

**TWO RIVERS WEST  
COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS  
REGULAR MEETING  
MAY 17, 2022**

**TWO RIVERS WEST  
COMMUNITY DEVELOPMENT DISTRICT AGENDA  
TUESDAY, MAY 17, 2022 AT 11:00 A.M.  
SPRINGHILL SUITES BY MARRIOTT TAMPA SUNCOAST PARKWAY  
LOCATED AT 16615 CROSSPOINTE RUN, LAND O' LAKES, FL 34638**

<b>District Board of Supervisors</b>	Chair Vice-Chair Supervisor Supervisor Supervisor	Jeffery Hills Nicholas Dister Steve Luce Ryan Motko Thomas Spence
<b>District Manager</b>	Meritus	Brian Lamb
<b>District Attorney</b>	Straley Robin Vericker	John Vericker
<b>District Engineer</b>	Stantec, Inc	Tonja Stewart

***All cellular phones and pagers must be turned off while in the meeting room***

**The District Agenda is comprised of four different sections:**

The meeting will begin at **11:00 a.m.**

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically, no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1 who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

May 17, 2022  
Board of Supervisors  
Two Rivers West Community Development District

*Dear Board Members:*

The Regular Meeting of the Two Rivers West Community Development District will be held on **May 17, 2022 at 11:00 a.m. at the SpringHill Suites by Marriott Tampa Suncoast Parkway located at 16615 Crosspointe Run, Land O' Lakes, FL 34638.** Please let us know at least 24 hours in advance if you are planning to call into the meeting. Following is the Agenda for the Meeting:

**Call In Number: 1-866-906-9330**

**Access Code: 4863181**

**REGULAR MEETING OF THE BOARD OF SUPERVISORS**

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. VENDOR AND STAFF REPORTS**
  - A. District Counsel
  - B. District Manager
  - C. District Engineer
- 4. BUSINESS ITEMS**
  - A. Consideration of Resolution 2022-35; Approving Proposed FY 2023 Budget  
& Setting Public Hearing.....Tab 01
    - i. Proposed FY 2023 Budget.....*Under Separate Cover*
  - B. Announcement of Qualified Electors.....Tab 02
  - C. General Matters of the District
- 5. CONSENT AGENDA ITEMS**
  - A. Consideration of Special Organizational Meeting Minutes December 17, 2021.....Tab 03
  - B. Consideration of Landowners Election Meeting Minutes January 18, 2022.....Tab 04
  - C. Consideration of Public Hearing & Regular Meeting January 18, 2022.....Tab 05
  - D. Consideration of Public Hearing & Regular Meeting February 15, 2022.....Tab 06
  - E. Consideration of Regular Board of Supervisors Meeting March 15, 2022.....Tab 07
  - F. Consideration of Operations and Maintenance Expenditures March 2022.....Tab 08
  - G. Review of Financial Statements for Month Ending March 31, 2022.....Tab 09
- 6. STAFF REPORTS**
  - A. District Counsel
  - B. District Manager
  - C. District Engineer
- 7. BOARD MEMBERS COMMENTS**
- 8. PUBLIC COMMENTS**
- 9. ADJOURNMENT**

We look forward to speaking with you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 873-7300.

Sincerely,



**RESOLUTION 2022- 35**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TWO RIVERS WEST COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2022/2023; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Two Rivers West Community Development District (“**District**”) prior to June 15, 2022 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2022 and ending September 30, 2023 (“**Proposed Budget**”); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TWO RIVERS WEST COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE:	August 16, 2022
HOUR:	11:00 a.m.
LOCATION:	Marriott Springhill Suites 16615 Bexley Village Drive Land O’Lakes, Florida 34638

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Pasco County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, Florida Statutes, the District’s Secretary is further directed to post the Proposed Budget on the District’s website at least 2 days before the budget hearing date and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED ON MAY 17, 2022.**

Attest:

**Two Rivers West Community  
Development District**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Chair/Vice Chair of the Board of Supervisors

**Exhibit A: Proposed Budget for Fiscal Year 2022/2023**



**Brian E. Corley**  
**Supervisor of Elections**  
PO Box 300  
Dade City FL 33526-0300

**1-800-851-8754**  
**[www.pascovotes.com](http://www.pascovotes.com)**

April 19, 2022

Brian Lamb, District Manager  
Meritus Corp  
2005 Pan Am Circle Suite 300  
Tampa FL 33607

Dear Brian Lamb:

Pursuant to your request, the following voter registration statistics are provided for their respective community development districts as of April 15, 2022.

• Cobblestone Community Development District	0
• Cypress Preserve Community Development District	771
• Hilltop Point Community Development District	0
• Longleaf Community Development District	1,354
• Two Rivers North Community Development District	0
• Two Rivers West Community Development District	0

As always, please call me if you have any questions or need additional information.

Sincerely,

Tiffannie A. Alligood  
Chief Administrative Officer

**TWO RIVERS WEST  
COMMUNITY DEVELOPMENT DISTRICT**

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**January 18, 2022 Minutes of Public Hearing, Audit Committee & Regular Meeting**

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**Minutes of the Public Hearing, Audit Committee & Regular Meeting**

The Public Hearing, Audit Committee & Regular Meeting of the Board of Supervisors for the Two Rivers West Community Development District was held on **Tuesday, January 18, 2022 at 11:00 a.m.** at Springhill Suites by Marriott Tampa Suncoast Parkway located at 16615 Bexley Village Dr., Land O'Lakes, FL 34638.

**1. CALL TO ORDER**

Brian Lamb called the Public Hearing, Audit Committee & Regular Meeting of the Board of Supervisors of the Two Rivers West Community Development District to order on **Tuesday, January 18, 2022 at 11:15 a.m.**

**Board Members Present and Constituting a Quorum:**

Nick Dister	Supervisor
Jeff Hills	Supervisor
Steve Luce	Supervisor
Ryan Motko	Supervisor
Thomas Spence	Supervisor

**Staff Members Present:**

Brian Lamb	District Manager, Inframark
Dana Crosby-Collier	District Counsel, Straley Robin Vericker
Lynn Butler	Paralegal, Straley Robin Vericker
Jennifer Taylor	Bond Counsel, Gray Robinson

There were no members of the general public in attendance.

**2. PUBLIC COMMENT ON AGENDA ITEMS**

There were no public comments on agenda items.

**3. OATH OF OFFICE**

Mr. Lamb stated that he had the signed Oaths of Office from all of the Board members.

**4. RECESS TO PUBLIC HEARING**

Mr. Lamb directed the Board to recess to the Public Hearing.

**5. PUBLIC HEARING ON LEVYING DEBT ASSESSMENTS**

**A. Open Public Hearing on Levying Debt Assessments**

MOTION TO:	Open the Public Hearing.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Hills
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

**B. Staff Presentations**

Mr. Lamb went over the resolution with the Board. Supervisor Spence noted that the reclaim needs to be included in the report and the District Engineer is aware.

**C. Public Comments**

There were no public comments.

**D. Close Public Hearing on Levying Debt Assessments**

MOTION TO:	Close the Public Hearing.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

**E. Consideration of Resolution 2022-27; Levying Debt Assessments**

The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2022-27.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously



89           **6. RECESS TO AUDIT COMMITTEE MEETING**

90  
91 Mr. Lamb directed the Board to proceed to the Audit Committee meeting.  
92  
93

94           **7. AUDIT COMMITTEE MEETING**

95           **A. Call to Order/Roll Call**

96  
97 Mr. Lamb stated that the Board members as appointed will serve as the Audit Committee.  
98

99           **B. Appoint Chairman**

100  
101 Mr. Lamb will be the Chair.  
102

103           **C. Selection of Criteria for Evaluation of Proposals**

104  
105 The Board reviewed the selection of criteria for evaluating the proposal. Mr. Lamb  
106 recommended also using price as a factor. The Board agreed.  
107

MOTION TO:	Use pricing as one of the criteria in the selection process.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

115  
116           **D. Determine Date, Time and Location RFP Required**

117           **i. Consider Notice of Request for Proposals for Audit Services**

118           **E. Consider Sending RFP to Interested Firms**

119           **F. Determine Date of Next Committee Meeting**

120  
121 Mr. Lamb stated they will send the RFP to interested firms and look to have them back in March.  
122 The next Audit Committee meeting will be on March 15, 2022.  
123  
124

125           **8. RETURN AND PROCEED TO REGULAR MEETING**

126  
127 Mr. Lamb directed the Board to return and proceed to the regular meeting.  
128  
129  
130

**9. VENDOR AND STAFF REPORTS**

**A. District Counsel**

**B. District Engineer**

There were no additional reports from Counsel or the Engineer.

**C. District Manager**

Mr. Lamb asked the Board about receiving Supervisor compensation. Nick Dister, Jeff Hills, Steve Luce, Ryan Motko, and Thomas Spence all accepted the Supervisor compensation for the meetings.

**10. BUSINESS ITEMS**

**A. Consideration of Resolution 2022-28; Canvassing and Certifying the Results of the Landowners Election**

Mr. Lamb reviewed the resolution with the Board. Nick Dister received 10 votes and will have a four-year term, Thomas Spence received 10 votes and will have a four-year term, Jeff Hills received 5 votes and will have a two-year term, Steve Luce received 5 vote sand will have a two-year term, and Ryan Motko received 5 votes and will have a two-year term.

MOTION TO:	Approve Resolution 2022-28 as stated.
MADE BY:	Supervisor Hills
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

**B. Consideration of Resolution 2022-29; Designating Officers**

The Board reviewed the officer positions. Supervisor Hills will be Chair, and Supervisor Dister will be Vice-Chair. Mr. Lamb will be Secretary, Eric Davidson with Inframark will be the Treasurer, and the remaining Board members will be Assistant Secretaries.

