

May 16, 2023
Board of Supervisors

Dear Board Members:

Please accept my letter of resignation as a member of the Board of Supervisors for the following Community Development Districts, effective immediately:

Two Rivers East

Two River West

Sincerely,

DocuSigned by:

Steve Luce

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Steve Luce

RESOLUTION 2023-35

**A RESOLUTION OF THE BOARD OF SUPERVISORS
DESIGNATING THE OFFICERS OF TWO RIVERS EAST
COMMUNITY DEVELOPMENT DISTRICT AND
PROVIDING FOR AN EFFECTIVE DATE.**

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

WHEREAS, the initial supervisors have taken and subscribed to the oath of office per F.S. 190.006(4); and

WHEREAS, the Board of Supervisors (hereinafter the “Board”) now desires to organize by designating the Officers of the District per F.S. 190.006(6).

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

1. The following persons are elected to the offices shown, to wit:

<u>Nicholas Dister</u>	Chair
<u>Carlos de la Ossa</u>	Vice-Chair
<u>Brian Lamb</u>	Secretary
<u>Eric Davidson</u>	Treasurer
<u>Angie Grunwald</u>	Assistant Secretary
<u>Ryan Motko</u>	Assistant Secretary
<u>Thomas Spence</u>	Assistant Secretary
<u>Mike Rainer</u>	Assistant Secretary

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 16TH DAY OF May, 2023.

ATTEST:

**TWO RIVERS EAST COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairman/ Vice Chairman

RESOLUTION 2023-36

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TWO RIVERS EAST COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2023/2024; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Two Rivers East Community Development District (“**District**”) prior to June 15, 2023 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**Proposed Budget**”); and

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

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

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

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

DATE: August 15, 2023

HOUR: 11:00 am

LOCATION: SpringHill Suites by Marriott Tampa
Suncoast Parkway
16615 Crosspointe Run
Land O’Lakes, Florida 34648

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

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

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

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

PASSED AND ADOPTED ON MAY 16, 2023.

Attest:

**Two Rivers East Community
Development District**

Print Name: _____
Secretary / Assistant Secretary

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

Exhibit A: Proposed Budget for Fiscal Year 2023/2024

2024

TWO RIVERS EAST
COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2024
PROPOSED ANNUAL OPERATING
BUDGET



May 16, 2023

TWO RIVERS EAST

	Fiscal Year 2023 Final Operating Budget	Fiscal Year 2024 Actual Operating Budget	Increase / Decrease from FY 2023 to FY 2024
REVENUES			
SPECIAL ASSESSMENTS			
Operations & Maintenance Assmts-Tax Roll	282395.00	0.00	-282395.00
Operations & Maintenance Assmts-Off Roll	193272.00	0.00	-193272.00
Discounts and Collection Fees	0.00	0.00	0.00
TOTAL SPECIAL ASSESSMENTS	475,667.00	0.00	(475,667.00)
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES			
Developer Contribution	0.00	118425.00	118425.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	0	118,425	118,425
TOTAL REVENUES	475,667	118,425	(357,242)
EXPENDITURES			
LEGISLATIVE			
Supervisor Fees	0.00	3000.00	3000.00
TOTAL LEGISLATIVE	0	3,000	3,000
FINANCIAL & ADMINISTRATIVE			
Administrative Services	10000.00	4500.00	-5500.00
District Manager	3750.00	25000.00	21250.00
District Engineer	0.00	9500.00	9500.00
Trustee Fees	6000.00	6500.00	500.00
Recording Secretary	25.00	2400.00	2375.00
Organizational Meeting/Initial Set Up	9000.00	4000.00	-5000.00
Construction Accounting	4200.00	9000.00	4800.00
Dissemination Services	9500.00	4200.00	-5300.00
Financial & Revenue Collections	20833.00	1200.00	-19633.00
Rentals & Leases	175.00	600.00	425.00
Office Supplies	0.00	100.00	100.00
Technology Services	22500.00	600.00	-21900.00
Accounting Services	2500.00	9000.00	6500.00
Auditing Services	0.00	6000.00	6000.00
Postage, Phone, Faxes, Copies	3598.00	500.00	-3098.00
Public Officials Insurance	4000.00	2500.00	-1500.00
Legal Advertising	100.00	3500.00	3400.00
Bank Fees	500.00	200.00	-300.00
Dues, Licenses & Fees	2000.00	175.00	-1825.00
Miscellaneous Fees	500.00	250.00	-250.00
Website Development & Maintenance	2625.00	1200.00	-1425.00
ADA Website Compliance	500.00	1800.00	1300.00
TOTAL FINANCIAL & ADMINISTRATIVE	102,306	92,725	(9,581)
LEGAL COUNSEL			
District Counsel	9500.00	9500.00	0.00
TOTAL LEGAL COUNSEL	9,500	9,500	0
OTHER PHYSICAL ENVIRONMENT			
General Liability Insurance	500.00	3200.00	2700.00
Aquatic Maintenance - Contract	17500.00	0.00	-17500.00
Debris Cleanup	0.00	0.00	0.00

