (PFM) Tel. 855.201.0152
4. Proper Attire: Shirt or cover up and shoes are required at all times while in the clubhouse. Wet bathing suits and feet are not permitted.
5. Guest Policy: Patrons are permitted to bring a maximum of six (6) guests to this facility per household.
6. Eligible Users: Patrons sixteen (16) years of age and older are permitted to use the clubhouse during designated operating hours. No one under the age of sixteen (16) is allowed in the clubhouse unless accompanied by a patron at least 16 years of age.
7. General Policies:
  - a. All seating areas are first come, first serve unless otherwise programmed by District.
  - b. Excessive noise that will disturb other patrons is not permitted.
  - c. Smoking cigarettes, cigars and e-cigs/vapor cigs are not permitted.
  - d. Use of profane or inappropriate language is not permitted.
  - e. Residents are responsible for cleaning up after themselves and helping to keep the amenity areas clean at all times.
  - f. Please replace furniture to its original location after each use.
  - g. Residents are encouraged to let the staff know if an area of the facility or a piece of equipment is in need of cleaning or maintenance.
  - h. All equipment and supplies provided for use of the amenities must be returned in good condition after use.
  - i. With the exception of service animals, pets are only permitted in designated areas, and they are not permitted indoors.
  - j. Bicycles, skateboards, rollerblades and other vehicle use is limited to designated outdoor areas only. A designated parking space with racks for bikes, skateboards and other vehicles is available.
  - k. The facility and staff are not responsible for lost or stolen items. Staff members are not permitted to hold valuable or bags for patrons. All found items should be turned in to the staff for storage in the lost and found. Items will be stored in the lost and found for up to one month.
  - l. The Café is completely cashless, and self-service. The POS terminal accepts credit card payments only.

## **Game Room Policies**

1. Residents use only with valid Facility Access Fob or digital access or digital access.
2. All Patrons must present their assigned Facility Access Fob or digital access to the staff person on duty in order to check out game room equipment including but not limited to ping pong paddles and balls, foosballs, air hockey paddles and pucks and billiard balls.
3. Usage of each game is limited to a maximum amount of time of one (1) hour of play per game if someone is waiting to play.
4. No one under the age of sixteen (16) is allowed in the game room unless accompanied by a patron at least 16 years of age.
5. Guest Policy: Patrons may bring a maximum of six (6) guests to the facility per household.
6. Portable wi-fi speakers, radios, tape players, CD players and MP 3 players are not permitted unless they are personal units equipped with headphones.
7. Persons using the Game Room must clean up all food, beverages, miscellaneous trash, including returning any used or relocated items and furnishings.
8. The use of profanity or disruptive behavior is absolutely prohibited.
9. Beverages are permitted at the Game Room if contained in non-breakable containers with screw top or sealed lids. No glass containers are permitted at the Game Room.
10. Alcoholic beverages are not permitted at the Game Room, unless a community event pre-approved by the District.
11. No smoking, vaping, e-cigs allowed.
12. No running.
13. No horseplay.
14. Any violation of these rules could result in expulsion from the Game Room for a minimum of one day.
15. Lifestyle Manager may close all facilities due to inclement weather and evidence of lightning.

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## Trails

1. Guest Policy: Patrons under the age of sixteen (16) are permitted to bring one (1) guest, provided both the patron and the guest have parental/guardian/adult supervision. Patrons over the age of sixteen (16) may bring a maximum of four (4) guests to this facility per household.
2. General Policies:
  - a. Trails are for pedestrian and cycling access and recreational use only by Patrons and Guests.
  - b. Children under the age of 16 (sixteen) must be accompanied and supervised by a patron at least 16 years of age at all times.
  - c. Organized assemblies are not permitted without explicit approval by the District.
  - d. Trails hours are dawn to dusk Monday through Sunday.
  - e. Guests must be accompanied by Patrons in accordance with the District guest policies.
  - f. Strollers are allowed along the Trails.
  - g. Grills of any kind are prohibited.
  - h. The use of tents is prohibited.
  - i. The use of fireworks is prohibited.
  - j. No roughhousing is permitted along the trails.
  - k. Persons using the Trails must clean up all food, beverages and miscellaneous trash.
  - l. Glass containers are prohibited.
  - m. The use of profanity or disruptive behavior is absolutely prohibited.
  - n. Alcoholic beverages are not permitted along the Trails.
  - o. No skateboarding or rollerblading is allowed anywhere along the Trails .
  - p. Golf carts, motorcycles, off-road vehicles (including ATVs), and motorized scooters are prohibited along the trails and Bike Parks.
  - q. The Trails are self-clean areas; everyone is expected to clean up after themselves.
  - r. Violation of rules will result in immediate expulsion from the trails for the day. On the second offense, a trespass warning will be given.
  - s. Do not use trails during inclement weather and evidence of lightning.
  - t. The intent of the following policy is to protect the property of the District as well as the interests of the residents of the District while patronizing the Trails:
    - i. The Manatee County Sheriff's Department, Florida Highway Patrol, and employees of the Amenity Management Company have the authority to disperse large crowds of juveniles who congregate on the trail (or in parks, parking lots or common areas) with no real purpose, at any time of day.
    - ii. The District has given permission to the law enforcement officers of the Manatee County Sheriff's Office and Florida Highway Patrol to enforce this policy by doing the following: (This applies to deputies/troopers working off-duty for the District as well as deputies/troopers on regular patrol)

- Give juveniles fair warning at first recognition of violation of policy.
- Issue Trespass Warnings, at the deputy's/trooper's discretion, to juveniles who fail to obey the policy.
- Violators who have been issued Trespass Warnings and subsequently return to the park before the warning expires maybe arrested for trespassing.
- Anyone found guilty of vandalism or other illegal activity while on District property will be prosecuted to the fullest extent of the law withno exceptions.

### **Fishing and Pond Policies**

There is a community-wide NO FISHING policy at North River Ranch. The ponds serve stormwater management purposes and are not to State Code for fishing, swimming or ingesting. The purpose of these bodies of water is to help facilitate the District's natural water system for stormwater runoff.

### **Dog Parks and Dog Care**

1. The park is open daily DAWN TO DUSK.
2. Park is unattended. Persons using the park do so at their own risk.
3. Patrons must have their assigned Facility Access Fob or digital access or digital access to enter the dog park.
4. Only Patrons with a North River Ranch Community Development facility access fob or digital access are permitted to bring their own dog to the dog park.
5. Guest Policy: Patrons under the age of sixteen (16) are permitted to bring one (1) guest provided both the patron and the guest have parental/guardian/adult supervision. Patrons over the age of sixteen (16) may bring a maximum of two (2) guests to this facility. Guests may not bring dogs.
6. Dogs that have been declared dangerous or aggressive are prohibited.
7. All Patrons must have proof of their dog's current rabies vaccination and license.
8. Children must be at least 6 years of age and accompanied by a parent or guardian to enter the park. Children 6-16 years of age must be accompanied by an adult and must have a dog to enter the park area. Strollers are not allowed in the park.
9. Puppies under four months old are not permitted in the park.
10. Limit is two (2) dogs per Patron per visit. Guests may not bring dogs.
11. Dogs in heat are not allowed.
12. Patrons must pick up after their dog and dispose of feces properly.
13. Patrons must fill in holes dug by their dog.

14. Dogs must be on a leash when entering and exiting the dog park. Patrons must carry a leash for each dog while inside the dog area and the dogs must always be under voice command.
15. Dogs are always required to wear a basic flat buckle collar or harness with identification tags. No spiked or pronged dog collars are allowed.
16. Animals other than dogs are not allowed.
17. Leaving dogs unattended is prohibited. All Patrons must always remain in the park with their dogs.
18. Dogs that bark persistently, are a nuisance, are annoying or provoking other dogs or persons must leave the Dog Park area.
19. Climbing on or over the fence is not permitted. Dogs are not permitted to jump from one side to the other inside the dog park.
20. No smoking, vaping products, food (dog or human), or raw hides allowed in the Dog Park. Patrons must use caution when bringing dog toys to the park since fights could erupt.
21. No alcoholic beverages or glass containers are allowed in the park.
22. The District staff has the authority to close the park or sections of the park for any reason, including maintenance, mowing, weather-related problems, special events, or for the public's safety and/or health.
23. Lifestyle Manager may close all facilities due to inclement weather and evidence of lightning.

### **Lost and Found Property**

All property found at any amenity of North River Ranch will be recorded, collected, and placed in a designated bin to be available for homeowner collection during calendar listed Resident Services Office open hours or new homeowner orientations. Lost and found items will be kept for a period of one month, after which items will be donated.

Value deemed items such as jewelry, electronics, and confidential personal property will be kept for a period of 1 year at Resident Services Office. All efforts will be made to return the value deemed item(s) by e-newsletter notifications and neighborhood social pages. Thereafter, the items will be donated or suitably disposed.

## **Natural Buffer Areas Policy** **Statement**

The following is the policy statement of the District as it regards the natural tree protection, wetland and upland buffer areas that are scattered in large numbers throughout the Community. The policy statement is consistent with the policies of other governments including Manatee County, and Southwest Florida Water Management District (SWFWMD) as it regards their natural, conservation tree protection and wetland conservation/preservation areas:

The natural areas are not intended to be maintained. These areas are to be left untouched to allow for nature to take its normal course. Vegetation that dies including, but not limited to trees, are left to fulfill their role in nature's process.

Trees, within or immediately adjacent to these areas that have died and appear to pose a threat of falling and damaging an abutting property owner's property may be addressed as follows: Such abutting property owner must initially contact the District. The District will send a representative to confirm that the tree in question is located on District property. Once confirmed, the District will send an arborist to determine whether the tree poses a hazard. If so, and at its discretion, the District will remedy the situation by removing the tree or a portion thereof. If it is determined that the tree does not pose a hazard, the property owner may elect to cut or remove the tree at their own expense. Such abutting property owner must secure permission from the District and shall then be responsible for any needed permitting or review by Manatee County and SWFWMD. The goal of permitted trimming and/or removal, where warranted, is to minimize disturbance to these areas.

If a tree does fall onto another's property, that property owner has the right to cut back or limb the tree as necessary to their individual property line. The rest of the tree is to be left as is. This would also pertain to normal maintenance, which would allow an owner to trim back any encroaching vegetation to their property line. No one can encroach into the natural areas for any reason, from maintenance to placement of personal property of any kind.

## **ADDENDUM**

Camp Creek Pool and Waterslide Dept. of Health Standard Operating Procedures (SOP).



Pool & Water  
Slides  
Standard Operating  
Procedures

**Addendum to North River Ranch  
Improvement Stewardship District  
Adopted Rules and Regulations v7  
Adopted November 13, 2024**

11645 Camp Creek Trail  
Parrish, FL 34219

# Contents

- Job Description & Uniform
- Slide and Pool Rules
- Inclement Weather Policy
- First Aid, Accident & Injury Response and Reporting
- Fecal Response Protocol
- Rotation, breaks and daily checklist

## Notes:

- Camp Creek **pool** does not have Lifeguards on duty. Pools are swim at your own risk.
- A lifeguard is on duty for the Camp Creek Water Slides.
- Pool slides must be staffed when the slide is operating-one at the top of the slide and one lifeguard on the pool deck at the plunge area.
- All pool attendants and lifeguards are approved Florida Dept. of Health CPR/AED and First Aid trained and certified.

# **POOL ATTENDANT**

## **JOB DESCRIPTION**

**FUNCTION:** Responsible for the general upkeep of the pool deck and surrounding facilities. Responsible for enforcing the policies of the pool and waterslide and promoting water safety. This position also services as a customer service role, interacting constantly with residents of the community. The Pool Attendant provides exceptional service by assisting them in a friendly, efficient, courteous and professional manner.

### **QUALIFICATIONS:**

- Must be at least 18 years of age.
- Water Slides Lifeguards and Pool Attendants must obtain current, Florida Department of Health approved certifications for CPR/AED/First Aid. All Certifications must be approved Dept of Health Courses.
- Ability to Swim.
- Ability to follow routine verbal and written instructions.
- Ability to express an upbeat and enthusiastic attitude.
- Speak with others using clear and professional language.
- Develop and maintain positive working relationships with others.
- The nature of the work requires the employee to work outdoors in all weather conditions including wet, hot and cold.
- Move, lift, or carry objects weighing less than or equal to 50 pounds.
- Ability to stand, sit, or walk for an extended period of time.

### **KNOWLEDGE:**

- You must be aware of all pool and waterslide rules, policies, and procedures.

### **PRIMARY DUTIES:**

- Reports any incident or accident to the Facility Manager on duty.
- Maintains constant surveillance of patrons in the facility; acts immediately and appropriately to secure the safety of patrons in the event of an emergency.
- Performs various maintenance and custodial duties as directed to maintain a clean and safe environment, including, but not limited, to the restrooms, pool deck and water slide, if applicable.
- Check to ensure that all other equipment is functioning properly.
- Welcome and acknowledge all guests according to company standards; anticipate and address resident needs.
- Follows the daily opening and closing procedures when scheduled.
- Works with other pool attendants as a team to monitor the gates, slide and the pool area.
- Maintain hourly attendance records while on duty.
- Promote and enforce the rules and regulations of the recreation facility.

## **UNIFORM POLICIES**

All staff members must be dressed appropriately for work, meaning “**You must be 100% in uniform or you are 100% out of uniform.**”

- **Activities/Pool Attendant Dress Code**

Provided Rash Guard with NRR logo – not to be worn for events.

Shorts or pants-black, chino or athletic style (solid color, no logos)

\* Shorts must be at 4 fingers above the knee or longer

Provided Ballcap with NRR logo.

\* Bucket hat not to be worn for events

Provided Uniform polo with NRR logo for indoor events, training, non-pool shifts

Provided T-shirt with NRR logo for outdoor events only.

Sneakers-solid color (black, white, grey or navy)

### **Standards and reminders**

- Name tag required at all times.
- Please ensure that shirts are not wrinkled or stained and shoes are clean.
- Leggings, sweatpants, and bike shorts are not permitted. Jeans/denim shorts are not permitted.
- The Lifestyle Director may provide specific uniform instructions for certain events or occasions.

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# **POOL RULES**

**No lifeguard on duty at pool– Swim at your own risk.**

**A Certified Lifeguard is required on deck to observe the pool waterslide plunge area when slides are open.**

*All swimming pool facilities open daily DAWN TO DUSK. No nighttime swimming allowed.*

Camp Creek Bathing Load: 240 persons

1. All Patrons must use their assigned Facility Access Fob or digital access or digital access to enter the pool area.
2. Guest Policy: Patrons sixteen (16) and seventeen (17) years of age are permitted to bring one (1) Guest each. The guest must be sixteen (16) years of age or older and have proper identification to verify age. A Family, as defined in these policies, is limited to a maximum of six (6) total Guests.
3. Children under sixteen (16) years of age must always be directly supervised by a Parent, Guardian or Adult Patron while in the pool facility.
4. Portable wi-fi speakers, radios, tape players, CD players, MP3 players, televisions, and the like are not permitted unless they are personal units equipped with headphones.
5. Swimming is permitted only during designated hours, as posted at the pool.
6. Swimming after dusk is prohibited by the Florida Department of Health.
7. Showers are required before entering the pools or using the waterslide.
8. Glass containers are not permitted within the entire pool area.
9. No food or beverages are permitted in the pool or on pool wet deck.
10. Do not swallow the pool water.
11. Diving is strictly prohibited at all pools.
12. Swimming Pool hours will be posted. Pool availability may be limited or rotated in order to facilitate maintenance of the facility. Depending upon usage, the pool may be closed for various periods of time to facilitate maintenance and to maintain health code regulations. Advance notice will be given to residents whenever feasible.
13. Alcoholic beverages are not permitted in the entire pool area, in the pool or the pool deck area, unless it is a pre-programmed community event.
14. No jumping, pushing, running or other horseplay is allowed in the pool or on the pool deck area.
15. Hanging on the lane lines (where applicable) and interfering with the lap-swimming lane is prohibited.
16. Children under three (3) years of age, and those who are not reliably toilet trained, must wear rubber-lined swim diapers, as well as a swimsuit over the swim diaper, to reduce the health risks associated with human waste in the swimming pool/deck area.
17. During the posted hours, Patrons swim at their own risk and must adhere to the swimming pool rules.

18. Any person swimming during non-posted swimming hours may be suspended from using the facility and possibly all the facilities.
19. Proper swim attire must be worn in the pool and bathing suit tops must always be tied.
20. No chewing gum is permitted in the pool or on the pool deck area.
21. For the comfort of others, the changing of diapers or clothes is not allowed at pool side.
22. No one shall pollute the pool. Anyone who does pollute the pool is liable for any costs incurred in treating and reopening the pool.
23. Remote-controlled watercrafts are not allowed in the pool area.
24. Pool entrances must always be kept clear.
25. No swinging on ladders, fences, or railings is allowed.
26. Pool furniture is not to be removed from the pool area.
27. Loud, profane, or abusive language is absolutely prohibited.
28. No physical or verbal abuse will be tolerated.
29. Chemicals used in the pool may affect certain hair or fabric colors. The District is not responsible for these effects.
30. Pets, (except for service animals), bicycles, skateboards, roller blades, and scooters are not permitted on the pool deck area inside the pool gates at any time.
31. The Amenity Staff reserves the right to authorize all programs and activities, regarding the number of guest participants, equipment, supplies, usage, etc., conducted at the pool, including Swim Lessons, Aquatic/Recreational Programs, District and/or Homeowner's Association Sponsored Events.
32. Lifestyle Manager may close all facilities due to inclement weather and evidence of lightning.

## **WATERSLIDE RULES**

1. Riders must follow the attendant/lifeguard rules and instructions.
2. Water depth is 5'-0" at plunge pool landing area.
3. Strong swimming ability required.
4. Non-swimmers are not permitted.
5. Parental or adult supervision is required at all times for users under 14 years of age.
6. Children less than forty-two (42) inches tall are not permitted to ride the slide.

7. Children more than forty-two (42) inches tall may ride the slide only if they demonstrate the ability to swim independently to the side of the pool after exiting.
8. The rider must be 300 pounds or less.
9. Riders must be in good general health. Use of the slide is only permitted when it is officially open and the lifeguard is on duty. The hours are posted on the pool deck and publicized to the community on a regular basis. Hours are subject to change.
10. Do not use slide while under the influence of alcohol or drugs.
11. The slide may only be used when it is attended at the top and bottom of the slide.
12. Pregnant women and persons with heart conditions or back trouble should not ride the slide.
13. Riders must be seated and wait for the attendant's approval to start down the slide.
14. Only one person may slide down the waterslide at any given time. NO multiple or chain riding.
15. Riders must be three (3) feet away from the slide surface until the previous rider exits the bottom of the flume and the area around the bottom of the slide is completely clear.
16. Riders will wait at the mid-stair landing or the lower unit such time as the next rider is cleared to enter the slide surface.
17. Children may not stand or climb on the waterslide and must always ride down feet first.
18. Diving into/off of, kneeling, changing positions, slowing down, stopping, forming chains or sliding down headfirst is prohibited at all times.
19. Appropriate swimwear required at all times.
20. No life jackets, inner tubes, jewelry, "street clothes", floats, rafts, balls, toys, jewelry, water wings, goggles, masks, safety floats, or inappropriate swim attire are permitted on the waterslide.
21. The rider must be lying down with arms and legs crossed. You must keep arms and hands inside the flume at all times.
22. Parents and children are not permitted to catch children at the bottom of the slide. Riders must exit the slide quickly and clear the plunge area completely prior to next rider.
23. Before sliding check that there is water in the flume. Riding a dry slide is strictly prohibited. After your ride, leave the slide splash area IMMEDIATELY.
24. No pushing in line.
25. All waterslide riders shall obey safety instructions or may be restricted from use of the slide or pool facility.
26. Guidelines not followed after an initial warning will result in a loss of slide privileges for the remainder of the day, or other disciplinary action.
27. Lifestyle Manager may close all facilities due to inclement weather and evidence of lightning.

## **LIGHTNING & INCLEMENT WEATHER**

North River Ranch follows the standard lightning safety protocols based on guidelines from organizations like the **National Lightning Safety Institute (NLSI)** and the **National Weather Service (NWS)**.

### **1. Pool Closure Timing**

- Pools are usually closed when thunder is heard or lightning is seen.
- This facility uses "**30-30 rule**":
  - If thunder is heard within **30 seconds** of a lightning flash, the storm is close enough to be dangerous.
  - Pool should remain closed for **at least 30 minutes** after the last thunderclap or lightning strike.

### **2. Evacuation Protocol**

- Swimmers must **exit the water immediately**.
- Patrons are often directed to a **safe shelter** (fully enclosed buildings with plumbing & electricity). They cannot remain within the pool gates.

### **3. Resuming Pool Activities**

- Pools remain closed for **30 minutes after the last observed lightning or thunder**.
- Each new lightning/thunder event resets the 30-minute clock. **NRR will use the Weather Bug app for lightning detection.**

## **ADA CHAIR LIFT USE POLICY**

1. A chairlift is located in the closet of each pool.
2. ADA chair lifts are for use by disabled Patrons and Guests only. Users should consult with their physician to determine if water activities are appropriate for them.
3. Chair lifts are designed for self-use. Amenity Management Staff is not authorized to assist Patrons or Guests with use beyond initial review of operating instructions.
4. Use of the chair lifts by non-disabled Patrons or Guests will result in immediate suspension from the facility for a period of one (1) day, no exceptions.

## FECAL INCIDENTS

When dealing with fecal incidents, remember that you are dealing with the public and you should explain the situation by using words such as “waste” and “stool”.

1. Immediately instruct all swimmers to exit the pool and pool deck.
2. Close the pool to prevent further contamination.
3. Place signs on all gates.
4. Wear disposable gloves to avoid direct contact with fecal matter.
5. If necessary, use a net or scoop to remove solid feces. Disinfect the net or scoop immediately after removal.
6. Dispose of it properly in a sanitary manner (e.g., sealed plastic bag placed in trash can).
7. Notify the manager on duty or RSS right away-they will call the pool company then send notification to the community regarding the closure, after length of time is determined.
8. Record the date, time and corrective actions taken using the incident report.

## VOMIT AND BLOOD CONTAMINATION

Vomit and blood contamination are unlikely to spread illness in pool water however precautions should be taken. When it is reported that someone has vomited **in the water**, or the water have been contaminated with a large amount of blood the response should be the same as solid stool in the water. Temporarily close the pool and follow the above procedure (for fecal incidents).

### **Fecal, Vomit or Blood Contamination on Deck:**

When an accident happens on the deck the area must be closed off, cleaned, and sanitized. No matter what, the contaminant should be handled in the same way. Bio hazard clean up kits are located in the pool office with all of the necessary personal protective equipment and tools to assist with safe cleanup. Additional tools that will be needed for the proper cleanup can include a bleach/water mixture, deck brush, and a mop bucket.

Follow These Steps:

1. Close off the area.
2. Use the absorb powder to solidify any liquids.
3. Use the scoop from the bio kit and scoop as much as possible and place in bag.
4. After all of the loose material is removed spray the area with disinfectant.
5. Scrub the area with the deck brush.
6. Wash the area down with water to the nearest drain.
7. Dispose of contamination properly
8. Sanitize all used equipment with 50% bleach/water mixture.

## **ROTATIONS, CHECKLIST & BREAKS**

- During all rotations, conversations should be kept to a minimum, and changes shall be quick and performed in a professional manner while still scanning your area of responsibility.
- Lifeguards should not leave during a rotation. If the lifeguard leaves the slide area, the slide will be turned off and everyone must exit the slide area. The gate will be closed and locked until the lifeguard returns.