MOTION TO:	Approve Resolution 2022-29 as stated.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

173  
174 **11. SUPERVISOR REQUESTS AND COMMENTS**  
175

176 There were no supervisor requests or comments.  
177  
178

179 **12. AUDIENCE COMMENTS**  
180

181 There were no audience comments.  
182  
183

184 **13. ADJOURNMENT**  
185

MOTION TO:	Adjourn.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

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*\*Please note the entire meeting is available on disc.*

*\*These minutes were done in summary format.*

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Printed Name**

**Title:**

- ☐ **Secretary**  
☐ **Assistant Secretary**

**Title:**

- ☐ **Chairman**  
☐ **Vice Chairman**

*Recorded by Records Administrator*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Official District Seal

**TWO RIVERS WEST  
COMMUNITY DEVELOPMENT DISTRICT**

**December 17, 2021 Minutes of Special Organizational Meeting**

**Minutes of the Special Organizational Meeting**

The Special Organizational Meeting of the Board of Supervisors for the Two Rivers West Community Development District was held on **Friday, December 17, 2021 at 2:00 p.m.** at Springhill Suites by Marriott Tampa Suncoast Parkway located at 16615 Bexley Village Dr., Land O'Lakes, FL 34638.

**1. CALL TO ORDER**

Brian Lamb called the Special Organizational Meeting of the Board of Supervisors of the Two Rivers West Community Development District to order on **Friday, December 17, 2021 at 2:30 p.m.**

**Board Members Present and Constituting a Quorum:**

Nick Dister	Supervisor
Steve Luce	Supervisor
Ryan Motko	Supervisor
Thomas Spence	Supervisor

**Staff Members Present:**

Brian Lamb	District Manager, Meritus	
John Vericker	District Counsel, Straley Robin Vericker	<i>via conference call</i>
Jennifer Taylor	Bond Counsel, Gray Robinson	<i>via conference call</i>

There were no members of the general public in attendance.

**2. PUBLIC COMMENT PERIOD**

There were no public comments.

**3. ADMINISTER OATHS OF OFFICE TO BOARD ASSIGNED IN PETITION**

Mr. Lamb stated for the record that he had the signed and notarized Oaths of Office from Nick Dister, Steve Luce, Ryan Motko, and Thomas Spence.

**4. SEAT NEW BOARD MEMBERS**

**A. Overview of Forms, Sunshine Amendment, Code of Ethics, Supervisor Responsibilities**

Mr. Lamb went over that the Board members are well-versed in Sunshine Laws, the Code of Ethics, and supervisor responsibilities. If they have any questions, they will contact Counsel.

**5. APPOINTMENT OF OFFICERS – Resolution 2021-01**

- A. Chairman**
- B. Vice Chairman**
- C. Secretary**
- D. Treasurer**
- E. Assistant Secretaries**

The Board discussed the officer positions. Supervisor Dister will be the Chair, and Supervisor Motko will be the Vice-Chair. Brian Lamb with Meritus will be the Secretary, and Eric Davidson with Meritus will be the Treasurer. The rest of the Board will be Assistant Secretaries, and Brian Howell with Meritus will be an additional Assistant Secretary.

MOTION TO:	Approve Resolution 2021-01 as stated.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

**6. APPOINTMENT OF CONSULTANTS**

**A. Consider Appointment of District Manager/Assessment Consultant– Resolution 2021-02**

Meritus will be the District Manager/Assessment Consultant.

**B. Designation of Registered Agent/Office – Resolution 2021-03**

Brian Lamb/Meritus will be the Registered Agent/Office.

**C. Consider Appointment of District General Counsel – Resolution 2021-04**

Straley Robin Vericker will be District Counsel.

**D. Consider Appointment of Interim District Engineer – By Motion**  
**i. Authorize RFQ for District Engineer**

Stantec will be the Interim Engineer. The Board authorized an RFQ for District Engineer.

**E. Consider Appointment of Bond Counsel – Gray Robinson**

Gray Robinson will be Bond Counsel.

**F. Consider Appointment of Investment Banker – FMS Bonds**

FMS Bonds will be the Investment Banker.

**G. Consider Appointment of Trustee – US Bank**

US Bank will be the Trustee.

MOTION TO:	Approve Items 6A-G.
MADE BY:	Supervisor Spence
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

**7. BUSINESS MATTERS**

- A. Consider Authorizing Notice of Establishment – Resolution 2021-05**
- B. Consider Policy of Compensation for Board Members – Resolution 2021-06**
- C. Consider Policy of Reimbursement of District Travel Expenses – Resolution 2021-07**
- D. Consider Designation of Primary Administrative Officer and Local Records Office – Resolution 2021-08**
- E. Consider District Records Retention Schedule – Resolution 2021-09**
- F. Consider Fiscal Year 2022 Regular Meeting Schedule and Location – Resolution 2021-10**
- G. Consider Landowners' Meeting Date, Time, and Location – Resolution 2021-11**
- H. Consider Proposed FY 2022 Annual Budget & Set Public Hearing – Resolution 2021-12**
- I. Set Public Hearing for Uniform Method of Collections – Resolution 2021-13**
- J. Consider Rules of Procedure & Setting Public Hearing – Resolution 2021-14**
- K. Consider Policy Re: Support & Legal Defense for Board & Staff – Resolution 2021-15**
- L. Authorization to Obtain General Liability and Public Officers Insurance – By Motion**
- M. Consider Designation of a Qualified Public Depository – Resolution 2021-16**
- N. Authorization of Signatories – Resolution 2021-17**
- O. Authorization to Disburse Funds for Expenses – Resolution 2021-18**
- P. Consideration Adoption of Investment Policy – Resolution 2021-29**
- Q. Consider Approval of Florida Statewide Mutual Aid Agreement – Resolution 2021-20**
- R. Consider Provisions for Public Comments – Resolution 2021-21**
- S. Appointment of Audit Committee – By Motion**
- T. Consideration of ADA Website Compliance Agreement**

Mr. Lamb went over all of the Business Items with the Board. The Landowners Election will be held on January 18, 2021 at 11:00 a.m. The public hearings for the budget, uniform method of collections, and rules of procedure will be on February 15, 2021 at 11:00 a.m. The Board appointed the Board as the Audit Committee. Supervisor Dister, Supervisor Motko, Supervisor Luce, and Supervisor Spence accepted the supervisor compensation. The Board authorized obtaining general liability and public officers insurance.

MOTION TO:	Approve Business Matters 7A-T as stated.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

## **8. PRELIMINARY REPORT PRESENTATION – ASSESSMENT BONDS**

### **A. Consideration of Master Report of Engineer**

Mr. Lamb went over the Master Report of the Engineer with the Board.

MOTION TO:	Approve the Master Report of the Engineer in substantial form.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

### **B. Consideration of BAN Report of Engineer – Bond Anticipation Note**

Mr. Lamb went over the Bond Anticipation Note Report of the Engineer with the Board.

MOTION TO:	Approve the Bond Anticipation Note Report of the Engineer in substantial form subject to final revisions as reviewed by the finance team.
MADE BY:	Supervisor Spence
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously



**C. Consideration of Master Assessment Methodology Report**

Mr. Lamb went over the Master Assessment Methodology Report with the Board.

MOTION TO:	Approve the Master Assessment Methodology Report in substantial form.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

**D. Consideration of Bond Anticipation Note Supplemental Assessment Methodology Report**

Mr. Lamb went over the Bond Anticipation Note Supplemental Assessment Methodology Report with the Board.

MOTION TO:	Approve the Bond Anticipation Note Supplemental Assessment Methodology Report in substantial form subject to any revisions from the finance team.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Spence
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

**E. Authorizing Issuance of Bonds/Filing of Validation Complaint – Resolution 2021-22**

**i. Master Trust Indenture**

Mr. Lamb went over the resolution with the Board.

MOTION TO:	Approve Resolution 2021-22.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

**F. Consider Declaring Special Assessments – Resolution 2021-23**

Mr. Lamb went over the resolution with the Board.

MOTION TO:	Approve Resolution 2021-23.
MADE BY:	Supervisor Spence
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

**G. Consideration of Delegated BAN Award – Resolution 2022-25**

Mr. Lamb went over the resolution with the Board.

MOTION TO:	Approve Resolution 2022-05.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

**H. Consider Setting Public Hearing for Special Assessments – Resolution 2022-24**

Mr. Lamb went over the resolution with the Board. The public hearing will be set for January 18, 2021 at 11:00 a.m. at the same location.

MOTION TO:	Approve Resolution 2021-24.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Spence
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

**I. Consider Authorization of Chairman to Accept or Execute Certain Documents – Resolution 2021-26**

Mr. Lamb went over the resolution with the Board.

MOTION TO: Approve Resolution 2021-26.  
MADE BY: Supervisor Dister  
SECONDED BY: Supervisor Luce  
DISCUSSION: None further  
RESULT: Called to Vote: Motion PASSED  
4/0 - Motion Passed Unanimously

**J. Consider Form of Interlocal Agreement between Two Rivers West and Two Rivers West for the Funding and Construction of Certain Offsite Improvements**

Mr. Lamb went over the Interlocal Agreement with the Board.

MOTION TO: Approve the Interlocal Agreement in substantial form subject to final review and authorization.  
MADE BY: Supervisor Dister  
SECONDED BY: Supervisor Spence  
DISCUSSION: None further  
RESULT: Called to Vote: Motion PASSED  
4/0 - Motion Passed Unanimously

**K. Other Matters Related to Financing**

**9. ADMINISTRATIVE MATTERS**

**A. Request for Working Capital – By Motion**

Mr. Lamb briefly discussed requesting working capital.

**10. STAFF REPORTS**

**A. District Counsel**

**B. District Engineer**

**C. District Manager**

There were no further reports from staff at this time.

**11. BOARD MEMBERS' COMMENTS**

There were no comments from the Board.

**12. PUBLIC COMMENTS**

There were no public comments.

