MINUTES OF MEETING

NORTH RIVER RANCH IMPROVEMENT STEWARDSHIP DISTRICT
BOARD OF SUPERVISORS' MEETING MINUTES
Wednesday, August 12, 2026, at 2:00 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	(via phone)
John Leinaweaver	Assistant Secretary	

Also present:

Vivian Carvalho	PFM Management Services LLC – District Manager	
Amanda Lane	PFM Management Services LLC – District Accountant	
Kwame Jackson	PFM Management Services LLC – Associate DM	
Sarah Sandy	Kutak Rock – District Counsel	(via phone)
Jonathan Johnson	Kutak Rock – District Counsel	(via phone)
Rob Engel	Stantec – District Engineer	(via phone)
Tom Panaseny	Neal Communities – Developer	(via phone)
Andy Richardson	Neal Land & Neighborhoods – Developer	(via phone)
John McKay	J.H. McKay, LLC – Consultant	
Cori Morgan	Lifestyle Director	(via phone)
Chris Fisher	Clearview	(via phone)
Charles Varah	Neal Land & Neighborhoods	

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 2:03 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 asked if the builder is paying the same fees as the homeowners.

Consent Agenda

1. **Minutes of the July 8, 2026, Board of Supervisors' Meeting**
2. **C&M Proposals for Little River Way Base Repair and Final Lift**
3. **Frederick Derr Co #4 for Phase 4-2C**
4. **Impact Proposal for Wildleaf Buffer Tree Replacement**
5. **Maddtraxx Proposal for Preparation for Future Monument at US301 & Little River Way**
6. **Maddtraxx Proposal for Preparing Future Stockpile Area**
7. **Maddtraxx Proposal for Stump Removal on Grand River Parkway & Fort Hamer Road**
8. **Maverick Proposal for Repairing Wildleaf Sign**
9. **RIPA Proposal for Reclaimed Water Meter Lids in Phase 4E**
10. **RIPA Proposal for Reclaimed Water Reconfiguration to Private – Phase 4EF**
11. **Stand Out Pool Proposal for Brightwood Pool Light Fixture Replacements**
12. **Payment Authorizations Nos. 179 - 186**
13. **Funding Requests Nos. 704 - 729**

14. District Financial Statements

The Board reviewed the Consent Agenda Items

ON MOTION, by Mr. Williams seconded by Mr. Blakley, with all in favor, the Board approved the Consent Agenda Items 1 – 14.

SECOND ORDER OF BUSINESS **Business Matters**

Ranking of Auditing Services Proposals

Ms. Carvalho reviewed the Auditor Selection Committee Recommendations.

There was brief discussion amongst the committee regarding the District Manager's ranking sheet.

The committee revised the rankings of the proposals.

ON MOTION by Mr. Williams, seconded by Ms. Snow with all in favor, the committee approved the revised rankings with McIntosh as #1, Grau & Associates as #2, Richie Tandoc as #3, and Berger, Toombs, Elam, Gaines & Frank as #4.

Review & Consideration of Auditor Selection Committee Recommendation

Ms. Carvalho reviewed the Auditor Selection Committee Recommendations.

There was brief discussion amongst the board regarding the rankings.

ON MOTION by Mr. Williams, seconded by Ms. Snow with all in favor, the Board approved Auditor Selection Committee Recommendation with McIntosh as #1, Grau & Associates as #2, Richie Tandoc as #3, and Berger, Toombs, Elam, Gaines & Frank as #4.

Consideration of Resolution 2026-06, Adopting Goals, Objectives

and Performance Measures and Standards for Fiscal Year 2027

Ms. Carvalho noted that the Goals and Objectives coincide with the current ones.

> ON MOTION, by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved Resolution 2026-06, Adopting Goals, Objectives and Performance Measures and Standards for Fiscal Year 2027.

Public Hearing on the Adoption of the District's Annual Budget

a. **Public Comments and Testimony**
b. **Board Comments**
c. **Consideration of Resolution 2026-07, Adopting the Fiscal Year 2026-2027 Budget and Appropriating Funds**

Ms. Carvalho requested a motion to open the public hearing.

> ON MOTION, by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board opened the public hearing.

A resident commented on the 26% increase and questioned what was creating large expenses.

A resident questioned if the expense for leasing the fitness equipment was greater than purchasing the equipment outright. He also had concerns with several expenses such as lifestyle staff, cantina at camp creek and field operations. He would also like to know what the carry-over was from Fiscal Year 2026.

A resident noted that she requested a copy of the budget and has not received it. She expressed concerns about not being able to have an informed comment because she was unable to review the budget previously.

A resident wanted to ensure the District was not overpaying for services and receiving bids from other companies.

A resident would like a line-item detail about the stormwater maintenance increase from $500 to $18,000.00.

A resident commented on the costs of cable and Wi-Fi and asked if they were able to review the invoices.

ON MOTION, by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board closed the public hearing.

Mr. Williams noted the need for additional landscape areas, additional amenity services, and cost of service increases as major variances for the budget increase. He noted that when the final Budget is posted, there will be more detailed information and highlighted areas of increase.

Mr. Williams noted that at the time the fitness equipment was implemented it was more cost-effective to lease. He noted that they will investigate purchase options in the future. Ms. Snow also noted that leasing equipment allowed for updated equipment.