### **A PROFESSIONAL ROTATION:**

***Lifeguard, Pool Deck and Slide Attendant rotate every hour on the hour.***

- Occurs in a timely manner
- Involves limited conversation – just enough to brief the incoming attendant on actively level, patrons, etc.
- Provide a seamless transition of responsibility

### **DAILY TASKS FOR DECK ATTENDANT:**

- ✓ Check toilets and tidy if any loose paper on floor, mop if needed and put sign out.
- ✓ Empty trash and replace liners.
- ✓ Stock all toiletries as needed (paper towels, soap, toilet paper)
- ✓ Reset all furniture.
- ✓ Check all pool deck trash cans, empty and replace liners if more than half full
- ✓ Pick up any left belongings and place in lost & found bin located in the pool office.
- ✓ Walk pool deck, greet ALL residents.
- ✓ Check entries to ensure bikes are on bike racks and not blocking walkways.
- ✓ Continuous addressing of rules and regulations

### **SPECIFIC TO WATER SLIDES:**

- ✓ Start the filtration system at least three hours before operating the slide. At closing, the attendant will ensure that the filtration system remains on for at least three (3) hours.
- ✓ Prior to daily slide operation an inspection must be performed. This inspection includes the following:
  - Inspect the slide path to make sure there are no obstructions.
  - Look for chips, bubbles, or cracks in the fiberglass finish.
  - Leaks or drips from flange connections
  - Caulking that has worn or peeled away.
  - Any loose or missing fasteners
  - If any of these items are noticed they must be corrected and or repaired before the slides can be open for operation.

- ✓ Walk slides, steps, landing, flume and platform prior to opening. Ensure slides, steps, landing, flume and platform are clean and safe. Check for any signs of sharp or rough fiberglass surface or other deficiencies on the flume and tower. The slide will not be opened if any deficiencies are found.

#### **BREAKS:**

- 30-minute off-the-clock breaks are provided for shifts of 6 hours or more; in the summer months, they will be provided for all shifts.
- Breaks will be scheduled and will be taken at the same time as the slide must be closed during this time.

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# **North River Ranch Improvement Stewardship District**

Bliss Products Proposal for Wildleaf Park  
Playground Surface Repair



Bliss Products and Services, Inc  
6831 S. Sweetwater Rd.  
Lithia Springs, GA 30122  
(800) 248-2547  
(770) 920-1915 Fax

Quote # **81050**

Sales Rep: Jim Carruthers  
jcarruthers@blissproducts.com  
O: (912) 922-2346  
F: (770) 920-1915  
C: (239) 248-7023

**NRR - O&M**

**North River Ranch Improvement Stewardship District**

**Date** 05-19-2026

**Project** PIP RUBBER REPAIR

**Bill To**

North River Ranch Improvement Stewardship District  
C/O PFM Group Consulting  
3501 Quadrangle Boulevard STE 270  
Orlando, Florida 32817

**Ship To**

North River Ranch Improvement Stewardship District

**Contact**

Andy Richardson  
Sr. L.D. Manager  
Phone: (941) 724-2819

**Approximate Ship Date**

3 WEEKS

**Ship Via**

BEST WAY

**Terms**

Net 30

Vendor	Part #	Description	Qty	Unit Price	Extended Price
SSM	PIP PATCH	PRICE INCLUDES MOBILIZATION, MATERIALS AND LABOR	1	\$1,000.00	\$1,000.00
				<b>Subtotal</b>	\$1,000.00
				<b>Freight</b>	0.00
				<b>Tax</b>	0.00
				<b>Taxable Subtotal</b>	
				<b>Grand Total</b>	\$1,000.00

- Due to volatility in raw material pricing, this quote is only valid for 30 days unless otherwise noted.
- Due to instability in material procurement and manufacturing, verbal or written lead times are subject to change.

**Bliss Products & Services, Inc.**  
**Sales Contract Agreement Effective January 1, 2025**

**1. Customer Information**

<b>Customer Name</b>	North River Ranch Improvement Stewardship District	<b>Quote Number</b>	81050
<b>Address</b>	C/O PFM Group Consulting 3501 Quadrangle Boulevard STE 270 Orlando, Florida 32817	<b>Date</b>	
		<b>Total Amount</b>	\$1,000.00

**A. Incorporation of Terms**

This Agreement incorporates by reference the Bliss Products & Services, Inc. Terms & Conditions, effective January 1, 2025, and any applicable Exhibits (including but not limited to material, Install, Leasing, PIP, Turf, EWF, or Shade) as specified in the quote (collectively, the "Terms"). Customer acknowledges receipt and review of all applicable Terms prior to signing this Agreement. If any Terms are not received, the Customer must notify Bliss in writing within 3 business days of signing; otherwise, the Terms shall be deemed received and accepted. In the event of a conflict between this Agreement, the Terms, and the quote, the order of precedence shall be: (1) quote provisions, (2) this Agreement, (3) the Terms and Conditions (<https://blissproducts.com/terms-conditions/>)

**B. Order Terms**

- Sales Tax Exemption: Must be supported by a valid certificate. Sales Tax is included unless explicitly stated.
- Order Approval: All orders are subject to the manufacturer's approval.
- Deposits: May be required before processing begins.
- Credit Card Payments: A 3% surcharge applies.
- Signature Requirement: Electronic signatures, including DocuSign, are acceptable.

**C. Manufacturing & Shipping**

- Manufacturing timelines begin upon receipt of (1) signed contract. (2) Actual shipping address. (3) Color and mount selections
- Customer is responsible for coordinating unloading/inside delivery with the freight carrier.
- Title and risk of loss pass to Customer upon shipment to the common carrier.
- Bliss is not responsible for shipping delays or transit damages; claims must be filed with the carrier. However, Bliss will assist the Customer in facilitating any claim with the shipping carrier as needed.

**D. Returns & Cancellations**

- Returns are accepted based on the manufacturer's return policy
- Authorization in writing from Bliss is required.
- Goods must be in new, unused condition and returned within 30 days. Returns for manufacturing defects or fulfillment errors must be made within 7 business days of receipt.
- Restocking fee (10% minimum – based on manufacturer) and pre-paid freight apply.
- Return items are subject to the manufacturer's policies and may result in freight and restocking fees.
- Any damaged or missing parts must be noted on the bill of lading at the time of delivery.
- Special orders may not be returned or cancelled.
- Customer-requested cancellations after confirmation are subject to:
  - Reimbursement for all incurred costs ("Cancellation Costs"), including but not limited to manufacturing costs, materials, labor, administrative expenses, and any supplier cancellation charges, plus 15% of such costs to cover overhead
  - Payment due within 5 business days of Bliss's payment to Supplier

**E. Payment Terms**

- Payment is due within 30 days of invoice unless otherwise agreed in writing signed by an authorized officer of Bliss. Time is of the essence for all payments under this Agreement. Bliss reserves the right to suspend performance of any obligations under this Agreement while any payment remains past due.
- 1.5% monthly interest (18% per annum) or the maximum rate permitted by applicable law, whichever is less, applies to late payments. Customer shall also pay all costs of collection, including reasonable attorneys' fees, whether or not legal action is commenced.
- Customer must dispute charges in writing within 7 calendar days of delivery/installation.

- Unpaid or disputed amounts not resolved may be referred to collections. Customer pays reasonable legal/collection costs.

**F. Disclaimer of Warranty**

BLISS MAKES NO EXPRESS OR IMPLIED WARRANTIES OF ANY KIND, INCLUDING BUT NOT LIMITED TO WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR NON-INFRINGEMENT. ALL PRODUCTS ARE SOLD "AS IS." Any warranties on products are provided solely by the original manufacturer or supplier ("Supplier"), and Customer agrees to look exclusively to such Supplier for any warranty claims. Bliss will reasonably assist Customer in processing warranty claims with Suppliers but assumes no responsibility for such claims.

**G. Limitation of Liability**

Limitation of Liability Cap: Notwithstanding any other provision of this Agreement, the total aggregate liability of each party to the other for any and all claims arising out of or related to this Agreement, whether in contract, tort, or otherwise, shall not exceed the total amount of fees paid or payable by Customer to Bliss under this Agreement in the twelve (12) months immediately preceding the event giving rise to the claim. This limitation shall apply to the fullest extent permitted by law and shall survive termination or expiration of this Agreement. Bliss is not liable for:

- Indirect, incidental, special, or consequential damages
- Delays, non-performance, or defects in Goods or Services

**H. Indemnification**

Customer agrees to indemnify, defend, and hold harmless Bliss from any third-party claims related to:

- Installation of Goods
- Use or maintenance of Goods
- Materials supplied by Customer

**I. Set-Off Prohibited**

Customer may not offset or deduct amounts without Bliss's prior written consent.

**J. Credit Approval & Information Accuracy**

- Orders are subject to Bliss's ongoing credit approval.
- Customer must provide true, accurate, and complete information.

**K. Pricing Adjustments & Storage**

- Prices may increase if delivery is not accepted within 30 days of quotation. Manufacturer storage fees apply after 30 days.
- Bliss may invoice 90% of the order value if delivery is delayed more than 14 days after fabrication is complete and the goods are ready for shipment. Customer's failure to pay such invoice within 30 days shall constitute a material breach of this Agreement.
- Monthly Storage Fees: The first month of storage is \$875.00, which includes receiving, offloading, and reloading at the time of shipment, and \$500 for each subsequent month will be charged to hold materials once they are ready for delivery but not yet shipped due to the Customer's request or delays. Storage fees will be invoiced monthly and are due within 30 days. Customer's failure to pay storage fees when due may result in Bliss disposing of or reselling the materials after providing 30 days written notice.

**L. Dispute Resolution & Governing Law**

- Any dispute, claim, or controversy arising out of or relating to this Agreement shall be resolved exclusively through final and binding arbitration administered by the American Arbitration Association ("AAA") in accordance with its Commercial Arbitration Rules. The arbitration shall take place in Atlanta, Georgia. The arbitrator's award shall be final and binding, and judgment may be entered thereon in any court having jurisdiction. Nothing herein shall prevent either party from seeking temporary injunctive relief in any court of competent jurisdiction in Georgia prior to or during arbitration when necessary to protect its rights.
- This Agreement shall be governed by and construed in accordance with the laws of the State of Georgia, without giving effect to any choice of law or conflict of law provisions. The parties' consent to the exclusive jurisdiction of the state and federal courts located in Georgia solely for purposes of enforcing the arbitration agreement or entering judgment on an arbitrator's award.

**M. Force Majeure**

Bliss shall not be liable for any delay, failure in performance, loss, or damage due to events beyond its reasonable control, including but not limited to: acts of God; war; terrorism; pandemic; epidemic; government actions; labor disputes or shortages; supplier delays or inability to perform; material shortages; transportation interruptions; cyberattacks; or severe weather conditions. If a force majeure

event continues for more than ninety (90) days, either party may terminate the affected portion of the Agreement upon written notice without penalty.

**N. Claims Limitation**

Any claim arising out of or related to this Agreement, including but not limited to claims for breach of contract, warranty, or negligence, must be brought within **one (1) year** from the date the cause of action accrues or such shorter period as may be specified in the applicable Terms & Conditions. The parties expressly waive any longer statute of limitations to the fullest extent permitted by law.

**O. Entire Agreement**

This Agreement, including the referenced Terms & Conditions and quote, constitutes the full and final agreement between the parties.

**Authorization & Execution**

**Customer Acknowledgement:** I hereby acknowledge and agree to all terms outlined in this Agreement. This contract must be signed by an officer of the company. By signing below, the undersigned represents and warrants that they have full authority to bind Customer to this Agreement and all incorporated Terms & Conditions.

**Client: North River Ranch Improvement Stewardship District**

**Bliss Products & Services, Inc.**

Authorized Signature



Authorized Signature

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Authorized Representative

Pete Williams

Authorized Representative

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Title

CHAIR

Title

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Date

5/20/24

Date

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**North River Ranch  
Improvement Stewardship District**

County Materials Corp Revised Purchase Order  
for Phase 4C-2 Material





ASTATULA  
 25750 CR561  
 ASTATULA, FL 34705  
 Phone: (352)343-8488

**REVISED**  
**Quotation**

<b>Date:</b> 4/8/2026	<b>Bid Date:</b> 3/5/2026	<b>Time:</b> 12:00 AM	<b>Project:</b> 044-2577-25	<b>Revision:</b> 3
<b>Bid To:</b> North River Ranch Imp Stewardship District	<b>Project Name:</b> North River Ranch Phase 4 - C2			
<b>Buyer:</b> North River Ranch Stewardship	<b>Project Address:</b> Spruce River Way			
<b>Phone:</b> 941-355-8575	<b>City/State/County:</b> Parish, FL, Manatee			
<b>Email:</b> ryan@frederickderrcompany.com	<b>Memo:</b>			
<b>Quoted By:</b> Johnny Smith			<b>Cell:</b> (941)915-3671	
<b>Email:</b> Johnny.Smith@countymaterials.com				

Description	UOM	Qty	Unit Price	Extension
<b>ROUND PIPE</b>				
15" RCP CL3	LF	408.00	\$24.00	\$9,792.00
18" RCP CL3	LF	1224.00	\$32.00	\$39,168.00
24" RCP CL3	LF	1712.00	\$49.60	\$84,915.20
30" RCP CL3	LF	544.00	\$76.00	\$41,344.00
36" RCP CL3	LF	512.00	\$104.00	\$53,248.00
42" RCP CL3	LF	544.00	\$140.00	\$76,160.00
48" RCP CL3	LF	104.00	\$172.00	\$17,888.00
		<b>Net Price</b>		<b>\$322,515.20</b>
<b>END TREATMENTS</b>				
15" MITERED END SECTION	EA	1.00	\$540.00	\$540.00
18" MITERED END SECTION	EA	1.00	\$652.50	\$652.50
24" MITERED END SECTION	EA	2.00	\$855.00	\$1,710.00
30" MITERED END SECTION 4:1	EA	1.00	\$2,250.00	\$2,250.00
36" MITERED END SECTION 4:1	EA	1.00	\$2,970.00	\$2,970.00
48" MITERED END SECTION 4:1	EA	1.00	\$4,500.00	\$4,500.00
36" & 42" STRAP W/ HARDWARE	EA	6.00	\$65.00	\$390.00
		<b>Net Price</b>		<b>\$13,012.50</b>
		<b>Total Net Price</b>		<b>\$335,527.70</b>

\*MES BAR GRATES ARE AVAILABLE IN SINGLE, DOUBLE AND TRIPLE RUN, WITH OR WITHOUT BOLT FRAME. MES BAR GRATES ARE A SPECIAL ORDER ITEM, REQUIRE A MINIMUM OF 2 WEEKS PRODUCTION TIME, ARE NON-RETURNABLE AND NON-REFUNDABLE. CALL FOR MORE INFORMATION OR A QUOTE.

Material to be used for drainage

Clerical errors are subject to correction. All M.E.S. quoted as 4:1 slope unless otherwise noted. All quantities are rounded up to even joints.

PRICE & AVAILABILITY SUBJECT TO CHANGE AFTER 30 DAYS. All sales are subject to all applicable Sales Tax unless exempt tax status is provided prior to first shipment.

Prices quoted are FULL TRUCK LOAD QUANTITIES f.o.b. jobsite; TRUCK NEAR AS POSSIBLE TO JOBSITE UNDER OWN POWER. All ERCP and RCP will require off loading by customer. Subject to possible fuel surcharge. A minimum drop charge may apply on less than full truckload quantities.

A 30% restocking charge will be added to all returned items. ALL DESIGN/SPECIALTY ITEMS ARE NON RETURNABLE, NON REFUNDABLE, & REQUIRE A SIGNED ORDER OR PURCHASE ORDER.

Payment Terms: All invoices are due and payable by the end of the month following the month of purchase. Invoices not paid when due shall accrue interest at the rate of 1-1/2% per month (18% per annum).

Contract: This proposal when signed by Seller and Buyer constitutes a binding contract and is made for acceptance within thirty (30) days from date hereof unless used for bidding purposes, in which case it is for acceptance within thirty (30) days of the awarding of the contract. No other contract will be signed unless this quotation and its attached terms and conditions are made a part thereof. This bid is contingent upon successful negotiations of the contract for this project, between County Materials Corporation and the General Contractor / Contractor / Subcontractor/Buyer.

Signature by Buyer, or Company PO, acknowledges acceptance of the terms and conditions attached. If Buyer fails to sign, the terms and conditions of this document shall become binding upon Seller's delivery or commencement of delivery. Any additional terms and conditions proposed by Buyer, whether written or verbal, are rejected and shall be of no force or effect unless expressly consented to in writing by the Seller.

County Materials Corporation

Seller

Johnny Smith - Sales Representative

Print Name & Title: Authorized Rep. For Seller

Signature

Date

*Delivery Contact Name:*

*Delivery Address:*

Buyer

Print Name: Authorized Rep. For Buyer

Signature

Date

*Phone #:*

*Estimated Start:*

Standard terms and conditions [www.countymaterials.com](http://www.countymaterials.com)

## Pipe Terms

**DESIGN AND INSTALLATION OF PRODUCT.** Supplied Product does not include inspection, testing (not regularly conducted by Seller), installation, unloading, field work, or other product or service unless expressly contained in this Agreement or otherwise agreed to in writing by both parties. All requests for inspections or tests not regularly conducted by Seller must be made by separate written agreement between the parties. Seller is not responsible for and disclaims any and all responsibilities or liabilities related to the work of Buyer or any third party, including but not limited to earthwork, footings or foundation work, or masonry. Seller shall bear no responsibility for site conditions, potential ground movement or soil settlement, design, assembly, or construction means or methods, it being understood that Seller's sole responsibility is to furnish, subject to the terms and conditions hereof, the Product described in this Agreement. Products not listed are specifically excluded. Damage may occur if a Product is not properly assembled, construct-ed, or installed.

**SPECIAL DESIGN SERVICES.** Materials requiring Design Services will incur charges for inhouse or third-party design services, with the terms of such Design Services agreed to by a separate writing between Buyer and Seller. Buyer is responsible for providing, or causing the engineer or owner to provide, to Seller any necessary design inputs, including but not limited to site conditions, soil/geotechnical inputs (soil make-up, density, water content, void ratio, water table depth), loads, loading configurations, and assumptions. Any changes to the Product requested by Buyer that necessitate Design Services will be billed to the Buyer and may impact the production schedule(s). Seller requires prepayment of all requested Design Services required to manufacture Product.

**SHOP DRAWINGS.** Shop drawings prepared by Seller and reviewed by Architect and/or Engineer and the Buyer shall be deemed the correct interpretation of the work to be performed and Products produced in conformity with the shop drawings shall be deemed to comply with this Agreement. Detailed shop drawings necessary for fabrication of Product will be furnished to Buyer by Seller for approval before work on the Products can begin. Buyer agrees to review working detailed drawing as soon as available and to return them with signed approval without delay.

Rev: 08/08/2025





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# **North River Ranch Improvement Stewardship District**

Impact Proposal for Ferns at Brightwood Entry





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# **North River Ranch Improvement Stewardship District**

Kimley-Horn Proposal for Directional  
Bore General Permit Application



May 7, 2026

VISCDDP2 - Const. Eng

Laurel Road Community Development District  
C/O Tom Panaseny  
Neal Lands and Neighborhoods  
5824 Lakewood Ranch Blvd  
Sarasota, FL 34240

Re: Letter Agreement for Professional Services for  
Visterra Directional Bore FDEP General Permit Application

Dear Mr. Panaseny:

Kimley-Horn and Associates, Inc. (“Kimley-Horn” or “Consultant”) submits this Letter Agreement (“Agreement”) to Laurel Road Community Development District (“Client”) for preparing a Florida Department of Environmental Protection (FDEP) General Permit application for a force main directional bore under a wetland on Visterra (“Project”).

### Scope of Services

Kimley-Horn will provide the services specifically set forth below.

#### Task 1 – FDEP General Permit Application

Kimley-Horn will prepare a General Permit application to be submitted to the FDEP for a directional bore of a force main under an area of wetland. Tasks are expected to include the following:

- Kimley-Horn will revise the Force Main Directional Drill Plan and Profile Sheets to meet the General Permit requirements.
- Kimley-Horn will attend one (1) review meeting with the client to discuss the revised Force Main Directional Drill Plan and Profile Sheets.
- Kimley-Horn will prepare the required General Permit application documents and plan sheets to be submitted to FDEP.
- Coordination with FDEP staff, including up to two (2) virtual meetings.
- Responses to up to two (2) requests for additional information from FDEP.

### Additional Services

Any services not specifically provided for in the above scope will be billed as additional services and performed at Kimley-Horn’s then-current hourly rates.

### Information Provided By Client

Kimley-Horn shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client’s consultants or representatives.

## Schedule

Kimley-Horn will perform the services as expeditiously as practicable with the goal of meeting a mutually agreed upon schedule.

## Fee and Expenses

Kimley-Horn will perform the services in Task 1 on a labor fee plus expense basis with the maximum labor fee shown below.

Task Number & Name		Fee	Type
1	FDEP General Permit Application	\$25,000	Hourly, Not-to-Exceed

Kimley-Horn will not exceed the total maximum labor fee shown without authorization from the Client.

Labor fee will be billed on an hourly basis according to our then-current rates. Direct reimbursable expenses such as express delivery services, air travel, and other direct expenses will be billed at 1.15 times cost. A percentage of labor fee will be added to each invoice to cover certain other expenses as to these tasks such as telecommunications, in-house reproduction, postage, supplies, project related computer time, and local mileage. Administrative time related to the project may be billed hourly.

All permitting, application, and similar project fees will be paid directly by the Client. Should the Client request Kimley-Horn to advance any such project fees on the Client's behalf, an invoice for such fees, with a fifteen percent (15%) markup, will be immediately issued to and paid by the Client.

Payment will be due within 25 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

## Closure

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the attached Standard Provisions, which are incorporated by reference. As used in the Standard Provisions, "Kimley-Horn" shall refer to Kimley-Horn and Associates, Inc., and "Client" shall refer to Laurel Road Community Development District.

Kimley-Horn, in an effort to expedite invoices and reduce paper waste, submits invoices via email in a PDF. We can also provide a paper copy via regular mail if requested. Please include the invoice number and Kimley-Horn project number with all payments. Please provide the following information:

\_\_\_\_\_ Please email all invoices to \_\_\_\_\_

\_\_\_\_\_ Please copy \_\_\_\_\_

To ensure proper set up of your projects so that we can get started, please complete and return with the signed copy of this Agreement the attached Request for Information. Failure to supply this information could result in delay in starting work on this project.

We appreciate the opportunity to provide these services. Please contact me if you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

Signed: 

Printed Name: Alec D. Hoffner

Title: Project Manager

Date:

Signed: 

Printed Name: Cameron Snipes

Title: Associate

Date: 5-7-26

LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT

SIGNED: 

PRINTED NAME: Pete Williams

TITLE: CHAIRMAN

DATE: 5/8/26

Client's Federal Tax ID: \_\_\_\_\_

Client's Business License No.: \_\_\_\_\_

Client's Street Address: \_\_\_\_\_

Attachment – Request for Information

Attachment – Standard Provisions

### Request for Information

Please return this information with your signed contract; failure to provide this information could result in delay in starting your project

#### Client Identification

Full, Legal Name of Client					
Mailing Address for Invoices					
Contact for Billing Inquiries					
Contact's Phone and e-mail					
Client is (check one)	Owner	<input type="checkbox"/>	Agent for Owner	<input type="checkbox"/>	Unrelated to Owner

#### Property Identification

	Parcel 1	Parcel 2	Parcel 3	Parcel 4
Street Address				
County in which Property is Located				
Tax Assessor's Number(s)				

#### Property Owner Identification

	Owner 1	Owner 2	Owner 3	Owner 4
Owner(s) Name				
Owner(s) Mailing Address				
Owner's Phone No.				
Owner of Which Parcel #?				