**13. ADJOURNMENT**

MOTION TO:	Adjourn.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

*\*Please note the entire meeting is available on disc.*

*\*These minutes were done in summary format.*

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

- ☐ **Secretary**  
☐ **Assistant Secretary**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

- ☐ **Chairman**  
☐ **Vice Chairman**

*Recorded by Records Administrator*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Official District Seal

# **TWO RIVERS WEST COMMUNITY DEVELOPMENT DISTRICT**

**January 18, 2022 Minutes of the Landowner's Election**

## **Minutes of the Landowner's Election**

The Landowner's Election of the Board of Supervisors for the Two Rivers West Community Development District was held on Tuesday, January 18, 2022 at 11:00 a.m. at Spring Hill Suites by Marriott Tampa Suncoast Parkway located at 16615 Bexley Village Dr., Land O' Lakes, FL 34638.

### **1. CALL TO ORDER/ROLL CALL**

Brian Lamb called the Landowner's Election of the Board of Supervisors of the Two Rivers West Community Development District to order on Tuesday, January 18, 2022 at 11:15 a.m.

Staff Members Present:

Brian Lamb	District Manager, Inframark
Dana Crosby-Collier	District Counsel, Straley Robin Vericker
Lynn Butler	Paralegal, Straley Robin Vericker
Jennifer Taylor	Bond Counsel, Gray Robinson

Nick Dister  
Jeff Hills  
Steve Luce  
Ryan Motko  
Thomas Spence

There were no other audience members present.

### **2. APPOINTMENT OF MEETING CHAIRMAN**

Mr. Lamb stated that he will be serving as the meeting chairman.

### **3. ANNOUNCEMENT OF CANDIDATES/CALL FOR NOMINATIONS**

Mr. Lamb announced the candidates: Nick Dister, Jeff Hills, Steve Luce, Ryan Motko, and Thomas Spence.

### **4. ELECTION OF SUPERVISORS**

Mr. Lamb announced the results: 10 votes for Nick Dister, 10 votes for Thomas Spence, 5 votes for Jeff Hills, 5 votes for Steve Luce, and 5 votes for Ryan Motko. Nick Dister and Thomas Spence will have four-year terms. Jeff Hills, Steve Luce, and Ryan Motko will have two-year terms.

**5. OWNERS REQUESTS**

There were no requests.

**6. ADJOURNMENT**

The landowner's election was closed.

*\*These minutes were done in summary format.*

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

Title:

☐ Secretary

☐ Assistant Secretary

Title:

☐ Chairman

☐ Vice Chairman

Recorded by Records Administrator

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Official District Seal

**TWO RIVERS WEST  
COMMUNITY DEVELOPMENT DISTRICT**

**February 15, 2022, Minutes of Public Hearing & Regular Meeting**

**Minutes of the Public Hearing & Regular Meeting**

The Public Hearing & Regular Meetings of the Board of Supervisors for the Two Rivers West Community Development District was held on **Tuesday, February 15, 2022, at 11:00 a.m.** at Springhill Suites by Marriott Tampa Suncoast Parkway located at 16615 Bexley Village Dr., Land O'Lakes, FL 34638.

**1. CALL TO ORDER**

Brian Lamb called the Public Hearing & Regular Meetings of the Board of Supervisors of the Two Rivers West Community Development District to order on **Tuesday, February 15, 2022, at 11:00 a.m.**

**Board Members Present and Constituting a Quorum:**

Nick Dister	Supervisor
Steve Luce	Supervisor
Ryan Motko	Supervisor

**Staff Members Present:**

Brian Lamb	District Manager, Inframark
John Vericker	District Counsel, Straley Robin Vericker

There were no members of the general public in attendance.

**2. PUBLIC COMMENT ON AGENDA ITEMS**

There were no public comments on agenda items.

**3. RECESS TO PUBLIC HEARING**

Mr. Lamb directed the Board to recess to the Public Hearing.

**4. PUBLIC HEARING ON ADOPTING UNIFORM METHOD OF COLLECTION**

**A. Open Public Hearing on Adopting Uniform Method of Collection**

MOTION TO:	Open the Public Hearing.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously



**B. Staff Presentations**

Mr. Lamb went over the resolution with the Board.

**C. Public Comments**

There were no public comments.

**D. Close Public Hearing on Adopting Uniform Method of Collection**

MOTION TO:	Close the Public Hearing.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**E. Consideration of Resolution 2022-30; Adopting Uniform Method of Collection**

The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2022-30.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**5. PUBLIC HEARING ON ADOPTING UNIFORM RULES OF PROCEDURE**

**A. Open Public Hearing on Adopting Uniform Rules of Procedure**

MOTION TO:	Open the Public Hearing.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**B. Staff Presentations**

Mr. Lamb went over the resolution with the Board.

**C. Public Comments**

There were no public comments.

**D. Close Public Hearing on Adopting Uniform Rules of Procedure**

MOTION TO:	Close the Public Hearing.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**E. Consideration of Resolution 2022-31; Adopting Uniform Rules of Procedure**

The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2022-31.
MADE BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**6. PUBLIC HEARING ON ADOPTING FINAL FISCAL YEAR 2022 BUDGET**

**A. Open Public Hearing on Adopting Final Fiscal Year 2022 Budget**

MOTION TO:	Open the Public Hearing.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**B. Staff Presentations**

Mr. Lamb went over the resolution with the Board.

**C. Public Comments**

There were no public comments.

**D. Close Public Hearing on Adopting Final Fiscal Year 2022 Budget**

MOTION TO:	Close the Public Hearing.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**E. Consideration of Resolution 2022-32; Adopting Final Fiscal Year 2022 Budget**

**i. Developer Funding Agreement**

The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2022-32.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**7. RETURN AND PROCEED TO REGULAR MEETING**

Mr. Lamb directed the Board to return and proceed to the regular meeting.

**8. VENDOR AND STAFF REPORTS**

**A. District Counsel**

District Counsel noted that there will be a validation hearing on February 28<sup>th</sup> @ 2:30 p.m. via Zoom.

**B. District Engineer**

**C. District Manager**

There were no additional reports from Counsel or the Engineer.

**9. BUSINESS ITEMS**

**A. Consideration of Resolution 2022-33; Supplemental Assessment Resolution**

Mr. Lamb reviewed the resolution with the Board.

MOTION TO:	Approve Resolution 2022-33.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**B. General Matters of the District**

There were no general matters to discuss.

**10. CONSENT AGENDA ITEMS**

**A. Consideration of Special Organizational Meeting Minutes December 17, 2021**

**B. Consideration of the Landowners Election Minutes January 18, 2022**

**C. Consideration of the Public Hearing & Regular Meeting Minutes January 18, 2022**

The Board reviewed the Consent Agenda items.

MOTION TO:	Approve the Consent Agenda A-C.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**11. VENDOR AND STAFF REPORTS**

A. District Counsel

B. District Manager

C. District Engineer

There were no staff reports at this time.

**12. SUPERVISOR REQUESTS AND COMMENTS**

There were no supervisor requests or comments.

**13. AUDIENCE COMMENTS**

There were no audience comments.

**14. ADJOURNMENT**

MOTION TO:	Adjourn.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

*\*Please note the entire meeting is available on disc.*

*\*These minutes were done in summary format.*

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Printed Name**

**Title:**

- ☐ **Secretary**  
☐ **Assistant Secretary**

**Title:**

- ☐ **Chairman**  
☐ **Vice Chairman**

*Recorded by Records Administrator*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Official District Seal

# TWO RIVERS WEST COMMUNITY DEVELOPMENT DISTRICT

March 15, 2022, Minutes of the Regular Meeting

## Minutes of the Regular Meeting

The Regular Meetings of the Board of Supervisors for the Two Rivers West Community Development District was held on **Tuesday, March 15, 2022, at 11:00 a.m.** at Springhill Suites by Marriott Tampa Suncoast Parkway located at 16615 Bexley Village Dr., Land O'Lakes, FL 34638.

### 1. CALL TO ORDER

Brian Lamb called the Regular Meetings of the Board of Supervisors of the Two Rivers West Community Development District to order on **Tuesday, February 15, 2022 at 11:00 a.m.**

#### Board Members Present and Constituting a Quorum:

Nick Dister	Supervisor
Steve Luce	Supervisor
Ryan Motko	Supervisor
Thomas Spence	Supervisor

#### Staff Members Present:

Brian Lamb	District Manager, Inframark	
John M. Vericker	District Counsel, Straley Robin Vericker	(via conference call)
Sarah Parrow	Bond / Disclosure Counsel	(via conference call)

There were no members of the general public in attendance.

### 2. PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments on agenda items.

### 3. VENDOR AND STAFF REPORTS

#### A. District Counsel

District Counsel Vericker stated (via conference call) the bond validation was successful, so were in the appeals period which will be eligible in April for bondage.

#### B. District Engineer

There were no additional reports from the Engineer.

#### C. District Manager

There were no reports on behalf of the District Counsel at this time.

**4. BUSINESS ITEMS**

**A. Consideration of District Engineers Report – Capital Improvement Revenue Bonds, Series 2022**

**B. Consideration of Supplemental Assessment Methodology Report**

District Manager Mr. Lamb reviewed the associated exhibits of the District Engineers and Methodology Report with the Board.

MOTION TO:	Approve the District Engineers Report – Capital Improvement Revenue Bonds, Series 2022 and
B.	Supplemental Assessment Methodology Report
MADE BY:	Supervisor Spence
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

**C. Consideration of Resolution 2022-34; Delegation Resolution**

**i. Second Supplemental Trust Indenture**

**ii. Bond Purchase Contract**

**iii. Preliminary Limited Offering Memorandum**

**iv. Continuing Disclosure Agreement**

Bond Counsel Ms. Parrow discussed the action items of the Resolution 2022-34 along with the associated exhibits with the Board.