Mr. Williams asked Ms. Morgan for her staff count. Ms. Morgan noted that over the summer there were 14 staff members and currently there are 12 staff members.

Mr. Williams noted the cantina at camp creek expense is for supplies.

Mr. Williams commented on the bikeshare facility.

Mr. Williams noted that the District does not carry over expenditure from one year to the next. He noted that if there are additional funds left over at the end of the year, that money is used to offset assessments or reserves for other improvements.

Mr. Williams gave a brief overview of lake maintenance requirements and costs.

Mr. Williams noted that due to the size of the community, several landscapers are needed for various areas or projects.

Mr. Williams noted that there were several areas in stormwater drainage that needed to be repaired. Stormwater drainage will continue to be a routine maintenance item.

Mr. Williams commented on the community center cable and Wi-Fi rates.

Mr. Williams gave a brief overview on how to access and receive copies of documents through a public records request.

Mr. Williams reviewed an email request.

Mr. Jackson commented on how to find the monthly financials on the website.

A resident commented on increasing fees for future amenities. She also wanted to confirm the assessment increases were being distributed evenly.

Ms. Carvalho noted that the completion of additional infrastructure will stabilize the budget.

ON MOTION, by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved Resolution 2026-07, Adopting the Fiscal Year 2026-2027 Budget and Appropriating Funds.

Public Hearing on the Imposition of Special Assessments

a. **Public Comments and Testimony**
b. **Board Comments**
c. **Consideration of Resolution 2026-08, Adopting an Assessment Roll for Fiscal Year 2026-2027, and Certifying Special Assessments for Collection**

Ms. Carvalho requested a motion to open the public hearing.

ON MOTION, by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board opened the public hearing.

Ms. Carvalho noted that this reflects the debt service obligation and the operation and maintenance assessment roll based on the Budget that was just approved.

The Board briefly discussed when this would appear on the tax bill.

ON MOTION, by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board closed the public hearing.

The Board reviewed the resolution.

ON MOTION, by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board approved Resolution 2026-08, Adopting an Assessment Roll for Fiscal Year 2026-2027, and Certifying Special Assessments for Collection.

Public Hearing on the Adoption of Revised Rules of Procedure

a. **Public Comments and Testimony**
b. **Board Comments**
c. **Consideration of Resolution 2026-09, Adopting Revised Rules of Procedure**

Ms. Carvalho requested a motion to open the public hearing.

ON MOTION, by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board opened the public hearing.

Ms. Snow noted page 233, rule 1.2 has a spelling error on the word “District”.

Mr. Williams and Mr. Jackson provided on overview of Rules of Procedure and the revisions being proposed.

Ms. Carvalho noted that these are statutory changes

ON MOTION, by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board closed the public hearing.

The Board reviewed the resolution.

ON MOTION, by Mr. Blakley, seconded by Mr. Williams, with all in favor, the Board approved Resolution 2026-09, Adopting Revised Rules of Procedure with the corrected spelling changes.

Consideration of Resolution 2026-10, Adopting the Annual Meeting Schedule for Fiscal Year 2026-2027

Ms. Carvalho noted that due to a holiday in November the meeting date has been changed to November 18, 2026.

ON MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved Resolution 2026-10, Adopting the Annual Meeting Schedule for Fiscal Year 2026-2027 for the second Wednesday of each month with the exception of November meeting, which will be held on the third Wednesday of the month, at 2:00 p.m. at Lakewood Ranch Library – 1st Floor Meeting Room B (#130) 16410 Rangeland Pkwy, Bradenton, FL 34211.

Review and Consideration of Responses to RFP Landscape & Irrigation Maintenance Services for Zones 3 & 7

Mr. Varah gave an overview of the proposals received and the evaluation by the team.

ON MOTION, by Mr. Leinaweaver, seconded by Ms. Snow, opposed by Mr. Williams, the Board approved RFP Landscape & Irrigation Maintenance Services for Zones 3 & 7, awarding Zone 3 to Impact Landscaping and Zone 7 to Steadfast Alliance.

Consideration of Certificate of Completion for 2020 Bond Issuance

Ms. Carvalho gave an overview of the Bond Issuance and requirements for a Certificate of Completion.

ON MOTION, by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board approved Certificate of Completion for 2020 Bond Issuance.

Discussion of Off-Duty Officer Assignment for Traffic Calming

Ms. Carvalho noted this was for the off-duty officer for the first week of school.

ON MOTION, by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board ratified Off-Duty Officer Assignment for Traffic Calming.

<u>THIRD ORDER OF BUSINESS</u> **Other Business**

Staff Reports

District Counsel – No report.

District Engineer – No report.

District Manager – Ms. Carvalho noted the next meeting is scheduled for September 9, 2026, at 1 p.m.

Field Operations Manager – Ms. Carvalho noted the Field Operations report was in the agenda packet.

Lifestyle Director – Ms. Carvalho noted the Lifestyle report was in the agenda packet.

Audience Comments and Supervisor Requests

There were no public comments or Supervisor requests.

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 August 12, 2026, Board of Supervisor's Meeting for the North River Ranch Improvement Stewardship District was adjourned at 3:26 p.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson