

**TWO RIVER EAST  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MAY 20, 2025**

**AGENDA PACKAGE**



2005 PAN AM CIRCLE, SUITE 300  
TAMPA, FL 33067

# Two Rivers East Community Development District

Agenda Page 2

## Board of Supervisors

Carlos de la Ossa, Chairman  
Nicholas Dister, Vice-Chairman  
Ryan Motko, Assistant Secretary  
Thomas Spence, Assistant Secretary  
Angie Grunwald, Assistant Secretary

## District Staff

Brian Lamb, District Secretary  
Jayna Cooper, District Manager  
John Vericker, District Counsel  
Tonja Stewart, District Engineer

## Regular Meeting Agenda

Tuesday, May 20, 2025, at 11:00 a.m.

The Regular Meetings of Two Rivers East Community Development District will be held on **May 20, 2025, at 11:00 a.m. at the SpringHill Suites by Marriott Tampa Suncoast Parkway located at 16615 Crosspointe Run, Land O' Lakes, FL 34638** For those who intend to call in below is the Teams link information. Please let us know at least 24 hours in advance if you are planning to call into the meeting.

### [Join the meeting now](#)

Meeting ID: 297 982 188 241 Passcode: Yz3RiT

Dial-in by phone +1 646-838-1601 Pin: 769 240 715#

*All cellular phones and pagers must be turned off during the meeting.*

### 1. CALL TO ORDER/ROLL CALL

### 2. PUBLIC COMMENTS (*Each individual has the opportunity to comment and is limited to three (3) minutes for such comment*)

### 3. BUSINESS ITEMS

- A. Consideration of Resolution 2025-06; Authorizing Zip Code Boundary Review for the District
- B. Ratification of Storm Clean up Agreements with Down to Earth
- C. Report on Number of Registered Voters (1)
- D. Discussion of Proposed Fiscal Year 2026 Budget
- E. Consideration of Resolution 2025-07, Approving the Fiscal Year 2026 Budget and Setting a Public Hearing

### 4. CONSENT AGENDA

- A. Approval of Minutes of the April 15, 2025 Meeting
- B. Consideration of Operation and Maintenance Expenditures April 2025
- C. Acceptance of the Financials and Approval of the Check Register for April 2025

### 5. STAFF REPORTS

- A. District Counsel
- B. District Manager
  - i. Community Inspection Report
- C. District Engineer

### 6. BOARD MEMBERS COMMENTS

### 7. ADJOURNMENT

**The next Meeting is scheduled for Tuesday, June 17, 2025 at 11:00 a.m.**

## **Third Order of Business**

## **RESOLUTION NO. 2025-06**

### **A RESOLUTION AUTHORIZING THE ZIP CODE BOUNDARY REVIEW PROCESS FOR THE TWO RIVERS EAST COMMUNITY DEVELOPMENT DISTRICT WITH THE UNITED STATES POSTAL SERVICE; AUTHORIZING THE SUBMITTAL OF A WRITTEN REQUEST TO THE UNITED STATES POSTAL SERVICE TO OBTAIN A NEW ZIP CODE FOR THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Two Rivers East Community Development District (“**District**”) is a local unit of special-purpose government organized and existing in accordance with the Uniform Community Development District Act of 1980, as amended, Chapter 190, Florida Statutes; and

**WHEREAS**, the District has been assigned a ZIP code associated with city of Zephyrhills, Florida and the District desires a new ZIP code that will allow for more efficient mail delivery to residents of the District and more accurately represent the community identity within the Two Rivers master planned community consisting of the District and Two Rivers North Community Development District, Two Rivers West Community Development District and Two Rivers South Community Development District.

**WHEREAS**, the Board of Supervisors of the District (“**Board**”) desires to request a new ZIP code from the United States Postal Service (“**USPS**”) through the ZIP Code Boundary Review Process by submitting a written request to the USPS District Manager outlining the reasons for the request.

#### **NOW THEREFORE, BE IT RESOLVED THAT:**

1. The Board hereby authorizes and approves the submittal of a written request to the USPS District Manager to initiate the ZIP Code Boundary Review Process.
2. The Board hereby authorizes and directs the Chair, the Vice Chair, or any member of the Board, the District Manager, District Counsel, and District Engineer to take any action in connection with the ZIP Code Boundary Review Process.
3. This Resolution shall be effective as of May 20, 2025.

**PASSED AND ADOPTED ON MAY 20, 2025.**

**ATTEST:**

**TWO RIVERS EAST COMMUNITY  
DEVELOPMENT DISTRICT**

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Name: \_\_\_\_\_  
Title: Secretary/Assistant Secretary

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Carlos de la Ossa  
Chair of the Board of Supervisors

## Hurricane and Storm Clean-Up Addendum to the Landscape Maintenance Services Agreement

This Hurricane and Storm Clean-Up Addendum to the Landscape Maintenance Services Agreement (this “**Storm Addendum**”) is made and entered into as of April 18, 2025, by and between the **Two Rivers East Community Development District** (the “**District**”) and **SSS Down to Earth OPCO LLC d/b/a Down to Earth**, a Florida limited liability company (the “**Contractor**”).

### Background Information:

The District and the Contractor entered into a Landscape Maintenance Services Agreement dated March 12, 2025 (the “**Agreement**”). Unless otherwise expressly defined herein, capitalized terms used herein have the meanings assigned to them in the Agreement. The District and the Contractor desire to pre-authorize hurricane and storm clean-up expectations and pricing. The Contractor submitted a proposal for such clean-up services which have been incorporated into this Storm Addendum. The District and the Contractor each has the authority to execute this Storm Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Storm Addendum so that this Storm Addendum constitutes a legal and binding obligation of each party hereto.

**NOW, THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Contractor agree as follows:

- 1. Incorporation of Background Information.** The background information stated above is true and correct and by this reference is incorporated by reference as a material part of this Storm Addendum.
- 2. Pre-Authorized Hurricane and Storm Clean-Up Services.** Contractor agrees to provide pre-authorized hurricane and storm clean-up services as further described in the attached **Exhibit A**.
  - Contractor shall provide all labor and equipment necessary for these services.
  - Phase 1: Emergency services to clear roadways, driveways, and walkways for first responders.
  - Phase 2: Complete clean-up, staking, and specific rebuilds as requested, so that recurring maintenance can begin.
  - Phase 3: Property rebuild.
- 3. Additional Compensation for Emergency Clean-Up Services.** Contractor shall perform the additional emergency clean-up services for the prices as further described on the attached Hurricane Price List (**Exhibit A**).
- 4. Ratification of all Other Terms of the Agreement.** Except as hereby modified, the terms and conditions (including compensation) of the Agreement are hereby ratified and confirmed.

**IN WITNESS WHEREOF** the undersigned have executed this Storm Addendum effective as of the date written above.

**SSS Down to Earth OPCO LLC d/b/a Down to Earth**  
 DocuSigned by:  
 By:   
 Name: Tom Lazzaro  
 Title: CEO

**Two Rivers East Community Development District**  
 Signed by:  
 By:   
 Name: Carlos de la Ossa  
 ID: CE0CB251E795481  
 Title: Chair of the Board of Supervisors

# WE ARE HERE FOR YOU!

Let us help you  
**Weather the Storm.**



## Have Peace of Mind With **Pre-Authorized Storm Clean-Up**

We are on the ground canvassing your property to assess damage as soon as the storm has passed. We quickly dispatch the appropriate teams to address your needs, prioritizing safety first:

We will do everything we can to alleviate the stress caused by inclement weather in a **3-phase approach**:

**Phase 1:** Emergency services to clear roadways, driveways, and walkways for first responders.

**Phase 2:** Complete clean-up, staking, and specific rebuilds as requested, so that recurring maintenance can begin.

**Phase 3:** Property rebuild: Normal enhancement rates would apply.

Utilizing our network of vendor partners and leveraging our Construction Division, we will bring resources to address the situation.

**Storm\_Prep@down2earthinc.com**

## EXHIBIT "A"

### Pre-Authorize Storm Clean-Up

See our **3-phase approach** below.

### Keep Us Apprised of your Insurance Requirements

Let us know of any requirements your insurance carrier may have for documenting damages or corrective actions resulting from a storm. Our team will take photos of damages and keep track of manpower, equipment, and work provided in our repairs.