MOTION TO:	Approve the Resolution 2022-34.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously



91  
92  
93  
94  
95 **D. General Matters of the District**  
96

97 District Counsel stated (via conference call) he would like all the resolutions signed.  
98

99 **5. SUPERVISOR REQUESTS AND COMMENTS**  
100

101 There were no supervisor requests or comments.  
102  
103

104 **6. AUDIENCE COMMENTS**  
105

106 There were no audience comments.  
107  
108

109 **7. ADJOURNMENT**  
110

111 I, District Manager Brian Lamb, declare the regular meeting to be adjourned, **MOTION** by  
112 **Ryan Motko, 2<sup>ND</sup> Steve Luce**, all in favor, **MOTION PASSED.**

*\*Please note the entire meeting is available on disc.*

*\*These minutes were done in summary format.*

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Printed Name**

**Title:**

- ☐ **Secretary**  
☐ **Assistant Secretary**

**Title:**

- ☐ **Chairman**  
☐ **Vice Chairman**

*Recorded by Records Administrator*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Official District Seal

## Two Rivers West CDD Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
<b>Monthly Contract</b>				
<b>Monthly Contract Sub-Total</b>		<b>\$ 0.00</b>		

<b>Variable Contract</b>				
Supervisor: Jeff Hills	JH 031522	\$ 200.00		Supervisor Fee - 03/15/2022
Supervisor: Nicholas Dister	ND 021522	200.00		Supervisor Fee - 02/15/2022
Supervisor: Nicholas Dister	ND 031522	200.00		Supervisor Fee - 03/15/2022
Supervisor: Ryan Motko	RM 021522	200.00		Supervisor Fee - 02/15/2022
Supervisor: Ryan Motko	RM 031522	200.00		Supervisor Fee - 03/15/2022
Supervisor: Steve Luce	SL 021522	200.00		Supervisor Fee - 02/15/2022
Supervisor: Steve Luce	SL 031522	200.00		Supervisor Fee - 03/15/2022
Supervisor: Thomas Spence	TS 031522	200.00		Supervisor Fee - 03/15/2022
<b>Variable Contract Sub-Total</b>		<b>\$ 1,600.00</b>		

<b>Utilities</b>				
<b>Utilities Sub-Total</b>		<b>\$ 0.00</b>		

<b>Regular Services</b>				
ADA Site Compliance	INV 10708	\$ 2,900.00		New Complaint and Accessible Website- Quarterly software- based audits - 12/29/2021
Straley Robin Vericker	21113	1,917.05		Professional Services thru 02/15/2022
Straley Robin Vericker	21255	6,132.17	<b>\$ 8,049.22</b>	Professional Services thru 03/15/2022
Tampa Bay Times	320442 120121	533.00		Advertising Services thru 12/1/2021
Tampa Bay Times	320442 122621	2,261.00		Advertising Services thru 12/25/2021
Tampa Bay Times	320442 010322	506.00		Advertising Services thru 01/02/2022
Tampa Bay Times	320442 010522	1,555.50		Advertising Services thru 01/05/2022
Tampa Bay Times	320442 010522 TW	105.20		Advertising Services thru 01/05/2022

## Two Rivers West CDD Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Tampa Bay Times	320442010522	107.60		Advertising Services thru 01/05/2022
Tampa Bay Times	320442 011222	225.20		Advertising Services thru 01/12/2022
Tampa Bay Times	320442 020222	227.60		Advertising Services thru 02/02/2022
Tampa Bay Times	320442 020622	194.50		Advertising Services thru 02/02/2022
Tampa Bay Times	320442 020922	510.80	<b>\$ 6,226.40</b>	Advertising Services thru 02/09/2022
<b>Regular Services Sub-Total</b>		<b>\$ 17,175.62</b>		
<b>Additional Services</b>				
<b>Additional Services Sub-Total</b>		<b>\$ 0.00</b>		
<b>TOTAL:</b>		<b>\$ 18,775.62</b>		

Approved (with any necessary revisions noted):

---

Signature

Printed Name

**Title (check one):**

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary

<sup>WEST</sup>  
TWO RIVERS ~~NORTH~~ CDD  
MEETING DATE: March 15, 2022




SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Nicholas Dister	✓	Accept	\$200
Thomas Spence	✓	Accept	\$200
Ryan Motko	✓	Accept	\$200
Steve Luce	✓	Accept	\$200
Jeffrey S. Hills	✓	Accept	\$200

DMS Staff Signature Brian Lamb

JH031522

**TWO RIVERS WEST CDD**

**MEETING DATE: February 15, 2022**

<b>SUPERVISORS</b>	<b>CHECK IF IN ATTENDANCE</b>	<b>STATUS</b>	<b>PAYMENT AMOUNT</b>
Nicholas Dister		Accept	\$200
Thomas Spence		Accept	\$200
Ryan Motko		Accept	\$200
Steve Luce		Accept	\$200
Jeffrey S. Hills		Accept	\$200

DMS Staff Signature Brian Lamb

ND 021522

*West*  
**TWO RIVERS ~~NORTH~~ CDD**  
MEETING DATE: March 15, 2022

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Nicholas Dister	✓	Accept	\$200
Thomas Spence	✓	Accept	\$200
Ryan Motko	✓	Accept	\$200
Steve Luce	✓	Accept	\$200
Jeffrey S. Hills	✓	Accept	\$200

DMS Staff Signature Brian Lamb

ND 031522

**TWO RIVERS WEST CDD**

**MEETING DATE: February 15, 2022**

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Nicholas Dister	✓	Accept	\$200
Thomas Spence		Accept	\$200
Ryan Motko	✓	Accept	\$200
Steve Luce	✓	Accept	\$200
Jeffrey S. Hills		Accept	\$200

DMS Staff Signature Brian Lamb

Rm 021522



<sup>West</sup>  
**TWO RIVERS NORTH CDD**

MEETING DATE: March 15, 2022

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Nicholas Dister	✓	Accept	\$200
Thomas Spence	✓	Accept	\$200
Ryan Motko	✓	Accept	\$200
Steve Luce	✓	Accept	\$200
Jeffrey S. Hills	✓	Accept	\$200

DMS Staff Signature Brian Lamb

Rm 031522

**TWO RIVERS WEST CDD**

**MEETING DATE: February 15, 2022**

<b>SUPERVISORS</b>	<b>CHECK IF IN ATTENDANCE</b>	<b>STATUS</b>	<b>PAYMENT AMOUNT</b>
Nicholas Dister	✓	Accept	\$200
Thomas Spence		Accept	\$200
Ryan Motko	✓	Accept	\$200
Steve Luce	✓	Accept	\$200
Jeffrey S. Hills		Accept	\$200

DMS Staff Signature Brian Lamb

SL 021522

*West*  
**TWO RIVERS NORTH CDD**  
MEETING DATE: March 15, 2022

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Nicholas Dister	✓	Accept	\$200
Thomas Spence	✓	Accept	\$200
Ryan Motko	✓	Accept	\$200
Steve Luce	✓	Accept	\$200
Jeffrey S. Hills	✓	Accept	\$200

DMS Staff Signature *Brian Lamb*

*SL 031522*

*West*  
**TWO RIVERS NORTH CDD**  
MEETING DATE: March 15, 2022

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Nicholas Dister	✓	Accept	\$200
Thomas Spence	✓	Accept	\$200
Ryan Motko	✓	Accept	\$200
Steve Luce	✓	Accept	\$200
Jeffrey S. Hills	✓	Accept	\$200

DMS Staff Signature *Brian Lamb*

*TS 031522*

**ADA Site Compliance**  
6400 Boynton Beach Blvd 742721  
Boynton Beach, FL 33474  
accounting@adasitecompliance.com



## Invoice

**BILL TO**

Billing Meritus  
Meritus Districts

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
INV-10708	12/29/2021	\$2,900.00	01/12/2022	14	

DESCRIPTION	QTY	RATE	AMOUNT
For Two Rivers West CDD: new compliant and accessible website, quarterly software-based audits, customized accessibility policy, Compliance Shield, and two hours of annual support.	1	2,900.00	2,900.00

BALANCE DUE

**\$2,900.00**

**Straley Robin Vericker**  
1510 W. Cleveland Street  
Tampa, FL 33606  
Telephone (813) 223-9400 \* Facsimile (813) 223-5043  
Federal Tax Id. - 20-1778458

Two Rivers West Community Development District  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607

February 24, 2022  
Client: 001578  
Matter: 000001  
Invoice #: 21113

Page: 1

RE: General

✓  
2/10/22  
5 MB

For Professional Services Rendered Through February 15, 2022

#### SERVICES

Date	Person	Description of Services	Hours
1/17/2022	JMV	REVIEW AGENDA PACKET AND PREPARE FOR CDD BOARD MEETING.	0.4
1/17/2022	DCC	REVIEW AGENDA AND PREPARE FOR UPCOMING MEETING.	0.4
1/18/2022	DCC	ATTEND MEETING.	0.3
1/18/2022	LB	ROUND TRIP TRAVEL AND ATTENDANCE AT BOND PRE-CLOSING; REVIEW EXECUTED FINAL ASSESSMENT RESOLUTION AND UPDATE RECORDS WITH SAME; PREPARE EMAIL TO B. LAMB RE BOND VALIDATION REPORT.	1.7
1/26/2022	LB	FINALIZE RESOLUTION ADOPTING BUDGET, BUDGET FUNDING AGREEMENT, RESOLUTION ADOPTING RULES OF PROCEDURE, RULES OF PROCEDURE, AND RESOLUTION ADOPTING UNIFORM METHOD OF COLLECTION; PREPARE CORRESPONDENCE TO B. CRUTCHFIELD TRANSMITTING SAME FOR FEBRUARY BOARD MEETING.	0.6
1/27/2022	LB	WORK ON ADDING EXHIBIT TO INTERLOCAL AGREEMENT; E-RECORD INTERLOCAL AGREEMENT.	0.2
2/1/2022	LB	WORK ON SUPPLEMENTAL ASSESSMENT RESOLUTION AND EXHIBITS TO SAME.	0.6
2/4/2022	JMV	PREPARE RESOLUTION FOR CDD BOARD MEETING.	0.1
2/14/2022	JMV	REVIEW AGENDA PACKET AND PREPARE FOR CDD BOARD MEETING.	0.3
2/15/2022	JMV	PREPARE FOR AND ATTEND CDD BOARD MEETING.	0.4