#### Project Funding Identification – List Funding Sources for the Project


Attach additional sheets if there are more than 4 parcels or more than 4 owners

**KIMLEY-HORN AND ASSOCIATES, INC.**  
**STANDARD PROVISIONS**

- 1) **Kimley-Horn's Scope of Services and Additional Services.** Kimley-Horn will perform only the services specifically described in this Agreement ("Services"). Any services that are not set forth in the scope of Services described herein will constitute additional services ("Additional Services"). If requested by the Client and agreed to by Kimley-Horn, Kimley-Horn will perform Additional Services, which shall be governed by these provisions. Unless otherwise agreed to in writing, the Client shall pay Kimley-Horn for any Additional Services an amount based upon Kimley-Horn's then-current hourly rates plus an amount to cover certain direct expenses including in-house reproduction, postage, supplies, digital data storage and security, and local mileage. Other direct expenses will be billed at 1.15 times cost.
- 2) **Client's Responsibilities.** In addition to other responsibilities herein or imposed by law, the Client shall:
  - a. Designate in writing a person to act as its representative, such person having complete authority to transmit instructions, receive information, and make or interpret the Client's decisions.
  - b. Provide all information and criteria as to the Client's requirements, objectives, and expectations for the Project and all standards of development, design, or construction.
  - c. Provide Kimley-Horn all available studies, plans, or other documents pertaining to the Project, such as surveys, engineering data, environmental information, etc., all of which Kimley-Horn may rely upon.
  - d. Arrange for access to the site and other property as required for Kimley-Horn to provide its Services.
  - e. Review all documents or reports presented by Kimley-Horn and communicate decisions pertaining thereto within a reasonable time so as not to delay Kimley-Horn.
  - f. Furnish approvals and permits from governmental authorities having jurisdiction over the Project and approvals and consents from other parties as may be necessary.
  - g. Obtain any independent accounting, legal, insurance, cost estimating, and feasibility services required by Client.
  - h. Give prompt written notice to Kimley-Horn whenever the Client becomes aware of any development that affects Kimley-Horn's Services or any defect or noncompliance in any aspect of the Project.
- 3) **Period of Services.** Unless otherwise stated herein, Kimley-Horn will begin work after receipt of a properly executed copy of this Agreement. This Agreement assumes conditions permitting continuous and orderly progress through completion of the Services. Times for performance shall be extended as necessary for delays or suspensions due to circumstances that Kimley-Horn does not control. If such delay or suspension extends for more than six months, Kimley-Horn's compensation shall be renegotiated.
- 4) **Method of Payment.** Client shall pay Kimley-Horn as follows:
  - a. Invoices will be submitted periodically for Services performed and expenses incurred. Payment of each invoice will be due within 25 days of receipt. The Client shall also pay any applicable sales tax. All retainers will be held by Kimley-Horn and applied against the final invoice. Interest will be added to accounts not paid within 25 days at the maximum rate allowed by law. If the Client fails to make any payment due under this or any other agreement within 30 days after Kimley-Horn's transmittal of its invoice, Kimley-Horn may, after giving notice to the Client, suspend services and withhold deliverables until all amounts due are paid.
  - b. The Client will remit all payments electronically to:

Account Name: KIMLEY-HORN AND ASSOCIATES, INC.  
Bank Name and Address: WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94104  
Account Number: 2073089159554  
ABA#: 121000248
  - c. The Client will send the Project number, invoice number and other remittance information by e-mail to [payments@kimley-horn.com](mailto:payments@kimley-horn.com) at the time of payment.
  - d. If the Client relies on payment or proceeds from a third party to pay Kimley-Horn and Client does not pay Kimley-Horn's invoice within 60 days of receipt, Kimley-Horn may communicate directly with such third party to secure payment.
  - e. If the Client objects to an invoice, it must advise Kimley-Horn in writing giving its reasons within 14 days of receipt of the invoice or the Client's objections will be waived, and the invoice shall conclusively be deemed due and owing. If the Client objects to only a portion of the invoice, payment for all other portions remains due.
  - f. If Kimley-Horn initiates legal proceedings to collect payment, it shall recover, in addition to all amounts due, its reasonable attorneys' fees, reasonable experts' fees, and other expenses related to the proceedings. Such expenses shall include the cost, at Kimley-Horn's normal hourly billing rates, of the time devoted to such proceedings by its employees.

- g. The Client agrees that the payment to Kimley-Horn is not subject to any contingency or condition. Kimley-Horn may negotiate payment of any check tendered by the Client, even if the words "in full satisfaction" or words intended to have similar effect appear on the check without such negotiation being an accord and satisfaction of any disputed debt and without prejudicing any right of Kimley-Horn to collect additional amounts from the Client.
- 5) **Use of Deliverables.** All documents, data, and other deliverables prepared by Kimley-Horn are related exclusively to the Services described in this Agreement and may be used only if the Client has satisfied all of its obligations under this Agreement. They are not intended or represented to be suitable for use or reuse by the Client or others on extensions of this Project or on any other project. Any modifications by the Client to any of Kimley-Horn's deliverables, or any reuse of the deliverables without written authorization by Kimley-Horn will be at the Client's sole risk and without liability to Kimley-Horn, and the Client shall indemnify, defend and hold Kimley-Horn harmless from all claims, damages, losses and expenses, including but not limited to attorneys' fees, resulting therefrom. Kimley-Horn's electronic files and source code remain the property of Kimley-Horn and shall be provided to the Client only if expressly provided for in this Agreement. Any electronic files not containing an electronic seal are provided only for the convenience of the Client and use of them is at the Client's sole risk. In the case of any defects in the electronic files or any discrepancies between them and the hardcopy of the deliverables prepared by Kimley-Horn, the hardcopy shall govern.
- 6) **Intellectual Property.** Kimley-Horn may use or develop its proprietary software, patents, copyrights, trademarks, trade secrets, and other intellectual property owned by Kimley-Horn or its affiliates ("Intellectual Property") in the performance of this Agreement. Intellectual Property, for purposes of this section, does not include deliverables specifically created for Client pursuant to the Agreement and use of such deliverables is governed by section 5 of this Agreement. Kimley-Horn maintains all interest in and ownership of its Intellectual Property and conveys no rights in the Intellectual Property to Client, unless otherwise agreed to in writing. Any enhancements of Intellectual Property made during the performance of this Agreement are solely owned by Kimley-Horn and its affiliates. If Kimley-Horn's Services include providing Client with access to or a license for Kimley-Horn's (or its affiliates') proprietary software or technology, Client agrees to the Terms of Service set forth at <https://www.khtsinc.com/terms-of-Service/> which terms are incorporated herein by reference.
- 7) **Opinions of Cost.** Because Kimley-Horn does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to the costs of construction and materials, are made solely based on its judgment as a professional familiar with the industry. Kimley-Horn cannot and does not guarantee that proposals, bids or actual costs will not vary from its opinions of cost. If the Client wishes greater assurance as to the amount of any cost, it shall employ an independent cost estimator. Kimley-Horn's services required to bring costs within any limitation established by the Client will be paid for as Additional Services.
- 8) **Termination.** The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof, or upon thirty days' written notice for the convenience of the terminating party. Kimley-Horn shall be paid for all services rendered and expenses incurred to the effective date of termination, and other reasonable expenses incurred by Kimley-Horn as a result of such termination.
- 9) **Standard of Care.** The standard of care applicable to Kimley-Horn's Services will be the degree of care and skill ordinarily exercised by consultants performing the same or similar services in the same locality at the time the Services are provided. No warranty, express or implied, is made or intended by Kimley-Horn's performance of services, and it is agreed that Kimley-Horn is not a fiduciary with respect to the Client.
- 10) **LIMITATION OF LIABILITY.** In recognition of the relative risks and benefits of the Project to the Client and Kimley-Horn, the risks are allocated such that, to the fullest extent allowed by law, and notwithstanding any other provisions of this Agreement or the existence of applicable insurance coverage, that the total liability, in the aggregate, of Kimley-Horn and Kimley-Horn's officers, directors, employees, agents, and subconsultants to the Client or to anyone claiming by, through or under the Client, for any and all claims, losses, costs, attorneys' fees, or damages whatsoever arising out of or in any way related to the services under this Agreement from any causes, including but not limited to, the negligence, professional errors or omissions, strict liability or breach of contract or any warranty, express or implied, of Kimley-Horn or Kimley-Horn's officers, directors, employees, agents, and subconsultants, shall not exceed twice the total

compensation received by Kimley-Horn under this Agreement or \$50,000, whichever is greater. An increase to this limitation of liability may be negotiated for additional fee. This Section is intended solely to limit the remedies available to the Client or those claiming by or through the Client, and nothing in this Section shall require the Client to indemnify Kimley-Horn.

- 11) **Mutual Waiver of Consequential Damages.** In no event shall either party be liable to the other for any consequential, incidental, punitive, or indirect damages including but not limited to loss of income or loss of profits.
- 12) **Professional Liability Insurance.** Kimley-Horn will maintain a professional liability insurance policy for the Services provided by Kimley-Horn during the course of this Agreement.
- 13) **Construction Costs.** Under no circumstances shall Kimley-Horn be liable for extra costs or other consequences due to changed or unknown conditions or related to the failure of contractors to perform work in accordance with the plans and specifications. Kimley-Horn shall have no liability whatsoever for any costs arising out of the Client's decision to obtain bids or proceed with construction before Kimley-Horn has issued final, fully approved plans and specifications. The Client acknowledges that all preliminary plans are subject to substantial revision until plans are fully approved and all permits obtained.
- 14) **Certifications.** All requests for Kimley-Horn to execute certificates, lender consents, or other third-party reliance letters must be submitted to Kimley-Horn at least 14 days prior to the requested date of execution. Kimley-Horn shall not be required to execute certificates, consents, or third-party reliance letters that are inaccurate, that relate to facts of which Kimley-Horn does not have actual knowledge, or that would cause Kimley-Horn to violate applicable rules of professional responsibility.
- 15) **Dispute Resolution.** All claims arising out of this Agreement or its breach shall be submitted first to mediation in accordance with the American Arbitration Association as a condition precedent to litigation.
- 16) **Hazardous Substances and Conditions.** Kimley-Horn shall not be a custodian, transporter, handler, arranger, contractor, or remediator with respect to hazardous substances and conditions. Kimley-Horn's Services will be limited to analysis, recommendations, and reporting, including, when agreed to, plans and specifications for isolation, removal, or remediation. Kimley-Horn will notify the Client of unanticipated hazardous substances or conditions of which Kimley-Horn actually becomes aware. Kimley-Horn may stop affected portions of its Services until the hazardous substance or condition is eliminated.
- 17) **Construction Phase Services.**
  - a. If Kimley-Horn prepares construction documents and Kimley-Horn is not retained to make periodic site visits, the Client assumes all responsibility for interpretation of the documents and for construction observation, and the Client waives any claims against Kimley-Horn in any way connected thereto.
  - b. Kimley-Horn shall have no responsibility for any contractor's means, methods, techniques, equipment choice and usage, equipment maintenance and inspection, sequence, schedule, safety programs, or safety practices, nor shall Kimley-Horn have any authority or responsibility to stop or direct the work of any contractor. Kimley-Horn's visits will be for the purpose of observing construction and reporting to the Client whether the contractors' work generally conforms to the construction documents prepared by Kimley-Horn. Kimley-Horn neither guarantees the performance of contractors, nor assumes responsibility for any contractor's failure to perform its work in accordance with the contract documents.
  - c. Kimley-Horn is not responsible for any duties assigned to it in the construction contract that are not expressly provided for in this Agreement. The Client agrees that each contract with any contractor shall state that the contractor shall be solely responsible for job site safety and its means and methods; that the contractor shall indemnify the Client and Kimley-Horn for all claims and liability arising out of job site accidents; and that the Client and Kimley-Horn shall be made additional insureds under the contractor's general liability insurance policy.
- 18) **No Third-Party Beneficiaries; Assignment and Subcontracting.** This Agreement gives no rights or benefits to anyone other than the Client and Kimley-Horn, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole benefit of the Client and Kimley-Horn. The Client shall not assign or transfer any rights under or interest in this Agreement, or any claim arising out of the performance of services by Kimley-Horn, without the written consent of Kimley-Horn. Kimley-Horn reserves the right to augment its staff with subconsultants as it deems appropriate due to project logistics, schedules, or market conditions. If Kimley-Horn exercises this right, Kimley-Horn will maintain the agreed-upon billing rates for

services identified in the contract, regardless of whether the services are provided by in-house employees, contract employees, or independent subconsultants.

- 19) **Confidentiality.** The Client consents to the use and dissemination by Kimley-Horn of photographs of the Project and to the use by Kimley-Horn of facts, data and information obtained by Kimley-Horn in the performance of its Services. If, however, any facts, data or information are specifically identified in writing by the Client as confidential, Kimley-Horn shall use reasonable care to maintain the confidentiality of that material.
  
  - 20) **Miscellaneous Provisions.** This Agreement is to be governed by the law of the State of Florida. This Agreement contains the entire and fully integrated agreement between the parties and supersedes all prior and contemporaneous negotiations, representations, agreements, or understandings, whether written or oral. Except as provided in Section 1, this Agreement can be supplemented or amended only by a written document executed by both parties. Any conflicting or additional terms on any purchase order issued by the Client shall be void and are hereby expressly rejected by Kimley-Horn. If Client requires Kimley-Horn to register with or use an online vendor portal for payment or any other purpose, any terms included in the registration or use of the online vendor portal that are inconsistent or in addition to these terms shall be void and shall have no effect on Kimley-Horn or this Agreement. Any provision in this Agreement that is unenforceable shall be ineffective to the extent of such unenforceability without invalidating the remaining provisions. The non-enforcement of any provision by either party shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.
- (21) PURSUANT TO FS 558.0035, EMPLOYEES OF KIMLEY-HORN  
MAY NOT BE HELD INDIVIDUALLY LIABLE FOR DAMAGES  
RESULTING FROM NEGLIGENCE UNDER THIS AGREEMENT.



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# **North River Ranch Improvement Stewardship District**

Maddtraxx Proposal for Brightwood  
Bridge Sidewalk Repair



# PROPOSAL

**MaddTraxx LLC**  
 3946 Sasser Rd  
 Zolfo Springs FL  
 863-832-4807

**NRR - O/M Street, Sidewalk and Curb Maintenance**

<b>DATE</b>	5/4/2026
<b>PAYMENT TERMS</b>	NET 30
<b>PO NUMBER</b>	050426MWSidewalk

<b>BILL TO</b>
North River Ranch- ISD

<b>JOB</b>
Moccasin Wallow Sidewalks

<b>SCOPE</b>	<b>QUANTITY</b>	<b>RATE</b>	<b>AMOUNT</b>
<p>Provide all labor, materials, and equipment necessary to demolish and remove one (1) undermined 20' x 8' sidewalk panel at the bridge crossing, along with two (2) cracked 12' x 10' sidewalk panels located at the Brightwood entrance.</p> <p>Repair damaged bridge joist and import suitable fill material as needed to restore the washed-out area beneath the sidewalk. Area will be regraded and compacted to provide a stable subgrade.</p> <p>Form and pour new concrete to replace all removed sections. Reinforcement will include rebar at the bridge connection to provide additional structural support.</p> <p>Strip and regrade effected wash out area behind undermined sidewalk panel. Regrade to allow storm water to run off into wetland area instead of pooling behind sidewalk. Sod with Bahia sod.</p> <p>MOT will be provided as required to safely close the turn lane during concrete placement operations.</p> <p><b>Equipment to be utilized : Skid Steer, Pick up with dump trailer, Plate compactor, Mini excavator, Concrete buggy</b></p>	1	1	\$8,367.00

**Total : \$8,367.00**

<b>TERMS</b>
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Bid price (as shown) for work described above is \$8,367. Upon execution, it constitutes a binding purchase order.

*Pete Williams 5/5/26*

**Signature of Acceptance**

**Signature of Acceptance**



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# **North River Ranch Improvement Stewardship District**

Madtraxx Proposal for Brightwood  
Shell Trail Maintenance



# PROPOSAL

**MaddTraxx LLC**  
 3946 Sasser Rd  
 Zolfo Springs FL  
 863-832-4807

**NRR O/M- Trail Maintenance**

<b>DATE</b>	5/4/2026
<b>PAYMENT TERMS</b>	NET 30
<b>PO NUMBER</b>	050426BrightwoodTrailRehab

<b>BILL TO</b>
North River Ranch ISD

<b>JOB</b>
Brightwood Shell Trail Rehab

<b>SCOPE</b>	<b>QUANTITY</b>	<b>RATE</b>	<b>AMOUNT</b>
Provide labor and equipment to relocate leftover shell from 4F to Brightwood /Weymouth Trail. Use pick up with dump trailer and skid steer to top dress thin shell areas on trail.	1	1	\$1,750.00

**Total : \$1,750.00**

Thank you for allowing MaddTraxx to service your land needs!  
 Contact [office@maddtraxx.com](mailto:office@maddtraxx.com) for any questions or concerns.  
 Please make check payable to MaddTraxx LLC.

<b>TERMS</b>
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Bid price (as shown) for work described above is \$1750. Upon execution, it constitutes a binding purchase order.

**Pete Williams** 5/5/26

\_\_\_\_\_  
**Signature of Acceptance**

\_\_\_\_\_  
**Signature of Acceptance**



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# **North River Ranch Improvement Stewardship District**

Madtraxx Proposal for Recutting 4B  
Western Boundary Swale



# PROPOSAL

**MaddTraxx LLC**  
 3946 Sasser Rd  
 Zolfo Springs FL 33890  
 863-832-4807      **NRR 4B - Earthwork**

<b>DATE</b>	5/6/2026
<b>PAYMENT TERMS</b>	NET 30
<b>PO NUMBER</b>	050626WesternSwale

<b>BILL TO</b>
North River Ranch

<b>JOB</b>
Western Swale Excavation

<b>SCOPE</b>	<b>QUANTITY</b>	<b>RATE</b>	<b>AMOUNT</b>
Provide labor and equipment necessary to excavate and construct a drainage swale between the retention pond and the outfall pipe extending north away from North River Ranch. Swale bottom elevations to be graded to match the elevation of the outfall pipe in order to establish positive drainage flow.  Upon completion of excavation and grading, install Bahia sod within the disturbed areas to stabilize the soil and help prevent erosion.  Excavated fill to be hauled to stock pile area.	1	1	\$4,675.00

**Total : \$4,675.00**

Thank you for allowing MaddTraxx to service your land needs!  
 Contact [office@maddtraxx.com](mailto:office@maddtraxx.com) for any questions or concerns.  
 Please make check payable to MaddTraxx LLC.

<b>TERMS</b>
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Bid price (as shown) for work described above is \$4675. Upon execution, it constitutes a binding purchase order.

\_\_\_\_\_  
**Signature of Acceptance**

\_\_\_\_\_  
**Signature of Acceptance**



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# **North River Ranch Improvement Stewardship District**

Maverick Building Solutions Proposal for  
Mailbox Kiosk and Shade at Phase 4C-2

# NRR 4C-2 CBU ESTIMATE

Full Turnkey CBU's, Shade Structure and Installation

Grand Total (USD)

**\$68,440.00**

**BILL TO**  
**North River Ranch Improvement**  
**Stewardship District**  
Andy Richardson

9413768496  
arichardson@nealland.com

**CITCDD - Mailboxes**

**Estimate Number:** 829  
**Estimate Date:** April 8, 2026  
**Valid Until:** May 8, 2026  
**Grand Total (USD):** **\$68,440.00**

ITEMS	QUANTITY	PRICE	AMOUNT
<b>4c-20 Recessed Black Cbus</b> Salsbury Maximum Height Recessed Mounted 4C Horizontal Mailbox with 20 Doors and 2 Parcel Lockers in Aluminum with USPS Access - Front Loading . Model # 3716D-20AFU	8	\$2,400.00	\$19,200.00
<b>4C-15 Recessed CBU</b> Salsbury Maximum Height Recessed Mounted 4C Horizontal Mailbox with 15 Doors and 3 Parcel Lockers in Aluminum with USPS Access - Front Loading	1	\$2,350.00	\$2,350.00
<b>4C-8P Recessed Black Cbus</b> Salsbury Maximum Height Recessed Mounted 4C Horizontal Mailbox with 8 Parcel Lockers in Aluminum with USPS Access - Front Loading Model # 3716D-8P	1	\$2,600.00	\$2,600.00



**MAVERICK BUILDING SOLUTIONS**  
805 Charles Boulevard  
Oldsmar, Florida 34677  
United States

**Contact Information**  
Mobile: 205-704-9412  
Phillip@maverickbuildingsolutions.com

# NRR 4C-2 CBU ESTIMATE

Full Turnkey CBU's, Shade Structure and Installation

Grand Total (USD)

**\$68,440.00**

ITEMS	QUANTITY	PRICE	AMOUNT
<b>CBU Installation</b> Covers full installation of CBU's to concrete pad, travel expenses, and disposal of materials waste on jobsite. Also includes full turnkey USPS dealings with postmaster and developer to ensure the addressing and key labeling in accepted and will deliver labeled keys to developer after installation is completed.	10	\$125.00	\$1,250.00
<b>CBU Cage/ Shelter</b> Custom Design CBU shelter steel/aluminum frame, siding, and roof to hold (10) 4C-20 cluster boxes and surface mount into concrete pad.	1	\$7,300.00	\$7,300.00
<b>Concrete Pad</b> This covers all materials and labor needed for framing, pouring, dressing, and permits needed of 12' x 24' 3500 psi Concrete pad.	1	\$3,510.00	\$3,510.00
<b>T frame Style Fabric Shelter</b> T-Style 14x26 Quick and easy Turnbuckle Tensioning, powder coat, Fabric covered shelter 2 pole structure. Direct Embedment poles for concrete pad. Price covers all shipping and delivery fees as well as any additional engineer sealed stamping needed from original drawings.	1	\$19,030.00	\$19,030.00
<b>Concrete Footers</b> Concrete needed for footers for designated shade structures. 2 Footers will be 6ft x 6ft at 30" deep. Footers will incorporate #6 rebar matts and framed out	1	\$4,900.00	\$4,900.00



## MAVERICK BUILDING SOLUTIONS

805 Charles Boulevard  
Oldsmar, Florida 34677  
United States

## Contact Information

Mobile: 205-704-9412  
Phillip@maverickbuildingsolutions.com

# NRR 4C-2 CBU ESTIMATE

Full Turnkey CBU's, Shade Structure and Installation

Grand Total (USD)

**\$68,440.00**

ITEMS	QUANTITY	PRICE	AMOUNT
<b>Shade Structure Installation</b> Covers full installation of Shade Structure. Covers all materials and miscellaneous items needed outside of the concrete footers, each of 3000 psi concrete and rebar matt. Also includes any changes needed during installation process, as well as all heavy equipment needed to complete installation to spec.	1	\$7,000.00	\$7,000.00
<b>Engineering</b> Fees for Engineered sealed drawings and calculations from Manufacture	1	\$1,300.00	\$1,300.00
<b>Grand Total (USD):</b>			<b>\$68,440.00</b>

## Notes / Terms

To initiate the project, a Material Acquisition invoice payment is required upon proposal approval before any materials are ordered, with the remaining balance due upon project completion and satisfaction. We assure you of our commitment to deliver high-quality results and maintain open communication throughout the project's duration.

Payment for services provided by Maverick Building Solutions ('the company') is due within thirty (30) days of project completion. After sixty (60) days of a failure to pay within this timeframe will result in a 1.5% monthly interest charge on the unpaid balance. Payment can be made via check, Automated Clearing House (ACH). In cases of non-payment, the debtor will bear all costs associated with collections, including legal fees and court costs. The company reserves the right to employ all lawful means to collect outstanding amounts after 90 days of non-payment of final invoice. Thank you.

Maverick Building Solutions - Excellence in all we do, for you!