### Let Us Know How to Reach You

Communications can be vulnerable in case of a storm. Remember to keep your contact information updated.

### Prepare Your Trees

Reduce the risk of damage and injury by pruning weak branches and opening canopies. Schedule an assessment with our team to ensure your trees are ready.

### Hurricane Price List

General Labor	\$80 / per man / per hour (\$110 per man hour OT)
Bucket Truck & Chipper	\$200 / per man / per hour (\$250 per man hour OT)
Loader & Operator Large	\$270 / per hour (\$320 per hour OT)
Loader/ Operator Dump	\$270 / per hour (\$320 per hour OT)
Dump Fees	Market Rate (~\$110 per cubic yard)
Arbor Crew with Dump Truck & Chipper	\$180 / per man / per hour (\$230 per hour OT)
Irrigation Repair	\$110 / per person/ per hour (\$150 per hour OT)
Lodge Pole & Staking Rope	\$35 / unit
Banding Kits (4X2)	\$40 / unit
Crane	Priced per request

\_\_\_\_\_  
 Authorized Signature

\_\_\_\_\_  
 Print Name / Title

\_\_\_\_\_  
 Property Name

\_\_\_\_\_  
 Property Address

\_\_\_\_\_  
 Emergency Contact Name

\_\_\_\_\_  
 Emergency Contact Phone



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

**1-800-851-8754**  
**[www.PascoVotes.gov](http://www.PascoVotes.gov)**

April 23, 2025

Camille Berloune  
 District Administrative Assistant  
 11555 Heron Bay Blvd Suite 201  
 Coral Springs FL 33076

Dear Camille Berloune:

Pursuant to your request, the following voter registration statistics are provided for their respective community development districts as of April 15, 2025.

• Hillcrest Preserve Community Development District	0
• Palmetto Ridge Community Development District	0
• The Groves Community Development District	1,093
• Two Rivers East Community Development District	1
• Two Rivers North Community Development District	617
• Two Rivers West Community Development District	6
• West Hillcrest Community Development District	0

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

Sincerely,

A handwritten signature in black ink, appearing to read 'Tiffannie A. Alligood'.

Tiffannie A. Alligood  
 Chief Administrative Officer

**Two Rivers East**  
Community Development District

***Annual Operating and Debt Service Budget***

**Fiscal Year 2026**

Preliminary Budget

Prepared by:



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**Two Rivers East**  
Community Development District

**Budget Overview**

Fiscal Year 2026

**Two Rivers East**  
Community Development District

**Operating Budget**  
Fiscal Year 2026

**Summary of Revenues, Expenditures and Changes in Fund Balance:**

General Fund  
Fiscal Year 2026 Budget

<b>ACCOUNT DESCRIPTION</b>	<b>ADOPTED</b>		<b>ANNUAL</b>	
	<b>BUDGET</b>	<b>FY 2025</b>	<b>BUDGET</b>	<b>FY 2026</b>
<b>REVENUES</b>				
Interest - Investments	\$	-	\$	-
Operations & Maintenance Assmts - On Roll	\$	-	\$	-
Special Assmmts- CDD Collected	\$	-	\$	-
Developer Contributions	\$	305,625	\$	2,309,525
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>305,625</b>	<b>\$</b>	<b>2,309,525</b>

**EXPENDITURES**

***Financial and Administrative***

Supervisor Fees	\$	12,000	\$	12,000
Profserv - District Management	\$	25,000	\$	25,000
Profserv - Administration	\$	4,500	\$	4,500
Profserv - Recording Secretary	\$	2,400	\$	2,400
Profserv - Construction Accounting	\$	9,000	\$	6,000
Profserv - Financial/Revenue Collections	\$	1,200	\$	5,000
Profserv - Rental and Leases	\$	600	\$	600
Profserv - Accounting Services	\$	9,000	\$	9,000
Profserv - Dissemination Agent/Reporting	\$	4,200	\$	5,000
Profserv - Website Admin Services	\$	1,200	\$	1,200
Profserv - Field Management	\$	-	\$	12,000
ProfServ-Info Technology	\$	600	\$	600
District Engineer	\$	9,500	\$	12,500
District Counsel	\$	9,500	\$	30,000
Trustees Fees	\$	6,500	\$	6,500
Auditing Services	\$	6,000	\$	6,000
Postage, Phone, Faxes, Copies	\$	500	\$	500
Legal Advertising	\$	3,500	\$	1,000
Bank Fees	\$	200	\$	100
Dues, Licenses & Fees	\$	175	\$	175
Onsite Office Supplies	\$	100	\$	-
Website ADA Compliance	\$	1,800	\$	1,600
Misc Admin	\$	250	\$	-
Tax Collector	\$	-	\$	-
Meeting Expense	\$	4,000	\$	1,000
Streetlight Deposits	\$	-	\$	599,199
<b>Total Financial and Administrative</b>	<b>\$</b>	<b>111,725</b>	<b>\$</b>	<b>741,874</b>

**Summary of Revenues, Expenditures and Changes in Fund Balance:**

General Fund  
Fiscal Year 2026 Budget

<b>ACCOUNT DESCRIPTION</b>	<b>ADOPTED</b>	<b>ANNUAL</b>	
	<b>BUDGET</b>	<b>BUDGET</b>	
	<b>FY 2025</b>	<b>FY 2026</b>	
<b>Insurance</b>			
General Liability	\$ 3,025	\$ 3,718	
Public Officials Insurance	\$ 2,475	\$ 2,633	
Property & Casualty Insurance	\$ -	\$ 10,000	
Deductible	\$ -	\$ 2,500	
<b>Total Insurance</b>	<b>\$ 5,500</b>	<b>\$ 18,851</b>	
<b>Utility Services</b>			
Electric Utility Services	\$ -	\$ 85,000	
Street Lights	\$ -	\$ 190,000	
Amenity Internet	\$ -	\$ 900	
Water/Waste	\$ -	\$ 2,400	
<b>Total Utility Services</b>	<b>\$ -</b>	<b>\$ 278,300</b>	
<b>Amenity</b>			
Onsite Staff		\$ 20,000	
Janitorial - Contract	\$ -	\$ 9,000	
Janitorial - Supplies/Other	\$ -	\$ 1,000	
Amenity Pest Control	\$ -	\$ 600	
Amenity R&M	\$ -	\$ 2,500	
Amenity Camera R&M	\$ -	\$ 1,000	
Amenity Furniture R&M	\$ -	\$ 2,000	
Access Control R&M	\$ -	\$ 2,500	
Key Card Distribution	\$ -	\$ 1,200	
Dog Waste Station Service and Supplies	\$ -	\$ 1,200	
Entrance Monuments & Walls R&M	\$ -	\$ 10,000	
Sidewalk, Pavement, Signage R&M	\$ -	\$ 1,000	
Pool Maintenance - Contract	\$ -	\$ 10,000	
Pool Treatments & Other R&M	\$ -	\$ 1,500	
Security Monitoring Services	\$ -	\$ 3,000	
Special Events	\$ -	\$ 5,000	
<b>Total Amenity</b>	<b>\$ -</b>	<b>\$ 71,500</b>	
<b>Landscape and Pond Maintenance</b>			
Landscape Maintenance - Contract	\$ 125,000	\$ 1,000,000	
Landscaping - Mulch	\$ -	\$ 35,000	

**Summary of Revenues, Expenditures and Changes in Fund Balance:**

General Fund  
Fiscal Year 2026 Budget

<b>ACCOUNT DESCRIPTION</b>	<b>ADOPTED BUDGET</b>		<b>ANNUAL BUDGET</b>	
	<b>FY 2025</b>	<b>FY 2026</b>		
Landscaping - Annuals	\$ -	\$ 12,500		
Landscaping - Plant Replacement Program	\$ -	\$ 30,000		
Landscape - Irrigation R&M	\$ -	\$ 20,000		
Aquatics - Contract	\$ 38,000	\$ 28,500		
Debris Cleanup	\$ 9,000	\$ 9,000		
Wildlife Control	\$ 6,400	\$ 9,000		
Misc Contingency	\$ 10,000	\$ 20,000		
Storm Clean Up Contingency		\$ 35,000		
<b>Total Landscape and Pond Maintenance</b>	<b>\$ 188,400</b>	<b>\$ 1,199,000</b>		
 <b>TOTAL EXPENDITURES</b>	 <b>\$ 305,625</b>	 <b>\$ 2,309,525</b>		