February 24, 2022  
Client: 001578  
Matter: 000001  
Invoice #: 21113

Page: 2

## SERVICES

Date	Person	Description of Services	Hours	
		Total Professional Services	5.0	\$1,115.50

## PERSON RECAP

Person		Hours	Amount
JMV	John M. Vericker	1.2	\$420.00
DCC	Dana C. Collier	0.7	\$199.50
LB	Lynn Butler	3.1	\$496.00

## DISBURSEMENTS

Date	Description of Disbursements	Amount
1/28/2022	Simplefile E-Recording- Filing Fee-	\$117.25
1/31/2022	Simplefile E-Recording- Filing Fee- E-Filing	\$321.25
2/4/2022	FEDEX- Federal Express- FedEx services	\$25.98
2/11/2022	FEDEX- Federal Express- FedEx Services	\$30.02
2/15/2022	Photocopies (987 @ \$0.31)	\$307.05
	Total Disbursements	\$801.55

Total Services	\$1,115.50
Total Disbursements	\$801.55
Total Current Charges	\$1,917.05

**PAY THIS AMOUNT** **\$1,917.05**

*Please Include Invoice Number on all Correspondence*

# Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 \* Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

Two Rivers West Community Development District

2005 Pan Am Circle, Suite 300

Tampa, FL 33607

March 23, 2022

Client: 001578

Matter: 000001

Invoice #: 21255

Page: 1

Handwritten: 829, 3107, 5140

RE: General

For Professional Services Rendered Through March 15, 2022

## SERVICES

Date	Person	Description of Services	Hours	Amount
2/22/2022	MS	PROCESS COVER LETTER RE: FINAL JUDGMENT AND FINAL JUDGMENT TO JUDGE LEWIS.	0.2	\$32.00
3/14/2022	JMV	REVIEW AGENDA PACKET AND PREPARE FOR CDD BOARD MEETING.	0.3	\$105.00
3/15/2022	JMV	PREPARE FOR AND ATTEND CDD BOARD MEETING.	0.4	\$140.00
Total Professional Services			0.9	\$277.00



March 23, 2022  
Client: 001578  
Matter: 000001  
Invoice #: 21255

Page: 2

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Total Services	\$277.00	
Total Disbursements	\$0.00	
Total Current Charges		\$277.00
Previous Balance		\$5,855.17
<b>PAY THIS AMOUNT</b>		<b>\$6,132.17</b>

*Please Include Invoice Number on all Correspondence*



Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

Fed Tax ID 59-0482470

## ADVERTISING INVOICE

Advertising Run Dates	Advertiser Name	
12/ 1/21	TWO RIVERS WEST CDD	
Billing Date	Sales Rep	Customer Account
12/01/2021	Deirdre Almeida	320442
Total Amount Due		Ad Number
\$533.00		0000193852

## PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
12/01/21	12/01/21	0000193852	Times	Main A/B	Ordinance - Boundaries	1	2x10.25 IN	\$533.00

Received  
DEC 06 2021

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE



DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

### ADVERTISING INVOICE

Thank you for your business.

Advertising Run Dates	Advertiser Name	
12/ 1/21	TWO RIVERS WEST CDD	
Billing Date	Sales Rep	Customer Account
12/01/2021	Deirdre Almeida	320442
Total Amount Due		Ad Number
\$533.00		0000193852

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO:

TIMES PUBLISHING COMPANY

REMIT TO:

TWO RIVERS WEST CDD  
C/O MERITUS  
2005 PAN AM CIRCLE, SUITE 300  
TAMPA, FL 33607

Times Publishing Company  
DEPT 3396  
PO BOX 123396  
DALLAS, TX 75312-3396



Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

Fed Tax ID 59-0482470

## ADVERTISING INVOICE

Advertising Run Dates	Advertiser Name	
12/26/21	TWO RIVERS WEST CDD	
Billing Date	Sales Rep	Customer Account
12/26/2021	Deirdre Almeida	320442
Total Amount Due		Ad Number
\$2,261.00		0000201860

## PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
12/26/21	12/26/21	0000201860	Times	Legals CLS	Debt Assessments	1	4x15.25 IN	\$2,257.00
12/26/21	12/26/21	0000201860	Tampabay.com	Legals CLS	Debt Assessments AffidavitMaterial	1	4x15.25 IN	\$0.00 \$4.00

1 of 2

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE



DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

### ADVERTISING INVOICE

Thank you for your business.

Advertising Run Dates	Advertiser Name	
12/26/21	TWO RIVERS WEST CDD	
Billing Date	Sales Rep	Customer Account
12/26/2021	Deirdre Almeida	320442
Total Amount Due		Ad Number
\$2,261.00		0000201860

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TIMES PUBLISHING COMPANY

REMIT TO:

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C/O MERITUS  
2005 PAN AM CIRCLE, SUITE 300  
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Times Publishing Company  
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PO BOX 123396  
DALLAS, TX 75312-3396



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## ADVERTISING INVOICE

Advertising Run Dates		Advertiser Name	
12/26/21 - 01/02/22		TWO RIVERS WEST CDD	
Billing Date	Sales Rep	Customer Account	
01/03/2022	Deirdre Almeida	320442	
Total Amount Due		Ad Number	
\$506.00		0000201833	

## PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
12/26/21	01/02/22	0000201833	Times	Legals CLS	Landowner's Meeting	2	2x72 L	\$504.00
12/26/21	01/02/22	0000201833	Tampabay.com	Legals CLS	Landowner's Meeting AffidavitMaterial	2	2x72 L	\$0.00 \$2.00

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# Tampa Bay Times

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## ADVERTISING INVOICE

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01/5/22	TWO RIVERS WEST CDD	
Billing Date	Sales Rep	Customer Account
01/05/2022	Deirdre Almeida	320442
Total Amount Due		Ad Number
\$1,555.50		0000201860

## PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
01/05/22	01/05/22	0000201860	Times	Legals CLS	Debt Assessments	1	4x15.25 IN	\$1,555.50
01/05/22	01/05/22	0000201860	Tampabay.com	Legals CLS	Debt Assessments	1	4x15.25 IN	\$0.00

2 of 2

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JAN 10 2022

**Tampa Bay Times**  
**Published Daily**

STATE OF FLORIDA  
COUNTY OF Pasco

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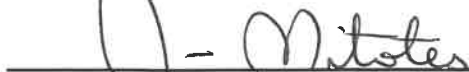
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Affiant further says the said **Tampa Bay Times** is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida each day and has been entered as a second class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.



\_\_\_\_\_  
**Signature Affiant**

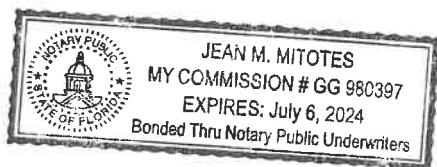
Sworn to and subscribed before me this **.01/05/2022**



\_\_\_\_\_  
**Signature of Notary Public**

Personally known \_\_\_\_\_ **X** \_\_\_\_\_ or produced identification

Type of identification produced \_\_\_\_\_



# NOTICE OF REGULAR MEETING AND PUBLIC HEARING TO CONSIDER ADOPTION OF ASSESSMENT ROLL AND IMPOSITION OF NON-AD VALOREM SPECIAL ASSESSMENTS PURSUANT TO CHAPTERS 170, 190, AND 197, FLORIDA STATUTES, BY THE TWO RIVERS WEST COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors ("Board") of the Two Rivers West Community Development District ("District") will hold a regular meeting and public hearing on January 16, 2022, at 11:00 a.m., at the Spring Hill Suites by Marriott Tampa Suncoast Parkway, 16615 Bexley Village Drive, Land O'Lakes, Florida 34638.

The purpose of the public hearing will be to consider the adoption of an assessment roll and to provide for the levy, collection, and enforcement of proposed non-ad valorem special assessments ("Debt Assessments") that will secure the District's proposed special assessment bonds, to be issued in one or more series. At this hearing, the Board will hear testimony from any interested property owners as to the propriety and advisability of the Debt Assessments on all benefitted lands within the District, more fully described in the Master Special Assessment Methodology Report dated December 17, 2021. The proposed bonds will fund the public improvements described in the Report of the District Engineer dated December 17, 2021. The Board will sit as an equalizing Board to consider comments on these assessments. The public hearing is being conducted pursuant to Chapters 170, 190, and 197, Florida Statutes.

The annual principal assessment levied against each parcel will be based on repayment over 30 years of the total debt allocated to each parcel. The District expects to collect sufficient revenues to retire no more than \$176,095,000 principal in debt, excluding interest, collection costs and discounts for early payment. The proposed schedule of assessments is as follows:

# Preliminary Assessment Roll

Continued

## ASSESSMENT PLAT

TOTAL ASSESSMENT: \$176,095,000.00

ANNUAL ASSESSMENT: \$4,191,833.33 (30 Installments)

TOTAL GROSS ASSESSABLE ACRES +/- 1,641.903

TOTAL ASSESSMENT PER ASSESSABLE GROSS ACRE: \$107,251.51

ANNUAL ASSESSMENT PER GROSS ASSESSABLE ACRE: \$6,599.57 (30 Installments)

		PER PARCEL ASSESSMENTS		
		Total	Annual	
Landowner Name / Legal Description & Address	Gross Unplatted Assessable Acres	PAR Debt	Annual	
(1) EPG Two Rivers, LLC / (2) EPG Two Rivers I, LLC	1641.903	\$176,095,000.00	\$4,191,833.33	
(3) EPG Two Rivers II, LLC / (4) EPG Two Rivers IV, LLC				
(5) EPG Two Rivers Holdings VII, LLC				
(6) EPG Two Rivers Holdings VIII, LLC				
See Exhibit B, Legal Description 20 S. Armenta Ave, Suite 301 Tampa, FL 33609				
Totals:		<u>1641.903</u>	<u>\$176,095,000.00</u>	

### Notations:

Assessments shown are net of collection cost

The Debt Assessments are anticipated to be initially directly collected in accordance with Chapter 190, Florida Statutes. Alternatively, the District may elect to use the Pasco County Tax Collector to collect the Debt Assessments.

