

**TWO RIVERS WEST
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
PUBLIC HEARINGS & REGULAR MEETING
AUGUST 16, 2022**

**TWO RIVERS WEST
COMMUNITY DEVELOPMENT DISTRICT AGENDA
TUESDAY, AUGUST 16, 2022 AT 11:00 A.M.
SPRINGHILL SUITES BY MARRIOTT TAMPA SUNCOAST PARKWAY
LOCATED AT 16615 CROSSPOINTE RUN, LAND O' LAKES, FL 34638**

District Board of Supervisors	Chair Vice-Chair 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 **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.

August 16, 2022
Board of Supervisors
Two Rivers West Community Development District

Dear Board Members:

The Public Hearings & Regular Meeting of the Two Rivers West Community Development District will be held on **August 16, 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

PUBLIC HEARINGS & REGULAR MEETING OF THE BOARD OF SUPERVISORS

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. RECESS TO PUBLIC HEARINGS**
- 4. PUBLIC HEARING ON ADOPTING FINAL FISCAL YEAR 2023 BUDGET**
 - A. Open Public Hearing on Final Fiscal Year 2023 Budget
 - B. Staff Presentations
 - C. Public Comments
 - D. Consideration of Resolution 2022-36; Adopting Final Fiscal Year 2023 Budget.....Tab 01
 - E. Close Public Hearing on Final Fiscal Year 2023 Budget
- 5. PUBLIC HEARING ON LEVYING O&M ASSESSMENTS**
 - A. Open Public Hearing on Levying O&M Assessments
 - B. Staff Presentations
 - C. Public Comment
 - D. Consideration of Resolution 2022-37; Levying O&M Assessments.....Tab 02
 - E. Close Public Hearing on Levying O&M Assessments
- 6. RETURN TO REGULAR MEETING**
- 7. VENDOR AND STAFF REPORTS**
 - A. District Counsel
 - B. District Manager
 - C. District Engineer
- 8. BUSINESS ITEMS**
 - A. Consideration of Resolution 2022-38; Setting FY 2023 Meeting Schedule.....Tab 03
 - B. General Matters of the District
- 9. CONSENT AGENDA ITEMS**
 - A. Consideration of Regular Board of Supervisors Meeting July 19, 2022.....Tab 04
 - B. Consideration of Operations and Maintenance Expenditures July 2022.....Tab 05
 - C. Review of Financial Statements for Month Ending July 31, 2022.....Tab 06
- 10. BOARD MEMBERS COMMENTS**
- 11. PUBLIC COMMENTS**
- 12. 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 2022-36

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TWO RIVERS WEST COMMUNITY DEVELOPMENT DISTRICT ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager submitted, prior to June 15th, to the Board of Supervisors (“**Board**”) of the Two Rivers West Community Development District (“**District**”) a proposed budget for the next ensuing budget year (“**Proposed Budget**”), along with an explanatory and complete financial plan for each fund, pursuant to the provisions of Sections 189.016(3) and 190.008(2)(a), Florida Statutes;

WHEREAS, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District at least 60 days prior to the adoption of the Proposed Budget pursuant to the provisions of Section 190.008(2)(b), Florida Statutes;

WHEREAS, the Board held a duly noticed public hearing pursuant to Section 190.008(2)(a), Florida Statutes;

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least 2 days before the public hearing pursuant to Section 189.016(4), Florida Statutes;

WHEREAS, the Board is required to adopt a resolution approving a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year pursuant to Section 190.008(2)(a), Florida Statutes; and

WHEREAS, the Proposed Budget projects the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

Section 1. Budget

- a. That the Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s records office, and hereby approves certain amendments thereto, as shown below.
- b. That the Proposed Budget as amended by the Board attached hereto as **Exhibit A**, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for fiscal year 2021-2022 and/or revised projections for fiscal year 2022-2023.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District’s records office and identified as “The Budget for the Two

Rivers West Community Development District for the Fiscal Year Beginning October 1, 2022, and Ending September 30, 2023.”

- d. The final adopted budget shall be posted by the District Manager on the District’s website within 30 days after adoption pursuant to Section 189.016(4), Florida Statutes.

Section 2. Appropriations. There is hereby appropriated out of the revenues of the District (the sources of the revenues will be provided for in a separate resolution), for the fiscal year beginning October 1, 2022, and ending September 30, 2023, the sum of \$12,726,741.66, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

Total General Fund	\$ 684,516.66
Total Debt Service Funds	\$12,042,225.00
Total All Funds*	\$12,726,741.66

*Not inclusive of any collection costs or early payment discounts.

Section 3. Budget Amendments. Pursuant to Section 189.016(6), Florida Statutes, the District at any time within the fiscal year or within 60 days following the end of the fiscal year may amend its budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.
- c. Any other budget amendments shall be adopted by resolution and be consistent with Florida law. This includes increasing any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and making the corresponding change to appropriations or the unappropriated balance.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this section and Section 189.016, Florida Statutes, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget(s) under subparagraph c. above are posted on the District’s website within 5 days after adoption pursuant to Section 189.016(7), Florida Statutes.

Section 4. Effective Date. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

Passed and Adopted on August 16, 2022.

Attested By:

**Two Rivers West
Community Development District**

Print Name: _____
Secretary/Assistant Secretary

Print Name: _____
Chair/Vice Chair of the Board of Supervisors

Exhibit A: FY 2022-2023 Adopted Budget

2023

TWO RIVERS WEST

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2023

FINAL ANNUAL OPERATING BUDGET



August 16, 2022

TWO RIVERS WEST

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2023

FINAL ANNUAL OPERATING BUDGET

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August 16, 2022

TWO RIVERS WEST

COMMUNITY DEVELOPMENT DISTRICT

BUDGET INTRODUCTION

Background Information

The Two Rivers West Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a “solution” to the State’s needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida’s effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2023, which begins on October 1, 2022. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

<u>Fund Number</u>	<u>Fund Name</u>	<u>Services Provided</u>
001	General Fund	Operations and Maintenance of Community Facilities
200	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2018 Special Assessment Revenue Bonds
201	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2020 Special Assessment Revenue Bonds

Facilities of the District

The District’s existing facilities include storm-water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.