**Exhibit "A"**

## Allocation of Fund Balances

**FISCAL YEAR 2025 RESERVE FUND ANALYSIS**

Beginning Fund Balance - Carry Forward Surplus as of 10/1/2024	\$	-
Less: Forecasted Surplus/(Deficit) as of 9/30/2025		62,505
<b>Estimated Funds Available - 9/30/2025</b>		<b>62,505</b>

**FISCAL YEAR 2026 RESERVE FUND ANALYSIS**

Beginning Fund Balance - Carry Forward Surplus as of 10/1/2025	\$	62,505
Less: First Quarter Operating Reserve		(577,381) <sup>(1)</sup>
Less: Designated Reserves for Capital Projects		
Less: Forecasted Surplus/(Deficit) as of 9/30/2026		-
<b>Estimated Remaining Undesignated Cash as of 9/30/2026</b>		<b>(514,876)</b>

**Notes**

(1) Represents approximately 3 months of operating expenditures

**Two Rivers East**  
Community Development District

**Debt Service Budgets**  
Fiscal Year 2026

**Series 2023 Bonds**  
Fiscal Year 2026 Budget

**REVENUES**

CDD Debt Service Assessments	\$ 1,845,900
<b>TOTAL REVENUES</b>	<b>\$ 1,845,900</b>

**EXPENDITURES**

Series 2023 May Bond Interest Payment	\$ 742,459
Series 2023 May Bond Principal Payment	\$ 370,000
Series 2023 November Bond Interest Payment	\$ 733,441
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,845,900</b>

<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ -</b>
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**ANALYSIS OF BONDS OUTSTANDING**

Bonds Outstanding - Period Ending 11/1/2024	\$ 25,905,000
Principal Payment Applied Toward Series 2021 Bonds	\$ 370,000
<b>Bonds Outstanding - Period Ending 11/1/2025</b>	<b>\$ 25,535,000</b>

**Two Rivers East**

Community Development District

Series 2023 Debt Service

**Two Rivers East Community Development District**  
**Special Assessment Bonds, Series 2023 (Series 2023 Project)**

Period Ending	Outstanding Balance	Principal	Coupon	Interest	Debt Service
11/1/2023	\$ 26,260,000			\$ 630,100	\$ 630,100
5/1/2024	\$ 26,260,000	\$ 355,000	4.88%	\$ 751,113	\$ 1,106,113
11/1/2024	\$ 25,905,000			\$ 742,459	\$ 742,459
5/1/2025	\$ 25,905,000	\$ 370,000	4.88%	\$ 742,459	\$ 1,112,459
11/1/2025	\$ 25,535,000			\$ 733,441	\$ 733,441
5/1/2026	\$ 25,535,000	\$ 390,000	4.88%	\$ 733,441	\$ 1,123,441
11/1/2026	\$ 25,145,000			\$ 723,934	\$ 723,934
5/1/2027	\$ 25,145,000	\$ 410,000	4.88%	\$ 723,934	\$ 1,133,934
11/1/2027	\$ 24,735,000			\$ 713,941	\$ 713,941
5/1/2028	\$ 24,735,000	\$ 430,000	4.88%	\$ 713,941	\$ 1,143,941
11/1/2028	\$ 24,305,000			\$ 703,459	\$ 703,459
5/1/2029	\$ 24,305,000	\$ 450,000	4.88%	\$ 703,459	\$ 1,153,459
11/1/2029	\$ 23,855,000			\$ 692,491	\$ 692,491
5/1/2030	\$ 23,855,000	\$ 475,000	4.88%	\$ 692,491	\$ 1,167,491
11/1/2030	\$ 23,380,000			\$ 680,913	\$ 680,913
5/1/2031	\$ 23,380,000	\$ 500,000	5.75%	\$ 680,913	\$ 1,180,913
11/1/2031	\$ 22,880,000			\$ 666,538	\$ 666,538
5/1/2032	\$ 22,880,000	\$ 530,000	5.75%	\$ 666,538	\$ 1,196,538
11/1/2032	\$ 22,350,000			\$ 651,300	\$ 651,300
5/1/2033	\$ 22,350,000	\$ 560,000	5.75%	\$ 651,300	\$ 1,211,300
11/1/2033	\$ 21,790,000			\$ 635,200	\$ 635,200
5/1/2034	\$ 21,790,000	\$ 595,000	5.75%	\$ 635,200	\$ 1,230,200
11/1/2034	\$ 21,195,000			\$ 618,094	\$ 618,094
5/1/2035	\$ 21,195,000	\$ 630,000	5.75%	\$ 618,094	\$ 1,248,094
11/1/2035	\$ 20,565,000			\$ 599,981	\$ 599,981
5/1/2036	\$ 20,565,000	\$ 665,000	5.75%	\$ 599,981	\$ 1,264,981
11/1/2036	\$ 19,900,000			\$ 580,863	\$ 580,863
5/1/2037	\$ 19,900,000	\$ 705,000	5.75%	\$ 580,863	\$ 1,285,863
11/1/2037	\$ 19,195,000			\$ 560,594	\$ 560,594
5/1/2038	\$ 19,195,000	\$ 750,000	5.75%	\$ 560,594	\$ 1,310,594
11/1/2038	\$ 18,445,000			\$ 539,031	\$ 539,031
5/1/2039	\$ 18,445,000	\$ 795,000	5.75%	\$ 539,031	\$ 1,334,031
11/1/2039	\$ 17,650,000			\$ 516,175	\$ 516,175
5/1/2040	\$ 17,650,000	\$ 840,000	5.75%	\$ 516,175	\$ 1,356,175
11/1/2040	\$ 16,810,000			\$ 492,025	\$ 492,025
5/1/2041	\$ 16,810,000	\$ 890,000	5.75%	\$ 492,025	\$ 1,382,025
11/1/2041	\$ 15,920,000			\$ 466,438	\$ 466,438
5/1/2042	\$ 15,920,000	\$ 940,000	5.75%	\$ 466,438	\$ 1,406,438
11/1/2042	\$ 14,980,000			\$ 439,413	\$ 439,413
5/1/2043	\$ 14,980,000	\$ 1,000,000	5.75%	\$ 439,413	\$ 1,439,413
11/1/2043	\$ 13,980,000			\$ 410,663	\$ 410,663
5/1/2044	\$ 13,980,000	\$ 1,060,000	5.88%	\$ 410,663	\$ 1,470,663
11/1/2044	\$ 12,920,000			\$ 379,525	\$ 379,525
5/1/2045	\$ 12,920,000	\$ 1,120,000	5.88%	\$ 379,525	\$ 1,499,525
11/1/2045	\$ 11,800,000			\$ 346,625	\$ 346,625
5/1/2046	\$ 11,800,000	\$ 1,190,000	5.88%	\$ 346,625	\$ 1,536,625
11/1/2046	\$ 10,610,000			\$ 311,669	\$ 311,669
5/1/2047	\$ 10,610,000	\$ 1,260,000	5.88%	\$ 311,669	\$ 1,571,669
11/1/2047	\$ 9,350,000			\$ 274,656	\$ 274,656
5/1/2048	\$ 9,350,000	\$ 1,340,000	5.88%	\$ 274,656	\$ 1,614,656
11/1/2048	\$ 8,010,000			\$ 235,294	\$ 235,294
5/1/2049	\$ 8,010,000	\$ 1,420,000	5.88%	\$ 235,294	\$ 1,655,294
11/1/2049	\$ 6,590,000			\$ 193,581	\$ 193,581
5/1/2050	\$ 6,590,000	\$ 1,505,000	5.88%	\$ 193,581	\$ 1,698,581

**Two Rivers East**

Community Development District

Series 2023 Debt Service

Period Ending	Outstanding Balance	Principal	Coupon	Interest	Debt Service
11/1/2050	\$ 5,085,000			\$ 149,372	\$ 149,372
5/1/2051	\$ 5,085,000	\$ 1,595,000	5.88%	\$ 149,372	\$ 1,744,372
11/1/2051	\$ 3,490,000			\$ 102,519	\$ 102,519
5/1/2052	\$ 3,490,000	\$ 1,695,000	5.88%	\$ 102,519	\$ 1,797,519
11/1/2052	\$ 1,795,000			\$ 52,728	\$ 52,728
5/1/2053	\$ 1,795,000	\$ 1,795,000	5.88%	\$ 52,728	\$ 1,847,728
		\$ 26,260,000		\$ 29,807,050	\$ 56,067,050