Failure to pay the assessments may subject the property to foreclosure and/or cause a tax certificate to be issued against the property, either of which may result in a loss of title. All affected property owners have the right to appear at the public hearing and the right to file written objections with the District within 20 days of publication of this notice.

At the conclusion of the public hearing, the Board will hold a regular public meeting to consider matters related to the construction of public improvements, to consider matters related to a bond issue to finance public improvements, to consider the services and facilities to be provided by the District and the financing plan for same, and to consider any other business that may lawfully be considered by the District.

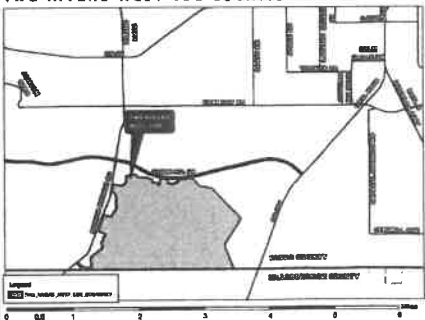
The Board meeting and public hearing are open to the public and will be conducted in accordance with the provisions of Florida Law for community development districts. The Board meeting and/or the public hearing may be continued in progress to a date and time certain announced at the meeting and/or hearing.

If anyone chooses to appeal any decision made by the Board with respect to any matter considered at the meeting or public hearing, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which such appeal is to be based.

Pursuant to the Americans with Disabilities Act, any person requiring special accommodations at the meeting or hearing because of a disability or physical impairment should contact the District Office at (813) 873 - 7300 at least 2 business days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 or 1-800-955-8771 (TTY), or 1-800-955-8770 (voice) for aid in contacting the District office.

Brian Lamb, District Manager

## TWO RIVERS WEST CDD LOCATION MAP



## RESOLUTION NO. 2022-23

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TWO RIVERS WEST COMMUNITY DEVELOPMENT DISTRICT DECLARING NON-AD VALOREM SPECIAL ASSESSMENTS; INDICATING THE LOCATION, NATURE AND ESTIMATED COST OF THE PUBLIC IMPROVEMENTS WHICH COST IS TO BE DEFRAYED IN WHOLE OR IN PART BY SUCH DEBT ASSESSMENTS; PROVIDING THE PORTION OF THE ESTIMATED COST OF THE PUBLIC IMPROVEMENTS TO BE DEFRAYED IN WHOLE OR IN PART BY SUCH DEBT ASSESSMENTS; PROVIDING THE MANNER IN WHICH SUCH DEBT ASSESSMENTS SHALL BE MADE; PROVIDING WHEN SUCH DEBT ASSESSMENTS SHALL BE MADE; DESIGNATING LANDS UPON WHICH SUCH DEBT ASSESSMENTS SHALL BE LEVIED; PROVIDING FOR AN ASSESSMENT PLAT; AUTHORIZING THE PREPARATION OF A PRELIMINARY ASSESSMENT ROLL; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (the "Board") of the Two Rivers West Community Development District (the "District") has determined to construct and/or acquire certain public improvements (the "Project") set forth in the plans and specifications described in Report of the District Engineer dated December 17, 2021 (the "Engineer's Report"), incorporated by reference as part of this Resolution and which is available for review at the offices of Inframark, located at 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607 (the "District Office"); and

WHEREAS, the Board finds that it is in the best interest of the District to pay the cost of the Project by imposing, levying, and collecting non-ad valorem special assessments pursuant to Chapter 190, the Uniform Community Development District Act, Chapter 170, the Supplemental Alternative Method of Making Local and Municipal Improvements, and Chapter 197, Florida Statutes (the "Debt Assessments"); and

WHEREAS, the District is empowered by Chapters 190, 170, and 197, Florida Statutes, to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain the Project and to impose, levy, and collect the Debt Assessments; and

WHEREAS, the District hereby determines that benefits will accrue to the property improved, the amount of those benefits, and that the Debt Assessments will be made in proportion to the benefits received as set forth in the Master Special Assessment Methodology Report dated December 17, 2021, (the "Assessment Report") incorporated by reference as part of this Resolution and on file in the District Office; and

WHEREAS, the District hereby determines that the Debt Assessments to be levied will not exceed the benefits to the property improved.

## NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE DISTRICT THAT:

- The foregoing recitals are hereby incorporated as the findings of fact of the Board.
- The Debt Assessments shall be levied to defray all of the costs of the Project.
- The nature of the Project generally consists of public improvements consisting of undergrounding of electrical power, roadways, stormwater ponds, potable water distribution, sanitary sewer system, reclaimed water distribution, recreational amenities, parks, landscaping, and hardscaping, all as described more particularly in the plans and specifications on file at the District Office, which are by specific reference incorporated herein and made part hereof.
- The general locations of the Project are as shown on the plans and specifications referred to above.
- As stated in the Engineer's Report, the estimated cost of the Project is approximately \$121,434,287 (hereinafter referred to as the "Estimated Cost").
- As stated in the Assessment Report, the Debt Assessments will defray approximately \$176,095,000 of the expenses, which includes the Estimated Cost, plus financing related costs, capitalized interest, a debt service reserve and contingency, all of which may be financed by the District's proposed special assessment bonds, to be issued in one or more series.
- The manner in which the Debt Assessments shall be made is based upon an allocation of the benefits among the parcels or real property benefited by the Project as set forth in the Assessment Report. As provided in further detail in the Assessment Report, the lands within the District are currently undeveloped and unplatted and therefore the Debt Assessments will be levied initially on a per acre basis since the Project benefits all of developable lands within the District. On and after the date benefited lands within the District are specifically platted, the Debt Assessments as to platted lots will be levied in accordance with the Assessment Report, that is, on an equivalent residential unit basis per product type. Until such time that all benefited lands within the District are specifically platted, the manner by which the Debt Assessments will be imposed on unplatted lands shall be on a per acre basis in accordance with the Assessment Report.
- In the event the actual cost of the Project exceeds the Estimated Cost, such excess may be paid by the District from additional assessments or contributions from other entities. No such excess shall be required to be paid from the District's general revenues.
- The Debt Assessments shall be levied in accordance with the Assessment Report referenced above on all lots and lands, within the District, which are adjoining and contiguous or bounding and abutting upon the Project or specially benefited thereby and further designated by the assessment plat hereinafter provided for.
- There is on file at the District Office, an assessment plat showing the area to be assessed, with the plans and specifications describing the Project and the Estimated Cost, all of which shall be open to inspection by the public.
- The Chair of the Board has caused the District Manager to prepare a preliminary assessment roll which shows the lots and lands assessed, the amount of benefit to and the assessment against each lot or parcel of land and the number of annual installments into which the assessment is divided. The preliminary assessment roll is part of the Assessment Report which is on file at the District Office.
- In accordance with the Assessment Report and commencing with the year in which the District is obligated to make payment of a portion of the Estimated Cost acquired by the District, the Debt Assessments shall be paid in not more than 30 annual installments payable at the same time and in the same manner as are ad valorem taxes and as prescribed by Chapter 197, Florida Statutes; provided, however, that in the event the uniform method for the collection of non-ad valorem assessments is not available to the District in any year, or the District determines not to utilize the provision of Chapter 197, Florida Statutes, the Debt Assessments may be collected as is otherwise permitted by law.

Passed and Adopted on December 17, 2021.

Attest: Two Rivers West  
Community Development District  
Brian Lamb  
Secretary  
Nicholas Dister  
Chair of the Board of Supervisors

# Tampa Bay Times

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Toll Free Phone: 1 (877) 321-7355  
Fed Tax ID 59-0482470

## ADVERTISING INVOICE

Advertising Run Dates	Advertiser Name	
01/ 5/22	TWO RIVERS WEST CDD	
Billing Date	Sales Rep	Customer Account
01/05/2022	Deirdre Almeida	320442
Total Amount Due		Ad Number
\$105.20		0000202813

## PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
01/05/22	01/05/22	0000202813	Times	Legals CLS	Rule Development	1	2x43 L	\$103.20
01/05/22	01/05/22	0000202813	Tampabay.com	Legals CLS	Rule Development AffidavitMaterial	1	2x43 L	\$0.00 \$2.00

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TAMPA, FL 33607

Received  
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DALLAS, TX 75312-3396



**Tampa Bay Times**  
**Published Daily**

STATE OF FLORIDA  
 COUNTY OF Pasco

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Advertising Representative** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Rule Development** was published in **Tampa Bay Times: 1/ 5/22** in said newspaper in the issues of **Baylink Pasco**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida each day and has been entered as a second class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Signature Affiant

Sworn to and subscribed before me this **01/05/2022**

Signature of Notary Public

Personally known     X     or produced identification

Type of Identification produced \_\_\_\_\_

**NOTICE OF RULE DEVELOPMENT BY THE  
 TWO RIVERS WEST COMMUNITY DEVELOPMENT DISTRICT**

In accord with Chapters 120 and 190, Florida Statutes, the Two Rivers West Community Development District ("District") hereby gives notice of its intention to develop Rules of Procedure to govern the operations of the District.

The Rules of Procedure address such areas as the Board of Supervisors, officers and voting, district offices, public information and inspection of records, policies, public meetings, hearings and workshops, rulemaking proceedings and competitive purchase including procedure under the Consultants Competitive Negotiation Act, procedure regarding auditor selection, purchase of insurance, pre-qualification, construction contracts, goods, supplies and materials, maintenance services, contractual services and protests with respect to proceedings, as well as any other area of the general operation of the District.

The purpose and effect of the Rules of Procedure are to provide for efficient and effective District operations.