Maintenance of the Facilities

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

Two Rivers West

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2022 Final Operating Budget	Current Period Actuals 10/01/21 - 03/31/22	Projected Revenues & Expenditures 04/01/22 - 09/30/22	Total Actuals and Projections thru 09/30/22	Over (Under) Budget Through 09/30/22
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Tax Roll	684516.66	0.00	684516.66	684516.66	0.00
Operations & Maintenance Assmts- Off Roll	0.00	0.00	0.00	0.00	0.00
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	684516.66	0.00	684516.66	684516.66	0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Fundings	0.00	15000.00	-15000.00	0.00	0.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	0.00	15000.00	-15000.00	0.00	0.00
TOTAL REVENUES	684516.66	15000.00	669516.66	684516.66	0.00
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	10000.00	1600.00	3400.00	5000.00	-5000.00
TOTAL LEGISLATIVE	10000.00	1600.00	3400.00	5000.00	-5000.00
FINANCIAL & ADMINISTRATIVE					
Administrative Services	3750.00	0.00	1875.00	1875.00	-1875.00
District Manager	20833.33	0.00	10416.50	10416.50	-10416.83
District Engineer	9500.00	0.00	4750.00	4750.00	-4750.00
Recording Secretary	2000.00	0.00	1000.00	1000.00	-1000.00
Organizational Meeting/Initial Set Up	4000.00	0.00	2000.00	2000.00	-2000.00
Construction Accounting	4500.00	0.00	4500.00	4500.00	0.00
Dissemination Services	2083.33	0.00	1050.00	1050.00	-1033.33
Financial & Revenue Collections	2625.00	0.00	1312.50	1312.50	-1312.50
Rentals & Leases	500.00	0.00	0.00	0.00	-500.00
Office Supplies	100.00	0.00	50.00	50.00	-50.00
Technology Services	500.00	0.00	250.00	250.00	-250.00
Accounting Services	10000.00	0.00	5000.00	5000.00	-5000.00
Auditing Services	0.00	0.00	0.00	0.00	0.00
Postage, Phone, Faxes, Copies	500.00	0.00	250.00	250.00	-250.00
Public Officials Insurance	2500.00	0.00	1250.00	1250.00	-1250.00
Legal Advertising	3500.00	6226.40	-4476.40	1750.00	-1750.00
Bank Fees	200.00	25.00	75.00	100.00	-100.00
Dues, Licenses & Fees	175.00	0.00	87.50	87.50	-87.50
Miscellaneous Fees	250.00	0.00	125.00	125.00	-125.00
Website Development & Maintenance	2000.00	0.00	1000.00	1000.00	-1000.00
ADA Website Compliance	1800.00	2900.00	0.00	2900.00	1100.00
TOTAL FINANCIAL & ADMINISTRATIVE	71316.66	9151.40	30515.10	39666.50	-31650.16
LEGAL COUNSEL					
District Counsel	9500.00	10483.29	0.00	10483.29	983.29
TOTAL DISTRICT COUNSEL	9500.00	10483.29	0.00	10483.29	983.29
Electric Utility Services					
Electric Utility Services - StreetLights	135000.00	0.00	67500.00	67500.00	-67500.00
Electric Utility Services - All Others	6000.00	0.00	3000.00	3000.00	-3000.00
TOTAL ELECTRIC UTILITY SERVICES	141000.00	0.00	70500.00	70500.00	-70500.00
Stormwater Control					
Aquatic Maintenance	30000.00	0.00	15000.00	15000.00	-15000.00
Aquatic Plant Replacement	500.00	0.00	250.00	250.00	-250.00
TOTAL STORMWATER CONTROL	30500.00	0.00	15250.00	15250.00	-15250.00
OTHER PHYSICAL ENVIRONMENT					
General Liability Insurance	3200.00	0.00	1600.00	1600.00	-1600.00
Property & Casualty Insurance	22500.00	0.00	11250.00	11250.00	-11250.00
Entry & Wall Maintenance	2500.00	0.00	1250.00	1250.00	-1250.00
Landscape Maintenance	280000.00	0.00	140000.00	140000.00	-140000.00
Miscellaneous Landscape	5000.00	0.00	2500.00	2500.00	-2500.00
Plant Replacement Program	15000.00	0.00	7500.00	7500.00	-7500.00
Irrigation Maintenance	5000.00	0.00	2500.00	2500.00	-2500.00
Landscape Mulch	40000.00	0.00	20000.00	20000.00	-20000.00
Landscape Annuals	30000.00	0.00	15000.00	15000.00	-15000.00
TOTAL OTHER PHYSICAL ENVIRONMENT	403200.00	0.00	201600.00	201600.00	-201600.00
OTHER PHYSICAL ENVIRONMENT					
Pavement & Drainage Maintenance	1500.00	0.00	750.00	750.00	-750.00
TOTAL PAVEMENT & DRAINAGE MAINTENANCE	1500.00	0.00	750.00	750.00	-750.00
PARKS & RECREATION					
Field Services	12000.00	0.00	6000.00	6000.00	-6000.00
Playground Equipment Maintenance	1000.00	0.00	500.00	500.00	-500.00
Events Service & Supplies	500.00	0.00	250.00	250.00	-250.00
Dog Waste Station Service & Supplies	1500.00	0.00	750.00	750.00	-750.00
TOTAL PARKS & RECREATION	15000.00	0.00	7500.00	7500.00	-7500.00
CONTINGENCY					
Miscellaneous Contingency	2500.00	0.00	2500.00	2500.00	0.00
TOTAL CONTINGENCY	2500.00	0.00	2500.00	2500.00	0.00
TOTAL EXPENDITURES	684516.66	21234.69	332015.10	353249.79	-331266.87
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	0.00	-6234.69	337501.56	331266.87	331266.87

FISCAL YEAR 2022 BUDGET ANALYSIS

Two Rivers West

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2022 Final Operating Budget	Total Actuals and Projections thru 09/30/22	Over (Under) Budget Through 09/30/22	Fiscal Year 2023 Final Operating Budget	Increase / Decrease from FY 2022 to FY 2023
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Tax Roll	684516.66	684516.66	0.00	684516.66	0.00
Operations & Maintenance Assmts- Off Roll	0.00	0.00	0.00	0.00	0.00
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	684516.66	684516.66	0.00	684516.66	0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Fundings	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	684516.66	684516.66	0.00	684516.66	0.00
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	10000.00	5000.00	-5000.00	0.00	-10000.00
TOTAL LEGISLATIVE	10000.00	5000.00	-5000.00	0.00	-10000.00
FINANCIAL & ADMINISTRATIVE					
Administrative Services	3750.00	1875.00	-1875.00	3750.00	0.00
District Manager	20833.33	10416.50	-10416.83	20833.33	0.00
District Engineer	9500.00	4750.00	-4750.00	9500.00	0.00
Recording Secretary	2000.00	1000.00	-1000.00	2000.00	0.00
Organizational Meeting/Initial Set Up	4000.00	2000.00	-2000.00	4000.00	0.00
Construction Accounting	4500.00	4500.00	0.00	9000.00	4500.00
Dissemination Services	2083.33	1050.00	-1033.33	4200.00	2116.67
Financial & Revenue Collections	2625.00	1312.50	-1312.50	2625.00	0.00
Rentals & Leases	500.00	0.00	-500.00	500.00	0.00
Office Supplies	100.00	50.00	-50.00	100.00	0.00
Technology Services	500.00	250.00	-250.00	500.00	0.00
Accounting Services	10000.00	5000.00	-5000.00	10000.00	0.00
Auditing Services	0.00	0.00	0.00	6000.00	6000.00
Postage, Phone, Faxes, Copies	500.00	250.00	-250.00	500.00	0.00
Public Officials Insurance	2500.00	1250.00	-1250.00	2500.00	0.00
Legal Advertising	3500.00	1750.00	-1750.00	3500.00	0.00
Bank Fees	200.00	100.00	-100.00	200.00	0.00
Dues, Licenses & Fees	175.00	87.50	-87.50	175.00	0.00
Miscellaneous Fees	250.00	125.00	-125.00	250.00	0.00
Website Development & Maintenance	2000.00	1000.00	-1000.00	2000.00	0.00
ADA Website Compliance	1800.00	2900.00	1100.00	1800.00	0.00
TOTAL FINANCIAL & ADMINISTRATIVE	71316.66	39666.50	-31650.16	83933.33	12616.67
LEGAL COUNSEL					
District Counsel	9500.00	10483.29	983.29	9500.00	0.00
TOTAL DISTRICT COUNSEL	9500.00	10483.29	983.29	9500.00	0.00
Electric Utility Services					
Electric Utility Services - StreetLights	135000.00	67500.00	-67500.00	135000.00	0.00
Electric Utility Services - All Others	6000.00	3000.00	-3000.00	6000.00	0.00
TOTAL ELECTRIC UTILITY SERVICES	141000.00	70500.00	-70500.00	141000.00	0.00
Stormwater Control					
Aquatic Maintenance	30000.00	15000.00	-15000.00	30000.00	0.00
Aquatic Plant Replacement	500.00	250.00	-250.00	500.00	0.00
TOTAL STORMWATER CONTROL	30500.00	15250.00	-15250.00	30500.00	0.00
OTHER PHYSICAL ENVIRONMENT					
General Liability Insurance	3200.00	1600.00	-1600.00	3200.00	0.00
Property & Casualty Insurance	22500.00	11250.00	-11250.00	22500.00	0.00
Entry & Wall Maintenance	2500.00	1250.00	-1250.00	2500.00	0.00
Landscape Maintenance	280000.00	140000.00	-140000.00	277383.33	-2616.67
Miscellaneous Landscape	5000.00	2500.00	-2500.00	5000.00	0.00
Plant Replacement Program	15000.00	7500.00	-7500.00	15000.00	0.00
Irrigation Maintenance	5000.00	2500.00	-2500.00	5000.00	0.00
Landscape Mulch	40000.00	20000.00	-20000.00	40000.00	0.00
Landscape Annuals	30000.00	15000.00	-15000.00	30000.00	0.00
TOTAL OTHER PHYSICAL ENVIRONMENT	403200.00	201600.00	-201600.00	400583.33	-2616.67
OTHER PHYSICAL ENVIRONMENT					
Pavement & Drainage Maintenance	1500.00	750.00	-750.00	1500.00	0.00
TOTAL PAVEMENT & DRAINAGE MAINTENANCE	1500.00	750.00	-750.00	1500.00	0.00
PARKS & RECREATION					
Field Services	12000.00	6000.00	-6000.00	12000.00	0.00
Playground Equipment Maintenance	1000.00	500.00	-500.00	1000.00	0.00
Events Service & Supplies	500.00	250.00	-250.00	500.00	0.00
Dog Waste Station Service & Supplies	1500.00	750.00	-750.00	1500.00	0.00
TOTAL PARKS & RECREATION	15000.00	7500.00	-7500.00	15000.00	0.00
CONTINGENCY					
Miscellaneous Contingency	2500.00	2500.00	0.00	2500.00	0.00
TOTAL CONTINGENCY	2500.00	2500.00	0.00	2500.00	0.00
TOTAL EXPENDITURES	684516.66	353249.79	-331266.87	684516.66	0.00
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	0.00	331266.87	331266.87	0.00	0.00

FISCAL YEAR 2023
FINAL ANNUAL OPERATING BUDGET

TWO RIVERS WEST

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Financial & Administrative

District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

District Engineer

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc.