**Two Rivers East**  
Community Development District

**Supporting Budget Schedules**  
Fiscal Year 2026

**Two Rivers East**

Community Development District

*All Funds*

**Assessment Summary**  
**Fiscal Year 2026 vs. Fiscal Year 2025**

ASSESSMENT ALLOCATION													
Assessment Area One - Parcels E-1, E-2, F-1 & F-2													
Product	Units	General Fund			Debt Service Series 2023			Total Assessments per Unit			FY 2026	FY 2025	Dollar Change
		FY 2026	FY 2025	Dollar Change	FY 2026	FY 2025	Dollar Change	FY 2026	FY 2025	Dollar Change			
Single Family 40'	560	\$ 1,725.99	\$ 228.40	\$ 1,497.58	\$ 1,383.00	\$ 1,383.00	\$ -	\$ 3,108.99	\$ 1,611.40	\$ 1,497.58			
Single Family 50'	446	\$ 2,157.48	\$ 285.50	\$ 1,871.98	\$ 1,729.00	\$ 1,729.00	\$ -	\$ 3,886.48	\$ 2,014.50	\$ 1,871.98			
Single Family 60'	204	\$ 2,588.98	\$ 342.61	\$ 2,246.37	\$ 2,074.00	\$ 2,074.00	\$ -	\$ 4,662.98	\$ 2,416.61	\$ 2,246.37			
	<b>1210</b>												

## **RESOLUTION 2025-07**

### **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 2025/2026; 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, 2025, a proposed operation and maintenance budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026 (“**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 19, 2025

HOUR: 11:00 a.m.

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 20, 2025.**

Attest:

**Two Rivers East Community  
Development District**

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

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

**Exhibit A: Proposed Budget for Fiscal Year 2025/2026**

# **Fourth Order of Business**

**MINUTES OF MEETING  
TWO RIVERS EAST  
COMMUNITY DEVELOPMENT DISTRICT**

Agenda Page 25

1 The regular meeting of the Board of Supervisors of Two Rivers East Community  
2 Development District was held on Tuesday, April 15, 2025, and called to order at 11:32 a.m. at the  
3 SpringHill Suites by Marriott Tampa Suncoast Parkway, located at 16615 Crosspointe Run, Land O'  
4 Lakes, Florida 34638.

Present and constituting a quorum were:

Carlos de la Ossa	Chairperson
Nicholas Dister	Vice Chairperson ( <i>via phone</i> )
Thomas Spence	Assistant Secretary
Angie Grunwald	Assistant Secretary
Ryan Motko	Assistant Secretary ( <i>via phone</i> )

Also present were:

*The following is a summary of the discussions and actions taken.*

## **FIRST ORDER OF BUSINESS**

## Call to Order/Roll Call

Ms. Cooper called the meeting to order, and a quorum was established.

## **SECOND ORDER OF BUSINESS**

## Public Comments

There being no members of the public present, the next order of business followed.

### **THIRD ORDER OF BUSINESS**

## Business Items

## A. Discussion of Streetlights

The Board discussed Promissory Note for Streetlight Deposits, not to exceed \$507,796. A was provided for review under separate cover.

On MOTION by Mr. de la Ossa seconded by Mr. Spence, with all in favor, Promissory Note for Streetlight Deposits, not to exceed \$507,796, in substantial form, was approved. 5-0

## **B. Ratification of Landscape Maintenance Agreement with DTE**

On MOTION by Mr. de la Ossa seconded by Mr. Spence, with all in favor, Landscape Maintenance Agreement with *Down to Earth*, was ratified, 5-0

42

43 **FOURTH ORDER OF BUSINESS** Consent Agenda

44 A. Approval of Minutes of March 18, 2025 Meeting

45 B. Consideration of Operation and Maintenance Expenditures March 2025

46 C. Acceptance of the Financials and Approval of the Check Register for March 2025

47

48 On MOTION by Mr. de la Ossa seconded by Ms. Grunwald, with all  
49 in favor, the Consent Agenda was approved. 5-0

50

51 **FIFTH ORDER OF BUSINESS** Staff Reports

52 A. District Counsel

53 B. District Manager

54 C. District Engineer

55 There being no reports, the next order of business followed.

56

57 **SIXTH ORDER OF BUSINESS** Board Members' Comments

58 There being none, the next order of business followed.

59

60 **SEVENTH ORDER OF BUSINESS** Adjournment

61 There being no further business,

62

63 On MOTION by Mr. de la Ossa seconded by Ms. Grunwald, with all  
64 in favor, the meeting was adjourned at 11:39 am. 5-0

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67

68 Jayna Cooper Carlos de la Ossa

69 District Manager Chairperson

**TWO RIVERS EAST**  
**Summary of Operations and Maintenance Invoices**

Vendor	Invoice Date	Invoice/Account Number	Amount	Invoice Total	Comments/Description
<b>Monthly Contract</b>					
DOWN TO EARTH	4/23/2025	140058	\$1,200.00	\$1,200.00	Landscape Services
DOWN TO EARTH	4/28/2025	140088	\$156.01	\$156.01	Landscape Contract
DOWN TO EARTH	4/1/2025	138357	\$1,745.34	\$1,745.34	Landscape Contract - April 2025
INFRAMARK LLC	4/1/2025	147157	\$750.00		ACCOUNTING SVCS
INFRAMARK LLC	4/1/2025	147157	\$375.00		ADMIN SVCS
INFRAMARK LLC	4/1/2025	147157	\$2,083.33		DISTRICT MGMT
INFRAMARK LLC	4/1/2025	147157	\$100.00		FINANCIAL & REVENUE
INFRAMARK LLC	4/1/2025	147157	\$200.00		RECORDING SECRETARY
INFRAMARK LLC	4/1/2025	147157	\$50.00		RENTAL & LEASES
INFRAMARK LLC	4/1/2025	147157	\$50.00		TECH/DATA STORAGE
INFRAMARK LLC	4/1/2025	147157	\$100.00		WEBSITE ADMN
INFRAMARK LLC	4/1/2025	147157	\$416.67	\$4,125.00	DISS SVCS
<b>Monthly Contract Subtotal</b>				<b>\$7,226.35</b>	<b>\$7,226.35</b>
<b>Utilities</b>					
W.R.E.C.	4/9/2025	TRE04092025-FR	\$81,120.00	\$81,120.00	F1 DEPOSIT
WITHLACOCHEE RIVER ELECTRIC COOPERATIVE	3/18/2025	031825 7251	\$81,120.00	\$81,120.00	F2 Streetlight Deposit
WITHLACOCHEE RIVER ELECTRIC COOPERATIVE	4/11/2025	041125 6530	\$43.35	\$43.35	ELECTRIC
WITHLACOCHEE RIVER ELECTRIC COOPERATIVE	4/11/2025	041125 6537	\$43.35	\$43.35	ELECTRIC
<b>Utilities Subtotal</b>				<b>\$162,326.70</b>	<b>\$162,326.70</b>
<b>Regular Services</b>					
ANGIE GRUNWALD	4/15/2025	AG 041525	\$200.00	\$200.00	BOARD 4/15/25
CARLOS DE LA OSSA	4/15/2025	CO 041525	\$200.00	\$200.00	BOARD 4/15/25
NICHOLAS J. DISTER	4/15/2025	ND 041525	\$200.00	\$200.00	BOARD 4/15/25
PASCO COUNTY PROPERTY APPRAISER	3/24/2025	25044	\$150.00	\$150.00	Annual Fee
RYAN MOTKO	4/15/2025	RM 041525	\$200.00	\$200.00	BOARD 4/15/25
STRALEY ROBIN VERICKER	4/8/2025	26317	\$4,925.00	\$4,925.00	District Counsel
THOMAS R. SPENCE	4/15/2025	TS 041525	\$200.00	\$200.00	BOARD 4/15/25

