

**TWO RIVERS EAST  
COMMUNITY DEVELOPMENT DISTRICT**

**November 15, 2022, Minutes of the Audit Committee  
and Regular Meeting**

**MINUTES OF THE AUDIT COMMITTEE & REGULAR MEETINGS**

The Audit Committee and Regular Meetings of the Board of Supervisors for the Two Rivers East Community Development District was held on **Tuesday, November 15, 2022, at 11:00 a.m.** at Springhill Suites by Marriott Tampa Suncoast Parkway located at 16615 Crosspointe Run, Land O'Lakes, FL 34638.

**1. CALL TO ORDER**

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

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

Nick Dister	Vice-Chair
Steve Luce	Supervisor
Ryan Motko	Supervisor
Thomas Spence	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. OATH OF OFFICE**

Mr. Lamb administered the Oath of Office to the following supervisors: Nick Dister, Steve Luce, Ryan Motko and Thomas Spence. All stated supervisors accepted compensation. Mr. Vericker briefed all new supervisors on Sunshine Laws. Mr. Lamb will get with Supervisor Jeff Hills to administer the Oath of Office.

**3. PUBLIC COMMENT ON AGENDA ITEMS**

There were no public comments on agenda items.

**4. RECESS TO AUDIT COMMITTEE MEETING**

Mr. Lamb directed the Board to recess to the Audit Committee.

**5. AUDIT COMMITTEE MEETING**

**A. Call To Order/Roll Call**

49 Mr. Lamb called the Audit Committee Meeting of Two Rivers East Community Development  
50 District to order on Tuesday, November 15, 2022, at 11:00 a.m.

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52 **Committee Members Present:**

53 Nick Dister Vice-Chair  
54 Steve Luce Supervisor  
55 Ryan Motko Supervisor  
56 Thomas Spence Supervisor

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58 **Staff Members Present:**

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

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62 **B. Appoint Chairman**

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64 The Board appointed Brian Lamb to serve as Chairman of the Audit Committee.

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66 **C. Selection Of Criteria for Evaluation Of Proposals**

67 **D. Determine Next Committee Meeting**

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

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

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

71 **i. Audit Committee Evaluation Criteria**

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73 Mr. Lamb stated that the Committee can evaluate, and rank received proposals for auditing  
74 services based on several criterions. The Committee: however, must first determine whether they  
75 would prefer to utilize cost as a ranking factor for evaluating the proposals received. The Board  
76 decided to include price in the criteria.

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78 Mr. Lamb stated that the RFP for Audit Services will advertise for January's meeting.

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MOTION TO: Utilize pricing as criteria for evaluating and ranking  
proposals received for Auditing Services and  
authorized the District Manager to contact auditing  
firms regarding submitting proposals for the RFP  
Audit Services.

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MADE BY: Supervisor Luce

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SECONDED BY: Supervisor Motko

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DISCUSSION: None further

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RESULT: Called to Vote: motion PASSED

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4/0 - Motion passed unanimously.

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94 **6. RETURN AND PROCEED TO REGULAR MEETING**

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96 Mr. Lamb directed the Board of Supervisors to return to proceed with the Regular Meeting.  
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98 **7. VENDOR AND STAFF REPORTS**

- 99 **A. District Counsel**  
100 **B. District Engineer**  
101 **C. District Manager**  
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103 There were no staff reports on behalf of the District Engineer and Manager currently.  
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105 **8. BUSINESS ITEMS**

106 **A. Consideration of Resolution 2023-24; Canvassing and Certifying the**  
107 **Results of the Landowners Election**  
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109 Mr. Lamb reviewed the resolution with the Board. Jeff Hills received 646 votes to serve seat 1,  
110 Nick Dister received 645 votes to serve for seat 3 and both elected supervisor will have a four-  
111 year term, Thomas Spence received 600 votes to serve for seat 4, Steve Luce received 600 votes  
112 to serve for seat 5, Ryan Motko received 600 votes to serve seat 3 and all elected supervisor will  
113 have a two-year term.  
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115	MOTION TO:	Approve the Resolution 2023-24.
116	MADE BY:	Supervisor Spence
117	SECONDED BY:	Supervisor Luce
118	DISCUSSION:	None further
119	RESULT:	Called to Vote: Motion PASSED
120		4/0 - Motion Passed Unanimously