Disclosure Reporting

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

Trustees Fees

This item relates to the fee assessed for the annual administration of bonds outstanding, as required within the bond indentures.

Auditing Services

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

Postage, Phone, Fax, Copies

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

Miscellaneous Administration

This is required of the District to store its official records.

Public Officials Insurance

The District carries Public Officials Liability in the amount of \$1,000,000.

Legal Advertising

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

Bank Fees

The District operates a checking account for expenditures and receipts.

Dues, Licenses & Fees

The District is required to file with the County and State each year.

TWO RIVERS WEST

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Miscellaneous Fees

To provide for unbudgeted administrative expenses.

Investment Reporting Fees

This is to provide an investment report to the District on a quarterly basis.

Office Supplies

Cost of daily supplies required by the District to facilitate operations.

Technology Services

This is to upgrade and keep current the operating components to comply with new governmental accounting standards along with basic website maintenance.

Website Administration

This is for maintenance and administration of the District's official website.

Capital Outlay

This is to purchase new equipment as required.

Legal Counsel

District Counsel

Requirements for legal services are estimated at an annual expenditures on an as needed and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.

Electric Utility Services

Electric Utility Services

This item is for street lights, pool, recreation facility and other common element electricity needs.

Garbage/Solid Waste Control Services

Garbage Collection

This item is for pick up at the recreation facility and parks as needed.

Water-Sewer Combination Services

Water Utility Services

This item is for the potable and non-potable water used for irrigation.

Other Physical Environment

Waterway Management System

This item is for maintaining the multiple waterways that compose the District's waterway management system and aids in controlling nuisance vegetation that may otherwise restrict the flow of water.

Property & Casualty Insurance

The District carries \$1,000,000 in general liability and also has sovereign immunity.

Entry & Walls Maintenance

This item is for maintaining the main entry feature and other common area walls.

TWO RIVERS WEST

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Landscape Maintenance

The District contracts with a professional landscape firm to provide service through a public bid process. This fee does not include replacement material or irrigation repairs.

Miscellaneous Landscape

This item is for any unforeseen circumstances that may effect the appearance of the landscape program.

Plant Replacement Program

This item is for landscape items that may need to be replaced during the year.

Property Taxes

This item is for property taxes assessed to lands within the District.

Irrigation Maintenance

Repairs necessary for everyday operation of the irrigation system to ensure its effectiveness.

Pool Maintenance

This item is necessary to contract with a vendor to maintain the pool within state guidelines for public use.

Clubhouse Maintenance

This item provides for operations, maintenance, and supplies to the District's Amenity Center.

TWO RIVERS WEST

COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND

SERIES 2022 BOND ANTICIPATION NOTE

REVENUES

CDD Debt Service Assessments	\$ 12,042,225
TOTAL REVENUES	\$ 12,042,225

EXPENDITURES

Series 2022 Janaury Bond Interest Payment	\$ 342,225
Series 2022 January Bond Principal Payment	\$ 11,700,000
TOTAL EXPENDITURES	\$ 12,042,225
EXCESS OF REVENUES OVER EXPENDITURES	\$ -

ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2022	\$ 11,700,000
Principal Payment Applied Toward Series 2022 Bonds	\$ 11,700,000
Bonds Outstanding - Period Ending 11/1/2023	\$ -

TWO RIVERS WEST COMMUNITY DEVELOPMENT DISTRICT

ASSESSMENT SUMMARY

Lot Size	EAU Value	Unit Count	Total EAU's	Debt Service Per Unit	O&M Per Unit	FY 2022 Total Assessment
Multi Family 28'	0.70	155.00	108.50	\$0.00	\$169.04	\$169.04
Multi Family 35'	0.88	116.00	101.50	\$0.00	\$211.30	\$211.30
Single Family 40'	1.00	104.00	104.00	\$0.00	\$241.49	\$241.49
Single Family 50'	1.25	880.00	1,100.00	\$0.00	\$301.86	\$301.86
Single Family 60'	1.50	681.00	1,021.50	\$0.00	\$362.24	\$362.24
Single Family 65'	1.63	43.00	69.88	\$0.00	\$392.42	\$392.42
Single Family 70'	1.75	170.00	297.50	\$0.00	\$422.61	\$422.61
Single Family 74'	1.85	16.00	29.60	\$0.00	\$446.76	\$446.76
Undeveloped Acreage	1.00	0.00	0.00	\$0.00	\$0.00	\$0.00
Subtotal		2,165.00	2,832.48			

Notations:

(1) Assessments shown are net of County 2% collection cost and 4% early payment discount.

RESOLUTION 2022-37

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TWO RIVERS WEST COMMUNITY DEVELOPMENT DISTRICT IMPOSING ANNUALLY RECURRING OPERATIONS AND MAINTENANCE NON-AD VALOREM SPECIAL ASSESSMENTS; PROVIDING FOR COLLECTION AND ENFORCEMENT OF ALL DISTRICT SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; PROVIDING FOR CHALLENGES AND PROCEDURAL IRREGULARITIES; APPROVING THE FORM OF A BUDGET FUNDING AGREEMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Two Rivers West Community Development District (“**District**”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, preserving, operating, and maintaining infrastructure improvements, facilities, and services to the lands within the District;

WHEREAS, the District is located in Pasco County, Florida (“**County**”);

WHEREAS, the Board of Supervisors of the District (“**Board**”) hereby determines to undertake various activities described in the District’s adopted budget for fiscal year 2022-2023 attached hereto as **Exhibit A (“FY 2022-2023 Budget”)** and incorporated as a material part of this Resolution by this reference;

WHEREAS, the District must obtain sufficient funds to provide for the activities described in the FY 2022-2023 Budget;

WHEREAS, the provision of the activities described in the FY 2022-2023 Budget is a benefit to lands within the District;

WHEREAS, the District may impose non-ad valorem special assessments on benefited lands within the District pursuant to Chapter 190, Florida Statutes;

WHEREAS, such special assessments may be placed on the County tax roll and collected by the local Tax Collector (“**Uniform Method**”) pursuant to Chapters 190 and 197, Florida Statutes;

WHEREAS, the District has, by resolution and public notice, previously evidenced its intention to utilize the Uniform Method;

WHEREAS, the District has approved an agreement with the County Property Appraiser (“**Property Appraiser**”) and County Tax Collector (“**Tax Collector**”) to provide for the collection of special assessments under the Uniform Method;

WHEREAS, it is in the best interests of the District to proceed with the imposition, levy, and collection of the annually recurring operations and maintenance non-ad valorem special assessments on all assessable lands in the amount contained for each parcel's portion of the FY 2022-2023 Budget ("**O&M Assessments**");

WHEREAS, the Board desires to collect the annual installment for the previously levied debt service non-ad valorem special assessments ("**Debt Assessments**") in the amounts shown in the FY 2022-2023 Budget;

WHEREAS, the District adopted an assessment roll as maintained in the office of the District Manager, available for review, and incorporated as a material part of this Resolution by this reference ("**Assessment Roll**");

WHEREAS, it is in the best interests of the District to certify a portion of the Assessment Roll on the parcels designated in the Assessment Roll to the Tax Collector pursuant to the Uniform Method and to directly collect a portion of the Assessment Roll on the parcels designated in the Assessment Roll through the direct collection method pursuant to Chapter 190, Florida Statutes;

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, including the property certified to the Tax Collector by this Resolution, as the Property Appraiser updates the property roll, for such time as authorized by Florida law; and

WHEREAS, EPG-Two Rivers, LLC, EPG Two Rivers I, LLC, EPG Two Rivers II, LLC, EPG Two Rivers IV, LLC, EPG Two Rivers Holdings VII, LLC, and EPG Two Rivers VIII, LLC (collectively as the "**Developer**"), as the developer of certain lands within the District, has agreed to fund a portion of the FY 2022-2023 Budget as shown in the revenues line item of the FY 2022-2023 Budget pursuant to a budget funding agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

Section 1. Benefit from Activities and O&M Assessments. The provision of the activities described in the FY 2022-2023 Budget confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the O&M Assessments allocated to such lands. The allocation of the expenses of the activities to the specially benefited lands is shown in the FY 2022-2023 Budget and in the Assessment Roll.

Section 2. O&M Assessments Imposition. Pursuant to Chapter 190, Florida Statutes and procedures authorized by Florida law for the levy and collection of special assessments, the O&M Assessments are hereby imposed and levied on benefited lands within the District in accordance with the FY 2022-2023 Budget and Assessment Roll. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.

Section 3. Collection and Enforcement of District Assessments.

- a. **Uniform Method for certain Debt Assessments and certain O&M Assessments.** The collection of the Debt Assessments and O&M Assessments on

certain lands designated for collection using the Uniform Method as described in the Assessment Roll, shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method. All assessments collected by the Tax Collector shall be due, payable, and enforced pursuant to Chapter 197, Florida Statutes.

b. Direct Bill for Certain Debt Assessments.