**TWO RIVERS EAST**  
**Summary of Operations and Maintenance Invoices**

Vendor	Invoice Date	Invoice/Account Number	Amount	Invoice Total	Comments/Description
<b>Regular Services Subtotal</b>			<b>\$6,075.00</b>	<b>\$6,075.00</b>	
<b>Additional Services</b>					
DOWN TO EARTH	4/23/2025	140057	\$600.00	\$600.00	Tree Removal
INFRAMARK LLC	4/21/2025	147974	\$2.76		Postage
INFRAMARK LLC	4/21/2025	147974	\$27.20	\$29.96	Meeting Space
<b>Additional Services Subtotal</b>			<b>\$629.96</b>	<b>\$629.96</b>	
<b>TOTAL</b>			<b>\$176,258.01</b>	<b>\$176,258.01</b>	

Down to Earth

PO Box 72701  
Cleveland, Ohio 44192-0002  
(321) 263-2700



Invoice #140058  
Cond. Date 4/10

April 2025

Customer

Two Rivers East  
Inframark Management Services  
2654 Cypress Ridge Blvd, Suite 101  
  
Wesley Chapel, Florida, 33544

Property / Project Address

Two Rivers East  
1988 Draughton Drive  
Zephyrhills, FL 33541

Project/Job

Pond mowing and extra roadway  
mowing prior to contract

Invoice Date

4/23/2025

Date Due

5/8/2025

Terms

Net 15

Estimate # 115705

Invoice Details

Description of Services & Items	Unit	Quantity	Rate	Amount
#115705 - Pond mowing and extra roadway mowing prior to contract				\$1,200.00

- Pond mowing and additional roadway mowing prior to contract start date.

Estimates require a 50% deposit to order and schedule any approved work. Price does not include any irrigation repairs. Irrigation repairs to be billed separately on a time and material basis.

<b>LCE025: Tree/Plant Installation</b>	<b>\$1,200.00</b>
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Site Prep, Removal, & Disposal (E) (Labor) \$1200.00

**Billing Questions**

[Sandra.Ketcher@down2earthinc.com](mailto:Sandra.Ketcher@down2earthinc.com)  
(321)-263-2700 ext 5060

Visit us at <https://dtelandscape.com> for all other questions or concerns.

Please click the link below to be directed to the Down to Earth customer portal to view invoices and to make payment by credit card. A processing fee of 2.75% will be added to all credit card payments.

[DTELandscape.propertyserviceportal.com](https://DTELandscape.propertyserviceportal.com)

Subtotal	\$1,200.00
Sales Tax	\$0.00
<b>Total</b>	<b>\$1,200.00</b>
Credits/Payments	(\$0.00)
<b>Balance Due</b>	<b>\$1,200.00</b>

Late Payments are subject to an 18% per annum interest rate, applied daily, on the overdue balance. A processing fee of 2.75% will be added to all credit card payments. See Terms & Conditions at <https://dtelandscape.com/terms-and-conditions/>.



## Re: Two Rivers Approvals

From Cooper, Jayna <jayna.cooper@inframark.com>

Date Thu 1/9/2025 7:27 PM

To Dave Towsley <dave.towsley@down2earthinc.com>

Cc Christopher Labenz <chris.labenz@down2earthinc.com>; Bryce Haake <Bryce.Haake@down2earthinc.com>

### Attention!

**Notice: External Email**

**Use caution when opening links, attachments, and when prompted to enter User IDs, Passwords or Confidential Information.**

**Please report any suspicious email to IT Support.**

Hi Dave,

Please use this email as authorization to perform work up to \$6,000 without preapproval at Two Rivers North & Two Rivers West.

Thank you,

Jayna Cooper | CDM | District Manager



2005 Pan Am Circle, Suite 300 | Tampa, FL 33607

813.608-8242 | [www.inframarkims.com](http://www.inframarkims.com)

Please send invoices to - [inframarkcms@payableslockbox.com](mailto:inframarkcms@payableslockbox.com)

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**From:** Dave Towsley <dave.towsley@down2earthinc.com>

**Sent:** Wednesday, January 8, 2025 9:19 AM

**To:** Cooper, Jayna <jayna.cooper@inframark.com>

**Cc:** Christopher Labenz <chris.labenz@down2earthinc.com>; Bryce Haake <Bryce.Haake@down2earthinc.com>

**Subject:** Two Rivers Approvals

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### This Message Is From an External Sender

This message came from outside your organization. Please use caution when clicking links.

Good morning, Jayna, it was nice talking with you yesterday. I am super excited to be working with you and the whole team out at Two Rivers. I can tell from everyone that I have spoken with that this community is going to be amazing.

As I get brought up to speed, I will be handling the daily workload out on property. Speaking with Chris and also with yourself I understand there is a monthly pre-approved landscaping budget of \$6k. This covers any dead plant material and irrigation work. If I can get from you a simple email stating this, I will attach it to your account, so we won't have any delays in getting work done. I will still notify you of any work that is getting done so everyone is aware. If you could please add me to any email groups or other contacts that I need to manage this property I would greatly appreciate that. I look forward to meeting up with you later this morning.

**Dave Towsley**  
**Account Manager**  
**Sarasota/Ruskin/Tampa**  
**813-215-9978**  
**[Dave.Towsley@down2earthinc.com](mailto:Dave.Towsley@down2earthinc.com)**  
7840 Fruitville Rd.  
Sarasota, FL 34240  
[www.dtelandscape.com](http://www.dtelandscape.com)



Down to Earth

PO Box 72701  
Cleveland, Ohio 44192-0002  
(321) 263-2700



Invoice #140088  
Condor Page 1 of 1

April 2025

Customer

Two Rivers East  
Inframark Management Services  
2654 Cypress Ridge Blvd, Suite 101  
  
Wesley Chapel, Florida, 33544

Property / Project Address

Two Rivers East  
1988 Draughton Drive  
Zephyrhills, FL 33541

<u>Project/Job</u>	<u>Invoice Date</u>	<u>Date Due</u>	<u>Terms</u>	<u>Customer PO #</u>
Two Rivers East Roadway Rough Cutting Contract (2025)	4/28/2025	5/28/2025	Net 30	

Estimate # 114331

Invoice Details

Description of Services & Items	Unit	Quantity	Rate	Amount
#114331 - Two Rivers East Roadway Rough Cutting Contract (2025)				\$156.01
LCR003: Additional Areas - Start 4/28/25				\$156.01

**Billing Questions**

[Sandra.Ketcher@down2earthinc.com](mailto:Sandra.Ketcher@down2earthinc.com)  
(321)-263-2700 ext 5060

Visit us at <https://dtelandscape.com> for all other questions or concerns.

Please click the link below to be directed to the Down to Earth customer portal to view invoices and to make payment by credit card. A processing fee of 2.75% will be added to all credit card payments.

[DTELandscape.propertyserviceportal.com](https://DTELandscape.propertyserviceportal.com)

Subtotal	\$156.01
Sales Tax	\$0.00
<b>Total</b>	<b>\$156.01</b>
Credits/Payments	(\$0.00)
<b>Balance Due</b>	<b>\$156.01</b>

# WE ARE HERE FOR YOU!

Let us help you  
**Weather the Storm.**



## **Have Peace of Mind With Pre-Authorized Storm Clean-Up**

When you approve a clean-up plan, we are on the ground canvassing your property to assess damage as soon as the storm has passed. We quickly dispatch the appropriate teams to address your needs, prioritizing safety first:

Our record over the years and our ICARE values have proven that we will do everything we can to alleviate the stress caused by inclement weather in a **3-phrase approach**:

**Phase 1:** Emergency services to clear roadways, driveways, and walkways for first responders.

**Phase 2:** Complete clean-up, staking, and specific rebuilds as requested, so that recurring maintenance can begin.

**Phase 3:** Property rebuild: Normal enhancement rates would apply.

Utilizing our network of vendor partners and leveraging our Construction Division, we can bring resources to address the situation.

**Please Approve Clean-Up Services by signing this form and emailing it to [Storm\\_Prep@down2earthinc.com](mailto:Storm_Prep@down2earthinc.com) or give it directly to your Account Manager.**

# 2025

**Hurricane season is upon us again. No matter what the weather may bring, your Down to Earth team is looking out for you.**

**To ensure we can provide you with a swift response following severe weather, we recommend the following:**

### **Pre-Authorize Storm Clean-Up**

See our **3-phrase approach** below.

