

**TWO RIVERS WEST
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
SPECIAL ORGANIZATIONAL MEETING
DECEMBER 17, 2021**

**TWO RIVERS WEST
COMMUNITY DEVELOPMENT DISTRICT AGENDA
FRIDAY, DECEMBER 17, 2021 AT 2:00 P.M.
SPRINGHILL SUITES BY MARRIOTT TAMPA SUNCOAST PARKWAY
LOCATED AT 16615 BEXLEY VILLAGE DR., LAND O' LAKES, FL 34638**

District Board of Supervisors	Supervisor Supervisor Supervisor Supervisor Supervisor	Jeffery Hills Nicholas Dister Steve Luce Ryan Motko Thomas Spence
District Manager	Meritus	Brian Lamb
District Attorney	Straley Robin Vericker	John Vericker
District Engineer	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 **2:00 p.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.

December 17, 2021
 Board of Supervisors
Two Rivers West Community Development District

Dear Board Members:

The Special Organizational Meeting of Two Rivers West Community Development District will be held on **December 17, 2021 at 2:00 p.m. at the SpringHill Suites by Marriott Tampa Suncoast Parkway located at 16615 Bexley Village Dr, 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: 9074748

- 1. CALL TO ORDER**
 - A. Overview of Meeting Procedures and Decorum
- 2. PUBLIC COMMENT PERIOD**
- 3. ADMINISTER OATHS OF OFFICE TO BOARD ASSIGNED IN PETITION**
- 4. SEAT NEW BOARD MEMBERS**
 - A. Overview of Forms, Sunshine Amendment, Code of Ethics, Supervisor Responsibilities
- 5. APPOINTMENT OF OFFICERS – Resolution 2022-01 Tab 01**
 - A. Chairman
 - B. Vice Chairman
 - C. Secretary
 - D. Treasurer
 - E. Assistant Secretaries
- 6. APPOINTMENT OF CONSULTANTS**
 - A. Consider Appointment of District Manager – **Resolution 2022-02..... Tab 02**
 - B. Designation of Registered Agent/Office – **Resolution 2022-03 Tab 03**
 - C. Consider Appointment of District General Counsel – **Resolution 2022-04 Tab 04**
 - D. Consider Appointment of Interim District Engineer – **By Motion**
 - i. Authorize RFQ for District Engineer
 - E. Consider Appointment of Bond Counsel – **GrayRobinson, P.A. Tab 05**
 - F. Consider Appointment of Investment Banker – **FMS Bonds Tab 06**
 - G. Consider Appointment of Trustee – **US Bank- By Motion Tab 07**
- 7. BUSINESS MATTERS**
 - A. Consider Authorizing Notice of Establishment-**Resolution 2022-05 Tab 08**
 - B. Consider Policy of Compensation for Board Members – **Resolution 2022-06 Tab 09**
 - C. Consider Policy of Reimbursement of District Travel Expenses – **Resolution 2022-07 Tab 10**
 - D. Consider Designation of Primary Administrative Office and Local Records Office – **Resolution 2022-08..... Tab 11**
 - E. Consider District Records Retention Schedule – **Resolution 2022-09 Tab 12**
 - F. Consider Fiscal Year 2022 Regular Meeting Schedule and Location-**Resolution 2022-10 .. Tab 13**
 - G. Consider Landowners’ Meeting Date, Time and Location- **Resolution 2022-11 Tab 14**
 - H. Consider Proposed FY 2022 Annual Budget & Set Public Hearing – **Resolution 2022-12..... Tab 15**
 - I. Set Public Hearing for Uniform Method of Collections – **Resolution 2022-13 Tab 16**
 - J. Consider Rules of Procedure & Setting Public Hearing - **Resolution 2022-14 Tab 17**
 - K. Consider Policy Re: Support & Legal Defense for Board & Staff- **Resolution 2022-15 Tab 18**
 - L. Authorization to obtain General Liability and Public Officers Insurance-**By Motion**
 - M. Consider Designation of a Qualified Public Depository- **Resolution 2022-16..... Tab 19**
 - N. Authorization of Signatories- **Resolution 2022-17..... Tab 20**
 - O. Authorization to Disburse Funds for Expenses- **Resolution 2022-18..... Tab 21**

P.	Consider Adoption of Investment Policy- Resolution 2022-19	Tab 22
Q.	Consider Approval of Florida Statewide Mutual Aid Agreement- Resolution 2022-20	Tab 23
R.	Consider Provisions for Public Comments – Resolution 2022-21	Tab 24
S.	Appointment of Audit Committee - By Motion	
T.	Consideration of ADA Website Compliance Agreement.....	Tab 25
8.	PRELIMINARY REPORT PRESENTATIONS & ITEMS RELATED TO FINANCE & BOND ISSUANCE	
A.	Consideration Master Report of Engineer	Tab 26
B.	Consideration of BAN Report of Engineer – Bond Anticipation Note	Tab 27
C.	Consideration of Master Assessment Methodology Report	Tab 28
D.	Consideration of Bond Anticipation Note Supplemental Assessment Methodology Report	Tab 29
E.	Authorizing Issuance of Bonds/Filing of Validation Complaint – Resolution 2022-22	Tab 30
	i. Master Trust Indenture	
F.	Consider Declaring Special Assessments – Resolution 2022-23	Tab 31
G.	Consideration of Delegated BAN Award – Resolution 2022-25	Tab 32
H.	Consider Setting Public Hearing for Special Assessments – Resolution 2022-24	Tab 33
I.	Consider Authorization of Chairman to Accept or Execute Certain Documents Resolution 2022-26	Tab 34
J.	Consider Form of Interlocal Agreement between Two Rivers North and Two Rivers West for the funding and construction of certain offsite improvements	Tab 35
K.	Other Matters Relating to Financing	
9.	ADMINISTRATIVE MATTERS	
A.	Request for Working Capital – By Motion	
10.	STAFF REPORTS	
A.	District Counsel	
B.	District Manager	
C.	District Engineer	
11.	BOARD MEMBERS COMMENTS	
12.	PUBLIC COMMENTS	
13.	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,