- i. The Debt Assessments on certain lands will be collected directly by the District in accordance with Florida law, as set forth in the Assessment Roll.
- ii. Debt Assessments directly collected by the District may be paid in several partial, deferred payments and according to the following schedule:
 1. 50% due no later than October 1, 2022
 2. 25% due no later than February 1, 2023
 3. 25% due no later than April 1, 2023
- iii. In the event that a Debt Assessment payment is not made in accordance with the schedule stated above, the whole Debt Assessment – including any remaining partial or deferred payments for Fiscal Year 2022-2023 as well as any future installments of the Debt Assessment – shall immediately become due and payable. Such Debt Assessment shall accrue interest (at the applicable rate of any bonds or other debt instruments secured by the Debt Assessment), statutory penalties in the amount of 1% per month, and all costs of collection and enforcement. Such Debt Assessment shall either be enforced pursuant to a foreclosure action, or, at the District’s sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement.
- iv. In the event a Debt Assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170, Florida Statutes or other applicable law to collect and enforce the whole assessment, as set forth herein.

c. Direct Bill for Certain O&M Assessments.

- i. The O&M Assessments on certain lands (as designated for direct collection in the Assessment Roll) will be collected directly by the District in accordance with Florida law, as set forth in the Assessment Roll.
- ii. O&M Assessments directly collected by the District are due in full and may be paid in several partial, deferred payments and according to the following schedule:
 1. 50% due no later than October 1, 2022
 2. 25% due no later than February 1, 2023
 3. 25% due no later than April 1, 2023
- iii. In the event that an O&M Assessment payment is not made in accordance with the schedule stated above, the whole O&M Assessment may immediately become due and payable. Such O&M Assessment shall accrue statutory penalties in the amount of 1% per month and all costs of collection and enforcement. Such O&M Assessment shall either be enforced pursuant to a foreclosure action, or, at the District’s sole

discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties and costs of collection and enforcement.

- d. **Future Collection Methods.** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

Section 4. Certification of Assessment Roll. The Assessment Roll is hereby certified and authorized to be transmitted to the Tax Collector.

Section 5. Assessment Roll Amendment. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

Section 6. Assessment Challenges. The adoption of this Resolution shall be the final determination of all issues related to the O&M Assessments as it relates to property owners whose benefited property is subject to the O&M Assessments (including, but not limited to, the determination of special benefit and fair apportionment to the assessed property, the method of apportionment, the maximum rate of the O&M Assessments, and the levy, collection, and lien of the O&M Assessments), unless proper steps shall be initiated in a court of competent jurisdiction to secure relief within 30 days from adoption date of this Resolution.

Section 7. Procedural Irregularities. Any informality or irregularity in the proceedings in connection with the levy of the O&M Assessments shall not affect the validity of the same after the adoption of this Resolution, and any O&M Assessments as finally approved shall be competent and sufficient evidence that such O&M Assessment was duly levied, that the O&M Assessment was duly made and adopted, and that all other proceedings adequate to such O&M Assessment were duly had, taken, and performed as required.

Section 8. Approving the Form of a Budget Funding Agreement with Developer. The Budget Funding Agreement between the District and Developer attached hereto as **Exhibit B** is hereby approved in substantial form. The Chair or the Vice-Chair of the Board are hereby authorized and directed to execute and deliver said agreement on behalf of and in the name of the District. The Secretary or any Assistant Secretary of the Board are hereby authorized to attest such execution. Any additions, deletions or modifications may be made and approved by the Chair or the Vice-Chair and their execution of the agreement shall be conclusive evidence of such approval.

Section 9. Severability. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

Section 10. Effective Date. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

Passed and Adopted on August 16, 2022.

Attested By:

**Two Rivers West
Community Development District**

Print Name: _____
Secretary/Assistant Secretary

Print Name: _____
Chair/Vice Chair of the Board of Supervisors

Exhibit A: FY 2022-2023 Budget

Exhibit B: Form of Budget Funding Agreement with Developer

2023

TWO RIVERS WEST

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2023

FINAL ANNUAL OPERATING BUDGET



August 16, 2022

TWO RIVERS WEST

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2023

FINAL ANNUAL OPERATING BUDGET

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August 16, 2022

TWO RIVERS WEST

COMMUNITY DEVELOPMENT DISTRICT

BUDGET INTRODUCTION

Background Information

The Two Rivers West Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a “solution” to the State’s needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida’s effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2023, which begins on October 1, 2022. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

<u>Fund Number</u>	<u>Fund Name</u>	<u>Services Provided</u>
001	General Fund	Operations and Maintenance of Community Facilities
200	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2018 Special Assessment Revenue Bonds
201	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2020 Special Assessment Revenue Bonds

Facilities of the District

The District’s existing facilities include storm-water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.

Maintenance of the Facilities

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

Two Rivers West

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2022 Final Operating Budget	Current Period Actuals 10/01/21 - 03/31/22	Projected Revenues & Expenditures 04/01/22 - 09/30/22	Total Actuals and Projections thru 09/30/22	Over (Under) Budget Through 09/30/22
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Tax Roll	684516.66	0.00	684516.66	684516.66	0.00
Operations & Maintenance Assmts- Off Roll	0.00	0.00	0.00	0.00	0.00
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	684516.66	0.00	684516.66	684516.66	0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Fundings	0.00	15000.00	-15000.00	0.00	0.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	0.00	15000.00	-15000.00	0.00	0.00
TOTAL REVENUES	684516.66	15000.00	669516.66	684516.66	0.00
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	10000.00	1600.00	3400.00	5000.00	-5000.00
TOTAL LEGISLATIVE	10000.00	1600.00	3400.00	5000.00	-5000.00
FINANCIAL & ADMINISTRATIVE					
Administrative Services	3750.00	0.00	1875.00	1875.00	-1875.00
District Manager	20833.33	0.00	10416.50	10416.50	-10416.83
District Engineer	9500.00	0.00	4750.00	4750.00	-4750.00
Recording Secretary	2000.00	0.00	1000.00	1000.00	-1000.00
Organizational Meeting/Initial Set Up	4000.00	0.00	2000.00	2000.00	-2000.00
Construction Accounting	4500.00	0.00	4500.00	4500.00	0.00
Dissemination Services	2083.33	0.00	1050.00	1050.00	-1033.33
Financial & Revenue Collections	2625.00	0.00	1312.50	1312.50	-1312.50
Rentals & Leases	500.00	0.00	0.00	0.00	-500.00
Office Supplies	100.00	0.00	50.00	50.00	-50.00
Technology Services	500.00	0.00	250.00	250.00	-250.00
Accounting Services	10000.00	0.00	5000.00	5000.00	-5000.00
Auditing Services	0.00	0.00	0.00	0.00	0.00
Postage, Phone, Faxes, Copies	500.00	0.00	250.00	250.00	-250.00
Public Officials Insurance	2500.00	0.00	1250.00	1250.00	-1250.00
Legal Advertising	3500.00	6226.40	-4476.40	1750.00	-1750.00
Bank Fees	200.00	25.00	75.00	100.00	-100.00
Dues, Licenses & Fees	175.00	0.00	87.50	87.50	-87.50
Miscellaneous Fees	250.00	0.00	125.00	125.00	-125.00
Website Development & Maintenance	2000.00	0.00	1000.00	1000.00	-1000.00
ADA Website Compliance	1800.00	2900.00	0.00	2900.00	1100.00
TOTAL FINANCIAL & ADMINISTRATIVE	71316.66	9151.40	30515.10	39666.50	-31650.16
LEGAL COUNSEL					
District Counsel	9500.00	10483.29	0.00	10483.29	983.29
TOTAL DISTRICT COUNSEL	9500.00	10483.29	0.00	10483.29	983.29
Electric Utility Services					
Electric Utility Services - StreetLights	135000.00	0.00	67500.00	67500.00	-67500.00
Electric Utility Services - All Others	6000.00	0.00	3000.00	3000.00	-3000.00
TOTAL ELECTRIC UTILITY SERVICES	141000.00	0.00	70500.00	70500.00	-70500.00
Stormwater Control					
Aquatic Maintenance	30000.00	0.00	15000.00	15000.00	-15000.00
Aquatic Plant Replacement	500.00	0.00	250.00	250.00	-250.00
TOTAL STORMWATER CONTROL	30500.00	0.00	15250.00	15250.00	-15250.00
OTHER PHYSICAL ENVIRONMENT					
General Liability Insurance	3200.00	0.00	1600.00	1600.00	-1600.00
Property & Casualty Insurance	22500.00	0.00	11250.00	11250.00	-11250.00
Entry & Wall Maintenance	2500.00	0.00	1250.00	1250.00	-1250.00
Landscape Maintenance	280000.00	0.00	140000.00	140000.00	-140000.00
Miscellaneous Landscape	5000.00	0.00	2500.00	2500.00	-2500.00
Plant Replacement Program	15000.00	0.00	7500.00	7500.00	-7500.00
Irrigation Maintenance	5000.00	0.00	2500.00	2500.00	-2500.00
Landscape Mulch	40000.00	0.00	20000.00	20000.00	-20000.00
Landscape Annuals	30000.00	0.00	15000.00	15000.00	-15000.00
TOTAL OTHER PHYSICAL ENVIRONMENT	403200.00	0.00	201600.00	201600.00	-201600.00
OTHER PHYSICAL ENVIRONMENT					
Pavement & Drainage Maintenance	1500.00	0.00	750.00	750.00	-750.00
TOTAL PAVEMENT & DRAINAGE MAINTENANCE	1500.00	0.00	750.00	750.00	-750.00
PARKS & RECREATION					
Field Services	12000.00	0.00	6000.00	6000.00	-6000.00
Playground Equipment Maintenance	1000.00	0.00	500.00	500.00	-500.00
Events Service & Supplies	500.00	0.00	250.00	250.00	-250.00
Dog Waste Station Service & Supplies	1500.00	0.00	750.00	750.00	-750.00
TOTAL PARKS & RECREATION	15000.00	0.00	7500.00	7500.00	-7500.00
CONTINGENCY					
Miscellaneous Contingency	2500.00	0.00	2500.00	2500.00	0.00
TOTAL CONTINGENCY	2500.00	0.00	2500.00	2500.00	0.00
TOTAL EXPENDITURES	684516.66	21234.69	332015.10	353249.79	-331266.87
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	0.00	-6234.69	337501.56	331266.87	331266.87