### **Keep Us Apprised of your Insurance Requirements**

Let us know of any requirements your insurance carrier may have for documenting damages or corrective actions resulting from a storm. Our team will take photos of damages and keep track of manpower, equipment, and work provided in our repairs.

### **Let Us Know How to Reach You**

Communications can be vulnerable in case of a storm. Remember to keep your contact information updated.

### **Prepare Your Trees**

Reduce the risk of damage and injury by pruning weak branches and opening canopies. Schedule an assessment with our team to ensure your trees are ready.

### **Hurricane Price List**

General Labor	\$80 / per man / per hour (\$110 per man hour OT)
Bucket Truck & Chipper	\$200 / per man / per hour (\$250 per man hour OT)
Loader & Operator Large	\$270 / per hour (\$320 per hour OT)
Loader/ Operator Dump	\$270 / per hour (\$320 per hour OT)
Dump Fees	Market Rate (~\$110 per cubic yard)
Arbor Crew with Dump Truck & Chipper	\$180 / per man / per hour (\$230 per hour OT)
Irrigation Repair	\$110 / per person/ per hour (\$150 per hour OT)
Lodge Pole & Staking Rope	\$35 / unit
Banding Kits (4X2)	\$40 / unit
Crane	Priced per request

\*Please note: All prices and availability for landscape materials are subject to change and can vary depending on market conditions which are beyond our immediate control. Disruption in normal maintenance services will not result in credits. However, schedules will be adjusted to catch up maintenance services as conditions allow over time unless otherwise agreed in advance. Additional proposals may be required for additional cleanup or arbor care.

Authorized Signature

Print Name / Title

Property Name

Property Address

Emergency Contact Name

Emergency Contact Phone

Down to Earth

PO Box 72701  
Cleveland, Ohio 44192-0002  
(321) 263-2700



Invoice #138357  
Condor Paper

April 2025

Customer

Two Rivers East  
Inframark Management Services  
2654 Cypress Ridge Blvd, Suite 101  
  
Wesley Chapel, Florida, 33544

Property / Project Address

Two Rivers East  
1988 Draughton Drive  
Zephyrhills, FL 33541

<u>Project/Job</u>	<u>Invoice Date</u>	<u>Date Due</u>	<u>Terms</u>	<u>Customer PO #</u>
Two Rivers East Roadway Rough Cutting Contract (2025)	4/1/2025	5/1/2025	Net 30	

Estimate # 114331

Invoice Details

<u>Description of Services &amp; Items</u>	<u>Unit</u>	<u>Quantity</u>	<u>Rate</u>	<u>Amount</u>
#114331 - Two Rivers East Roadway Rough Cutting Contract (2025) April 2025				\$1,745.34
<b>Billing Questions</b> <a href="mailto:Sandra.Ketcher@down2earthinc.com">Sandra.Ketcher@down2earthinc.com</a> (321)-263-2700 ext 5060				
Visit us at <a href="https://dtelandscape.com">https://dtelandscape.com</a> for all other questions or concerns.				
<p>Please click the link below to be directed to the Down to Earth customer portal to view invoices and to make payment by credit card. A processing fee of 2.75% will be added to all credit card payments.</p> <p><a href="https://dtelandscape.propertyserviceportal.com">DTELandscape.propertyserviceportal.com</a></p>				
			Subtotal	\$1,745.34
			Sales Tax	\$0.00
			<b>Total</b>	<b>\$1,745.34</b>
			Credits/Payments	(\$0.00)
			<b>Balance Due</b>	<b>\$1,745.34</b>

Late Payments are subject to an 18% per annum interest rate, applied daily, on the overdue balance. A processing fee of 2.75% will be added to all credit card payments. See Terms & Conditions at <https://dtelandscape.com/terms-and-conditions/>.



2002 West Grand Parkway North  
Suite 100  
Katy, TX 77449

# INVOICE

**BILL TO**  
Two Rivers East Community  
Development District  
2005 Pan Am Cir Ste 300  
Tampa FL 33607-6008  
United States

**INVOICE#**  
147157

**DATE**  
4/1/2025

**CUSTOMER ID**  
C3191

**NET TERMS**  
Net 30

**PO#**

**DUE DATE**  
5/1/2025

**Services provided for the Month of: April 2025**

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Accounting Services	1	Ea	750.00		750.00
Administration	1	Ea	375.00		375.00
District Management	1	Ea	2,083.33		2,083.33
Financial & Revenue Collection	1	Ea	100.00		100.00
Recording Secretary	1	Ea	200.00		200.00
Rental & Leases	1	Ea	50.00		50.00
Technology/Data Storage	1	Ea	50.00		50.00
Website Maintenance / Admin	1	Ea	100.00		100.00
Dissemination Services	1	Ea	416.67		416.67
<b>Subtotal</b>					<b>4,125.00</b>

<b>Subtotal</b>	\$4,125.00
<b>Tax</b>	\$0.00
<b>Total Due</b>	\$4,125.00

**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.*

# Two Rivers East Community Development District

# FUNDING REQUEST

2005 Pan Am Circle, Suite 300, Tampa, FL 33607  
Phone: (813) 873-7300 Fax: (813) 873-7070

Agenda Page 36  
**DATE:** April 9, 2025  
**INVOICE #:** TRE04092025-FR  
 **DUE DATE:** UPON RECEIPT

**BILL TO:**  
EPG  
ATTN: Carlos de la Ossa  
[cdlossa@eisenhowerpropertygroup.com](mailto:cdlossa@eisenhowerpropertygroup.com)

**REMIT TO:**  
Two Rivers East CDD  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607

Description	Total
Developer Loan Agreement (partial funding request) WREC Street Light Deposit (invoice attached) Job Location: F1	<b>81,120.00</b>
	<b>81,120.00</b>
<b>FUND REQUEST TOTAL</b>	<b>\$81,120.00</b>

*\*Please enclose this Invoice with checks sent  
\*\* Please send checks ATTN: Teresa Farlow*



## INVOICE

## Customer

Name Two Rivers CDD  
Attn Carlos de la Ossa  
Address 2005 Pan Am Circle Suite 300  
Tampa, FL 33607

Date	03/18/25	WREC W.O. Number	
Job Location	F1		
Account Number	2347249		

**Please remit to:** W.R.E.C.  
Attn: Michael Gulvin, Engineering Dept.  
30461 Commerce Drive  
San Antonio, FL 33576

For questions regarding this statement, please contact: Michael Gulvin at Extension # 1130  
Cost Estimates are valid for 6 months from the date listed above



## INVOICE

## Customer

Name Two Rivers CDD - East  
Attn Carlos de la Ossa  
Address 2005 Pan Am Circle Suite 300  
Tampa, FL 33607

Date	03/18/25
Job Location	F2
Account Number	2347251

### WREC W.O. Number

**Please remit to:** W.R.E.C.  
Attn: Michael Gulvin, Engineering Dept.  
30461 Commerce Drive  
San Antonio, FL 33576

For questions regarding this statement, please contact: Michael Gulvin at Extension # 1130  
Cost Estimates are valid for 6 months from the date listed above

WITHLACOOCHEE RIVER ELECTRIC  
COOPERATIVE, INC. 

Your Touchstone Energy® Cooperative   
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **2316530** Cycle 08  
Meter Number 90425388  
Customer Number 20179890  
Customer Name TWO RIVERS EAST CDD

Bill Date 04/11/2025  
Amount Due 43.35  
Current Charges Due 05/05/2025

District Office Serving You  
One Pasco Center

Service Address 1733 BROWARD DR  
Service Description LIFT STATION 19  
Service Classification General Service Non-Demand

See Reverse Side For More Information

**ELECTRIC SERVICE**

From		To		Multiplier	Dem. Reading	KW Demand	kWh Used
Date	Reading	Date	Reading				
03/10	7	04/08	7				0

**Comparative Usage Information**

Average kWh

Period	Days	Per Day
Apr 2025	29	0
Mar 2025	28	0
Feb 2025	0	0

BILLS ARE DUE  
WHEN RENDERED  
A 1.5 percent, but not  
less than \$5, late charge  
will apply to unpaid  
balances as of 5:00 p.m.  
on the due date shown  
on this bill.