Specific legal authority for the adoption of the proposed Rules of Procedure includes Sections 120.53, 120.53(1)(a), 120.54, 120.57, 120.57(3), 190.001, 190.005, 190.011(5), 190.011(15), 190.033 and 190.035, Florida Statutes. The specific laws implemented in the proposed Rules of Procedure include, but are not limited to, Sections 112.08, 112.3143, 119.07, 120.53, 120.53(1)(a), 120.54, 120.57(3), 190.006, 190.007, 190.008, 190.011(3), 190.011(5), 190.011(11), 190.033, 190.033(3), 190.035(2), 218.391, 255.0525, 255.20, 286.0105, 286.0114, 287.017, and 287.055, Florida Statutes.

A copy of the proposed Rules of Procedure may be obtained by contacting the District Manager at 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607, or by calling (813) 397-5120.

Two Rivers West Community Development District  
 Brian Lamb, District Manager

Run Date: January 5, 2022

0000202813



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01/05/2022	Deirdre Almeida	320442
Total Amount Due		Ad Number
\$107.60		0000202815

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Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
01/05/22	01/05/22	0000202815	Times	Legals CLS	Audit Committee	1	2x45 L	\$105.60
01/05/22	01/05/22	0000202815	Tampabay.com	Legals CLS	Audit Committee AffidavitMaterial	1	2x45 L	\$0.00 \$2.00

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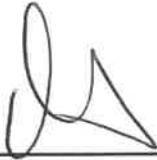
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Signature Affiant

Sworn to and subscribed before me this **01/05/2022**



Signature of Notary Public

Personally known ☒ or produced identification

Type of identification produced \_\_\_\_\_

**NOTICE OF AUDIT COMMITTEE MEETING**  
**TWO RIVERS NORTH COMMUNITY DEVELOPMENT DISTRICT**

NOTICE IS HEREBY GIVEN that the Audit Committee of Two Rivers North Community Development District will hold a meeting on January 18, 2022, at 11:00 a.m. at the Spring Hill Suites by Marriott Tampa Suncoast Parkway, 16615 Bexley Village Drive, Land O'Lakes, FL 34638.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. Copies of the agenda for any of the committee meetings may be obtained by contacting the District Manager's Office at (813) 873-7300. Affected parties and others interested may appear at these meetings and be heard.

There may be occasions when one or more committee members will participate by telephone. At the above location there will be present a speaker telephone so that interested persons can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication.

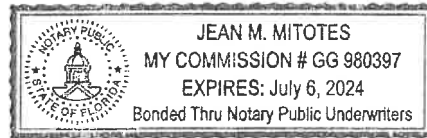
Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, who can aid you in contacting the District Office.

If any person decides to appeal any decision made by the committee with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made, at his or her own expense, and which record includes the testimony and evidence on which the appeal is based.

Brian Lamb  
District Manager

Run Date: January 5, 2022

0000202839





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Fed Tax ID 59-0482470

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\$225.20		0000202811	

## PAYMENT DUE UPON RECEIPT

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01/12/22	01/12/22	0000202811	Times	Legals CLS	Notice of Rulemaking	1	2x94 L	\$223.20
01/12/22	01/12/22	0000202811	Tampabay.com	Legals CLS	Notice of Rulemaking	1	2x94 L	\$0.00
					AffidavitMaterial			\$2.00

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DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

**Tampa Bay Times**  
**Published Daily**

STATE OF FLORIDA  
 COUNTY OF Pasco

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Advertising Representative** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Notice of Rulemaking** was published in **Tampa Bay Times: 1/12/22** in said newspaper in the issues of **Baylink Pasco**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida each day and has been entered as a second class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

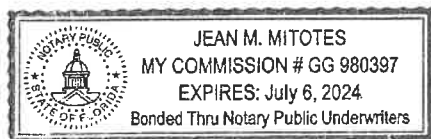
Signature Affiant

Sworn to and subscribed before me this **01/12/2022**

Signature of Notary Public

Personally known       X       or produced identification

Type of identification produced \_\_\_\_\_



**NOTICE OF RULEMAKING FOR THE RULES OF PROCEDURE OF THE TWO RIVERS WEST COMMUNITY DEVELOPMENT DISTRICT**

A public hearing will be conducted by the Board of Supervisors of the Two Rivers West Community Development District on February 15, 2022, at 11:00 a.m. at the Spring Hill Suites by Marriott Tampa Suncoast Parkway, 16615 Bexley Village Drive, Land O'Lakes, FL 34638.

In accord with Chapter 190, Florida Statutes, the Two Rivers West Community Development District ("the District") hereby gives public notice of its intent to adopt its proposed Rules of Procedure.

The purpose and effect of the Rules of Procedure is to provide for efficient and effective District operations. Prior notice of rule development was published in the Tampa Bay Times on January 5, 2022.

The Rules of Procedure address such areas as the Board of Supervisors, officers and voting, district offices, public information and inspection of records, policies, public meetings, hearings and workshops, rulemaking proceedings and competitive purchase including procedure under the Consultants Competitive Negotiation Act, procedure regarding auditor selection, purchase of insurance, pre-qualification, construction contracts, goods, supplies and materials, maintenance services, contractual services and protests with respect to proceedings, as well as the general operation of the District.

Specific legal authority for the adoption of the proposed Rules of Procedure includes Sections 190.011(5), 190.011(15) and 190.035, Florida Statutes. The specific laws implemented in the Rules of Procedure include, but are not limited to, Sections 120.53, 120.53(1)(a), 120.54, 120.57, 120.57(3), 190.001, 190.005, 190.011(5), 190.011(15), 190.033 and 190.035, Florida Statutes (2016). The specific laws implemented in the proposed Rules of Procedure include, but are not limited to, Sections 112.08, 112.3143, 119.07, 120.53, 120.53(1)(a), 120.54, 120.57(3), 190.006, 190.007, 190.008, 190.011(3), 190.011(5), 190.011(11), 190.033, 190.033(3), 190.035(2), 218.391, 255.0525, 255.20, 286.0105, 286.0114, 287.017, and 287.055, Florida Statutes.

Any person who wishes to provide the District with a proposal for a lower cost regulatory alternative as provided by Section 120.541(1), Florida Statutes, must do so in writing within twenty one (21) days after publication of this notice.

If requested within twenty-one (21) days of the date of this notice, a hearing will be held at the time, date and place shown below (if not requested this hearing may not be held):

DATE: February 15, 2022  
 TIME: 11:00 a.m.  
 PLACE: Spring Hill Suites by  
 Marriott Tampa Suncoast Parkway  
 16615 Bexley Village Drive  
 Land O'Lakes, FL 34638

A request for a public hearing on the District's intent to adopt its proposed Rules of Procedure must be made in writing to the District Manager at 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607, and received within twenty one (21) days after the date of this Notice.

This public hearing may be continued to a date, time, and place to be specified on the record at the hearing. If anyone chooses to appeal any decision of the Board with respect to any matter considered at a public hearing held in response to a request for such a public hearing, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which such appeal is to be based. At the hearing, one or more Supervisors may participate in the public hearing by telephone.

Pursuant to the Americans with Disability Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (813) 873-7300 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711, for aid in contacting the District Office.

A copy of the proposed Rules of Procedure may be obtained by contacting the District Manager at 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607, or by calling (813) 873-7300.

Two Rivers West Community Development District  
 Brian Lamb, District Manager

Run Date: January 12, 2022

0000202811

# Tampa Bay Times

tampabay.com

Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

Fed Tax ID 59-0482470

## ADVERTISING INVOICE

Advertising Run Dates		Advertiser Name	
01/26/22 - 02/02/22		TWO RIVERS WEST CDD	
Billing Date	Sales Rep	Customer Account	
02/02/2022	Deirdre Almeida	320442	
Total Amount Due		Ad Number	
\$227.60		0000202777	

## PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
01/26/22	02/02/22	0000202777	Times	Legals CLS	PH for FY 2022 Budget	2	2x48 L	\$225.60
01/26/22	02/02/22	0000202777	Tampabay.com	Legals CLS	PH for FY 2022 Budget	2	2x48 L	\$0.00
					AffidavitMaterial			\$2.00

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

# Tampa Bay Times

tampabay.com

DEPT 3396

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02/02/2022	Deirdre Almeida	320442	
Total Amount Due		Ad Number	
\$227.60		0000202777	

DO NOT SEND CASH BY MAIL

Thank you for your business.

PLEASE MAKE CHECK PAYABLE TO:

TIMES PUBLISHING COMPANY

TWO RIVERS WEST CDD

C/O MERITUS

2005 PAN AM CIRCLE, SUITE 300

TAMPA, FL 33607

Received  
FEB 07 2022

REMIT TO:

Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396





Times Publishing Company

DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

Fed Tax ID 59-0482470

## ADVERTISING INVOICE

Advertising Run Dates		Advertiser Name	
02/ 6/22		TWO RIVERS WEST CDD	
Billing Date		Sales Rep	Customer Account
02/06/2022		Deirdre Almeida	320442
Total Amount Due			Ad Number
\$194.50			0000209346

## PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
02/06/22	02/06/22	0000209346	Times	Legals CLS	FY 2022 Meeting Schedule	1	2x56 L	\$192.50
02/06/22	02/06/22	0000209346	Tampabay.com	Legals CLS	FY 2022 Meeting Schedule AffidavitMaterial	1	2x56 L	\$0.00 \$2.00

Received  
FEB 14 2022

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DEPT 3396

PO BOX 123396

DALLAS, TX 75312-3396

Toll Free Phone: 1 (877) 321-7355

### ADVERTISING INVOICE

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Advertising Run Dates		Advertiser Name	
02/ 6/22		TWO RIVERS WEST CDD	
Billing Date		Sales Rep	Customer Account
02/06/2022		Deirdre Almeida	320442
Total Amount Due			Ad Number
\$194.50			0000209346

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TIMES PUBLISHING COMPANY

REMIT TO:

TWO RIVERS WEST CDD  
C/O MERITUS  
2005 PAN AM CIRCLE, SUITE 300  
TAMPA, FL 33607

Times Publishing Company  
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**Tampa Bay Times**  
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COUNTY OF Pasco

} ss

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Advertising Representative of the Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: FY 2022 Meeting Schedule** was published in said newspaper by print in the issues of: **2/6/22** or by publication on the newspaper's website, if authorized, on

Affiant further says the said **Tampa Bay Times** is a newspaper published in **Pasco County, Florida** and that the said newspaper has heretofore been continuously published in said **Pasco County, Florida** each day and has been entered as a second class mail matter at the post office in said **Pasco County, Florida** for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Signature Affiant

Sworn to and subscribed before me this **02/06/2022**

Signature of Notary Public

Personally known ☒ or produced identification

Type of identification produced \_\_\_\_\_

**NOTICE OF REGULAR BOARD MEETING SCHEDULE**  
**FISCAL YEAR 2022**  
**TWO RIVERS WEST COMMUNITY DEVELOPMENT DISTRICT**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Two Rivers West Community Development District has scheduled their Regular Board Meetings for Fiscal Year 2022 to be held at the SpringHill Suites by Marriott Tampa Suncoast Parkway located at 16615 Bexley Village Dr, Land O' Lakes, FL 34638, on the following dates at 11:00 a.m.:

February 15, 2022	11:00 a.m.
March 15, 2022	11:00 a.m.
April 19, 2022	11:00 a.m.
May 17, 2022	11:00 a.m.
June 21, 2022	11:00 a.m.
July 19, 2022	11:00 a.m.
August 16, 2022	11:00 a.m.
September 20, 2022	11:00 a.m.