Two Rivers West

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2022 Final Operating Budget	Total Actuals and Projections thru 09/30/22	Over (Under) Budget Through 09/30/22	Fiscal Year 2023 Final Operating Budget	Increase / Decrease from FY 2022 to FY 2023
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Tax Roll	684516.66	684516.66	0.00	684516.66	0.00
Operations & Maintenance Assmts- Off Roll	0.00	0.00	0.00	0.00	0.00
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	684516.66	684516.66	0.00	684516.66	0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Fundings	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	684516.66	684516.66	0.00	684516.66	0.00
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	10000.00	5000.00	-5000.00	0.00	-10000.00
TOTAL LEGISLATIVE	10000.00	5000.00	-5000.00	0.00	-10000.00
FINANCIAL & ADMINISTRATIVE					
Administrative Services	3750.00	1875.00	-1875.00	3750.00	0.00
District Manager	20833.33	10416.50	-10416.83	20833.33	0.00
District Engineer	9500.00	4750.00	-4750.00	9500.00	0.00
Recording Secretary	2000.00	1000.00	-1000.00	2000.00	0.00
Organizational Meeting/Initial Set Up	4000.00	2000.00	-2000.00	4000.00	0.00
Construction Accounting	4500.00	4500.00	0.00	9000.00	4500.00
Dissemination Services	2083.33	1050.00	-1033.33	4200.00	2116.67
Financial & Revenue Collections	2625.00	1312.50	-1312.50	2625.00	0.00
Rentals & Leases	500.00	0.00	-500.00	500.00	0.00
Office Supplies	100.00	50.00	-50.00	100.00	0.00
Technology Services	500.00	250.00	-250.00	500.00	0.00
Accounting Services	10000.00	5000.00	-5000.00	10000.00	0.00
Auditing Services	0.00	0.00	0.00	6000.00	6000.00
Postage, Phone, Faxes, Copies	500.00	250.00	-250.00	500.00	0.00
Public Officials Insurance	2500.00	1250.00	-1250.00	2500.00	0.00
Legal Advertising	3500.00	1750.00	-1750.00	3500.00	0.00
Bank Fees	200.00	100.00	-100.00	200.00	0.00
Dues, Licenses & Fees	175.00	87.50	-87.50	175.00	0.00
Miscellaneous Fees	250.00	125.00	-125.00	250.00	0.00
Website Development & Maintenance	2000.00	1000.00	-1000.00	2000.00	0.00
ADA Website Compliance	1800.00	2900.00	1100.00	1800.00	0.00
TOTAL FINANCIAL & ADMINISTRATIVE	71316.66	39666.50	-31650.16	83933.33	12616.67
LEGAL COUNSEL					
District Counsel	9500.00	10483.29	983.29	9500.00	0.00
TOTAL DISTRICT COUNSEL	9500.00	10483.29	983.29	9500.00	0.00
Electric Utility Services					
Electric Utility Services - StreetLights	135000.00	67500.00	-67500.00	135000.00	0.00
Electric Utility Services - All Others	6000.00	3000.00	-3000.00	6000.00	0.00
TOTAL ELECTRIC UTILITY SERVICES	141000.00	70500.00	-70500.00	141000.00	0.00
Stormwater Control					
Aquatic Maintenance	30000.00	15000.00	-15000.00	30000.00	0.00
Aquatic Plant Replacement	500.00	250.00	-250.00	500.00	0.00
TOTAL STORMWATER CONTROL	30500.00	15250.00	-15250.00	30500.00	0.00
OTHER PHYSICAL ENVIRONMENT					
General Liability Insurance	3200.00	1600.00	-1600.00	3200.00	0.00
Property & Casualty Insurance	22500.00	11250.00	-11250.00	22500.00	0.00
Entry & Wall Maintenance	2500.00	1250.00	-1250.00	2500.00	0.00
Landscape Maintenance	280000.00	140000.00	-140000.00	277383.33	-2616.67
Miscellaneous Landscape	5000.00	2500.00	-2500.00	5000.00	0.00
Plant Replacement Program	15000.00	7500.00	-7500.00	15000.00	0.00
Irrigation Maintenance	5000.00	2500.00	-2500.00	5000.00	0.00
Landscape Mulch	40000.00	20000.00	-20000.00	40000.00	0.00
Landscape Annuals	30000.00	15000.00	-15000.00	30000.00	0.00
TOTAL OTHER PHYSICAL ENVIRONMENT	403200.00	201600.00	-201600.00	400583.33	-2616.67
OTHER PHYSICAL ENVIRONMENT					
Pavement & Drainage Maintenance	1500.00	750.00	-750.00	1500.00	0.00
TOTAL PAVEMENT & DRAINAGE MAINTENANCE	1500.00	750.00	-750.00	1500.00	0.00
PARKS & RECREATION					
Field Services	12000.00	6000.00	-6000.00	12000.00	0.00
Playground Equipment Maintenance	1000.00	500.00	-500.00	1000.00	0.00
Events Service & Supplies	500.00	250.00	-250.00	500.00	0.00
Dog Waste Station Service & Supplies	1500.00	750.00	-750.00	1500.00	0.00
TOTAL PARKS & RECREATION	15000.00	7500.00	-7500.00	15000.00	0.00
CONTINGENCY					
Miscellaneous Contingency	2500.00	2500.00	0.00	2500.00	0.00
TOTAL CONTINGENCY	2500.00	2500.00	0.00	2500.00	0.00
TOTAL EXPENDITURES	684516.66	353249.79	-331266.87	684516.66	0.00
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	0.00	331266.87	331266.87	0.00	0.00

FISCAL YEAR 2023
FINAL ANNUAL OPERATING BUDGET

TWO RIVERS WEST

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Financial & Administrative

District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

District Engineer

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc.

Disclosure Reporting

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

Trustees Fees

This item relates to the fee assessed for the annual administration of bonds outstanding, as required within the bond indentures.

Auditing Services

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

Postage, Phone, Fax, Copies

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

Miscellaneous Administration

This is required of the District to store its official records.

Public Officials Insurance

The District carries Public Officials Liability in the amount of \$1,000,000.

Legal Advertising

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

Bank Fees

The District operates a checking account for expenditures and receipts.

Dues, Licenses & Fees

The District is required to file with the County and State each year.

TWO RIVERS WEST

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Miscellaneous Fees

To provide for unbudgeted administrative expenses.

Investment Reporting Fees

This is to provide an investment report to the District on a quarterly basis.

Office Supplies

Cost of daily supplies required by the District to facilitate operations.

Technology Services

This is to upgrade and keep current the operating components to comply with new governmental accounting standards along with basic website maintenance.

Website Administration

This is for maintenance and administration of the District's official website.

Capital Outlay

This is to purchase new equipment as required.

Legal Counsel

District Counsel

Requirements for legal services are estimated at an annual expenditures on an as needed and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.

Electric Utility Services

Electric Utility Services

This item is for street lights, pool, recreation facility and other common element electricity needs.

Garbage/Solid Waste Control Services

Garbage Collection

This item is for pick up at the recreation facility and parks as needed.