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122 **B. Consideration of Resolution 2023-25; Designating Officers**  
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124 Mr. Lamb reviewed and discussed the resolution regarding the redesignating officers with the  
125 Board. The Board requested to keep the current slate with Jeff Hills as the Chairman and Nick  
126 Dister as the Vice Chairman. The balance of the Board will serve as the Assistant Secretaries.  
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128	MOTION TO:	Approve the Resolution 2023-25.
129	MADE BY:	Supervisor Motko
130	SECONDED BY:	Supervisor Dister
131	DISCUSSION:	None further
132	RESULT:	Called to Vote: Motion PASSED
133		4/0 - Motion Passed Unanimously

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**C. Consideration of District Engineers Bond Validation Report**

Mr. Lamb reviewed and discussed the District Engineers Bond Validation Report with the Board.

MOTION TO:	Approve the District Engineers Bond Validation Report in substantial form.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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**D. Consideration of District Engineers Report**

Mr. Lamb reviewed and discussed the District Engineers Report with the Board of Supervisors.

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

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

Mr. Lamb reviewed and discussed the Master Assessment Methodology Report with the Board of Supervisors. Mr. Lamb stated there will be a hearing in process to finalize and levy the Master Assessment.

MOTION TO:	Approve the District Engineering Consulting Services.
MADE BY:	Supervisor Spence
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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**F. Consideration of Resolution 2023-26; Declaring Special Assessments**

Mr. Lamb reviewed and discussed the resolution with the Board of Supervisors.

MOTION TO:	Approve the Resolution 2023-26.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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**G. Consideration of Resolution 2023-27; Setting Public Hearing to Levy Special Assessments**

Mr. Lamb stated the Public Hearing to Levy Special Assessments is set for December 20, 2022, at 11:00 A.M.

MOTION TO:	Approve the Resolution 2023-27 as stated.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Spence
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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**H. Consideration of Resolution 2023-28; District Expansion**

Mr. Lamb reviewed and discussed the District Expansion with the Board of Supervisors to have staff move forward to petition the county to expand the boundaries.

MOTION TO:	Approve the Resolution 2023-28 as stated.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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**I. General Matters of the District**

There were no general matters of the District currently.

216 **9. STAFF REPORTS**

- 217 **A. District Counsel**  
218 **B. District Manager**  
219 **C. District Engineer**

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221 There were no staff reports currently.

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223 **10. SUPERVISOR REQUESTS AND COMMENTS**

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225 There were no supervisor requests or comments.

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227 **11. AUDIENCE COMMENTS**

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229 There were no audience comments.

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231 **12. ADJOURNMENT**

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MOTION TO:	Adjourn.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Spence
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - 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 4/18/2023.

Signature

Signature

Printed Name

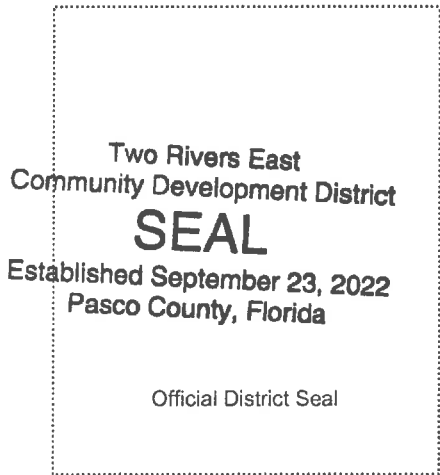
Printed Name

Title:

- Secretary
- Assistant Secretary

Title:

- Chairman
- Vice Chairman



Recorded by Records Administrator

Signature

4/19/2023  
Date