## MAVERICK BUILDING SOLUTIONS

805 Charles Boulevard  
Oldsmar, Florida 34677  
United States

## Contact Information

Mobile: 205-704-9412  
Phillip@maverickbuildingsolutions.com



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# **North River Ranch Improvement Stewardship District**

Premier Outdoor Lighting Proposal for  
Brightwood Monument Light Repair



NRR Brightwood Amenity - O&M

813-672-4911  
 office@premieroutdoorlighting.com  
 7818 US Hwy 301 S  
 Riverview, FL 33578

SERVICE DATE	INVOICE NO.
	PROPOSAL

JOB SITE
North River Ranch Brightwood 11510 Little River Way Parrish, FL 34219 TAX EXEMPT

BILL TO
North River Ranch Improvement Stewardship District 3501 Quadrance Blvd Suite 270 Orlando, FL 34219

DESIGNER	TERMS

DESCRIPTION	QUANTITY	PRICE
Labor - 2 man crew rate: repaired timer issue at Brightwood; replaced timer at Camp Creek. checked all.	1.25	237.50
Trip Charge		50.00
T101 INTERMATIC TIMER	1	126.00
MISC SUPPLIES (Wire connection hardware, wire tape, etc.)		10.34
Technicians: Andrew and Aaron		

*Andrew*  
5/20/24

Thank you for your business!  
 3% processing fee for all credit/debit card payments.  
 Zelle: office@premieroutdoorlighting.com

<b>Total</b>	\$423.84
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$423.84



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# **North River Ranch Improvement Stewardship District**

Payment Authorizations Nos. 175 – 178

# NORTH RIVER RANCH IMPROVEMENT STEWARDSHIP DISTRICT

## Payment Authorizations 175 - 178

PA #	Description	Amount	Total
175	<b>Advanced Aquatic Services</b>	\$ 8,529.00	
	<b>Alsco Uniforms</b>	\$ 62.07	
	<b>Daystar Exterior Cleaning</b>	\$ 8,520.95	
	<b>Frontier</b>	\$ 970.30	
		\$ 202.01	
	<b>Impact Landscaping &amp; Irrigation</b>	\$ 1,336.75	
		\$ 141.50	
		\$ 141.50	
		\$ 431.00	
	<b>Jan-Pro Manasota</b>	\$ 3,595.00	
		\$ 128.75	
		\$ 200.85	
		\$ 1,766.35	
		\$ 1,814.84	
	<b>Kutak Rock</b>	\$ 4,532.30	
	<b>MCUD</b>	\$ 1,431.88	
		\$ 154.54	
		\$ 175.50	
		\$ 219.21	
		\$ 425.73	
		\$ 190.30	
		\$ 591.18	
		\$ 852.11	
		\$ 579.74	
		\$ 1,050.89	
		\$ 29.75	
		\$ 29.89	
		\$ 213.15	
		\$ 220.34	
		\$ 111.16	
		\$ 71.82	
		\$ 91.18	
		\$ (194.92)	

		\$ 26.74	
		\$ 15.94	
	<b>Peace River Electric Cooperative</b>	\$ 1,222.58	
		\$ 1,502.34	
		\$ 30.86	
		\$ 57.05	
		\$ 1,155.76	
		\$ 53.03	
		\$ 60.82	
		\$ 61.79	
		\$ 85.91	
		\$ 41.94	
		\$ 684.04	
		\$ 35.25	
		\$ 761.34	
		\$ 2,457.05	
		\$ 34.61	
		\$ 795.95	
		\$ 1,384.26	
		\$ 1,695.71	
		\$ 31.59	
		\$ 30.62	
		\$ 37.93	
		\$ 35.60	
		\$ 68.73	
		\$ 3,243.27	
		\$ 1,695.71	
		\$ 30.01	
		\$ 30.01	
		\$ 31.10	
		\$ 284.92	
		\$ 882.09	
		\$ 288.62	
		\$ 30.73	
		\$ 765.04	
		\$ 1,664.76	
		\$ 39.75	
		\$ 38.28	
		\$ 830.55	
		\$ 212.92	
		\$ 32.44	
		\$ 30.49	
		\$ 91.25	
	<b>Premier Outdoor Lighting</b>	\$ 9,940.39	
		\$ 3,184.90	
	<b>Safetouch</b>	\$ 2,449.80	
		\$ 2,697.00	

		\$ 450.00	
		\$ 2,507.00	
		\$ 450.00	
		\$ 1,617.00	
		\$ 551.90	
	<b>Southern Land Services of Southwest Florida</b>	\$ 2,200.00	
		\$ 3,150.00	
		\$ 1,075.00	
	<b>Stantec Consulting Services</b>	\$ 22,385.53	
	<b>Steadfast Alliance</b>	\$ 259.27	
		\$ 13,240.00	
	<b>Trimmers</b>	\$ 21,700.00	
	<b>United Rentals</b>	\$ 708.00	
	<b>Verizon Business</b>	\$ 229.70	
	<b>Yellowstone Landscape</b>	\$ 979.03	
			\$150,980.52
176	<b>AlSCO</b>	\$ 62.07	
	<b>Ballenger Landcare</b>	\$ 750.00	
	<b>Bogart &amp; Daugherty Consulting</b>	\$ 334.50	
	<b>Clean Sweep Parking Lot Maintenance Inc</b>	\$ 180.00	
	<b>David Kersey</b>	\$ 1,350.00	
	<b>Doody Free 941</b>	\$ 1,092.00	
	<b>Frontier</b>	\$ 141.27	
		\$ 99.94	
		\$ 859.51	
	<b>Impact Landscaping &amp; Irrigation</b>	\$ 486.10	
		\$ 17,231.19	
		\$ 10,380.23	
		\$ 6,516.32	
		\$ 7,091.89	
		\$ 6,500.00	
	<b>Jan-Pro Manasota</b>	\$ 85.54	

		\$ 423.37	
		\$ 131.31	
	<b>Jones &amp; Sons</b>	\$ 55.00	
		\$ 25.00	
		\$ 145.00	
		\$ 20.00	
		\$ 80.00	
		\$ 20.00	
		\$ 75.00	
		\$ 20.00	
	<b>Lewis Consulting Services Inc</b>	\$ 300.00	
	<b>Manatee County Sheriffs Office</b>	\$ 3,380.00	
	<b>McClatchy</b>	\$ 107.02	
	<b>MCUD</b>	\$ 188.85	
		\$ (504.81)	
	<b>Neal Land &amp; Neighborhoods</b>	\$ 13,500.00	
	<b>Peace River Electric Cooperative</b>	\$ 1,096.56	
	<b>S&amp;G Pools</b>	\$ 2,675.00	
		\$ 1,650.00	
		\$ 1,282.00	
	<b>SignPro Studios</b>	\$ 5,575.00	
	<b>Southern Land Services of Southwest Florida</b>	\$ 375.00	
		\$ 375.00	
	<b>TieTechnology</b>	\$ 85.30	
	<b>United Rentals</b>	\$ 1,583.00	
	<b>US Bank</b>	\$ 2,128.94	
		\$ 2,117.31	
	<b>Valley National Bank</b>	\$ 7,961.86	
	<b>WTS International</b>	\$ 643.50	
		\$ 8,715.55	
		\$ 59.54	
	<b>Yellowstone Landscape</b>	\$ 9,021.00	
		\$ 12,250.00	

			<b>\$128,720.86</b>
<b>177</b>	<b>AlSCO</b>	<b>\$ 62.07</b>	
	<b>Canteen Refreshment Services</b>	<b>\$ 372.29</b>	
		<b>\$ 97.90</b>	
		<b>\$ 552.01</b>	
	<b>Clearview Land Design</b>	<b>\$ 1,389.70</b>	
	<b>Daystar Exterior Cleaning</b>	<b>\$ 8,520.95</b>	
		<b>\$ 315.00</b>	
	<b>Frontier</b>	<b>\$ 114.98</b>	
		<b>\$ 114.98</b>	
		<b>\$ 114.98</b>	
	<b>KS StateBank</b>	<b>\$ 2,227.85</b>	
	<b>PFM Management Services</b>	<b>\$ 6,708.33</b>	
		<b>\$ 58.95</b>	
	<b>Southern Land Services of Southwest Florida</b>	<b>\$ 2,200.00</b>	
		<b>\$ 3,150.00</b>	
		<b>\$ 1,075.00</b>	
	<b>WTS International</b>	<b>\$ 2,924.25</b>	
			<b>\$29,999.24</b>
<b>178</b>	<b>AlSCO</b>	<b>\$ 62.07</b>	
	<b>Canteen Refreshment Services</b>	<b>\$ 11.72</b>	
	<b>Daystar Exterior Cleaning</b>	<b>\$ 800.00</b>	
		<b>\$ 1,250.00</b>	
	<b>Florida Department of Health in Manatee County</b>	<b>\$ 250.00</b>	
		<b>\$ 250.00</b>	
		<b>\$ 250.00</b>	
	<b>GreatAmerica Financial Services</b>	<b>\$ 416.30</b>	
	<b>JB Edwards</b>	<b>\$ 414.50</b>	
	<b>Jones &amp; Sons</b>	<b>\$ 125.00</b>	
		<b>\$ 85.00</b>	
		<b>\$ 80.00</b>	
		<b>\$ 80.00</b>	
		<b>\$ 25.00</b>	

	<b>Southern Land Services of Southwest Florida</b>	<b>\$ 375.00</b>	
	<b>Spectrum Business</b>	<b>\$ 138.02</b>	
	<b>Supervisor Fees - 5/13 Meeting</b>	<b>\$ 200.00</b>	
		<b>\$ 200.00</b>	
		<b>\$ 200.00</b>	
		<b>\$ 200.00</b>	
		<b>\$ 200.00</b>	
	<b>Tyree Brown, Arborist</b>	<b>\$ 700.00</b>	
	<b>VGlobalTech</b>	<b>\$ 210.00</b>	
	<b>WTS International</b>	<b>\$ 11,888.36</b>	
		<b>\$ 107.45</b>	
		<b>\$ 2,138.26</b>	
			<b>\$20,656.68</b>
		<b>Total</b>	<b>\$330,357.30</b>



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# **North River Ranch Improvement Stewardship District**

Funding Requests Nos. 685 – 703

Funding Requests 670 - 703

FR #	Description	Amount	Total
685			
Phase 2	Booth Design Group	\$6,325.00	
			\$6,325.00
686			
Phase FT Hamer	Amerritt	\$ 2,150.00	
			\$2,150.00
687			
Phase Jones Buckeye	Kimley Horn	\$ 8,459.53	
			\$8,459.53
688			
Phase Deer Park	Frederick Derr and Company	\$ 236,043.87	
			\$236,043.87
689			
Phase Amenity	Steadfast Alliance	\$ 5,350.00	
			\$5,350.00
690			
Neighborhood Infrastructure (Phase 4C-1, 4E/F, IIIA Townhomes)	Amerritt	\$ 6,000.00	
			\$6,000.00
691			
Phase 4C-2	Frederick Derr and Company	\$ 139,361.44	
			\$139,361.44
692			
Phase 2	Charter Communications	\$ 28,688.27	
			\$28,688.27
693			
Neighborhood Infrastructure (Phases 4C-1, 4E/F, IIIA Townhomes)	Clearview Land Design	\$ 60.00	
		\$ 1,110.00	
		\$ 15,272.50	
		\$ 541.25	
		\$ 2,680.00	
		\$ 225.00	
			\$19,888.75
694			
Phase Morgan's Glen	Geopoint Surveying	\$ 3,200.00	
			\$3,200.00
695			
Phase Jones Buckeye	Clearview Land Design	\$ 44,031.31	
			\$44,031.31
696			
Phase FT Hamer	Clearview Land Design	\$ 110.00	
			\$110.00
697			
Phase 4C-2	Clearview Land Design	\$ 7,687.50	
	Core & Main	\$ 60,676.00	
	Cornerstone Solution Group	\$ 350.00	
			\$68,713.50

698			
Phase Amenity	Clearview Land Design	\$ 253.75	
		\$ 218.50	
			\$472.25
699			
Phase 4D	Clearview Land Design	\$ 21,750.00	
			\$21,750.00
700			
Phase 2	GeoPoint Surveying	\$ 108.00	
			\$108.00
701			
Phase 2	Stantec Consulting Services	\$ 3,041.50	
			\$3,041.50
702			
Phase 4C-2	Core & Main	\$ 55,782.62	
		\$ 800.80	
		\$ 4,051.18	
		\$ 41,910.20	
		\$ 46,514.16	
		\$ 4,157.44	
	Oldcastle Infratructure	\$ 22,635.76	
			\$175,852.16
703			
Phase Jones Buckeye	Kimley-Horn and Associates	\$ 29,186.05	
			\$29,186.05
			\$769,545.58



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# **North River Ranch Improvement Stewardship District**

## **District Financial Statements**



# North River Ranch Improvement Stewardship District

## April 2026 Financial Package

April 30, 2026

**PFM Management Services LLC**  
3501 Quadrangle Boulevard  
Suite 270  
Orlando, FL 32817-8329  
(407) 723-5900



**North River Ranch Improvement SD**  
Statement of Financial Position  
As of 4/30/2026

	General	S19, S19-MG Debt Service	S20 Debt Service	S23(1), S23(2) Debt Service	S23B Debt Service	S19, S19-MG Capital Projects	S20 Capital Projects	S23(1), S23(2) Capital Projects	S23B Capital Projects	Long-Term Debt	Total
<u>Assets</u>											
<u>Current Assets</u>											
General Checking Account	\$ 1,186,970.14										\$ 1,186,970.14
Accounts Receivable	8,529.61										8,529.61
On-Roll Assessments Receivable	3,204.06										3,204.06
Off-Roll Assessments Receivable	450,123.43										450,123.43
Prepaid Expenses	2,302.27										2,302.27
Deposits	12,108.28										12,108.28
Assessments Receivable		\$ 8,506.90									8,506.90
Due From Other Funds		12,901.83									12,901.83
Debt Service Reserve (Series 2019)		166,056.88									166,056.88
Debt Service Reserve (Series 2019-MG)		89,077.60									89,077.60
Revenue (Series 2019)		744,938.17									744,938.17
Revenue (Series 2019-MG)		377,355.22									377,355.22
Prepayment A1 (Series 2019)		1.76									1.76
Prepayment A1 (Series 2019-MG)		3,712.01									3,712.01
Assessments Receivable			\$ 381.19								381.19
Due From Other Funds			8,198.94								8,198.94
Debt Service Reserve A1 (Series 2020)			224,050.00								224,050.00
Revenue A1, A2 (Series 2020)			490,419.75								490,419.75
Off-Roll Assessments Receivable				\$ 211,848.22							211,848.22
Due From Other Funds				24,602.21							24,602.21
Debt Service Reserve A1 (Series 2023-1)				739,849.35							739,849.35
Debt Service Reserve A2 (Series 2023-1)				702,639.56							702,639.56
Debt Service Reserve A (Series 2023-2)				636,480.00							636,480.00
Revenue (Series 2023-1)				1,147,569.60							1,147,569.60
Revenue (Series 2023-2)				432,996.78							432,996.78
Interest A2 (Series 2023-1)				15,840.67							15,840.67
Prepayment A1 (Series 2023-1)				10,671.69							10,671.69
Prepayment A2 (Series 2023-1)				1,651,274.97							1,651,274.97
Prepayment A (Series 2023-2)				10,923.19							10,923.19
Sinking Fund A1 (Series 2023-1)				0.09							0.09
Capitalized Interest A (Series 2023-2)				121,905.33							121,905.33
Debt Service Reserve (Series 2023B)					\$ 768,687.88						768,687.88
Revenue (Series 2023B)					290,258.06						290,258.06
Prepayment (Series 2023B)					19,335.49						19,335.49
Capitalized Interest (Series 2023B)					92,921.94						92,921.94
Accounts Receivable - Due from Developer						\$ 270,778.56					270,778.56
Due From Other Funds						45,312.36					45,312.36
Prepaid Expenses						4,973.20					4,973.20
Acquisition/Constr A1, A2 (Series 2020)							\$ 53.81				53.81
Prepaid Expenses							378.45				378.45
Acquisition/Constr - Neighborhood Infrass								\$ 31,252.61			31,252.61
Acquisition/Constr - Master Infrastructu								459.10			459.10
Acquisition/Constr (Series 2023-2)								15.04			15.04
Prepaid Expenses								552.77			552.77
Acquisition/Constr (Series 2023B)									\$ 718.03		718.03
<b>Total Current Assets</b>	<b>\$ 1,663,237.79</b>	<b>\$ 1,402,550.37</b>	<b>\$ 723,049.88</b>	<b>\$ 5,706,601.66</b>	<b>\$ 1,171,203.37</b>	<b>\$ 321,064.12</b>	<b>\$ 432.26</b>	<b>\$ 32,279.52</b>	<b>\$ 718.03</b>	<b>\$ -</b>	<b>\$ 11,021,137.00</b>



**North River Ranch Improvement SD**  
Statement of Financial Position  
As of 4/30/2026

	General	S19, S19-MG Debt Service	S20 Debt Service	S23(1), S23(2) Debt Service	S23B Debt Service	S19, S19-MG Capital Projects	S20 Capital Projects	S23(1), S23(2) Capital Projects	S23B Capital Projects	Long-Term Debt	Total
<b>Investments</b>											
Amount Available in Debt Service Funds										\$ 8,736,965.99	\$ 8,736,965.99
Amount To Be Provided										54,028,034.01	54,028,034.01
Total Investments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62,765,000.00	\$ 62,765,000.00
<b>Total Assets</b>	<b>\$ 1,663,237.79</b>	<b>\$ 1,402,550.37</b>	<b>\$ 723,049.88</b>	<b>\$ 5,706,601.66</b>	<b>\$ 1,171,203.37</b>	<b>\$ 321,064.12</b>	<b>\$ 432.26</b>	<b>\$ 32,279.52</b>	<b>\$ 718.03</b>	<b>\$ 62,765,000.00</b>	<b>\$ 73,786,137.00</b>
<b>Liabilities and Net Assets</b>											
<b>Current Liabilities</b>											
Accounts Payable	\$ 61,628.17										\$ 61,628.17
Due To Other Funds	45,312.36										45,312.36
Sales Tax Payable	2.59										2.59
Deferred Revenue	8,529.61										8,529.61
Deferred Revenue - On-Roll	3,204.06										3,204.06
Deferred Revenue - Off-Roll	450,123.43										450,123.43
Deferred Revenue		\$ 8,506.90									8,506.90
Deferred Revenue			\$ 381.19								381.19
Deferred Revenue				\$ 211,848.22							211,848.22
Accounts Payable						\$ 316,090.92					316,090.92
Retainage Payable						121,506.14					121,506.14
Deferred Revenue						270,778.56					270,778.56
Retainage Payable								\$ 85,356.10			85,356.10
Retainage Payable									\$ 51,682.08		51,682.08
Total Current Liabilities	\$ 568,800.22	\$ 8,506.90	\$ 381.19	\$ 211,848.22	\$ -	\$ 708,375.62	\$ -	\$ 85,356.10	\$ 51,682.08	\$ -	\$ 1,634,950.33
<b>Long Term Liabilities</b>											
Revenue Bonds Payable - Long-Term										\$ 62,765,000.00	\$ 62,765,000.00
Total Long Term Liabilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62,765,000.00	\$ 62,765,000.00
<b>Total Liabilities</b>	<b>\$ 568,800.22</b>	<b>\$ 8,506.90</b>	<b>\$ 381.19</b>	<b>\$ 211,848.22</b>	<b>\$ -</b>	<b>\$ 708,375.62</b>	<b>\$ -</b>	<b>\$ 85,356.10</b>	<b>\$ 51,682.08</b>	<b>\$ 62,765,000.00</b>	<b>\$ 64,399,950.33</b>



**North River Ranch Improvement SD**  
Statement of Financial Position  
As of 4/30/2026

	General	S19, S19-MG Debt Service	S20 Debt Service	S23(1), S23(2) Debt Service	S23B Debt Service	S19, S19-MG Capital Projects	S20 Capital Projects	S23(1), S23(2) Capital Projects	S23B Capital Projects	Long-Term Debt	Total
<b>Net Assets</b>											
Net Assets, Unrestricted	\$ (225,686.80)										\$ (225,686.80)
Current Year Net Assets, Unrestricted	1,320,124.37										1,320,124.37
Net Assets, Unrestricted		\$ 841,638.11									841,638.11
Current Year Net Assets, Unrestricted		552,405.36									552,405.36
Net Assets, Unrestricted			\$ 1,125,382.64								1,125,382.64
Current Year Net Assets, Unrestricted			(402,713.95)								(402,713.95)
Net Assets, Unrestricted				\$ 5,490,568.38							5,490,568.38
Current Year Net Assets, Unrestricted				4,185.06							4,185.06
Net Assets, Unrestricted					\$ 1,257,268.31						1,257,268.31
Current Year Net Assets, Unrestricted					(86,064.94)						(86,064.94)
Net Assets, Unrestricted						\$ (176,845.43)					(176,845.43)
Current Year Net Assets, Unrestricted						(210,466.07)					(210,466.07)
Net Assets, Unrestricted							\$ 28,467.72				28,467.72
Current Year Net Assets, Unrestricted							(28,035.46)				(28,035.46)
Net Assets, Unrestricted								\$ (90,529.08)			(90,529.08)
Current Year Net Assets, Unrestricted								37,452.50			37,452.50
Net Assets, Unrestricted									\$ (203,755.70)		(203,755.70)
Current Year Net Assets, Unrestricted									152,791.65		152,791.65
<b>Total Net Assets</b>	<u>\$ 1,094,437.57</u>	<u>\$ 1,394,043.47</u>	<u>\$ 722,668.69</u>	<u>\$ 5,494,753.44</u>	<u>\$ 1,171,203.37</u>	<u>\$ (387,311.50)</u>	<u>\$ 432.26</u>	<u>\$ (53,076.58)</u>	<u>\$ (50,964.05)</u>	<u>\$ -</u>	<u>\$ 9,386,186.67</u>
<b>Total Liabilities and Net Assets</b>	<u>\$ 1,663,237.79</u>	<u>\$ 1,402,550.37</u>	<u>\$ 723,049.88</u>	<u>\$ 5,706,601.66</u>	<u>\$ 1,171,203.37</u>	<u>\$ 321,064.12</u>	<u>\$ 432.26</u>	<u>\$ 32,279.52</u>	<u>\$ 718.03</u>	<u>\$ 62,765,000.00</u>	<u>\$ 73,786,137.00</u>



**North River Ranch Improvement SD**  
Statement of Activities  
As of 4/30/2026

	General	S19, S19-MG Debt Service	S20 Debt Service	S23(1), S23(2) Debt Service	S23B Debt Service	S19, S19-MG Capital Projects	S20 Capital Projects	S23(1), S23(2) Capital Projects	S23B Capital Projects	Long-Term Debt	Total
<b>Revenues</b>											
On-Roll Assessments	\$ 2,557,415.74										\$ 2,557,415.74
Off-Roll Assessments	1,116,385.99										1,116,385.99
Developer Contributions	0.19										0.19
Other Income & Other Financing Sources	96,573.30										96,573.30
Sales Tax Collection Allowance Revenue	0.26										0.26
On-Roll Assessments		\$ 990,922.61									990,922.61
Inter-Fund Group Transfers In		3.29									3.29
On-Roll Assessments			\$ 443,926.16								443,926.16
Inter-Fund Group Transfers In			(25,215.74)								(25,215.74)
On-Roll Assessments				\$ 659,507.60							659,507.60
Off-Roll Assessments				520,156.89							520,156.89
Other Assessments				3,132,012.74							3,132,012.74
Other Assessments					\$ 290,258.06						290,258.06
Developer Contributions						\$ 3,700,260.67					3,700,260.67
Inter-Fund Transfers In						(3.29)					(3.29)
Other Income & Other Financing Sources							\$ 3,327.75				3,327.75
Inter-Fund Group Transfers In							25,215.74				25,215.74
Other Income & Other Financing Sources								\$ 66,925.84			66,925.84
Other Income & Other Financing Sources									\$ 154,755.45		154,755.45
<b>Total Revenues</b>	<b>\$ 3,770,375.48</b>	<b>\$ 990,925.90</b>	<b>\$ 418,710.42</b>	<b>\$ 4,311,677.23</b>	<b>\$ 290,258.06</b>	<b>\$ 3,700,257.38</b>	<b>\$ 28,543.49</b>	<b>\$ 66,925.84</b>	<b>\$ 154,755.45</b>	<b>\$ -</b>	<b>\$ 13,732,429.25</b>
<b>Expenses</b>											
Supervisor Fees	\$ 7,000.00										\$ 7,000.00
Public Officials' Liability Insurance	11,203.00										11,203.00
Trustee Services	27,064.97										27,064.97
District Management	46,958.31										46,958.31
Field Management	25,000.00										25,000.00
Engineering	38,703.35										38,703.35
Disclosure	15,000.00										15,000.00
District Counsel	14,907.50										14,907.50
Assessment Administration	25,000.00										25,000.00
Tax Preparation	96.30										96.30
Travel and Per Diem	1,994.92										1,994.92
Telephone	1,416.63										1,416.63
Postage & Shipping	2,737.56										2,737.56
Copies	1,122.63										1,122.63
Legal Advertising	1,508.04										1,508.04
Miscellaneous	5,201.37										5,201.37
Office Supplies	3,234.20										3,234.20
Property Taxes	177.31										177.31
Web Site Maintenance	2,000.00										2,000.00
Holiday Decorations	36,600.00										36,600.00
Help Desk	420.00										420.00
Waste Holding Tank Rental	4,538.51										4,538.51
Trailer Rental	10,589.72										10,589.72
Dues, Licenses, and Fees	175.00										175.00
Security	17,260.89										17,260.89
Maintenance Staff	52,500.00										52,500.00
Lifestyle Staff	159,141.57										159,141.57
Resident Services	55,510.36										55,510.36
Electric	2,275.88										2,275.88
Amenity - Electric	33,035.78										33,035.78