Water-Sewer Combination Services

Water Utility Services

This item is for the potable and non-potable water used for irrigation.

Other Physical Environment

Waterway Management System

This item is for maintaining the multiple waterways that compose the District's waterway management system and aids in controlling nuisance vegetation that may otherwise restrict the flow of water.

Property & Casualty Insurance

The District carries \$1,000,000 in general liability and also has sovereign immunity.

Entry & Walls Maintenance

This item is for maintaining the main entry feature and other common area walls.

TWO RIVERS WEST

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Landscape Maintenance

The District contracts with a professional landscape firm to provide service through a public bid process. This fee does not include replacement material or irrigation repairs.

Miscellaneous Landscape

This item is for any unforeseen circumstances that may effect the appearance of the landscape program.

Plant Replacement Program

This item is for landscape items that may need to be replaced during the year.

Property Taxes

This item is for property taxes assessed to lands within the District.

Irrigation Maintenance

Repairs necessary for everyday operation of the irrigation system to ensure its effectiveness.

Pool Maintenance

This item is necessary to contract with a vendor to maintain the pool within state guidelines for public use.

Clubhouse Maintenance

This item provides for operations, maintenance, and supplies to the District's Amenity Center.

TWO RIVERS WEST

COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND

SERIES 2022 BOND ANTICIPATION NOTE

REVENUES

CDD Debt Service Assessments	\$ 12,042,225
TOTAL REVENUES	\$ 12,042,225

EXPENDITURES

Series 2022 Janaury Bond Interest Payment	\$ 342,225
Series 2022 January Bond Principal Payment	\$ 11,700,000
TOTAL EXPENDITURES	\$ 12,042,225
EXCESS OF REVENUES OVER EXPENDITURES	\$ -

ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2022	\$ 11,700,000
Principal Payment Applied Toward Series 2022 Bonds	\$ 11,700,000
Bonds Outstanding - Period Ending 11/1/2023	\$ -

TWO RIVERS WEST COMMUNITY DEVELOPMENT DISTRICT

ASSESSMENT SUMMARY

Lot Size	EAU Value	Unit Count	Total EAU's	Debt Service Per Unit	O&M Per Unit	FY 2022 Total Assessment
Multi Family 28'	0.70	155.00	108.50	\$0.00	\$169.04	\$169.04
Multi Family 35'	0.88	116.00	101.50	\$0.00	\$211.30	\$211.30
Single Family 40'	1.00	104.00	104.00	\$0.00	\$241.49	\$241.49
Single Family 50'	1.25	880.00	1,100.00	\$0.00	\$301.86	\$301.86
Single Family 60'	1.50	681.00	1,021.50	\$0.00	\$362.24	\$362.24
Single Family 65'	1.63	43.00	69.88	\$0.00	\$392.42	\$392.42
Single Family 70'	1.75	170.00	297.50	\$0.00	\$422.61	\$422.61
Single Family 74'	1.85	16.00	29.60	\$0.00	\$446.76	\$446.76
Undeveloped Acreage	1.00	0.00	0.00	\$0.00	\$0.00	\$0.00
Subtotal		2,165.00	2,832.48			

Notations:

(1) Assessments shown are net of County 2% collection cost and 4% early payment discount.

FY 2022-2023 Budget Funding Agreement
(Two Rivers West Community Development District)

This FY 2022-2023 Budget Funding Agreement (this “**Agreement**”) is made and entered into as of August 16, 2022, between the **Two Rivers West Community Development District**, a local unit of special-purpose government, established pursuant to Chapter 190, Florida Statutes (the “**District**”), whose mailing address is 2005 Pan Am Circle, Suite 300, Tampa, FL 33607 and **EPG-Two Rivers, LLC**, a Florida limited liability company, **EPG Two Rivers I, LLC**, a Florida limited liability company, **EPG Two Rivers II, LLC**, a Florida limited liability company, **EPG Two Rivers IV, LLC**, a Florida limited liability company, **EPG Two Rivers Holdings VII, LLC**, a Florida limited liability company, **EPG Two Rivers Holdings VIII, LLC**, a Florida limited liability company (collectively, the “**Developer**”), whose mailing address is 111 South Armenia Ave., Ste 201, Tampa, FL 33609.

Recitals

WHEREAS, the District was established for the purpose of providing, preserving, operating, and maintaining infrastructure improvements, facilities, and services to the lands within the District;

WHEREAS, the District is adopting its budget for fiscal year 2022-2023 as attached hereto as **Exhibit A** (the “**FY 2022-2023 Budget**”), which commences on October 1, 2022, and concludes on September 30, 2023;

WHEREAS, the District has the option of levying non-ad valorem assessments on all lands that will benefit from the activities set forth in the FY 2022-2023 Budget, and/or utilizing such other revenue sources as may be available to it;

WHEREAS, the District is willing to allow the Developer to provide such funds as are necessary to allow the District to proceed with its activities as described the FY 2022-2023 Budget so long as payment is timely provided;

WHEREAS, the Developer presently owns certain property within the District as reflected on the assessment roll on file with the District Manager (the “**Property**”);

WHEREAS, the Developer agrees that the activities of the District described in the FY 2022-2023 Budget provide a special and peculiar benefit to the Property that is equal to or in excess of the expenses reflected in the FY 2022-2023 Budget; and

WHEREAS, the Developer has agreed to enter into this Agreement in addition to the non-ad valorem special assessments allocated to the Property to fund the activities of the District as set forth in the FY 2022-2023 Budget.

Operative Provisions

Now, therefore, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **Funding Obligations.** From time to time during the 2022-2023 fiscal year, the Developer agrees to make available to the District the aggregate sum of up to \$_____ in accordance with the FY 2022-2023 Budget as such expenses are incurred by the District. Such payments shall be

made within 30 days of written request for funding by the District. All funds provided hereunder shall be placed in the District's general operating account.

- 2. FY 2022-2023 Budget Revisions.** The District and Developer agree that the FY 2022-2023 Budget shall be revised at the end of the 2022-2023 fiscal year to reflect the actual expenditures of the District for the period beginning on October 1, 2022 and ending on September 30, 2023. The Developer shall not be responsible for any additional costs other than those costs provided for in the FY 2022-2023 Budget. However, if the actual expenditures of the District are less than the amount shown in the FY 2022-2023 Budget, the Developer's funding obligations under this Agreement shall be reduced by that amount.
- 3. Right to Lien Property.**

 - a. The District shall have the right to file a continuing lien ("**Lien**") upon the Property for all payments due and owing under this Agreement and for interest thereon, and for reasonable attorneys' fees, paralegals' fees, expenses and court costs incurred by the District incident to the collection of funds under this Agreement or for enforcement of this Lien. In the event the Developer sells any portion of the Property after the execution of this Agreement, the Developer's rights and obligations under this Agreement shall remain the same, provided however that the District shall only have the right to file a Lien upon the remaining Property owned by the Developer.
 - b. The Lien shall be effective as of the date and time of the recording of a "Notice of Lien for the FY 2022-2023 Budget" in the public records of Pasco County, Florida, stating among other things, the description of the real property and the amount due as of the recording of the Notice, and the existence of this Agreement.
 - c. The District Manager, in its sole discretion, is hereby authorized by the District to file the Notice on behalf of the District, without the need of further Board action authorizing or directing such filing. At the District Manager's direction, the District may also bring an action at law against the record title holders to the Property to pay the amount due under this Agreement, may foreclose the Lien against the Property in any manner authorized by law, or may levy special assessments for the Lien amount and certify them for collection by the tax collector.
- 4. Default.** A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right to seek specific performance of the Developer's payment obligations under this Agreement, but shall not include special, consequential, or punitive damages.
- 5. Enforcement and Attorney Fees.** In the event either party is required to enforce this Agreement, then the prevailing party shall be entitled to all fees and costs, including reasonable attorney's fees and costs, from the non-prevailing party.
- 6. Governing Law and Venue.** This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida with venue in Pasco County, Florida.
- 7. Interpretation.** This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any party.