2 0 1 7 9 8 9 0

You have 24-hour access to manage your account on-line through Smarthub at [www.wrec.net](http://www.wrec.net). If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

**Previous Balance**  
**Payment**  
**Balance Forward**

44.06  
44.06CR  
0.00

**Customer Charge**  
FL Gross Receipts Tax  
State Tax  
Pasco County Tax

39.16  
1.00  
2.79  
0.40

**Total Current Charges**  
**Total Due**

Please Pay

43.35  
43.35

WITHLACOOCHEE RIVER ELECTRIC  
COOPERATIVE, INC. 

Your Touchstone Energy® Cooperative   
P.O. Box 278 • Dade City, Florida 33526-0278

District: OP08



Please **Detach and Return** This Portion With  
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Use above space for address change ONLY.

**Bill Date: 04/11/2025**



Make check payable to W.R.E.C. MUST BE IN BLACK OR BLUE INK.

<b>Current Charges Due Date</b>	<b>05/05/2025</b>
<b>TOTAL CHARGES DUE</b>	<b>43.35</b>
Total Charges Due After Due Date	48.35

6 1 2316530 OP08  
799 TWO RIVERS EAST CDD  
2005 PAN AM CIR STE 300  
ROCKY POINT FL 33607-6008



000231653000000433500000483506

## CUSTOMER INFORMATION

### Bill Payment Procedure

When paying by mail, please detach the lower portion and enclose it with your payment. Include your Account number on your check or other correspondence. Never mail cash.

When paying in person, please bring the entire bill with you. The upper portion will be stamped "paid" to serve as your receipt.

You can pay by phone using your credit card by dialing (844) 209-7166.

This is WREC's Secure Pay-By-Phone System.

### Definitions

**KWH:** Kilowatt-hour - the basic measurement of electric energy use. One KWH will light ten 100-watt bulbs for one hour.

**ESTIMATED:** If we were unable to read your electric meter, your KWH was estimated. If this is the case, your electrical use has been calculated on the basis of past usage.

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**CHARGE:** A fixed monthly amount to cover the cost of providing service to your location. This charge is applicable whether or not any electricity is used.

**ENERGY:** An amount to recover the remaining cost of distributing energy.

**DEMAND** (General Service customers only)

**CHARGE:** A charge based on a customer's peak power energy requirement during any 15-minute billing interval.

#### **SERVICE**

**CHARGE:** A charge for additional services such as connection of service, outdoor lights, or returned checks.

**FUEL:** To recover or return that amount of fuel cost not included in the energy amount.

### About Customer Assistance Plans

#### Budget Bill Plan

(Year-round Residential accounts only) This eliminates the inconvenience of high bills and makes budgeting much easier.

#### Medically Essential Service

If electricity is essential to the health or life of a member of your household, please contact your district office.

#### About Employees

Withlacoochee River Electric Coop., Inc. employees rarely are required to enter a customer's home, but, should this be necessary, insist that you see his or her employee identification card which carries both name and photograph.



Wrec Net



Street Light  
Repair

### If Your Power Goes Off Agenda Page 40

1. Check to see if your neighbor or part of your home still has power. If so, chances are that you have blown a fuse or tripped a circuit breaker.
2. Please wait at least two minutes before reporting an interruption to see if service is restored.
3. Please remember that during severe weather, interruptions may be widespread.

### About Refunds

It is important that you keep us informed of your current mailing address so we may insure proper delivery of future refunds. Failure to negotiate a refund check or otherwise claim an amount due you from the Cooperative will result in a \$1.00 per month maintenance fee being charged. Said fee will commence not less than 120 days following the date of refund.

NOTE: This information is provided to assist you in understanding some of our terms and basic billing procedures. If you require additional information, please contact any of our customer service personnel.

## Contact Information

<b>Corporate Office</b>	<b>One Pasco Center</b>	<b>Bayonet Point</b>
14651 21st Street	30461 Commerce Dr.	12013 Hays Road
Dade City	San Antonio	Shady Hills
(352) 567-5133	(352) 588-5115	(727) 868-9465
<b>West Hernando</b>	<b>Crystal River</b>	
10005 Cortez Blvd.	5330 W. Gulf to Lake Hwy.	
Weeki Wachee	Lecanto	
(352) 596-4000	(352) 795-4382	

### **Telephone Access If Calling From:**

Sumter County to West Hernando	(352) 793-7813
Dunnellon to Crystal River	(352) 489-6818
Tampa to One Pasco Center	(813) 979-9732
Polk County to One Pasco Center	(863) 687-4396
East Hernando County to One Pasco Center	(352) 596-3360
Central Pasco County to Bayonet Point	Verizon (813) 972-9233

### **When Mailing Payments, Mail To:**

**Withlacoochee River Electric Cooperative, Inc.**  
P.O. Box 100  
Dade City, FL 33526-0100

Visit us on the internet at

**www.wrec.net**

WITHLACOOCHEE RIVER ELECTRIC  
COOPERATIVE, INC. 

Your Touchstone Energy® Cooperative   
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **2316537** Cycle **08**  
Meter Number **88775761**  
Customer Number **20179890**  
Customer Name **TWO RIVERS EAST CDD**

Bill Date **04/11/2025**  
Amount Due **43.35**  
Current Charges Due **05/05/2025**

District Office Serving You  
One Pasco Center

Service Address **1171 BROWARD DR**  
Service Description **LIFT STATION 20**  
Service Classification **General Service Non-Demand**

See Reverse Side For More Information

**ELECTRIC SERVICE**

From		To						
<u>Date</u>	<u>Reading</u>	<u>Date</u>	<u>Reading</u>	<u>Multiplier</u>	<u>Dem. Reading</u>	<u>KW Demand</u>	<u>kWh Used</u>	
03/10	5	04/08	5				0	

**Comparative Usage Information**

Average kWh

Period	Days	Per Day
Apr 2025	29	0
Mar 2025	28	0
Feb 2025	0	0

BILLS ARE DUE  
WHEN RENDERED  
A 1.5 percent, but not  
less than \$5, late charge  
will apply to unpaid  
balances as of 5:00 p.m.  
on the due date shown,  
on this bill.



2 0 1 7 9 8 9 0

You have 24-hour access to manage your account on-line through Smarthub at [www.wrec.net](http://www.wrec.net). If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

**Previous Balance**

**43.86**

**Payment**

**43.86CR**

**Balance Forward**

**0.00**

**Customer Charge**

**39.16**

**FL Gross Receipts Tax**

**1.00**

**State Tax**

**2.79**

**Pasco County Tax**

**0.40**

**Total Current Charges**

**43.35**

**Total Due**

**Please Pay**

**43.35**

WITHLACOOCHEE RIVER ELECTRIC  
COOPERATIVE, INC. 

Your Touchstone Energy® Cooperative   
P.O. Box 278 • Dade City, Florida 33526-0278

Please Detach and Return This Portion With  
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

**Bill Date: 04/11/2025**

Use above space for address change ONLY.

District: OP08



**2316537** OP08  
TWO RIVERS EAST CDD  
2005 PAN AM CIR STE 300  
ROCKY POINT FL 33607-6008

Make check payable to W.R.E.C. MUST BE IN BLACK OR BLUE INK.