**North River Ranch Improvement SD**  
Statement of Activities  
As of 4/30/2026

	General	S19, S19-MG Debt Service	S20 Debt Service	S23(1), S23(2) Debt Service	S23B Debt Service	S19, S19-MG Capital Projects	S20 Capital Projects	S23(1), S23(2) Capital Projects	S23B Capital Projects	Long-Term Debt	Total
Amenity - Water	\$ 25,240.90										\$ 25,240.90
Water Reclaimed	19,959.78										19,959.78
Wetlands Monitoring	1,250.00										1,250.00
Amenity - Cable TV / Internet / Wi-Fi	31,156.13										31,156.13
Amenity - Landscape Maintenance	6,915.00										6,915.00
Amenity - Irrigation Repairs	5,224.50										5,224.50
Amenity - Pool Maintenance	39,253.20										39,253.20
Amenity - Access Control	798.00										798.00
Amenity - Janitorial	97,709.55										97,709.55
Amenity - Pest Control	5,230.00										5,230.00
Amenity - Fitness Equipment Leasing	20,863.65										20,863.65
Amenity - Security Monitoring	23,884.00										23,884.00
Amenity - Firepits	2,687.23										2,687.23
Amenity - Gate Access and Maintenance	25,203.20										25,203.20
Amenity - Capital Outlay	33,334.83										33,334.83
Amenity - Miscellaneous	3,035.51										3,035.51
Amenity - Pool Equipment	9,243.00										9,243.00
Amenity - AC Maintenance and Equipment	2,903.78										2,903.78
Amenity - Office Equipment Leasing	3,790.47										3,790.47
Amenity - Streetlight Leasing	61,014.96										61,014.96
Amenity - Canteen	4,284.03										4,284.03
Amenity - Repairs & Maintenance	3,825.11										3,825.11
Amenity - Operations	2,005.75										2,005.75
General Insurance	11,203.00										11,203.00
Property & Casualty Insurance	72,703.00										72,703.00
Other Insurance	500.00										500.00
Irrigation	55,774.84										55,774.84
Lake Maintenance	58,216.00										58,216.00
Landscaping Maintenance & Material	584,314.41										584,314.41
Landscape Improvements	177,683.85										177,683.85
Contingency	23,667.51										23,667.51
Equipment Repair & Maintenance	7,421.06										7,421.06
Pest Control	615.00										615.00
Mulch	266,308.75										266,308.75
Monument Maintenance	15,322.33										15,322.33
Storm Landscape Replacement	5,674.00										5,674.00
Capital Expenditures	720.24										720.24
Street, Sidewalk, Curb Maintenance	20,425.00										20,425.00
Streetlight Leasing	29,353.49										29,353.49
Dog Park	10,440.81										10,440.81
Trailhead Maintenance	320.00										320.00
Developer Loan Repayment	107,796.61										107,796.61
Principal Payments - Series 2019-MG A1		\$ 95,000.00									95,000.00
Interest Payments - Series 2019		233,988.75									233,988.75
Interest Payments - Series 2019-MG A1		126,517.50									126,517.50
Principal Payments - Series 2020 A2			\$ 675,000.00								675,000.00
Interest Payment - Series 2020 A1			144,362.50								144,362.50
Interest Payment - Series 2020 A2			14,175.00								14,175.00
Principal Payments - Series 2023 (1) A1				\$ 15,000.00							15,000.00
Principal Payments - Series 2023 (1) A2				3,220,000.00							3,220,000.00
Principal Payments - Series 2023 (2) A				115,000.00							115,000.00
Interest Payments - Series 2023 (1) A1				301,370.00							301,370.00
Interest Payments - Series 2023 (1) A2				459,928.13							459,928.13
Interest Payments - Series 2023 (2) A				274,096.25							274,096.25
Principal Payment - Series 2023B					\$ 10,000.00						10,000.00
Interest Payment - Series 2023B					383,520.00						383,520.00



**North River Ranch Improvement SD**  
Statement of Activities  
As of 4/30/2026

	General	S19, S19-MG Debt Service	S20 Debt Service	S23(1), S23(2) Debt Service	S23B Debt Service	S19, S19-MG Capital Projects	S20 Capital Projects	S23(1), S23(2) Capital Projects	S23B Capital Projects	Long-Term Debt	Total
Engineering						\$ 285,095.04					\$ 285,095.04
Contingency						3,625,628.42					3,625,628.42
Engineering							\$ 852.50				852.50
Contingency							56,293.33				56,293.33
Engineering								\$ 4,462.00			4,462.00
Contingency								25,331.29			25,331.29
Contingency									\$ 1,976.67		1,976.67
<b>Total Expenses</b>	<u>\$ 2,479,646.28</u>	<u>\$ 455,506.25</u>	<u>\$ 833,537.50</u>	<u>\$ 4,385,394.38</u>	<u>\$ 393,520.00</u>	<u>\$ 3,910,723.46</u>	<u>\$ 57,145.83</u>	<u>\$ 29,793.29</u>	<u>\$ 1,976.67</u>	<u>\$ -</u>	<u>\$ 12,547,243.66</u>
<b>Other Revenues (Expenses) &amp; Gains (Losses)</b>											
Interest Income	\$ 29,395.17										\$ 29,395.17
Dividend Income		\$ 16,985.71									16,985.71
Dividend Income			\$ 12,113.13								12,113.13
Dividend Income				\$ 77,902.21							77,902.21
Dividend Income					\$ 17,197.00						17,197.00
Dividend Income						\$ 0.01					0.01
Dividend Income							\$ 566.88				566.88
Dividend Income								\$ 319.95			319.95
Dividend Income									\$ 12.87		12.87
<b>Total Other Revenues (Expenses) &amp; Gains (Losses)</b>	<u>\$ 29,395.17</u>	<u>\$ 16,985.71</u>	<u>\$ 12,113.13</u>	<u>\$ 77,902.21</u>	<u>\$ 17,197.00</u>	<u>\$ 0.01</u>	<u>\$ 566.88</u>	<u>\$ 319.95</u>	<u>\$ 12.87</u>	<u>\$ -</u>	<u>\$ 154,492.93</u>
<b>Change in Net Assets</b>	\$ 1,320,124.37	\$ 552,405.36	\$ (402,713.95)	\$ 4,185.06	\$ (86,064.94)	\$ (210,466.07)	\$ (28,035.46)	\$ 37,452.50	\$ 152,791.65	\$ -	\$ 1,339,678.52
<b>Net Assets At Beginning Of Year</b>	<u>\$ (225,686.80)</u>	<u>\$ 841,638.11</u>	<u>\$ 1,125,382.64</u>	<u>\$ 5,490,568.38</u>	<u>\$ 1,257,268.31</u>	<u>\$ (176,845.43)</u>	<u>\$ 28,467.72</u>	<u>\$ (90,529.08)</u>	<u>\$ (203,755.70)</u>	<u>\$ -</u>	<u>\$ 8,046,508.15</u>
<b>Net Assets At End Of Year</b>	<u><u>\$ 1,094,437.57</u></u>	<u><u>\$ 1,394,043.47</u></u>	<u><u>\$ 722,668.69</u></u>	<u><u>\$ 5,494,753.44</u></u>	<u><u>\$ 1,171,203.37</u></u>	<u><u>\$ (387,311.50)</u></u>	<u><u>\$ 432.26</u></u>	<u><u>\$ (53,076.58)</u></u>	<u><u>\$ (50,964.05)</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 9,386,186.67</u></u>



**North River Ranch Improvement SD**  
 Budget to Actual  
 For the Month Ending 4/30/2026

	YTD Actual	YTD Budget	YTD Variance	FY 2026 Revised Adopted Budget	Percentage Variance
<b>Revenues</b>					
On-Roll Assessments	\$ 2,557,415.74	\$ 1,493,694.63	\$ 1,063,721.11	\$ 2,560,619.36	99.87%
Off-Roll Assessments	1,116,385.99	913,797.16	202,588.83	1,566,509.42	71.27%
Developer Contributions	0.19	-	0.19	-	
Other Income & Other Financing Sources	96,573.30	14,466.67	82,106.63	24,800.00	389.41%
Sales Tax Collection Allowance Revenue	0.26	-	0.26	-	
<b>Net Revenues</b>	<b>\$ 3,770,375.48</b>	<b>\$ 2,421,958.46</b>	<b>\$ 1,348,417.02</b>	<b>\$ 4,151,928.78</b>	<b>90.81%</b>
<b>Expenditures</b>					
<b>General &amp; Administrative Expenses</b>					
Supervisor Fees	\$ 7,000.00	\$ 7,000.00	\$ -	\$ 12,000.00	58.33%
Public Officials' Liability Insurance	11,203.00	6,535.08	4,667.92	11,203.00	100.00%
Trustee Services	27,064.97	18,232.08	8,832.89	31,255.00	86.59%
District Management	46,958.31	46,958.33	(0.02)	80,500.00	58.33%
Field Management	25,000.00	43,750.00	(18,750.00)	75,000.00	33.33%
Engineering	38,703.35	35,000.00	3,703.35	60,000.00	64.51%
Disclosure	15,000.00	17,500.00	(2,500.00)	30,000.00	50.00%
District Counsel	14,907.50	12,833.33	2,074.17	22,000.00	67.76%
Assessment Administration	25,000.00	14,583.33	10,416.67	25,000.00	100.00%
Reamortization Schedules	-	1,458.33	(1,458.33)	2,500.00	0.00%
Audit	-	4,375.00	(4,375.00)	7,500.00	0.00%
Arbitrage Calculation	-	1,750.00	(1,750.00)	3,000.00	0.00%
Tax Preparation	96.30	88.97	7.33	152.52	63.14%
Travel and Per Diem	1,994.92	1,750.00	244.92	3,000.00	66.50%
Telephone	1,416.63	1,166.67	249.96	2,000.00	70.83%
Postage & Shipping	2,737.56	1,750.00	987.56	3,000.00	91.25%
Copies	1,122.63	583.33	539.30	1,000.00	112.26%
Legal Advertising	1,508.04	2,916.67	(1,408.63)	5,000.00	30.16%
Miscellaneous	5,201.37	22,831.71	(17,630.34)	39,140.00	13.29%
Waste Holding Tank Rental	4,538.51	-	4,538.51	-	
Trailer Rental	10,589.72	-	10,589.72	-	
Office Supplies	3,234.20	1,750.00	1,484.20	3,000.00	107.81%
Property Taxes	177.31	175.00	2.31	300.00	59.10%
Web Site Maintenance	2,000.00	2,100.00	(100.00)	3,600.00	55.56%
Holiday Decorations	36,600.00	23,333.33	13,266.67	40,000.00	91.50%
Help Desk	420.00	729.17	(309.17)	1,250.00	33.60%
Dues, Licenses, and Fees	175.00	102.08	72.92	175.00	100.00%
Security	17,260.89	1,166.67	16,094.22	2,000.00	863.04%
Maintenance Staff	52,500.00	75,833.33	(23,333.33)	130,000.00	40.38%
Lifestyle Staff	159,141.57	160,126.25	(984.68)	274,502.15	57.97%
Resident Services	55,510.36	46,666.67	8,843.69	80,000.00	69.39%
Developer Loan Repayment	107,796.61	62,881.36	44,915.25	107,796.61	100.00%
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 674,858.75</b>	<b>\$ 615,926.69</b>	<b>\$ 58,932.06</b>	<b>\$ 1,055,874.28</b>	<b>63.91%</b>



**North River Ranch Improvement SD**  
 Budget to Actual  
 For the Month Ending 4/30/2026

	YTD Actual	YTD Budget	YTD Variance	FY 2026 Revised Adopted Budget	Percentage Variance
<b>Field Operations</b>					
Electric	\$ 2,275.88	\$ 2,916.67	\$ (640.79)	\$ 5,000.00	45.52%
Water Reclaimed	19,959.78	23,333.33	(3,373.55)	40,000.00	49.90%
Wetland Monitoring	1,250.00	291.67	958.33	500.00	250.00%
Stormwater - Repair and Maintenance	-	3,645.83	(3,645.83)	6,250.00	0.00%
Equipment Rental	-	1,458.33	(1,458.33)	2,500.00	0.00%
General Insurance	11,203.00	6,535.08	4,667.92	11,203.00	100.00%
Property & Casualty Insurance	72,703.00	42,410.08	30,292.92	72,703.00	100.00%
Other Insurance	500.00	291.67	208.33	500.00	100.00%
Irrigation	55,774.84	55,416.67	358.17	95,000.00	58.71%
Lake Maintenance	58,216.00	58,333.33	(117.33)	100,000.00	58.22%
Landscape Maintenance & Material					
Zone 1 - Riverfield TH - Yellowstone	63,147.00	63,147.00	-	108,252.00	58.33%
Zone 2 - Riverfield SF - Yellowstone	88,150.00	89,950.00	(1,800.00)	154,200.00	57.17%
Zone 3 - Brightwood - Impact Landscaping & Irrigation	120,618.33	125,416.67	(4,798.34)	215,000.00	56.10%
Zone 4 - Wildleaf - Impact Landscaping & Irrigation	99,211.61	99,166.67	44.94	170,000.00	58.36%
Zone 5 - Camp Creek - Impact Landscaping & Irrigation	45,614.24	45,614.30	(0.06)	78,195.95	58.33%
Zone 6 - Longmeadow - Impact Landscaping & Irrigation	55,843.23	61,250.00	(5,406.77)	105,000.00	53.18%
Zone 7 - Crescent Creek - Steadfast Alliance	92,680.00	92,680.00	-	158,880.00	58.33%
Zone 8 - Phase 2 - Southern Land Services	19,050.00	23,333.33	(4,283.33)	40,000.00	47.63%
Landscape Improvements / Replacement	177,683.85	116,666.67	61,017.18	200,000.00	88.84%
Contingency	23,667.51	35,000.00	(11,332.49)	60,000.00	39.45%
Equipment Repair and Maintenance	7,421.06	4,900.00	2,521.06	8,400.00	88.35%
Pest Control	615.00	1,750.00	(1,135.00)	3,000.00	20.50%
Mulch (Zones 1 - 7)	266,308.75	175,000.00	91,308.75	300,000.00	88.77%
Monument Maintenance	15,322.33	14,583.33	739.00	25,000.00	61.29%
Bridge and Boardwalk Maintenance	-	2,333.33	(2,333.33)	4,000.00	0.00%
Storm Cleanup	-	29,166.67	(29,166.67)	50,000.00	0.00%
Storm Landscape Replacement	5,674.00	58,333.33	(52,659.33)	100,000.00	5.67%
Capital Expenditures	720.24	20,854.17	(20,133.93)	35,750.00	2.01%
Street, Sidewalk, and Curb Maintenance	20,425.00	17,500.00	2,925.00	30,000.00	68.08%
Streetlight Leasing	29,353.49	29,750.00	(396.51)	51,000.00	57.56%
Shared Bike Maintenance	-	8,750.00	(8,750.00)	15,000.00	0.00%
Dog Park	10,440.81	8,750.00	1,690.81	15,000.00	69.61%
Parks Maintenance & Repairs	-	7,291.67	(7,291.67)	12,500.00	0.00%
Trail Maintenance	320.00	2,916.67	(2,596.67)	5,000.00	6.40%
Trailhead Maintenance	-	2,916.67	(2,916.67)	5,000.00	0.00%
Mailbox Maintenance	-	291.67	(291.67)	500.00	0.00%
<b>Total Field Operations</b>	<b>\$ 1,364,148.95</b>	<b>\$ 1,331,944.81</b>	<b>\$ 32,204.14</b>	<b>\$ 2,283,333.95</b>	<b>59.74%</b>



**North River Ranch Improvement SD**  
 Budget to Actual  
 For the Month Ending 4/30/2026

	YTD Actual	YTD Budget	YTD Variance	FY 2026 Revised Adopted Budget	Percentage Variance
<b>Brightwood Pavilion - Amenity</b>					
Amenity - Electric	\$ 7,030.19	\$ 8,750.00	\$ (1,719.81)	\$ 15,000.00	46.87%
Amenity - Water	14,613.07	20,416.67	(5,803.60)	35,000.00	41.75%
Amenity - Cable TV / Internet / Wi-Fi	5,339.14	7,000.00	(1,660.86)	12,000.00	44.49%
Amenity - Landscape Maintenance	6,915.00	-	6,915.00	-	
Amenity - Irrigation Repairs	840.51	4,083.33	(3,242.82)	7,000.00	12.01%
Amenity - Pool Maintenance	11,550.00	12,416.25	(866.25)	21,285.00	54.26%
Amenity - Access Control Maintenance	266.00	875.00	(609.00)	1,500.00	17.73%
Amenity - Cleaning	14,631.25	15,750.00	(1,118.75)	27,000.00	54.19%
Amenity - Pest Control	1,405.00	1,458.33	(53.33)	2,500.00	56.20%
Amenity - Fitness Equipment Leasing	20,863.65	15,979.95	4,883.70	27,394.20	76.16%
Amenity - Security Monitoring	4,928.33	3,791.67	1,136.66	6,500.00	75.82%
Amenity - Firepits	2,687.23	3,500.00	(812.77)	6,000.00	44.79%
Amenity - Capital outlay	11,450.01	12,565.79	(1,115.78)	21,541.35	53.15%
Amenity - Miscellaneous	2,237.53	2,916.67	(679.14)	5,000.00	44.75%
Amenity - Pool equipment	2,148.00	1,750.00	398.00	3,000.00	71.60%
Amenity - A/C Maintenance and Equipment	2,903.78	875.00	2,028.78	1,500.00	193.59%
Amenity - Playground Maintenance	-	4,083.33	(4,083.33)	7,000.00	0.00%
Amenity - Streetlight Leasing	34,469.27	39,083.33	(4,614.06)	67,000.00	51.45%
Amenity - Repairs & Maintenance	172.25	-	172.25	-	
<b>Total Brightwood Pavilion - Amenity Expenses</b>	<b>\$ 144,450.21</b>	<b>\$ 155,295.32</b>	<b>\$ (10,845.11)</b>	<b>\$ 266,220.55</b>	<b>54.26%</b>
<b>Riverfield Verandah - Amenity</b>					
Amenity - Electric	\$ 3,702.08	\$ 4,666.67	\$ (964.59)	\$ 8,000.00	46.28%
Amenity - Water	9,878.85	12,833.33	(2,954.48)	22,000.00	44.90%
Amenity - Cable TV / Internet / Wi-Fi	7,002.79	7,000.00	2.79	12,000.00	58.36%
Amenity - Irrigation Repairs	447.75	2,916.67	(2,468.92)	5,000.00	8.96%
Amenity - Pool Maintenance	8,978.20	9,654.17	(675.97)	16,550.00	54.25%
Amenity - Access Control Maintenance	266.00	583.33	(317.33)	1,000.00	26.60%
Amenity - Cleaning	12,797.98	13,416.67	(618.69)	23,000.00	55.64%
Amenity - Pest Control	935.00	1,283.33	(348.33)	2,200.00	42.50%
Amenity - Security Monitoring	4,928.33	4,083.33	845.00	7,000.00	70.40%
Amenity - Gate Access and Maintenance	25,203.20	23,333.33	1,869.87	40,000.00	63.01%
Amenity - Capital outlay	8,863.00	8,750.00	113.00	15,000.00	59.09%
Amenity - Miscellaneous	469.26	1,750.00	(1,280.74)	3,000.00	15.64%
Amenity - Pool Equipment	5,865.00	3,500.00	2,365.00	6,000.00	97.75%
Amenity - Streetlight Leasing	20,417.67	23,916.67	(3,499.00)	41,000.00	49.80%
<b>Total Riverfield Verandah - Amenity Expenses</b>	<b>\$ 109,755.11</b>	<b>\$ 117,687.50</b>	<b>\$ (7,932.39)</b>	<b>\$ 201,750.00</b>	<b>54.40%</b>



**North River Ranch Improvement SD**  
Budget to Actual  
For the Month Ending 4/30/2026

	YTD Actual	YTD Budget	YTD Variance	FY 2026 Revised Adopted Budget	Percentage Variance
<b>Camp Creek - Amenity</b>					
Amenity - Electric	\$ 22,303.51	\$ 23,333.33	\$ (1,029.82)	\$ 40,000.00	55.76%
Amenity - Water	748.98	2,916.67	(2,167.69)	5,000.00	14.98%
Amenity - Cable TV / Internet / Wi-Fi	18,814.20	23,333.33	(4,519.13)	40,000.00	47.04%
Amenity - Irrigation Repairs	3,936.24	5,833.33	(1,897.09)	10,000.00	39.36%
Amenity - Pool Maintenance	18,725.00	19,250.00	(525.00)	33,000.00	56.74%
Amenity - Access Control Maintenance	266.00	-	266.00	-	
Amenity - Cleaning	70,280.32	72,916.67	(2,636.35)	125,000.00	56.22%
Amenity - Pest Control	2,890.00	3,500.00	(610.00)	6,000.00	48.17%
Amenity - Security Monitoring	14,027.34	9,333.33	4,694.01	16,000.00	87.67%
Amenity - Fire Pits	-	1,750.00	(1,750.00)	3,000.00	0.00%
Amenity - Gate Access and Maintenance	-	1,458.33	(1,458.33)	2,500.00	0.00%
Amenity - Capital Outlay	13,021.82	5,833.33	7,188.49	10,000.00	130.22%
Amenity - Miscellaneous	328.72	2,916.67	(2,587.95)	5,000.00	6.57%
Amenity - Pool Equipment	1,230.00	5,833.33	(4,603.33)	10,000.00	12.30%
Amenity - Office Equipment Leasing	3,790.47	4,375.00	(584.53)	7,500.00	50.54%
Amenity - Bike Pump Park Maintenance	-	583.33	(583.33)	1,000.00	0.00%
Amenity - Pickleball Maintenance	-	729.17	(729.17)	1,250.00	0.00%
Amenity - Cost of Goods Sold	-	8,166.67	(8,166.67)	14,000.00	0.00%
Amenity - Streetlight Leasing	6,128.02	7,000.00	(871.98)	12,000.00	51.07%
Amenity - Canteen	4,284.03	5,833.33	(1,549.30)	10,000.00	42.84%
Amenity - Repairs & Maintenance	3,652.86	5,833.33	(2,180.47)	10,000.00	36.53%
Amenity - Dumpster	-	583.33	(583.33)	1,000.00	0.00%
Amenity - Water Slide Preventative Maintenance	-	1,458.33	(1,458.33)	2,500.00	0.00%
Amenity - Operations	2,005.75	5,833.33	(3,827.58)	10,000.00	20.06%
<b>Total Camp Creek - Amenity Expenses</b>	<b>\$ 186,433.26</b>	<b>\$ 218,604.14</b>	<b>\$ (32,170.88)</b>	<b>\$ 374,750.00</b>	<b>49.75%</b>
<b>Non-County Maintained Roads</b>					
Highview Non-County Maintained Roads	\$ -	\$ -	\$ -	\$ -	
Crescent Creek (4E only) Non-County Maintained Roads	-	-	-	-	
Riverfield Non-County Maintained Roads	-	-	-	-	
<b>Total Non-County Maintained Roads</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Total Expenses</b>	<b>\$ 2,479,646.28</b>	<b>\$ 2,439,458.46</b>	<b>\$ 40,187.82</b>	<b>\$ 4,181,928.78</b>	<b>59.29%</b>
<b>Other Income (Expenses)</b>					
Interest Income	\$ 29,395.17	\$ 17,500.00	\$ 11,895.17	\$ 30,000.00	97.98%
<b>Total Other Income (Expenses)</b>	<b>\$ 29,395.17</b>	<b>\$ 17,500.00</b>	<b>\$ 11,895.17</b>	<b>\$ 30,000.00</b>	<b>97.98%</b>
<b>Net Income (Loss)</b>	<b>\$ 1,320,124.37</b>	<b>\$ -</b>	<b>\$ 1,320,124.37</b>	<b>\$ -</b>	



# **North River Ranch Improvement Stewardship District**

## FY 2027 Proposed Budget Package

**PFM Management Services LLC**  
3501 Quadrangle Boulevard  
Suite 270  
Orlando, FL 32817-8329  
(407) 723-5900



**North River Ranch Improvement SD**  
**FY 2027 Proposed O&M Budget**

	Actual Through 4/30/2026	Anticipated 5/2026 - 9/2026	Anticipated FY 2026 Total	FY 2026 Adopted Revised Budget	FY 2027 Proposed Budget
<b>Revenues</b>					
On-Roll Assessments	\$ 2,557,415.74	\$ 3,203.62	\$ 2,560,619.36	\$ 2,560,619.36	\$ 3,085,655.78
Off-Roll Assessments	1,116,385.99	450,123.43	1,566,509.42	1,566,509.42	1,456,957.40
Developer Contribution	0.19	-	0.19	-	-
Other Income & Other Financing Sources	96,573.30	16,845.21	113,418.51	24,800.00	36,000.00
Sales Tax Collection Allowance Revenue	0.26	-	0.26	-	-
<b>Net Revenues</b>	<b>\$ 3,770,375.48</b>	<b>\$ 470,172.26</b>	<b>\$ 4,240,547.74</b>	<b>\$ 4,151,928.78</b>	<b>\$ 4,578,613.18</b>
<b>Expenditures</b>					
<b>General &amp; Administrative Expenses</b>					
Supervisor Fees	\$ 7,000.00	\$ 5,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
POL Insurance	11,203.00	-	11,203.00	11,203.00	12,883.45
Trustee Services	27,064.97	4,190.03	31,255.00	31,255.00	31,255.00
District Management	46,958.31	33,541.69	80,500.00	80,500.00	80,500.00
Field Management	25,000.00	25,000.00	50,000.00	75,000.00	60,000.00
Engineering	38,703.35	27,645.25	66,348.60	60,000.00	60,000.00
Disclosure	15,000.00	15,000.00	30,000.00	30,000.00	30,000.00
District Counsel	14,907.50	10,648.21	25,555.71	22,000.00	22,000.00
Assessment Administration	25,000.00	-	25,000.00	25,000.00	25,000.00
Reamortization Schedules	-	2,500.00	2,500.00	2,500.00	2,500.00
Audit	-	9,950.00	9,950.00	7,500.00	11,950.00
Arbitrage Calculation	-	3,000.00	3,000.00	3,000.00	3,000.00
Tax Preparation	96.30	-	96.30	152.52	152.52
Travel and Per Diem	1,994.92	1,424.94	3,419.86	3,000.00	3,500.00
Telephone	1,416.63	1,011.88	2,428.51	2,000.00	2,500.00
Postage & Shipping	2,737.56	1,955.40	4,692.96	3,000.00	3,000.00
Copies	1,122.63	801.88	1,924.51	1,000.00	1,500.00
Legal Advertising	1,508.04	1,077.17	2,585.21	5,000.00	5,000.00
Miscellaneous	5,201.37	3,715.26	8,916.63	39,140.00	5,000.00
Waste Holding Tank Rental	4,538.51	3,241.79	7,780.30	-	8,423.52
Trailer Rental	10,589.72	7,564.09	18,153.81	-	18,996.00
Property Taxes	177.31	-	177.31	300.00	300.00
Web Site Maintenance	2,000.00	1,600.00	3,600.00	3,600.00	3,600.00
Holiday Decorations	36,600.00	-	36,600.00	40,000.00	45,000.00
Dues, Licenses, and Fees	175.00	-	175.00	175.00	175.00
Security	17,260.89	21,570.00	38,830.89	2,000.00	20,000.00
Maintenance Staff	52,500.00	42,500.00	95,000.00	130,000.00	102,000.00
General Insurance	11,203.00	-	11,203.00	11,203.00	12,883.45
Other Insurance	500.00	-	500.00	500.00	575.00
Developer Loan Repayment	107,796.61	-	107,796.61	107,796.61	107,796.61
<b>Total General &amp; Administrative Expenses</b>	<b>\$ 468,255.62</b>	<b>\$ 222,937.59</b>	<b>\$ 691,193.21</b>	<b>\$ 708,825.13</b>	<b>\$ 691,490.55</b>



## North River Ranch Improvement SD FY 2027 Proposed O&M Budget

	Actual Through 4/30/2026	Anticipated 5/2026 - 9/2026	Anticipated FY 2026 Total	FY 2026 Adopted Revised Budget	FY 2027 Proposed Budget
<b>Field Operations</b>					
Electric	\$ 2,275.88	\$ 1,625.63	\$ 3,901.51	\$ 5,000.00	\$ 6,000.00
Water Reclaimed	19,959.78	14,256.99	34,216.77	40,000.00	50,000.00
Wetland Monitoring	1,250.00	1,250.00	2,500.00	500.00	18,950.00
Stormwater - Repair and Maintenance	-	2,604.17	2,604.17	6,250.00	5,000.00
Equipment Rental	-	1,041.67	1,041.67	2,500.00	1,500.00
Irrigation	55,774.84	39,839.17	95,614.01	95,000.00	95,000.00
Lake Maintenance	58,216.00	41,582.86	99,798.86	100,000.00	120,000.00
Landscape Maintenance, Irrigation, & Material					
Zone 1 - Riverfield TH - Yellowstone	63,147.00	45,105.00	108,252.00	108,252.00	108,252.00
Zone 2 - Riverfield SF - Yellowstone	88,150.00	66,050.00	154,200.00	154,200.00	149,700.00
Zone 3 - Brightwood - Impact Landscaping & Irrigation	120,618.33	94,381.67	215,000.00	215,000.00	209,000.00
Zone 4 - Wildleaf - Impact Landscaping & Irrigation	99,211.61	70,788.39	170,000.00	170,000.00	170,000.00
Zone 5 - Camp Creek - Impact Landscaping & Irrigator	45,614.24	32,581.71	78,195.95	78,195.95	68,195.95
Zone 6 - Longmeadow - Impact Landscaping & Irrigatic	55,843.23	49,156.77	105,000.00	105,000.00	105,000.00
Zone 7 - Crescent Creek - Steadfast Alliance	92,680.00	66,200.00	158,880.00	158,880.00	158,880.00
Zone 8 - Phase 2 - Southern Land Services	19,050.00	20,950.00	40,000.00	40,000.00	40,000.00
Zone 9 - NRR Trail East of Ft Hamer roundabout	-	-	-	-	153,237.00
Landscape Improvements / Replacement	177,683.85	126,917.04	304,600.89	200,000.00	200,000.00
Tree Trimming	-	-	-	-	50,000.00
Contingency	23,667.51	16,905.36	40,572.87	60,000.00	60,000.00
Equipment Repair and Maintenance	7,421.06	5,300.76	12,721.82	8,400.00	9,000.00
Pest Control	615.00	439.29	1,054.29	3,000.00	2,000.00
Mulch (Zones 1 - 7)	266,308.75	-	266,308.75	300,000.00	315,000.00
Monument Maintenance	15,322.33	10,944.52	26,266.85	25,000.00	25,000.00
Bridge and Boardwalk Maintenance	-	1,666.67	1,666.67	4,000.00	4,000.00
Storm Cleanup	-	50,000.00	50,000.00	50,000.00	50,000.00
Storm Landscape Replacement	5,674.00	94,326.00	100,000.00	100,000.00	75,000.00
Capital Expenditures	720.24	14,895.83	15,616.07	35,750.00	25,000.00
Street, Sidewalk, and Curb Maintenance	20,425.00	14,589.29	35,014.29	30,000.00	35,000.00
Streetlight Leasing	29,353.49	20,966.78	50,320.27	51,000.00	51,000.00
Shared Bike Maintenance	-	6,250.00	6,250.00	15,000.00	15,000.00
Dog Park	10,440.81	7,457.72	17,898.53	15,000.00	15,000.00
Parks Maintenance & Repairs	-	-	-	12,500.00	-
Trail Maintenance	320.00	228.57	548.57	5,000.00	15,000.00
Trailhead Maintenance	-	-	-	5,000.00	5,000.00
Mailbox Maintenance	-	-	-	500.00	-
BW, RF, Wildleaf Playground Maintenance	-	-	-	-	10,000.00
BW Fire Pits	-	-	-	-	6,000.00
CC Fire Pits	-	-	-	-	3,000.00
<b>Total Field Operations</b>	<b>\$ 1,279,742.95</b>	<b>\$ 918,301.86</b>	<b>\$ 2,198,044.81</b>	<b>\$ 2,198,927.95</b>	<b>\$ 2,428,714.95</b>



**North River Ranch Improvement SD**  
**FY 2027 Proposed O&M Budget**

	Actual Through 4/30/2026	Anticipated 5/2026 - 9/2026	Anticipated FY 2026 Total	FY 2026 Adopted Revised Budget	FY 2027 Proposed Budget
<b>Brightwood Pavilion - Amenity</b>					
Amenity - Electric	\$ 7,030.19	\$ 5,021.56	\$ 12,051.75	\$ 15,000.00	\$ 15,000.00
Amenity - Water	14,613.07	10,437.91	25,050.98	35,000.00	27,500.00
Amenity - Cable TV / Internet / Wi-Fi	5,339.14	3,813.67	9,152.81	12,000.00	12,000.00
Amenity - Landscape Maintenance	6,915.00	4,939.29	11,854.29	-	6,000.00
Amenity - Irrigation Repairs	840.51	600.36	1,440.87	7,000.00	5,000.00
Amenity - Pool Maintenance	11,550.00	8,250.00	19,800.00	21,285.00	19,800.00
Amenity - Access Control Maintenance	266.00	190.00	-	1,500.00	4,000.00
Amenity - Cleaning	14,631.25	10,450.89	25,082.14	27,000.00	27,000.00
Amenity - Pest Control	1,405.00	1,003.57	2,408.57	2,500.00	2,500.00
Amenity - Fitness Equipment Leasing	20,863.65	7,033.55	27,897.20	27,394.20	30,000.00
Amenity - Security Monitoring	4,928.33	2,250.00	7,178.33	6,500.00	6,500.00
Amenity - Firepits	2,687.23	1,919.45	4,606.68	6,000.00	-
Amenity - Capital Outlay	11,450.01	8,178.58	19,628.59	21,541.35	10,000.00
Amenity - Miscellaneous	2,237.53	1,598.24	3,835.77	5,000.00	5,000.00
Amenity - Pool Equipment	2,148.00	1,534.29	3,682.29	3,000.00	4,000.00
Amenity - A/C Maintenance and Equipment	2,903.78	2,074.13	4,977.91	1,500.00	5,000.00
Amenity - Playground Maintenance	-	-	-	7,000.00	-
Amenity - Streetlight Leasing	34,469.27	24,620.91	59,090.18	67,000.00	60,000.00
Amenity - Repairs & Maintenance	172.25	123.04	295.29	-	-
Amenity - Property & Casualty Insurance	24,234.33	-	24,234.33	24,234.33	27,869.48
Amenity - Lifestyle Staff	53,047.19	37,890.85	90,938.04	91,500.72	143,265.48
Amenity - Resident Services	18,503.46	13,216.76	31,720.22	26,666.67	16,044.93
<b>Total Brightwood Pavilion - Amenity Expenses</b>	<b>\$ 240,235.19</b>	<b>\$ 145,147.05</b>	<b>\$ 384,926.24</b>	<b>\$ 408,622.27</b>	<b>\$ 426,479.89</b>
<b>Riverfield Verandah - Amenity</b>					
Amenity - Electric	\$ 3,702.08	\$ 2,644.34	\$ 6,346.42	\$ 8,000.00	\$ 8,000.00
Amenity - Water	9,878.85	7,056.32	16,935.17	22,000.00	20,000.00
Amenity - Cable TV / Internet / Wi-Fi	7,002.79	5,001.99	12,004.78	12,000.00	12,000.00
Amenity - Landscape Maintenance	-	-	-	-	4,500.00
Amenity - Irrigation Repairs	447.75	2,083.33	2,531.08	5,000.00	5,000.00
Amenity - Pool Maintenance	8,978.20	6,413.00	15,391.20	16,550.00	16,000.00
Amenity - Access Control Maintenance	266.00	416.67	682.67	1,000.00	4,000.00
Amenity - Cleaning	12,797.98	9,141.41	21,939.39	23,000.00	23,000.00
Amenity - Pest Control	935.00	667.86	1,602.86	2,200.00	2,200.00
Amenity - Security Monitoring	4,928.33	2,250.00	7,178.33	7,000.00	7,000.00
Amenity - Gate Access and Maintenance	25,203.20	18,002.29	43,205.49	40,000.00	51,768.00
Amenity - Capital Outlay	8,863.00	6,330.71	15,193.71	15,000.00	15,000.00
Amenity - Miscellaneous	469.26	335.19	804.45	3,000.00	3,000.00
Amenity - Pool Equipment	5,865.00	4,189.29	10,054.29	6,000.00	6,000.00
Amenity - Streetlight Leasing	20,417.67	14,584.05	35,001.72	41,000.00	35,000.00
Amenity - Property & Casualty Insurance	24,234.33	-	24,234.33	24,234.33	27,869.48
Amenity - Lifestyle Staff	53,047.19	37,890.85	90,938.04	91,500.72	143,265.48
Amenity - Resident Services	18,503.45	13,216.75	31,720.20	26,666.67	16,044.93
<b>Total Riverfield Verandah - Amenity Expenses</b>	<b>\$ 205,540.08</b>	<b>\$ 130,224.05</b>	<b>\$ 335,764.13</b>	<b>\$ 344,151.72</b>	<b>\$ 399,647.89</b>



**North River Ranch Improvement SD**  
 FY 2027 Proposed O&M Budget

	Actual Through 4/30/2026	Anticipated 5/2026 - 9/2026	Anticipated FY 2026 Total	FY 2026 Adopted Revised Budget	FY 2027 Proposed Budget
<b>Camp Creek - Amenity</b>					
Amenity - Electric	\$ 22,303.51	\$ 15,931.08	\$ 38,234.59	\$ 40,000.00	\$ 40,000.00
Amenity - Water	748.98	534.99	1,283.97	5,000.00	5,000.00
Amenity - Cable TV / Internet / Wi-Fi	18,814.20	13,438.71	32,252.91	40,000.00	40,000.00
Amenity - Landscape Maintenance	-	-	-	-	10,000.00
Amenity - Irrigation Repairs	3,936.24	2,811.60	6,747.84	10,000.00	10,000.00
Amenity - Pool Maintenance	18,725.00	13,375.00	32,100.00	33,000.00	33,000.00
Amenity - Access Control Maintenance	266.00	190.00	456.00	-	4,000.00
Amenity - Cleaning	70,280.32	50,200.23	120,480.55	125,000.00	140,000.00
Amenity - Window Cleaning	-	-	-	-	9,600.00
Amenity - Pest Control	2,890.00	2,064.29	4,954.29	6,000.00	6,000.00
Amenity - Security Monitoring	14,027.34	10,019.53	24,046.87	16,000.00	35,000.00
Amenity - Fire Pits	-	1,250.00	1,250.00	3,000.00	-
Amenity - Gate Access and Maintenance	-	1,041.67	1,041.67	2,500.00	2,500.00
Amenity - Capital Outlay	13,021.82	9,301.30	22,323.12	10,000.00	25,000.00
Amenity - Miscellaneous	328.72	234.80	563.52	5,000.00	5,000.00
Amenity - Pool Equipment & Geothermal	1,230.00	878.57	2,108.57	10,000.00	10,000.00
Amenity - Office Equipment Leasing	3,790.47	2,707.48	6,497.95	7,500.00	7,500.00
Amenity - Bike Pump Park Maintenance	-	416.67	416.67	1,000.00	1,000.00
Amenity - Pickleball Maintenance	-	520.83	520.83	1,250.00	1,250.00
Amenity - Cost of Goods Sold	-	5,833.33	5,833.33	14,000.00	-
Amenity - Streetlight Leasing	6,128.02	4,377.16	10,505.18	12,000.00	12,000.00
Amenity - Canteen	4,284.03	3,060.02	7,344.05	10,000.00	45,000.00
Amenity - Repairs & Maintenance	3,652.86	2,609.19	6,262.05	10,000.00	10,000.00
Amenity - Dumpster	-	416.67	416.67	1,000.00	1,000.00
Amenity - Water Slide Preventative Maintenance	-	1,041.67	1,041.67	2,500.00	2,500.00
Amenity - Operations	2,005.75	1,432.68	3,438.43	10,000.00	10,000.00
Amenity - Property & Casualty Insurance	24,234.33	-	24,234.33	24,234.33	27,869.48
Amenity - Office Supplies	3,234.20	2,310.14	5,544.34	3,000.00	3,500.00
Amenity - Help Desk	420.00	300.00	720.00	1,250.00	1,250.00
Amenity - Lifestyle Staff	53,047.19	37,890.85	90,938.04	91,500.73	143,265.48
Amenity - Resident Services	18,503.45	13,216.75	31,720.20	26,666.64	16,044.93
<b>Total Camp Creek - Amenity Expenses</b>	<b>\$ 285,872.43</b>	<b>\$ 197,405.21</b>	<b>\$ 483,277.64</b>	<b>\$ 521,401.70</b>	<b>\$ 657,279.89</b>



**North River Ranch Improvement SD**  
 FY 2027 Proposed O&M Budget

	Actual Through 4/30/2026	Anticipated 5/2026 - 9/2026	Anticipated FY 2026 Total	FY 2026 Adopted Revised Budget	FY 2027 Proposed Budget
<b>Non-County Maintained Roads</b>					
Highview Non-County Maintained Roads	\$ -	\$ -	\$ -	\$ -	\$ -
Crescent Creek (4E only) Non-County Maintained Roads	-	-	-	-	-
Riverfield Non-County Maintained Roads	-	-	-	-	-
<b>Total Non-County Maintained Roads</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenses</b>	<b>\$ 2,479,646.28</b>	<b>\$ 1,614,015.76</b>	<b>\$ 4,093,206.04</b>	<b>\$ 4,181,928.78</b>	<b>\$ 4,603,613.18</b>
<b>Other Income (Expenses)</b>					
Interest Income	\$ 29,395.17	\$ 7,500.00	\$ 36,895.17	\$ 30,000.00	\$ 25,000.00
<b>Total Other Income (Expenses)</b>	<b>\$ 29,395.17</b>	<b>\$ 7,500.00</b>	<b>\$ 36,895.17</b>	<b>\$ 30,000.00</b>	<b>\$ 25,000.00</b>
<b>Net Income (Loss)</b>	<b>\$ 1,320,124.37</b>	<b>\$ (1,136,343.50)</b>	<b>\$ 184,236.87</b>	<b>\$ -</b>	<b>\$ -</b>



**North River Ranch Improvement SD  
FY 2027 Proposed O&M Assessment Comparison**

<u>Phase</u>	<u>Unit Type</u>	<b>2026</b>	<b>2027</b>	<u>Increase / (Decrease)</u>
		<u>O&amp;M*</u> <u>Assessment</u> <u>(Gross)</u>	<u>O&amp;M*</u> <u>Assessment</u> <u>(Gross)</u>	
<b>Series 2019 (Brightwood)</b>				
1A	SF 40'	1,262.00	1,520.71	\$ 258.71
1A	SF 50'	1,577.50	1,900.88	\$ 323.38
1B	SF 40'	1,262.00	1,520.71	\$ 258.71
1B	SF 50'	1,577.50	1,900.88	\$ 323.38
1C	SF 40'	1,262.00	1,520.71	\$ 258.71
1C	SF 50'	1,577.50	1,900.88	\$ 323.38
1D (West)	SF 60'	1,893.00	2,281.06	\$ 388.06
1D (East)	SF 60'	1,893.00	2,281.06	\$ 388.06
<b>Series 2019-Morgan's Glen (Riverfield)</b>				
1	SF 50'	1,577.50	1,900.88	\$ 323.38
2	SF 40'/45'/50'	1,577.50	1,900.88	\$ 323.38
3	Townhome	1,104.25	1,330.62	\$ 226.37
<b>Series 2020 (Wildleaf)</b>				
4A - 4B	Attached Villa 35'	1,104.25	1,330.62	\$ 226.37
4A - 4B	SF 45'	1,419.75	1,710.80	\$ 291.05
4A - 4B	SF 50'	1,577.50	1,900.88	\$ 323.38
4A - 4B	SF 57'	1,798.35	2,167.01	\$ 368.66
<b>Series 2023 (1) (Longmeadow &amp; Crescent Creek)</b>				
4C-1	SF 40'	1,403.98	1,691.79	\$ 287.81
4C-1	SF 50'	1,751.03	2,109.98	\$ 358.95
4C-1	SF 60'	2,098.08	2,528.18	\$ 430.10
4E	Paired Villa	1,340.03	1,501.70	\$ 161.67
4E	Townhome (24')	899.01	1,007.47	\$ 108.46
4F	SF 45'	1,696.24	1,900.88	\$ 204.64
3 (TH)	Townhome (20')	694.10	836.39	\$ 142.29



**North River Ranch Improvement SD  
FY 2027 Proposed O&M Assessment Comparison**

<u>Phase</u>	<u>Unit Type</u>	<u>2026</u> <u>O&amp;M*</u> <u>Assessment</u> <u>(Gross)</u>	<u>2027</u> <u>O&amp;M*</u> <u>Assessment</u> <u>(Gross)</u>	<u>Increase /</u> <u>(Decrease)</u>
<b>Series 2023 (2) (Del Webb)</b>				
1	Villa 33	778.09	747.29	\$ (30.80)
1	Single Family 40	943.14	905.80	\$ (37.34)
1	Single Family 50	1,178.92	1,132.25	\$ (46.67)
1	Single Family 64	1,509.02	1,449.28	\$ (59.74)
2	Villa 33	778.09	747.29	\$ (30.80)
2	Single Family 40	943.14	905.80	\$ (37.34)
2	Single Family 50	1,178.92	1,132.25	\$ (46.67)
2	Single Family 64	1,509.02	1,449.28	\$ (59.74)
3	Villa 33	778.09	747.29	\$ (30.80)
3	Single Family 40	943.14	905.80	\$ (37.34)
3	Single Family 50	1,178.92	1,132.25	\$ (46.67)
3	Single Family 64	1,509.02	1,449.28	\$ (59.74)
<b>Series 2026 (Deer Park)</b>				
1A	SF 40'	-	142.74	\$ 142.74
1A	SF 50'	-	178.43	\$ 178.43
1B	SF 40'	-	142.74	\$ 142.74
1B	SF 50'	-	178.43	\$ 178.43
2	SF 40'	-	142.74	\$ 142.74
2	SF 50'	-	178.43	\$ 178.43
<b>Commercial Development</b>				
2	Unplatted Acres	1,061.03	1,019.03	\$ (42.00)
<b>Future Development</b>				
1, 2, 3, 4, Amenity	Unplatted Acres	249.27	160.59	\$ (88.68)



# North River Ranch Improvement SD Budget Item Descriptions FY 2026 – 2027

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## *Revenues*

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### **On-Roll Assessments**

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. Assessments collected via the tax collector are referred to as “On-Roll Assessments.”