- 8. Termination of Agreement.** The Agreement shall be effective upon execution by both parties hereto and shall remain in force until the end of the 2022-2023 fiscal year on September 30, 2023. The lien and enforcement provisions of this Agreement shall survive its termination, until all payments due under this Agreement are paid in full.
- 9. Third Parties.** This Agreement is solely for the benefit of the parties hereto and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns.
- 10. Amendments.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.
- 11. Assignment.** This Agreement may be assigned, in whole or in part, by either party only upon the written consent of the other, which consent shall not be unreasonably withheld.
- 12. Authority.** The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.
- 13. Entire Agreement.** This instrument shall constitute the final and complete expression of this Agreement between the parties relating to the subject matter of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

**Two Rivers West Community
Development District**

EPG-Two Rivers, LLC,
a Florida limited liability company

Name: _____
Chair/Vice-Chair of the Board of Supervisors

Name: _____
Title: _____

EPG Two Rivers I, LLC,
a Florida limited liability company

EPG Two Rivers II, LLC,
a Florida limited liability company

Name: _____
Title: _____

Name: _____
Title: _____

EPG Two Rivers IV, LLC,
a Florida limited liability company

EPG Two Rivers Holdings VII, LLC,
a Florida limited liability company

Name: _____
Title: _____

Name: _____
Title: _____

EPG Two Rivers Holdings VIII, LLC,
a Florida limited liability company

Name: _____
Title: _____

Exhibit A: FY 2022-2023 Budget

RESOLUTION 2022-38

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF TWO RIVERS WEST
COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME
AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF
SUPERVISORS AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Two Rivers West Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within County of Pasco, Florida; and

WHEREAS, the District’s Board of Supervisors (hereinafter the “Board”), is statutorily authorized to exercise the powers granted to the District, but has not heretofore met; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time, and location of the District’s meetings.

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

Section 1. The annual public meeting schedule of the Board of Supervisors of the for the Fiscal Year 2023 attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published and filed in accordance with the requirements of Florida law.

Section 2. The District Manager is hereby directed to submit a copy of the Fiscal Year 2023 annual public meeting schedule to Pasco County and the Department of Economic Opportunity.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 16TH DAY OF AUGUST, 2022.

ATTEST:

**TWO RIVERS WEST
COMMUNITY DEVELOPMENT
DISTRICT**

SECRETARY/ASSISTANT SECRETARY

CHAIR

EXHIBIT A

**BOARD OF SUPERVISORS MEETING DATES
TWO RIVERS WEST COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023**

October 18, 2022	11:00 a.m.
November 15, 2022	11:00 a.m.
December 20, 2022	11:00 a.m.
January 17, 2023	11:00 a.m.
February 21, 2023	11:00 a.m.
March 21, 2023	11:00 a.m.
April 18, 2023	11:00 a.m.
May 16, 2023	11:00 a.m.
June 20, 2023	11:00 a.m.
July 18, 2023	11:00 a.m.
August 15, 2023	11:00 a.m.
September 19, 2023	11:00 a.m.

**All meetings will convene at the SpringHill Suites by Marriott Tampa Suncoast Parkway located at
16615 Crosspointe Run, Land O' Lakes, FL 34638.**

TWO RIVERS WEST COMMUNITY DEVELOPMENT DISTRICT

July 19, 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, July 19, 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, July 19, 2022, at 11:00 a.m.**

Board Members Present and Constituting a Quorum:

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

Staff Members Present:

Brian Lamb	District Manager, Inframark
John M. 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. VENDOR AND STAFF REPORTS

- A. District Counsel
- B. District Engineer
- C. District Manager

There were no staff reports at this time.

49
50 **4. BUSINESS ITEMS**

51
52 **A. General Matters of the District**

53
54 Mr. Lamb requested The Board to motion to authorize staff to review and prepare any
55 assignments agreement related to general construction contracts.
56

MOTION TO:	Authorize staff to review and prepare any assignments agreement related to general construction contracts.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

65
66
67 **5. CONSENT AGENDA ITEMS**

- 68 **A. Consideration of Regular Board of Supervisors Meeting May 17, 2022**
69 **B. Consideration of Operations and Maintenance Expenditures May 2022**
70 **C. Consideration of Operations and Maintenance Expenditures June 2022**
71 **D. Review of Financial Statements for Month Ending June 30, 2022**
72

MOTION TO:	Approve Consent Agenda Items A-D.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

79
80 **6. SUPERVISOR REQUESTS AND COMMENTS**

81
82 Supervisor Nick commented regarding the current issuant area that needs to be set up. District
83 Counsel Vericker stated to have Mr. Lamb look at the masters and figure out whether it meet
84 dissected into smaller assessment areas. Mr. Lamb stated the Board does not need to do anything
85 as of right now but, in the future, to identify the amount looking to issue or retire.
86

87 **7. AUDIENCE COMMENTS**

88
89 There were no audience comments.
90
91

8. ADJOURNMENT

MOTION TO:	Continue the Meeting to August 2 nd at 11:00 A.M. at at Springhill Suites by Marriott Tampa Suncoast Parkway located at 16615 Bexley Village Dr., Land O'Lakes, FL 34638.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

DRAFT

**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**

Official District Seal

Recorded by Records Administrator

Signature

Date

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

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Inframark	79466	\$ 3,134.02		District Management Services - June 2022
Monthly Contract Sub-Total		\$ 3,134.02		
Variable Contract				
Variable Contract Sub-Total		\$ 0.00		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
Straley Robin Vericker	21716	\$ 535.50		Professional Services thru 06/15/2022
Straley Robin Vericker	21847	474.50	\$ 1,010.00	Professional Services thru 7/15/2022
Regular Services Sub-Total		\$ 1,010.00		
Additional Services				
Additional Services Sub-Total		\$ 0.00		
TOTAL:		\$ 4,144.02		

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

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

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
---------------	-----------------------------------	---------------	-------------------------	-----------------------------

[] Chairman [] Vice Chairman [] Assistant Secretary



2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE

INVOICE#

#79466

DATE

6/30/2022

CUSTOMER ID

C2411

NET TERMS

Net 30

PO#**DUE DATE**

7/30/2022

BILL TO

Two Rivers West CDD
2005 Pan Am Cir Ste 300
Tampa FL 33607-6008
United States

Services provided for the Month of: June 2022

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Postage- May	1	Ea	0.53		0.53
B/W Copies- May	3	Ea	0.52		1.55
Website Maintenance	1	Ea	83.33		83.33
Recording Secretary	1	Ea	166.67		166.67
Administrative Services	1	Ea	312.50		312.50
Accounting Services	1	Ea	833.33		833.33
District Management	1	Ea	1,736.11		1,736.11
Subtotal					3,134.02

Subtotal

\$3,134.02

Tax

\$0.00

Total Due

\$3,134.02

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

To pay via ACH or Wire, please refer to our banking information below:

Account Name: INFRAMARK, LLC

ACH - Bank Routing Number: 111000614 / Account Number: 912593196

Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.

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

June 27, 2022

Client: 001578

Matter: 000001

Invoice #: 21716

Page: 1

AM
3107
5 MD

RE: General

For Professional Services Rendered Through June 15, 2022

SERVICES

Date	Person	Description of Services	Hours	Amount
5/16/2022	DCC	REVIEW AGENDA; PREPARE FOR UPCOMING MEETING.	0.2	\$61.00
5/17/2022	DCC	ATTEND MEETING.	0.2	\$61.00
6/8/2022	JMV	PREPARE LEGAL NOTICE FOR CDD BOARD MEETING AND PUBLIC HEARING.	0.5	\$177.50
6/8/2022	MS	PREPARE PUBLICATION NOTICES FOR 2022/2023 BUDGET HEARING.	0.8	\$132.00
6/9/2022	VKB	REVIEW AND REPLY TO EMAILS RE: PRE-BID MEETING FOR PUBLIC INFRASTRUCTURE.	0.2	\$71.00
6/9/2022	MS	FINALIZE AND PROCESS PUBLICATION NOTICES FOR 2022/2023 BUDGET.	0.2	\$33.00
Total Professional Services			2.1	\$535.50

June 27, 2022

Client: 001578

Matter: 000001

Invoice #: 21716

Page: 2

Total Services	\$535.50
Total Disbursements	\$0.00
Total Current Charges	\$535.50
Previous Balance	\$6,308.19
PAY THIS AMOUNT	\$6,843.69

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

July 21, 2022

Client: 001578

Matter: 000001

Invoice #: 21847

Page: 1

Handwritten:
RV
3107
5140

RE: General

For Professional Services Rendered Through July 15, 2022

SERVICES

Date	Person	Description of Services	Hours	Amount
6/21/2022	JMV	TELEPHONE CALL WITH T. SPENCE.	0.5	\$177.50
6/29/2022	MS	PREPARE BUDGET RESOLUTIONS.	1.0	\$165.00
7/7/2022	LB	PREPARE DRAFT QUARTERLY REPORT TO DISSEMINATION AGENT RE 2022 BAN.	0.2	\$33.00
7/8/2022	MS	PREPARE DEVELOPER FUNDING AGREEMENT FOR 2022/2023 BUDGET; REVIEW AND PREPARE BUDGET RESOLUTIONS.	0.6	\$99.00
Total Professional Services			2.3	\$474.50

July 21, 2022

Client: 001578

Matter: 000001

Invoice #: 21847

Page: 2

Total Services	\$474.50
Total Disbursements	\$0.00
Total Current Charges	\$474.50
Previous Balance	\$6,843.69
Less Payments	(\$4,374.64)
PAY THIS AMOUNT	\$2,943.55