TWO RIVERS EAST

Entry/Gate/Walls/Sinage Maintenance	1500.00	0.00	-1500.00
Facility A/C Maintenance	1000.00	0.00	-1000.00
Facility Janitorial R&M - Contract	7500.00	0.00	-7500.00
Facility Janitorial Supplies/Other	750.00	0.00	-750.00
Insurance - General Liability	3200.00	0.00	-3200.00
Irrigation Maintenance	5000.00	0.00	-5000.00
Landscape - Annuals	14000.00	0.00	-14000.00
Landscape - Other	5000.00	0.00	-5000.00
Landscape - Mulch	18500.00	0.00	-18500.00
Landscape - Plant Replacement Program	10000.00	0.00	-10000.00
Landscape Maintenance - Contract	136361.00	0.00	-136361.00
Pool - R&M	2500.00	0.00	-2500.00
Security	0.00	0.00	0.00
Amenity Cameras	0.00	0.00	0.00
TOTAL OTHER PHYSICAL ENVIRONMENT	223,311	3,200	(220,111)
Parks & Rec			
Access Control Fob Distribution	0.00	0.00	0.00
Access Control Maintenance & Fobs	2000.00	0.00	-2000.00
Amenity Furniture	0.00	0.00	0.00
Amenity R&M	7500.00	0.00	-7500.00
Contingency-Misc	2500.00	0.00	-2500.00
Field Services	12000.00	0.00	-12000.00
Dog Waste Station Service & Supplies	1500.00	0.00	-1500.00
Garbage Recreation Center	2800.00	0.00	-2800.00
Park Maintenance - Contract	300.00	0.00	-300.00
Pest Control - Amenity	0.00	0.00	0.00
Pool - Contract	12000.00	0.00	-12000.00
Pool - Permits	350.00	0.00	-350.00
Special Events	500.00	0.00	-500.00
Telephone/Internet Services	950.00	0.00	-950.00
TOTAL Parks & Rec	42,400	0	(42,400)
Road & Street Facilities			
Sidewalk/Pavement/Drainage Repair	1500.00	0.00	-1500.00
TOTAL Road & Street Facilities	1,500	0	(1,500)
Water - Sewer Combination Services			
Utility - Water/Sewer	4500.00	0.00	-4500.00
TOTAL Water - Sewer Combination Services	4,500	0	(4,500)
Electric Utility Services			
Utility - Electric	12000.00	0.00	-12000.00
Utility - Streetlights	75000.00	0.00	-75000.00
TOTAL Electric Utility Services	87,000	0	(87,000)
CONTINGENCY			
Miscellaneous	0.00	10000.00	10000.00
TOTAL RESERVES	0	10,000	10,000
TOTAL EXPENDITURES	470,517	118,425	(352,092)
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	5,150	0	(5,150)

SCHEDULE OF ANNUAL ASSESSMENTS

(1)

Lot Size	EBU Value	Unit Count	Debt Service Per Unit	O&M Per Unit	FY 2024 Total Assessment
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SERIES 2023					
Single Family 40'	1.00	560	\$1,383.00	\$83.19	\$1,466.19
Single Family 50'	1.25	446	\$1,729.00	\$103.99	\$1,832.99
Single-Family 60'	1.50	204	\$2,074.00	\$124.79	\$2,198.79
Subtotal		1,210			
TOTAL		1,210			

Notations:

⁽¹⁾ Annual assessments are adjusted for the County collection costs and statutory discounts for early payment.

listed are for informational purposes and reflect operations assessments once the community is complete based on the current

⁽³⁾ The District is actively undergoing construction to complete the capital project improvement program.



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

Received

MAY 01 2023

1-800-851-8754
www.pascovotes.gov

April 26, 2023

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

Dear Brian Lamb:

Pursuant to your request, the following voter registration statistics are provided for their respective community development districts as of April 15, 2023.

- | | |
|---|---|
| • Two Rivers East Community Development District | 0 |
| • Two Rivers North Community Development District | 0 |
| • Two Rivers West Community Development District | 0 |

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

Sincerely,

Tiffannie A. Alligood
Chief Administrative Officer

East Pasco - Dade City (352) 521-4302
Central Pasco - Land O' Lakes (813) 929-2788
West Pasco - New Port Richey (727) 847-8162

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

**These minutes were done in summary format.*

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

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

Signature

Signature

Printed Name

Printed Name

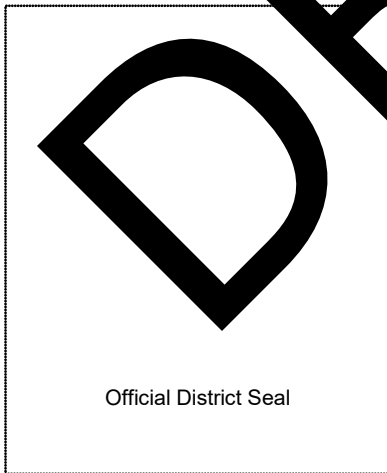
Title:

- Secretary**
- Assistant Secretary**

Title:

- Chairman**
- Chairman**

Recorded by Records Administrator



Signature

Date