### **Off-Roll Assessments**

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. Assessments collected via direct billing are referred to as “Off-Roll Assessments.”

### **Other Income & Other Financing Sources**

Any revenue received that is not from the District’s main source of income.

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## *General & Administrative Expenses*

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### **Supervisor Fees**

Chapter 190 of the Florida Statutes allows for a member of the Board of Supervisors to be compensated for meeting attendance and to receive up to \$200.00 per meeting plus payroll taxes. The amount for the Fiscal Year is based upon all supervisors attending the meetings.

### **POL (Public Officials’ Liability) Insurance**

The cost of insurance policies designed to protect elected and appointed public officials—and the entities they serve—from legal claims arising from their official duties.

### **Trustee Services**

The costs associated with hiring and compensating the District’s trustees responsible for managing trust assets in accordance with legal and fiduciary obligations

### **District Management**

The District receives Management and Administrative services as part of a Management Agreement with PFM Group Consulting, LLC. These services are further outlined in Exhibit “A” of the Management Agreement.



## North River Ranch Improvement SD Budget Item Descriptions FY 2026 – 2027

### **Field Management**

The District receives Field Management services as part of a Management Agreement with PFM Group Consulting, LLC. These services are further outlined in Exhibit “A” Section “V” of the Management Agreement.

### **Engineering**

The District’s engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of invoices, and all other engineering services as requested by the district throughout the year.

### **Disclosure**

When bonds are issued for the District, the Bond Indenture requires continuing disclosure, which the dissemination agent provides to the trustee and bond holders.

### **District Counsel**

The District’s legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts, and all other legal services as requested by the District throughout the year.

### **Assessment Administration**

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. It is typically collected via the Tax Collector. The District Manager submits an Assessment Roll to the Tax Collector annually by the deadline set by the Tax Collector or Property Appraiser.

### **Reamortization Schedules**

When debt is paid on a bond series, a new amortization schedule must be recalculated. This can occur up to four times per year per bond issue.

### **Audit**

Chapter 218 of the Florida Statutes requires a District to conduct an annual financial audit by an Independent Certified Public Accounting firm. Some exceptions apply.

### **Arbitrage Calculation**

Annual computations are necessary to calculate arbitrage rebate liability to ensure the District's compliance with all tax regulations.

### **Tax Preparation**

The costs associated with filing Forms 1099 and 1096 with the Internal Revenue Service.

### **Travel and Per Diem**

The costs associated with District-related travel to and from meetings.



## North River Ranch Improvement SD Budget Item Descriptions FY 2026 – 2027

### **Telephone**

The costs associated with telephone services as related to the District.

### **Postage & Shipping**

The costs associated with sending mail, packages, and freight for District operations.

### **Copies**

The costs associated with printing and binding Board agenda packages, letterhead, envelopes, and copies.

### **Legal Advertising**

The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to, monthly meetings, special meetings, and public hearings for the District.

### **Miscellaneous**

The costs associated with small, irregular, or unpredictable costs that do not fit neatly into other predefined budget line items.

### **Waste Holding Tank Rental**

The costs associated with renting a waste holding tank.

### **Trailer Rental**

The costs associated with renting a trailer.

### **Property Taxes**

Ad valorem taxes on District property that is not tax-exempt.

### **Web Site Maintenance**

The costs of keeping a website functional, secure, and up-to-date.

### **Holiday Decorations**

The costs of set-up and take-down of holiday decorations through the District.

### **Dues, Licenses & Fees**

The District is required to pay an annual fee to the Department of Economic Opportunity.

### **Security**

The costs associated with implementing and maintaining security monitoring systems, including surveillance cameras, alarm systems, access control, and remote monitoring services for the common areas.



# North River Ranch Improvement SD Budget Item Descriptions FY 2026 – 2027

## **Maintenance Staff**

Maintenance staff as hired by the District for miscellaneous services.

## **General Insurance**

The costs associated with an annual premium for comprehensive insurance coverage including property, liability, and business interruption.

## **Other Insurance**

The costs associated with an annual premium for insurance coverage not covered under General Insurance or Property & Casualty Insurance.

## **Developer Loan Repayment**

The costs associated with paying off the Developer loan from FY 2024 and FY 2025.

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## *Field Operations*

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## **Electric**

The costs associated with electricity consumption, which can fluctuate based on seasonal changes, weather, and District lifestyle.

## **Water Reclaimed**

The costs associated with treating wastewater to a quality suitable for reuse, as well as the costs of implementing and operating the infrastructure required for water reclamation and distribution.

## **Wetland Monitoring**

The costs associated with actions taken to offset the impacts of unavoidable wetland losses.

## **Stormwater – Repair and Maintenance**

The costs associated with for managing stormwater runoff within a specific area, encompassing activities like infrastructure improvements, maintenance, and pollution prevention.

## **Equipment Rental**

The costs associated with periodic equipment rentals to assist the maintenance staff in its duties of maintaining certain common facilities.

## **Irrigation**

The costs associated with the installation, maintenance, and operation of irrigation systems to support landscaping and grounds upkeep.



# North River Ranch Improvement SD Budget Item Descriptions FY 2026 – 2027

## **Lake Maintenance**

The costs associated with the upkeep and ecological management of the District's on-site lakes.

## **Landscape Maintenance**

The costs associated with the routine upkeep of outdoor grounds including lawn care, tree and shrub trimming, seasonal planting, weed control, and irrigation system monitoring.

## **Landscape Improvements / Replacements**

The costs associated with the enhancements to plantings, hardscape features, irrigation systems, lighting, and overall design to increase curb appeal, functionality, and property value.

## **Tree Trimming**

The costs associated with professional trimming and pruning of trees to remove overgrowth, dead limbs, and potential hazards.

## **Contingency**

The costs associated with covering unexpected charges, changes in scope, or unforeseen conditions that may arise.

## **Equipment Repair and Maintenance**

The costs associated with maintaining and repairing District equipment to ensure safe, efficient, and uninterrupted operations.

## **Pest Control**

The costs associated with managing and preventing pest infestations in District areas.

## **Mulch (Zones 1 – 7)**

The costs associated with purchasing, transporting, and installing mulch in landscaped areas.

## **Monument Maintenance**

The costs associated with preserving, cleaning, and repairing monuments and memorial structures.

## **Bridge and Boardwalk Maintenance**

The costs associated with maintaining pedestrian bridges and boardwalks to ensure structural integrity, safety, and aesthetic appeal.

## **Storm Cleanup**

The costs associated with post-storm cleanup operations, including debris removal, damage assessment, and safety measures.

## **Storm Landscape Replacement**

The costs associated with post-storm cleanup operations, including landscape restoration.



# North River Ranch Improvement SD Budget Item Descriptions FY 2026 – 2027

## **Capital Expenditures**

The costs associated with long-term investments in physical assets that enhance, expand, or replace existing infrastructure.

### **Street, Sidewalk, and Curb Maintenance**

The costs associated with maintaining and repairing paved infrastructure, including streets, sidewalks, and curbs.

### **Streetlight Leasing**

The costs associated with leasing streetlights from a utility provider or third-party vendor.

### **Shared Bike Maintenance**

The costs associated with maintaining a fleet of shared bicycles, ensuring safety, reliability, and user satisfaction.

### **Dog Park**

The costs associated with planning, constructing, and maintaining a dog park.

### **Parks Maintenance & Repairs**

The costs associated with maintaining and repairing public or private park facilities, ensuring safety, cleanliness, usability, and aesthetic appeal.

### **Trail Maintenance**

The costs associated with maintaining trails used for walking, hiking, biking, or equestrian activities.

### **Trailhead Maintenance**

The costs associated with maintaining trailhead facilities—the entry points to trail systems.

### **BW, RF, Wildleaf Playground Maintenance**

The costs associated with maintaining and repairing the playgrounds for the Brightwood, Riverfield, and Wildleaf playgrounds.

### **BW Fire Pits**

The costs associated with maintaining and repairing the fire pits within Brightwood.

### **CC Fire Pits**

The costs associated with maintaining and repairing the fire pits within Camp Creek.



# North River Ranch Improvement SD Budget Item Descriptions FY 2026 – 2027

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## *Brightwood Pavilion – Amenity Expenses*

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### **Amenity – Electric**

The costs associated with electric meters related to the Brightwood Pavilion.

### **Amenity – Water**

The costs associated with water service related to the Brightwood Pavilion.

### **Amenity – Cable TV / Internet / Wi-Fi**

The costs associated with providing and maintaining cable television, internet, and Wi-Fi services across the Brightwood Pavilion.

### **Amenity – Landscape Maintenance**

The costs associated with the routine upkeep of outdoor grounds including lawn care, tree and shrub trimming, seasonal planting, weed control, and irrigation system monitoring for the Brightwood Pavilion.

### **Amenity – Irrigation Repairs**

The costs associated with the installation, maintenance, and operation of irrigation systems to support landscaping and grounds upkeep within the boundaries of the Brightwood Pavilion.

### **Amenity – Pool Maintenance**

The costs associated with maintaining the swimming pool at the Brightwood Pavilion, including routine cleaning, chemical balancing, equipment servicing, and seasonal upkeep.

### **Amenity – Cleaning**

The costs associated with routine and specialized cleaning services across the Brightwood Pavilion, including labor, supplies, equipment, and service contracts.

### **Amenity – Pest Control**

The costs associated with managing and preventing pest infestations at the Brightwood Pavilion.

### **Amenity – Fitness Equipment Leasing**

The costs associated with leasing fitness equipment for the Brightwood Pavilion.

### **Amenity – Security Monitoring**

The costs associated with implementing and maintaining security monitoring systems, including surveillance cameras, alarm systems, access control, and remote monitoring services for the Brightwood Pavilion.



# North River Ranch Improvement SD Budget Item Descriptions FY 2026 – 2027

## **Amenity – Capital Outlay**

The costs associated with long-term investments in physical assets that enhance, expand, or replace existing infrastructure for the Brightwood Pavilion.

## **Amenity – Miscellaneous**

The costs associated with small, irregular, or unpredictable charges for the Brightwood Pavilion that do not fit neatly into other predefined budget line items.

## **Amenity – Pool Equipment**

The costs associated with purchasing, installing, and maintaining essential pool equipment for the Brightwood Pavilion pool.

## **Amenity – A/C Maintenance and Equipment**

The costs associated with maintaining, repairing, and replacing air conditioning systems, including both routine servicing and capital investments in HVAC equipment for the Brightwood Pavilion.

## **Amenity – Streetlight Leasing**

The costs associated with leasing streetlights for the Brightwood Pavilion from a utility provider or third-party vendor.

## **Amenity – Access Control Maintenance**

The costs associated with maintaining access control systems, including hardware, software, and support services for the Brightwood Pavilion.

## **Amenity – Property & Casualty Insurance**

The annual premium cost for insurance coverage protecting the Brightwood Pavilion.

## **Amenity – Lifestyle Staff**

The costs associated with paying District staff who are responsible for enhancing the quality of life for the Brightwood Pavilion community by managing various lifestyle components, including fitness, aquatics, travel, special events, and workshops.

## **Amenity – Resident Services**

The costs associated with providing various amenities and programs to District residents within Brightwood Pavilion.

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## *Riverfield Verandah – Amenity Expenses*

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## **Amenity – Electric**

The costs associated with electric meters related to the Riverfield Verandah.



## North River Ranch Improvement SD Budget Item Descriptions FY 2026 – 2027

### **Amenity – Water**

The costs associated with water service related to the Riverfield Verandah.

### **Amenity – Cable TV / Internet / Wi-Fi**

The costs associated with providing and maintaining cable television, internet, and Wi-Fi services across the Riverfield Verandah.

### **Amenity – Landscape Maintenance**

The costs associated with the routine upkeep of outdoor grounds including lawn care, tree and shrub trimming, seasonal planting, weed control, and irrigation system monitoring for the Riverfield Verandah.

### **Amenity – Irrigation Repairs**

The costs associated with the installation, maintenance, and operation of irrigation systems to support landscaping and grounds upkeep within the boundaries of the Riverfield Verandah.

### **Amenity – Pool Maintenance**

The costs associated with maintaining the swimming pool at the Riverfield Verandah, including routine cleaning, chemical balancing, equipment servicing, and seasonal upkeep.

### **Amenity – Cleaning**

The costs associated with routine and specialized cleaning services across the Riverfield Verandah, including labor, supplies, equipment, and service contracts.

### **Amenity – Pest Control**

The costs associated with managing and preventing pest infestations at the Riverfield Verandah.

### **Amenity – Security Monitoring**

The costs associated with implementing and maintaining security monitoring systems, including surveillance cameras, alarm systems, access control, and remote monitoring services for the Riverfield Verandah.

### **Amenity – Gate Access and Maintenance**

The costs associated with installing, operating, and maintaining gate access systems, including mechanical gates, electronic access controls, and related infrastructure at the Riverfield Verandah.

### **Amenity – Capital Outlay**

The costs associated with long-term investments in physical assets that enhance, expand, or replace existing infrastructure for the Riverfield Verandah.

### **Amenity – Miscellaneous**

The costs associated with small, irregular, or unpredictable charges for the Riverfield Verandah that do not fit neatly into other predefined budget line items.



## North River Ranch Improvement SD Budget Item Descriptions FY 2026 – 2027

### **Amenity – Pool Equipment**

The costs associated with purchasing, installing, and maintaining essential pool equipment for the Riverfield Verandah pool.

### **Amenity – Streetlight Leasing**

The costs associated with leasing streetlights for the Riverfield Verandah from a utility provider or third-party vendor.

### **Amenity – Access Control Maintenance**

The costs associated with maintaining access control systems, including hardware, software, and support services for the Riverfield Verandah.

### **Amenity – Property & Casualty Insurance**

The annual premium cost for insurance coverage protecting the Riverfield Verandah.

### **Amenity – Lifestyle Staff**

The costs associated with paying District staff who are responsible for enhancing the quality of life for the Riverfield Verandah community by managing various lifestyle components, including fitness, aquatics, travel, special events, and workshops.

### **Amenity – Resident Services**

The costs associated with providing various amenities and programs to District residents within Riverfield Verandah.

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## *Camp Creek Amenity – Amenity Expenses*

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### **Amenity – Electric**

The costs associated with electric meters related to the Camp Creek Amenity.

### **Amenity – Water**

The costs associated with water service related to the Camp Creek Amenity.

### **Amenity – Cable TV / Internet / Wi-Fi**

The costs associated with providing and maintaining cable television, internet, and Wi-Fi services across the Camp Creek Amenity.

### **Amenity – Landscape Maintenance**

The costs associated with the routine upkeep of outdoor grounds including lawn care, tree and shrub trimming, seasonal planting, weed control, and irrigation system monitoring for the Camp Creek Amenity.



## North River Ranch Improvement SD Budget Item Descriptions FY 2026 – 2027

### **Amenity – Irrigation Repairs**

The costs associated with the installation, maintenance, and operation of irrigation systems to support landscaping and grounds upkeep within the boundaries of the Camp Creek Amenity.

### **Amenity – Pool Maintenance**

The costs associated with maintaining the swimming pool at the Camp Creek Amenity, including routine cleaning, chemical balancing, equipment servicing, and seasonal upkeep.

### **Amenity – Cleaning**

The costs associated with routine and specialized cleaning services across the Camp Creek Amenity, including labor, supplies, equipment, and service contracts.

### **Amenity – Window Cleaning**

The costs associated with window cleaning services for the Camp Creek Amenity, including labor, supplies, equipment, and service contracts.

### **Amenity – Pest Control**

The costs associated with managing and preventing pest infestations at the Camp Creek Amenity.

### **Amenity – Security Monitoring**

The costs associated with implementing and maintaining security monitoring systems, including surveillance cameras, alarm systems, access control, and remote monitoring services for the Camp Creek Amenity.

### **Amenity – Gate Access and Maintenance**

The costs associated with installing, operating, and maintaining gate access systems, including mechanical gates, electronic access controls, and related infrastructure at the Camp Creek Amenity.

### **Amenity – Capital Outlay**

The costs associated with long-term investments in physical assets that enhance, expand, or replace existing infrastructure for the Camp Creek Amenity.

### **Amenity – Miscellaneous**

The costs associated with small, irregular, or unpredictable charges for the Camp Creek Amenity that do not fit neatly into other predefined budget line items.

### **Amenity – Pool Equipment & Geothermal**

The costs associated with purchasing, installing, and maintaining essential pool equipment for the Camp Creek Amenity pool.

### **Amenity – Office Equipment Leasing**

The costs associated with leasing essential office equipment such as printers, copiers, computers, phone systems, and furniture for the Camp Creek Amenity.



## North River Ranch Improvement SD Budget Item Descriptions FY 2026 – 2027

### **Amenity – Bike Pump Park Maintenance**

The costs associated with the ongoing upkeep, safety, and functionality of the bike park for the Camp Creek Amenity.

### **Amenity – Pickleball Maintenance**

The costs associated with the regular upkeep, safety, and longevity of pickleball courts for the Camp Creek Amenity.

### **Amenity – Streetlight Leasing**

The costs associated with leasing streetlights for the Camp Creek Amenity from a utility provider or third-party vendor.

### **Amenity – Access Control Maintenance**

The costs associated with maintaining access control systems, including hardware, software, and support services for the Camp Creek Amenity.

### **Amenity – Canteen**

The costs associated with operating the Camp Creek Amenity canteen efficiently.

### **Amenity – Repairs & Maintenance**

The costs associated with maintaining and repairing physical assets, equipment, and infrastructure at the Camp Creek Amenity.

### **Amenity – Dumpster**

The costs associated with renting and servicing dumpsters for waste management needs at the Camp Creek Amenity.

### **Amenity – Water Slide Preventative Maintenance**

The costs associated with routine inspections, surface treatments, and seasonal preparations for water slides at the Camp Creek Amenity.

### **Amenity – Operations**

The costs associated with managing resources, maintaining service levels, and achieving strategic goals for the Camp Creek Amenity.

### **Amenity – Property & Casualty Insurance**

The annual premium cost for insurance coverage protecting the Camp Creek Amenity.

### **Amenity – Office Supplies**

The costs associated with consumable items and materials used in daily office operations at the Camp Creek Amenity.

### **Amenity – Help Desk**

The costs associated with providing technical support and assistance to District staff at the Camp Creek Amenity.



North River Ranch Improvement SD  
Budget Item Descriptions  
FY 2026 – 2027

**Amenity – Lifestyle Staff**

The costs associated with paying District staff who are responsible for enhancing the quality of life for the Camp Creek Amenity community by managing various lifestyle components, including fitness, aquatics, travel, special events, and workshops.

**Amenity – Resident Services**

The costs associated with providing various amenities and programs to District residents within Camp Creek Amenity.

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*Other Income (Expenses)*

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**Interest Income**

Earnings generated from interest-bearing financial assets such as savings accounts, certificates of deposit (CDs), bonds, and other fixed-income investments.



**North River Ranch Improvement SD  
FY 2027 Proposed Debt Service Budgets \***

	Series 2019A-1	Series 2019A-1 (Morgan's Glen)	Series 2019A-2 (Morgan's Glen)	Series 2020A-1	Series 2020A-2	Series 2023A-1	Series 2023A-2	Series 2023A	Series 2023B
<b>REVENUES:</b>									
Special Assessments	\$ 883,678.75	\$ 472,125.00	\$ 4,290.00	\$ 586,800.00	\$ 42,525.00	\$ 1,031,165.00	\$ 931,068.75	\$ 908,941.25	\$ 1,149,540.00
<b>TOTAL REVENUES</b>	<b>\$ 883,678.75</b>	<b>\$ 472,125.00</b>	<b>\$ 4,290.00</b>	<b>\$ 586,800.00</b>	<b>\$ 42,525.00</b>	<b>\$ 1,031,165.00</b>	<b>\$ 931,068.75</b>	<b>\$ 908,941.25</b>	<b>\$ 1,149,540.00</b>
<b>EXPENDITURES:</b>									
Interest 11/01/2026	\$ 229,476.25	\$ 121,625.00	\$ 1,430.00	\$ 141,562.50	\$ 14,175.00	\$ 296,790.00	\$ 310,356.25	\$ 267,263.75	\$ 383,180.00
Interest 05/01/2027	229,476.25	121,625.00	1,430.00	141,562.50	14,175.00	296,790.00	310,356.25	267,263.75	383,180.00
Principal 05/01/2027	200,000.00	110,000.00	-	165,000.00	-	145,000.00	-	110,000.00	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 658,952.50</b>	<b>\$ 353,250.00</b>	<b>\$ 2,860.00</b>	<b>\$ 448,125.00</b>	<b>\$ 28,350.00</b>	<b>\$ 738,580.00</b>	<b>\$ 620,712.50</b>	<b>\$ 644,527.50</b>	<b>\$ 766,360.00</b>
<b>EXCESS REVENUES</b>	<b>\$ 224,726.25</b>	<b>\$ 118,875.00</b>	<b>\$ 1,430.00</b>	<b>\$ 138,675.00</b>	<b>\$ 14,175.00</b>	<b>\$ 292,585.00</b>	<b>\$ 310,356.25</b>	<b>\$ 264,413.75</b>	<b>\$ 383,180.00</b>
Interest 11/01/2027	\$ 224,726.25	118,875.00	1,430.00	138,675.00	14,175.00	292,585.00	310,356.25	264,413.75	383,180.00

\* Completed Debt Service:  
Series 2019A-2  
Series 2021B



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# **North River Ranch Improvement Stewardship District**

Appointment of Auditor Selection Committee



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# **North River Ranch Improvement Stewardship District**

Review of Letter from Supervisor  
of Elections, Manatee County

**Scott Farrington**

**Supervisor of Elections**



**MAKE FREEDOM COUNT...  
REGISTER AND VOTE!**

**Manatee County, Florida**

April 15, 2026

North River Ranch Improvement Stewardship District  
PFM Group Consulting, LLC  
Attn: Vivian Carvalho  
3501 Quadrangle Blvd Suite 270  
Orlando, FL. 32817

Dear Ms. Carvalho:

We are in receipt of your request for the number of registered voters in the North River Ranch Improvement Stewardship District as of April 15, 2026. According to our records, there were 2,144 persons registered in the North River Ranch Improvement Stewardship District as of that date.

I hope this information is helpful to you. If I can be of any further assistance to you, please do not hesitate to contact my office at your earliest convenience.

Sincerely,

A handwritten signature in black ink that reads "Scott Farrington". The signature is enclosed in a dashed rectangular border.