There may be occasions when one or more Supervisors will participate by telephone. At the above location there will be present a speaker telephone so that interested persons can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication.

The regular meetings are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The regular meetings may be continued to a date, time, and place to be specified on the record at such special meeting.

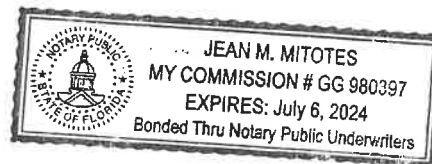
Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, who can aid you in contacting the District Office.

If any person decides to appeal any decision made by the Board with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made, at his or her own expense, and which record includes the testimony and evidence on which the appeal is based.

Brian Lamb  
District Manager

Run Date: 02/06/2022

0000209346





Times Publishing Company  
DEPT 3396  
PO BOX 123396  
DALLAS, TX 75312-3396  
Toll Free Phone: 1 (877) 321-7355  
Fed Tax ID 59-0482470

## ADVERTISING INVOICE

Advertising Run Dates		Advertiser Name	
01/19/22 - 02/09/22		TWO RIVERS WEST CDD	
Billing Date	Sales Rep	Customer Account	
02/09/2022	Jean Mitotes	320442	
Total Amount Due		Ad Number	
\$510.80		0000202805	

## PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
01/19/22	02/09/22	0000202805	Times	Legals CLS	PH for UMC	4	2x54 L	\$508.80
01/19/22	02/09/22	0000202805	Tampabay.com	Legals CLS	PH for UMC AffidavitMaterial	4	2x54 L	\$0.00 \$2.00

Received  
FEB 14 2022

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PO BOX 123396  
DALLAS, TX 75312-3396  
Toll Free Phone: 1 (877) 321-7355

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Advertising Run Dates		Advertiser Name	
01/19/22 - 02/09/22		TWO RIVERS WEST CDD	
Billing Date	Sales Rep	Customer Account	
02/09/2022	Jean Mitotes	320442	
Total Amount Due		Ad Number	
\$510.80		0000202805	

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REMIT TO:

TWO RIVERS WEST CDD  
C/O MERITUS  
2005 PAN AM CIRCLE, SUITE 300  
TAMPA, FL 33607

Times Publishing Company  
DEPT 3396  
PO BOX 123396  
DALLAS, TX 75312-3396

# Two Rivers West Community Development District

Financial Statements  
(Unaudited)

Period Ending  
March 31, 2022



Meritus Districts  
2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607  
Phone (813) 873-7300 ~ Fax (813) 873-7070

**Two Rivers West CDD**

Balance Sheet

As of 3/31/2022

(In Whole Numbers)

	<u>General Fund</u>	<u>Total</u>
<b>Assets</b>		
Cash - Operating Account	14,954	14,954
Revenue Account - Series 2022 (6000)	0	1
Revenue Account - Series 2022 (6002)	0	100,000
Acq. & Cons-Offsite Project Subacct Series 2022 (6004)	0	8,608,328
Acquisition & Construction Acct Series 2022 (6005)	0	311,661
Costs of Issuance Account Series 2022 (6006)	0	20,000
Interest Earnings	0	(57)
Debt Proceeds	<u>0</u>	<u>(9,039,933)</u>
Total Assets	<u><u>14,954</u></u>	<u><u>14,954</u></u>
<b>Liabilities</b>		
Accounts Payable	<u>21,210</u>	<u>21,210</u>
Total Liabilities	<u><u>21,210</u></u>	<u><u>21,210</u></u>
Fund Equity & Other Credits	(6,256)	(6,256)
Total Liabilities & Fund Equity	<u><u>(6,256)</u></u>	<u><u>(6,256)</u></u>

**Two Rivers West CDD**  
Statement of Revenues, Expenditures & Changes in Fund Balance  
001 - General Fund  
From 10/1/2021 Through 3/31/2022  
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	YTD Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Service Charges				
Operations & Maintenance Assmts - Off Tax Roll	684,517	0	(684,517)	(100)%
Contributions & Donations From Private Sources				
Developer Fundings	0	15,000	15,000	0 %
Total Revenues	684,517	15,000	(669,517)	(98)%
Expenditures				
Legislative				
Supervisor Fees	10,000	1,600	8,400	84 %
Financial & Administrative				
Administrative Service	3,750	0	3,750	100 %
District Management	20,833	0	20,833	100 %
District Engineer	9,500	0	9,500	100 %
Recording Secretary	2,000	0	2,000	100 %
Organization Meeting/Initial Set Up	4,000	0	4,000	100 %
Construction Accounting	4,500	0	4,500	100 %
Dissemination Services	2,083	0	2,083	100 %
Financial & Revenue Collections	2,625	0	2,625	100 %
Rentals and Leases	500	0	500	100 %
Office Supplies	100	0	100	100 %
Technology Services	500	0	500	100 %
Accounting Services	10,000	0	10,000	100 %
Postage, Phone, Faxes, Copies	500	0	500	100 %
Public Officials Insurance	2,500	0	2,500	100 %
Legal Advertising	3,500	6,226	(2,726)	(78)%
Bank Fees	200	46	154	77 %
Dues, Licenses, & Fees	175	0	175	100 %
Miscellaneous Fees	250	0	250	100 %
Website Maintenance	2,000	0	2,000	100 %
ADA Website Set Up/Compliance	1,800	2,900	(1,100)	(61)%

**Two Rivers West CDD**  
Statement of Revenues, Expenditures & Changes in Fund Balance  
001 - General Fund  
From 10/1/2021 Through 3/31/2022  
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	YTD Budget Variance - Original	Percent Total Budget Remaining - Original
Legal Counsel				
District Counsel	9,500	10,483	(983)	(10)%
Electric Utility Services				
Electric Utility Services - Streetlights	135,000	0	135,000	100 %
Electric Utility Services - All Others	6,000	0	6,000	100 %
Stormwater Control				
Aquatic Maintenance	30,000	0	30,000	100 %
Aquatic Plant Replacement	500	0	500	100 %
Other Physical Environment				
General Liability Insurance	3,200	0	3,200	100 %
Property & Casualty Insurance	22,500	0	22,500	100 %
Entry & Wall Maintenance	2,500	0	2,500	100 %
Landscape Maintenance	280,000	0	280,000	100 %
Miscellaneous Landscape	5,000	0	5,000	100 %
Plant Replacement Program	15,000	0	15,000	100 %
Irrigation Maintenance	5,000	0	5,000	100 %
Landscape Mulch	40,000	0	40,000	100 %
Landscape Annuals	30,000	0	30,000	100 %
Road & Street Facilities				
Pavement & Drainage Maintenance	1,500	0	1,500	100 %
Parks and Recreation				
Field Services	12,000	0	12,000	100 %
Playground Equipment Maintenance	1,000	0	1,000	100 %
Event Services & Supplies	500	0	500	100 %
Dog Waste Station Service and Supplies	1,500	0	1,500	100 %
Contingency				
Miscellaneous Contingency	2,500	0	2,500	100 %
Total Expenditures	684,517	21,256	663,261	97 %
Excess of Revenues Over (Under) Expenditures	0	(6,256)	(6,256)	0 %

**Two Rivers West CDD**  
Statement of Revenues, Expenditures & Changes in Fund Balance  
001 - General Fund  
From 10/1/2021 Through 3/31/2022  
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	YTD Budget Variance - Original	Percent Total Budget Remaining - Original
Excess of Revenue/Other Sources Over Expenditures/Other Uses	0	(6,256)	(6,256)	0 %
Fund Balance, End of Period	0	(6,256)	(6,256)	0 %

Two Rivers West CDD  
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash - Operating Account  
Reconciliation ID: 03/31/2022  
Reconciliation Date: 3/31/2022  
Status: Locked

Bank Balance	14,954.00
Less Outstanding Checks/Vouchers	0.00
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	14,954.00
Balance Per Books	<u>14,954.00</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.



Two Rivers West CDD  
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash - Operating Account  
Reconciliation ID: 03/31/2022  
Reconciliation Date: 3/31/2022  
Status: Locked

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
005	3/21/2022	SERVICE CHARGES - PRIOR PERIOD 3.21.22	21.00	
Cleared Checks/Vouchers			21.00	

Two Rivers West CDD  
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash - Operating Account

Reconciliation ID: 03/31/2022

Reconciliation Date: 3/31/2022

Status: Locked

Cleared Deposits

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Deposit Number</u>
001	3/15/2022	Developer Fundings - 1.06.22	15,000.00	
011	3/21/2022	SERVICE CHARGES - PRIOR PERIOD 3.21.22	0.00	
Cleared Deposits			15,000.00	