Please Include Invoice Number on all Correspondence

Two Rivers West Community Development District

Financial Statements
(Unaudited)

Period Ending
July 31, 2022



Inframark LLC
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 7/31/2022

(In Whole Numbers)

	<u>General Fund</u>	<u>Total</u>
Assets		
Cash - Operating Account	3,409.00	3,409.00
Revenue Account - Series 2022	0.00	81.00
Revenue Account - Series 2022	0.00	100,000.00
Acq. & Cons-Offsite Project Subacct Series 2022 (6004)	0.00	8,184,860.00
Acquisistion & Construction Acct Series 2022 (6005)	0.00	311,911.00
Costs of Issuance Account Series 2022 (6006)	<u>0.00</u>	<u>20,016.00</u>
Total Assets	<u>3,409.00</u>	<u>8,620,277.00</u>
Liabilities		
Accounts Payable	<u>6,268.00</u>	<u>6,268.00</u>
Total Liabilities	<u>6,268.00</u>	<u>6,268.00</u>
Fund Equity & Other Credits	(2,859.00)	8,614,009.00
Total Liabilities & Fund Equity	<u>3,409.00</u>	<u>8,620,277.00</u>

Two Rivers West CDD
Statement of Revenues, Expenditures Changes in Fund Balance
From 10/1/2021 Through 7/31/2022

001 - General Fund
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	YTD Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Service				
Operations & Maintenance Assmts -	684,517.00	0.00	(684,517.00)	(100)%
Off Tax Roll				
Contributions & Donations From				
Private Sources				
Developer Fundings	0.00	24,288.00	24,288.00	0 %
Total Revenues	<u>684,517.00</u>	<u>24,288.00</u>	<u>(660,229.00)</u>	<u>(96)%</u>
Expenditures				
Legislative				
Supervisor Fees	10,000.00	2,200.00	7,800.00	78 %
Financial & Administrative				
Administrative Service	3,750.00	625.00	3,125.00	83 %
District Management	20,833.00	3,472.00	17,361.00	83 %
District Engineer	9,500.00	0.00	9,500.00	100 %
Recording Secretary	2,000.00	333.00	1,667.00	83 %
Organization Meeting/Initial Set Up	4,000.00	0.00	4,000.00	100 %
Construction Accounting	4,500.00	0.00	4,500.00	100 %
Dissemination Services	2,083.00	0.00	2,083.00	100 %
Financial & Revenue Collections	2,625.00	0.00	2,625.00	100 %
Rentals and Leases	500.00	0.00	500.00	100 %
Office Supplies	100.00	115.00	(15.00)	(15)%
Technology Services	500.00	0.00	500.00	100 %
Accounting Services	10,000.00	1,667.00	8,333.00	83 %
Postage, Phone, Faxes, Copies	500.00	4.00	496.00	99 %
Public Officials Insurance	2,500.00	0.00	2,500.00	100 %
Legal Advertising	3,500.00	6,625.00	(3,125.00)	(89)%
Bank Fees	200.00	270.00	(70.00)	(35)%
Dues, Licenses, & Fees	175.00	750.00	(575.00)	(329)%
Miscellaneous Fees	250.00	700.00	(450.00)	(180)%
Website Maintenance	2,000.00	167.00	1,833.00	92 %
ADA Website Set Up/Compliance	1,800.00	2,900.00	(1,100.00)	(61)%

Two Rivers West CDD
Statement of Revenues, Expenditures Changes in Fund Balance
From 10/1/2021 Through 7/31/2022

001 - General Fund
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	YTD Budget Variance - Original	Percent Total Budget Remaining - Original
Legal Counsel				
District Counsel	9,500.00	7,318.00	2,182.00	23 %
Electric Utility Services				
Electric Utility Services -	135,000.00	0.00	135,000.00	100 %
Electric Utility Services - All Others	6,000.00	0.00	6,000.00	100 %
Stormwater Control				
Aquatic Maintenance	30,000.00	0.00	30,000.00	100 %
Aquatic Plant Replacement	500.00	0.00	500.00	100 %
Other Physical Environment				
General Liability Insurance	3,200.00	0.00	3,200.00	100 %
Property & Casualty Insurance	22,500.00	0.00	22,500.00	100 %
Entry & Wall Maintenance	2,500.00	0.00	2,500.00	100 %
Landscape Maintenance	280,000.00	0.00	280,000.00	100 %
Miscellaneous Landscape	5,000.00	0.00	5,000.00	100 %
Plant Replacement Program	15,000.00	0.00	15,000.00	100 %
Irrigation Maintenance	5,000.00	0.00	5,000.00	100 %
Landscape Mulch	40,000.00	0.00	40,000.00	100 %
Landscape Annuals	30,000.00	0.00	30,000.00	100 %
Road & Street Facilities				
Pavement & Drainage Maintenance	1,500.00	0.00	1,500.00	100 %
Parks and Recreation				
Field Services	12,000.00	0.00	12,000.00	100 %
Playground Equipment	1,000.00	0.00	1,000.00	100 %
Event Services & Supplies	500.00	0.00	500.00	100 %
Dog Waste Station Service and	1,500.00	0.00	1,500.00	100 %
Supplies				
Contingency				
Miscellaneous Contingency	2,500.00	0.00	2,500.00	100 %
Total Expenditures	684,517.00	27,147.00	657,370.00	96 %
Excess of Revenues Over (Under)	0.00	(2,859.00)	(2,859.00)	0 %
Expenditures				

Two Rivers West CDD
Statement of Revenues, Expenditures Changes in Fund Balance
From 10/1/2021 Through 7/31/2022

001 - General Fund
(In Whole Numbers)

	<u>Total Budget - Original</u>	<u>Current Period Actual</u>	<u>YTD Budget Variance - Original</u>	<u>Percent Total Budget Remaining - Original</u>
Excess of Revenue/Other Sources Over Expenditures/Other Uses	<u>0.00</u>	<u>(2,859.00)</u>	<u>(2,859.00)</u>	<u>0 %</u>
Fund Balance, End of Period	<u>0.00</u>	<u>(2,859.00)</u>	<u>(2,859.00)</u>	<u>0 %</u>

Two Rivers West CDD
Reconcile Cash Accounts

Summary

*Cash Account: 10101 Cash - Operating Account
Reconciliation ID: 07/31/2022
Reconciliation Date: 7/31/2022
Status: Locked*

Bank Balance	7,267.98
Less Outstanding Checks/Vouchers	3,858.90
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	3,409.08
Balance Per Books	<u>3,409.08</u>
Unreconciled Difference	<u>0.00</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: 07/31/2022
Reconciliation Date: 7/31/2022
Status: Locked
Outstanding Checks/Vouchers

Document Number	Document Date	Document Description	Document Amount	Payee
1011	6/27/2022	System Generated Check/Voucher	200.00	Nicholas J. Dister
1012	6/27/2022	System Generated Check/Voucher	200.00	Ryan Motko
1016	7/27/2022	System Generated Check/Voucher	115.35	Kaeser & Blair Incorporated
1017	7/27/2022	System Generated Check/Voucher	200.00	Nicholas J. Dister
1018	7/27/2022	System Generated Check/Voucher	200.00	Ryan Motko
1019	7/27/2022	System Generated Check/Voucher	<u>2,943.55</u>	Straley Robin Vericker
Outstanding Checks/Vouchers			<u>3,858.90</u>	

Two Rivers West CDD
Reconcile Cash Accounts

Detail
Cash Account: 10101 Cash - Operating Account
Reconciliation ID: 07/31/2022
Reconciliation Date: 7/31/2022
Status: Locked
Cleared Checks/Vouchers

Document Number	Document Date	Document Description	Document Amount	Payee
1009	6/27/2022	System Generated Check/Voucher	2,900.00	ADA Site Compliance
1010	6/27/2022	System Generated Check/Voucher	700.00	Mike Fasano Tax Collector
1013	6/27/2022	System Generated Check/Voucher	200.00	Steven K. Luce
1014	6/27/2022	System Generated Check/Voucher	4,374.64	Straley Robin Vericker
1015	6/27/2022	System Generated Check/Voucher	200.00	Thomas R. Spence
014	7/21/2022	SERVICE CHARGES - PRIOR PERIOD 7.21.22	<u>21.19</u>	
Cleared Checks/Vouchers			<u>8,395.83</u>	

Two Rivers West CDD
Reconcile Cash Accounts

Detail
Cash Account: 10101 Cash - Operating Account
Reconciliation ID: 07/31/2022
Reconciliation Date: 7/31/2022
Status: Locked
Cleared Deposits

Document Number	Document Date	Document Description	Document Amount	Deposit Number
017	6/27/2022	Developer Funding 06/23/22	<u>9,287.64</u>	
Cleared Deposits			<u>9,287.64</u>	