Scott Farrington  
Supervisor of Elections

SF/sas



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# **North River Ranch Improvement Stewardship District**

Consideration of Change Orders 2 & 3  
with Frederick Derr & Company, Inc  
for NRR Phase 4-2C

# Change Order

No. 2

Date of Issuance: June 1, 2026 Effective Date: June 10, 2026

Project: <b>NRR Phase 4 -2C</b>	Owner: <b>North River Ranch Improvement Stewardship District</b>	Owner's Contract No.:
Contract: <b>\$5,582,622.90</b>		Date of Contract: <b>April 7, 2026</b>
Contractor: <b>Frederick Derr &amp; Company, Inc.</b>		Engineer's Project No.: <b>215616746</b>
		Contractor No.:

**The Contract Documents are modified as follows upon execution of this Change Order:**

Description:

**Add parking spaces, change water service layout/quantities**

Attachments: (List documents supporting change):

**Frederick Derr & Company, Inc. CO#2- Received 06/01/2026**

**CHANGE IN CONTRACT PRICE:**

Original Contract Price:

\$ 5,582,622.90

[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 1:

\$ 15,143.00

Contract Price prior to this Change Order:

\$ 5,597,765.90

**[Increase]** [~~Decrease~~] of this Change Order:

\$ 17,457.90

Contract Price incorporating this Change Order:

\$ 5,615,223.50

**CHANGE IN CONTRACT TIMES:**

Original Contract Times:  Working days  Calendar days

Substantial completion (days or date): 335 Days (03/17/2027)

Ready for final payment (days or date): 365 Days (04/16/2027)

[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 1:

Substantial completion (days): \_\_\_\_\_

Ready for final payment (days): \_\_\_\_\_

Contract Times prior to this Change Order:

Substantial completion (days or date): 335 Days (03/17/2027)

Ready for final payment (days or date): 365 Days (04/16/2027)

[Increase] [~~Decrease~~] of this Change Order:

Substantial completion (days or date): N/A

Ready for final payment (days or date): N/A

Contract Times with all approved Change Orders:

Substantial completion (days or date): 335 Days (03/17/2027)

Ready for final payment (days or date): 365 Days (04/16/2027)

RECOMMENDED:

By: [Signature]  
Engineer (Authorized Signature)

Date: 06/01/2026

ACCEPTED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

Date: \_\_\_\_\_

ACCEPTED:

By: [Signature]  
Contractor (Authorized Signature)

Date: 06/01/2026

Approved by Funding Agency (if applicable): \_\_\_\_\_

Date: \_\_\_\_\_

V:\2156\active\215616746\civil\construction\_phase\_documents\contract\_docs\nrr\_ph\_4\_c2\change\_orders\received\con\_nrrisd\_nrr-ph-4-2c\_co-2\_17497.90\_ib-rd-work-potable-water\_fred-derr\_20260601.docx



FREDERICK DERR & COMPANY  
I N C O R P O R A T E D

# CONTRACT CHANGE ORDER

6/1/2026

North River Ranch Improvement  
Stewardship District  
3501 Quadrangle Blvd, Ste 270  
Orlando, FL 32817-8329

Number **2.00**  
Job: North River Ranch  
Phase: IV-C2

We agree to the following changes, additions, or deductions:

ITEM	DESCRIPTION	EST QUAN	UNIT	UNIT \$	TOTAL \$
<b>1-01-000 IB Road Construction</b>					
	1-01-068 Type D Curb	142.00	LF	46.35	6,581.70
	1-01-110 4" Sidewalk	14.00	SY	43.30	606.20
Roadwork	1-01-120 ADA Ramps	1.00	EA	1,245.00	1,245.00
	1-01-200 Parking Space 6" Stabilized Subgrade	130.00	SY	12.15	1,579.50
	1-01-210 Parking Space 6" FDOT Crushed Conc Ba	130.00	SY	19.45	2,528.50
	1-01-220 Parking Space 2", Type SP-9.5	130.00	SY	29.50	3,835.00
	1-01-230 Parking Space Striping (Paint only)	1.00	LS	750.00	750.00
	<b>Road Total</b>				<b>17,125.90</b>
<b>1-04-000 IIA Water Distribution</b>					
Potable	1-04-130 Single Service - Short	2.00	EA	1,373.00	2,746.00
	1-04-150 Double Service - Short	-1.00	EA	2,414.00	-2,414.00
	<b>Water Total</b>				<b>332.00</b>

REASON FOR CHANGE:

Add parking spaces, change water service layout/quantities

Proposed   
\_\_\_\_\_  
For the Contractor

THIS CHANGE ORDER  
NET **\$ 17,457.90**

Accepted \_\_\_\_\_  
For the Engineer

EXISTING CONTRACT  
TOTAL **\$ 5,597,765.90**

Accepted \_\_\_\_\_  
For the Owner

NEW CONTRACT  
TOTAL **\$ 5,615,223.80**

# Change Order

No. 3

Date of Issuance: June 5, 2026 Effective Date: June 10, 2026

Project: <b>NRR Phase 4 -2C</b>	Owner: <b>North River Ranch Improvement Stewardship District</b>	Owner's Contract No.:
Contract: <b>\$5,582,622.90</b>		Date of Contract: <b>April 7, 2026</b>
Contractor: <b>Frederick Derr &amp; Company, Inc.</b>		Engineer's Project No.: <b>215616746</b>
Contractor No.:		

**The Contract Documents are modified as follows upon execution of this Change Order:**

Description:

**The First lift of asphalt will installed at 1 1/4" and the second lift at 3/4" like the rest of North River Ranch. (The bid documents showed 1" and 1".)**

Attachments: (List documents supporting change):

**Frederick Derr & Company, Inc. CO#3- Received 06/05/2026**

**CHANGE IN CONTRACT PRICE:**

Original Contract Price:

\$ 5,582,622.90

[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 2 :

\$ 32,600.90

Contract Price prior to this Change Order:

\$ 5,615,223.50

**[Increase]** [Decrease] of this Change Order:

\$ 0.00

Contract Price incorporating this Change Order:

\$ 5,615,223.50

**CHANGE IN CONTRACT TIMES:**

Original Contract Times:  Working days  Calendar days

Substantial completion (days or date): 335 Days (03/17/2027)

Ready for final payment (days or date): 365 Days (04/16/2027)

[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 2 :

Substantial completion (days): \_\_\_\_\_

Ready for final payment (days): \_\_\_\_\_

Contract Times prior to this Change Order:

Substantial completion (days or date): 335 Days (03/17/2027)

Ready for final payment (days or date): 365 Days (04/16/2027)

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date): N/A

Ready for final payment (days or date): N/A

Contract Times with all approved Change Orders:

Substantial completion (days or date): 335 Days (03/17/2027)

Ready for final payment (days or date): 365 Days (04/16/2027)

RECOMMENDED:

By:   
Engineer (Authorized Signature)

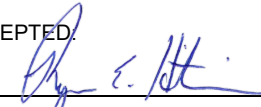
Date: 06/05/2026

ACCEPTED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

Date: \_\_\_\_\_

ACCEPTED:

By:   
Contractor (Authorized Signature)

Date: 06/05/2026

Approved by Funding Agency (if applicable): \_\_\_\_\_

Date: \_\_\_\_\_

V:\2156\active\215616746\civil\construction\_phase\_documents\contract\_docs\nrr\_ph\_4\_c2\change\_orders\received\con\_nrrisd\_nrr-ph-4-2c-co-3\_0.00\_ib-rd-construction\_fred-derr\_20260605.docx



FREDERICK DERR & COMPANY  
I N C O R P O R A T E D

# CONTRACT CHANGE ORDER

6/5/2026

North River Ranch Improvement  
Stewardship District  
3501 Quadrangle Blvd, Ste 270  
Orlando, FL 32817-8329

Number **3.00**  
Job: North River Ranch  
Phase: IV-C2

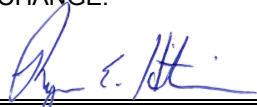
We agree to the following changes, additions, or deductions:

ITEM	DESCRIPTION	EST QUAN	UNIT	UNIT \$	TOTAL \$
<b>1-01-000 IB Road Construction</b>					
1-01-040	2", Type SP-9.5	-15,122.00	SY	20.15	-304,708.30
1-01-042	1.25", Type S-1	15,122.00	SY	12.60	190,537.20
1-01-044	0.75", Type S-3	15,122.00	SY	7.55	114,171.10

REASON FOR CHANGE:

Split asphalt courses into separate pay items

Proposed

  
\_\_\_\_\_  
For the Contractor

THIS CHANGE ORDER

NET \$ 0.00

Accepted

\_\_\_\_\_  
For the Engineer

EXISTING CONTRACT

TOTAL \$ 5,615,223.80

Accepted

\_\_\_\_\_  
For the Owner

NEW CONTRACT

TOTAL \$ 5,615,223.80



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## **North River Ranch Improvement Stewardship District**

Consideration of Suspension or Termination of  
Access – Rule Hearing for Resident Violations

1. Vitty
2. Duty



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# **North River Ranch Improvement Stewardship District**

Update on Final Assessment Notice  
Letter to Resident Gildin



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# **North River Ranch Improvement Stewardship District**

Update on Zones 3 & 7 Second  
RFP Process



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# **North River Ranch Improvement Stewardship District**

Staff Reports



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# **North River Ranch Improvement Stewardship District**

Field Services Operation Manager

# June Story board Field Operations and Maintenance

North River Ranch

# Summary

- Continued to address issues as they arise, homeowner inquiries were down this month.
- Some issues with landscaping due to the heat but the rain is helping. More installations will be completed this month.
- Brought on new local bike repair vendor who is doing a great job tuning up bikes.
- Overall busy, but manageable. Team is ready for a busy summer.

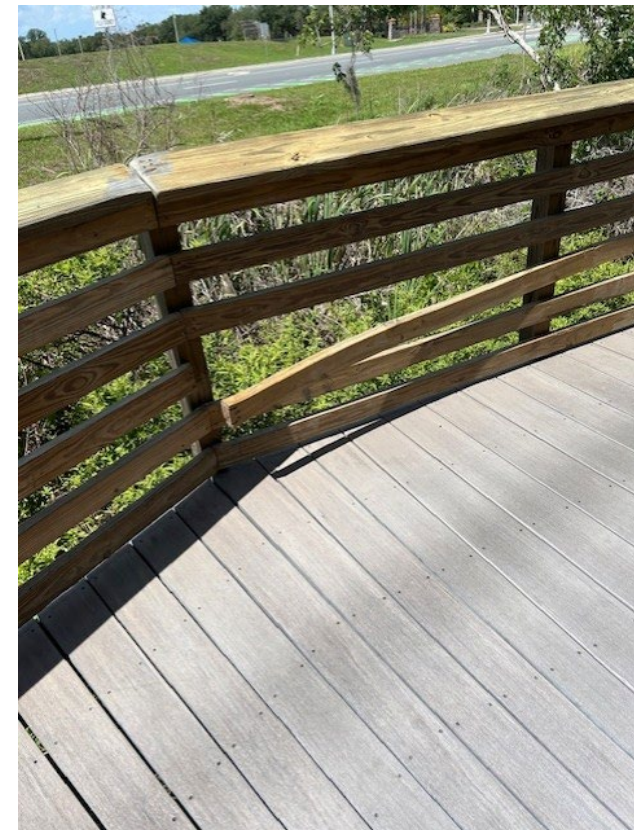
# Community Photos

Sidewalk stains, irrigation issues, 4B park slide



# Community Photos

- Washout at bridge caused sidewalk replacement, irrigation, and bridge maintenance



# Community Photos

- Gate damage from landscaper, down limbs, struggling palms





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# **North River Ranch Improvement Stewardship District**

Lifestyle Director



**NORTH RIVER**  
RANCH

# Monthly Summary Report

May 2026

# FEATURED LIFESTYLE EVENTS



## BOUNCE & BREWS BROUGHT TO YOU BY FRONTIER

5.23.26 / 11:00 AM - 1:00 PM

Bounce & Brews marked North River Ranch's first partnership event with Frontier and served as a family-friendly community gathering designed to connect residents with one another while providing direct access to Frontier representatives and resources.

The event featured bounce houses, lawn games, music, complimentary beer and seltzers for adults, and local food vendors including Pelican's SnoBalls and Bradentrucky. Attendance exceeded expectations, with approximately 125 residents participating throughout the event.

From Frontier's perspective, the event was highly successful. The Frontier team was able to engage directly with residents, answer service-related questions, and generate new customer interest.

Notably, Frontier reported securing one service sale during the event. According to Frontier representative Vicki Misja, this was the first sale she has personally generated at a community event in over seven years, making the result particularly noteworthy and reinforcing the value of continued partnership opportunities.

Based on attendance, resident engagement, sponsor satisfaction, and partnership outcomes, Bounce & Brews was considered a successful pilot event. As a result, North River Ranch and Frontier plan to continue the program as a quarterly offering moving forward.



# FEATURED LIFESTYLE EVENTS



## SECOND SPLASH

5.30.26 / 11:00 AM - 2:00 PM

Second Splash served as one of North River Ranch's signature summer kickoff events, welcoming approximately 200 residents and under contract residents to the Headwaters Swim Center for an afternoon of family fun and community connection.

The event was created as a continuation of the successful "First Splash" celebration that marked the opening of the Headwaters Swim Center in 2025. What began as a grand opening event has evolved into an annual summer tradition, helping build excitement for the season while showcasing one of North River Ranch's premier amenity spaces.

This year's event featured open swim, waterslides, a DJ, a toddler activity zone, coconut beverages, popsicles, and the return of the popular Rubber Duck Regatta. Residents adopted racing ducks and competed in qualifying heats before advancing to a championship race, with prizes awarded to winners and participation gifts distributed throughout the event.

With approximately 200 attendees, the event created a vibrant atmosphere throughout the Swim Center and provided residents with an opportunity to gather, connect, and celebrate the start of summer together.

Overall, Second Splash was a highly successful signature event that reinforced the value of the Headwaters Swim Center as a community gathering space and continued a growing North River Ranch tradition.



# ENGAGE LIFESTYLE PROGRAMMING

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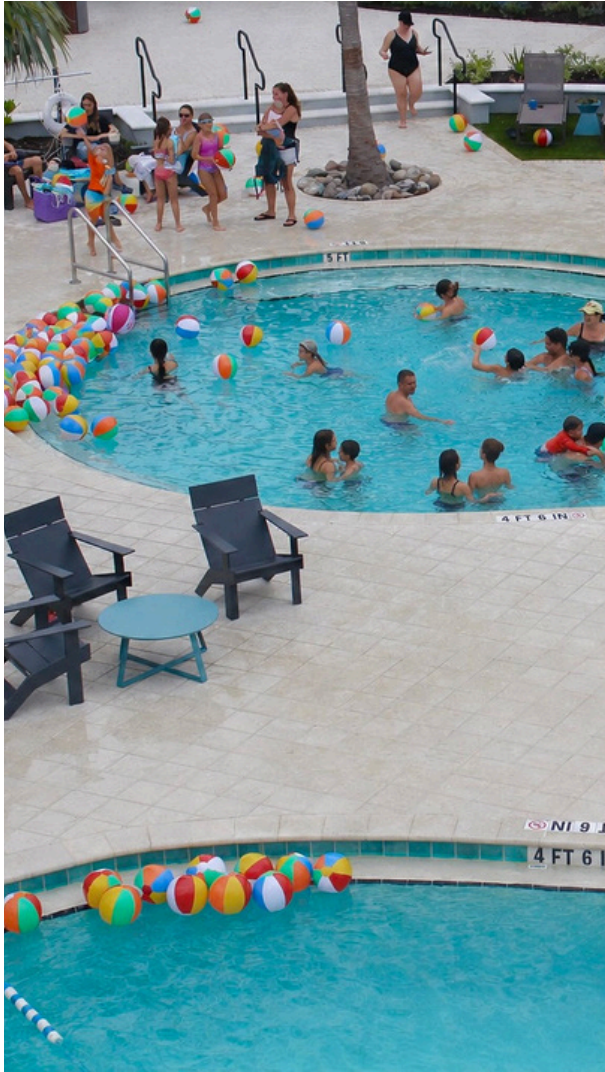
Every Other Friday	Food Truck Friday (Partnering with All About Food Trucks for Bookings and Online Orders)	Vaires between 30-50 attendees
Every Other Friday	Food Trucks & Flowers (Partnering with Posies Flower Bus)	Vaires between 30-50 attendees
Every Wednesday Evening	Wednesdays are for Tacos and Margs (Partnership with Poppo's Taqueria)	Ranges from 60-75 attendees
1st Saturday of the Month	First Saturdays at NRR	350 attendees
5.3.26	Tres de Mayo	125 attendees
5.8.26	Sip & Play Bingo	57 attendees
5.17.26	Make & Mingle	15 attendees
5.22.26	Trivia & Tastings	82 attendees
5.31.26	Fairytale Friends at NRR	35 attendees

# EXCEED FITNESS PROGRAMMING

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DATE(S)	PROGRAM DETAILS	PARTICIPATION
5.3.26	Strength & Recovery	8 attendees
5.9.26	Mother's Day Morning at the Pool	10 attendees
5.16.26	BodyBar & Spritz	10 attendees
5.29.26	Pickleball Palooza (Partnership with Universal Rackets)	10 attendees
Tuesday Evenings	Pickleball Clinic: Adult Intermediate (Partnership with Universal Rackets)	4 Attendees
Every Monday	Fuel Your Week: Recipe of the Week	Varies

# FACILITY UTILIZATION



Amenity usage at North River Ranch remains high year-round, with a consistent dip during the winter months. Utilization increases notably during school breaks, holidays, and summer months when children are out of school and families are more active within the community.

SPACE	TOTAL VISITS
Brightwood Pavilion	2,613
Riverfield Verandah	1,391
Clubhouse	2,433
Headwaters Swim Center	1,673
Activities Outpost	205
Pickleball Courts	129
Pump Park	360
Dash's Bark Park	140

# FACILITY OPERATIONS & MAINTENANCE

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SPACE	ITEM	STATUS
Brightwood Fitness Center	Cubbies	In Progress ▾
Brightwood Fitness Center	<b>NRR Fitness Logo Signage on the Wall</b>	In Progress ▾
Pickleball Courts	Water Bottle Holder	Completed ▾

# CUSTOMER SERVICE & STAFFING

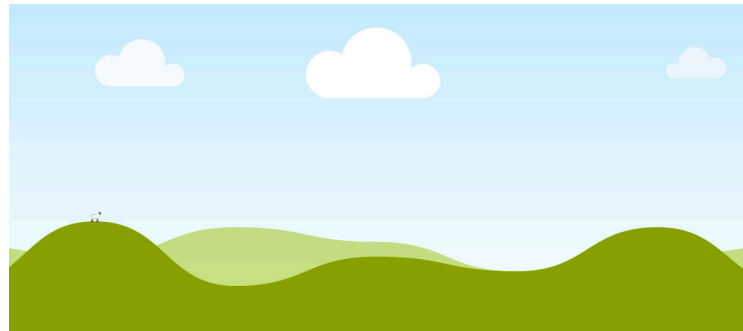
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FEEDBACK	COMMENT	ACTION TAKEN
Posit... ▾	<p>Resident Samantha Jeklinski - I also wanted to say thank you for all you do for North River Ranch. I know that maintaining a positive community isn't always easy, especially when difficult decisions have to be made or when expectations and community standards need to be upheld. Those efforts often go unnoticed—or sometimes only draw attention from the few who disagree—but they play a huge role in making North River Ranch the kind of place people want to call home.</p> <p>I appreciate the time, energy, and professionalism that goes into creating a community where the vast majority of residents can enjoy peaceful living, connecting, and respectfully participating in events. It may not always be the most visible work, but it certainly makes a difference.</p>	No action needed
Posit... ▾	<p>Many residents coming up to Lifestyle Team during events thanking us for what we do and that they love the community.</p>	No action needed

# COMMUNITY IN ACTION



# COMMUNITY IN ACTION



# COMMUNITY IN ACTION



# FORECAST

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PROGRAM	STATUS
FIRST YEAR Summer Programs (Art Discovery Club for ages 3-8, Yoga & Wellness for Teens and Tweens, Junior Pickleball Camp for ages k-6th grade)	COMPLETED ▾
NRR Men's 5v5 Soccer Summer Series	COMPLETED ▾

CURRENT ACTION ITEMS	DETAILS	DUE DATE
Hire Staff	Hire and Train Summer Staff (Full Time and Part Time Front Desk)	8.1.26
Train Summer Staff	Continue to train summer staff through the month of June	7.1.26
RSVP	Figure out a better way for residents to RSVP to Programs and Events	9.1.26



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**North River Ranch  
Improvement Stewardship District**

**AUDITOR SELECTION COMMITTEE MEETING**

## **NORTH RIVER RANCH IMPROVEMENT STEWARDSHIP DISTRICT REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES**

The North River Ranch Improvement Stewardship District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the fiscal year ending September 30, 2026, with an option for four (4) additional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in Manatee County and has an operating budget of approximately \$4,151,928.78. The final contract will require that, among other things, the audit for Fiscal Year 2026 be completed no later than June 1, 2027.

Each auditing entity submitting a proposal must be authorized to do business in Florida; hold all applicable state and federal professional licenses in good standing, including but not limited to a license under Chapter 473, Florida Statutes; and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General.

Proposal packages, which include additional qualification requirements, evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide three (3) hard copies of their proposal and one (1) electronic copy (flash drive) to Vivian Carvalho, District Manager, located at 3501 Quadrangle Boulevard, Suite 270, Orlando, Florida 32817, in an envelope marked on the outside "Auditing Services – North River Ranch Improvement Stewardship District." Proposals must be received by **July 29, 2026** at the office of the District Manager. Please direct all questions regarding this Request for Proposals to the District Manager, who can be reached at (407) 407-5900.

Any protest regarding the terms of this Notice, or the proposal packages on file with the District Manager, must be filed in writing at the offices of the District Manager within seventy-two (72) calendar hours (excluding weekends) after publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or proposal package provisions.

North River Ranch Improvement Stewardship District  
Vivian Carvalho, District Manager

**NORTH RIVER RANCH IMPROVEMENT STEWARDSHIP DISTRICT  
REQUEST FOR PROPOSALS**

**District Auditing Services for Fiscal Year 2026  
Manatee County, Florida**

**INSTRUCTIONS TO PROPOSERS**

**SECTION 1. DUE DATE.** Sealed proposals must be received no later than **July 29, 2026, at 5:00 PM.**, at the offices of the District Manager, PFM Management Services LLC, located at 3501 Quadrangle Boulevard, Suite 270, Orlando, Florida 32817.

**SECTION 2. FAMILIARITY WITH THE LAW.** By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

**SECTION 3. QUALIFICATIONS OF PROPOSER.** The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

**SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL.** Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

**SECTION 5. SUBMISSION OF PROPOSAL.** Each Proposer shall submit three (3) hard copies and one (1) electronic copy of the Proposal Documents (defined below), and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services – "North River Ranch Improvement Stewardship District" on the face of it.

**SECTION 6. MODIFICATION AND WITHDRAWAL.** Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

**SECTION 7. PROPOSAL DOCUMENTS.** The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the evaluation criteria and a proposal with all required documentation pursuant to Section 12 of these instructions (the "Proposal Documents").

**SECTION 8. PROPOSAL.** In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

**SECTION 9. BASIS OF AWARD/RIGHT TO REJECT.** The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

**SECTION 10. CONTRACT AWARD.** Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a contract or engagement letter with the District.

**SECTION 11. LIMITATION OF LIABILITY.** Nothing herein shall be construed as or constitute a waiver of District's limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

**SECTION 12. CONTENTS OF PROPOSALS.** All proposals shall include the following information in addition to any other requirements of the Proposal Documents.

- A.** List position or title of all personnel to perform work on the District audit. Include resumes for each person listed; list years of experience in present position for each party listed and years of related experience.
- B.** Describe proposed staffing levels, including resumes with applicable certifications.
- C.** Provide three (3) references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person. Identify any work previously conducted for other community development districts.
- D.** The lump sum cost of the provision of the services under the proposal, plus the cost of four (4) annual renewals.

**SECTION 13. PROTESTS.** In accordance with the District's Rules of Procedure, any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after the receipt of the proposed contract documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid contract award.

**SECTION 14. EVALUATION OF PROPOSALS.** The criteria to be used in the evaluation of proposals are presented in the evaluation criteria, contained within the Proposal Documents.