<b>Current Charges Due Date</b>	<b>05/05/2025</b>
<b>TOTAL CHARGES DUE</b>	<b>43.35</b>
<b>Total Charges Due After Due Date</b>	<b>48.35</b>

000231653700000433500000483509

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Wrec Net



Street Light  
Repair

### If Your Power Goes Off Agenda Page 42

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**Withlacoochee River Electric Cooperative, Inc.**  
**P.O. Box 100**  
**Dade City, FL 33526-0100**

**Visit us on the internet at**

**www.wrec.net**

**TWO RIVERS EAST CDD**  
MEETING DATE: April 15, 2025

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Nicholas Dister	✓	Accept	\$200
Thomas Spence	✓	Accept	\$200
Ryan Motko	✓	Accept	\$200
Angie Grunwald	✓	Accept	\$200
Carlos de la Ossa	✓	Accept	\$200

DMS Staff Signature Jayna Cooper

**TWO RIVERS EAST CDD**  
MEETING DATE: April 15, 2025

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Nicholas Dister	✓	Accept	\$200
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DMS Staff Signature Jayna Cooper

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Thomas Spence	✓	Accept	\$200
Ryan Motko	✓	Accept	\$200
Angie Grunwald	✓	Accept	\$200
Carlos de la Ossa	✓	Accept	\$200

DMS Staff Signature Jayna Cooper



Pasco County Property Appraiser  
PO Box 401  
Dade City, FL 33526-0401

## INVOICE

Date Issued: 3/24/2025  
Invoice Number: 25044  
Due Date: 4/23/2025

Billed To:  
Two Rivers East  
C/O Inframark  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607

DESCRIPTION	AMOUNT
Two Rivers East Annual renewal fee	\$150.00
TOTAL	\$150.00

Remit payment to:

Pasco County Property Appraiser  
Information Services Department  
PO Box 401  
Dade City, FL 33526-0401

**TWO RIVERS EAST CDD**MEETING DATE: April 15, 2025

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Nicholas Dister	✓	Accept	\$200
Thomas Spence	✓	Accept	\$200
Ryan Motko	✓	Accept	\$200
Angie Grunwald	✓	Accept	\$200
Carlos de la Ossa	✓	Accept	\$200

DMS Staff Signature Jayna Cooper

**Straley Robin Vericker**  
1510 W. Cleveland Street

Agenda Page 48

Tampa, FL 33606  
Telephone (813) 223-9400  
Federal Tax Id. - 20-1778458

Two Rivers East CDD  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607

April 08, 2025  
Client: 001581  
Matter: 000001  
Invoice #: 26317

Page: 1

RE: General

For Professional Services Rendered Through March 31, 2025

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**SERVICES**

<b>Date</b>	<b>Person</b>	<b>Description of Services</b>	<b>Hours</b>	<b>Amount</b>
3/3/2025	KCH	PREPARE FOR AND ATTEND CDD/HOA MEETING REGARDING PROCESS FOR EASEMENT ENCROACHMENT AGREEMENTS VIA TEAMS.	0.3	\$97.50
3/7/2025	MB	REVIEW DOWN TO EARTH LANDSCAPE PROPOSAL; PREPARE LANDSCAPE SCOPE OF SERVICE AND MAINTENANCE SERVICES AGREEMENT.	2.9	\$942.50
3/10/2025	MB	REVIEW DOWN TO EARTH PROPOSAL; PREPARE SCOPE OF SERVICES AND LANDSCAPE MAINTENANCE SERVICES AGREEMENT.	2.9	\$942.50
3/12/2025	MB	REVIEW AND REVISE ROUGH CUT MOWING MAINTENANCE AGREEMENT.	0.9	\$292.50
3/13/2025	AM	REVIEW MEETING INFORMATION FOR APPROVING BUDGET FOR FISCAL YEAR 2025-2026; PREPARE DRAFT RESOLUTION APPROVING PROPOSED BUDGET AND SETTING PUBLIC HEARING.	1.0	\$175.00
3/13/2025	MB	REVIEW AND FINALIZE DISTRICT ROUGH CUT MOWING SERVICES AGREEMENT.	0.6	\$195.00
3/14/2025	JMV	TELEPHONE CALL FROM C. DE LA OSSA; REVIEW O/M BUDGET ISSUES; REVIEW EMAIL FROM C. DE LA OSSA; REVIEW RESOLUTION; DRAFT EMAIL TO C. DE LA OSSA.	1.0	\$375.00
3/17/2025	JMV	REVIEW WREC DEPOSIT AGREEMENT; PREPARE DRAFT PROMISSORY NOTE; REVIEW AGENDA PACKET AND PREPARE FOR CDD BOARD MEETING; DRAFT EMAIL TO J. COOPER; DRAFT EMAIL TO C. DE LA OSSA.	2.2	\$825.00

## SERVICES

Date	Person	Description of Services	Hours	Amount
3/17/2025	MS	PREPARE PROMISSORY NOTE FOR OUTDOOR/STREET LIGHT AGREEMENT WITH WREC.	0.8	\$140.00
3/18/2025	JMV	PREPARE FOR AND ATTEND CDD BOARD MEETING.	0.6	\$225.00
3/20/2025	WAS	REVIEW RESOLUTION APPROVING PRELIMINARY BUDGET AND SETTING PUBLIC HEARING ON BUDGET ADOPTION.	0.3	\$97.50
3/20/2025	MB	CONFERENCE CALLS WITH DISTRICT MANAGER AND DISTRICT CHAIR REGARDING REVISIONS TO LANDSCAPE MAINTENANCE AGREEMENT; REVIEW AND REVISE ROUGH CUT MOWING SERVICES AGREEMENT.	1.5	\$487.50
3/21/2025	KCH	PREPARE FOR AND ATTEND EPG OPERATIONS MEETING IN PERSON; ATTEND PROPOSED BUDGET DISCUSSION AND REVIEW IN PERSON.	0.4	\$130.00
Total Professional Services			15.4	\$4,925.00

Total Services	\$4,925.00
Total Disbursements	\$0.00
Total Current Charges	\$4,925.00
Previous Balance	\$967.50
<i>Less Payments</i>	(\$967.50)
<b>PAY THIS AMOUNT</b>	<b>\$4,925.00</b>

***Please Include Invoice Number on all Correspondence***

**TWO RIVERS EAST CDD**  
MEETING DATE: April 15, 2025

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Nicholas Dister	✓	Accept	\$200
Thomas Spence	✓	Accept	\$200
Ryan Motko	✓	Accept	\$200
Angie Grunwald	✓	Accept	\$200
Carlos de la Ossa	✓	Accept	\$200

DMS Staff Signature Jayna Cooper

Down to Earth

PO Box 72701  
Cleveland, Ohio 44192-0002  
(321) 263-2700



Invoice #140057  
Condor Page 1 of 1

April 2025

**Customer**

Two Rivers East  
Inframark Management Services  
2654 Cypress Ridge Blvd, Suite 101  
  
Wesley Chapel, Florida, 33544

**Property / Project Address**

Two Rivers East  
1988 Draughton Drive  
Zephyrhills, FL 33541

**Project/Job**

Remove dead oak along pond  
bank

**Invoice Date**

4/23/2025

**Date Due**

5/8/2025

**Terms**

Net 15

Estimate # 115703

**Invoice Details**

<b><u>Description of Services &amp; Items</u></b>	<b><u>Unit</u></b>	<b><u>Quantity</u></b>	<b><u>Rate</u></b>	<b><u>Amount</u></b>
---	--------------------	------------------------	--------------------	----------------------

#115703 - Remove dead oak along pond bank

- Remove dead oak tree that fell along the pond bank.

**\$600.00**

Estimates require a 50% deposit to order and schedule any approved work. Price does not include any irrigation repairs. Irrigation repairs to be billed separately on a time and material basis.

<b>LCE025: Tree/Plant Installation</b>	<b>\$600.00</b>
--	-----------------

Site Prep, Removal, & Disposal (E) (Labor) **\$600.00**

**Billing Questions**

[Sandra.Ketcher@down2earthinc.com](mailto:Sandra.Ketcher@down2earthinc.com)  
(321)-263-2700 ext 5060

Visit us at <https://dtelandscape.com> for all other questions or concerns.

Please click the link below to be directed to the Down to Earth customer portal to view invoices and to make payment by credit card. A processing fee of 2.75% will be added to all credit card payments.

[DTELandscape.propertyserviceportal.com](https://dtelandscape.propertyserviceportal.com)

Subtotal	\$600.00
Sales Tax	\$0.00
<b>Total</b>	<b>\$600.00</b>
Credits/Payments	(\$0.00)
<b>Balance Due</b>	<b>\$600.00</b>

Late Payments are subject to an 18% per annum interest rate, applied daily, on the overdue balance. A processing fee of 2.75% will be added to all credit card payments. See Terms & Conditions at <https://dtelandscape.com/terms-and-conditions/>.



2002 West Grand Parkway North  
Suite 100  
Katy, TX 77449

# INVOICE

**BILL TO**  
Two Rivers East Community  
Development District  
2005 Pan Am Cir Ste 300  
Tampa FL 33607-6008  
United States

**INVOICE#**

147974

**DATE**

4/21/2025

**CUSTOMER ID**

C3191

**NET TERMS**

Net 30

**PO#**
**DUE DATE**

5/21/2025

Services provided for the Month of: March 2025

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Postage	4	Ea	0.69		2.76
Eric Davidson 02-21-25 - SPRINGHILL SUITES LAND : meeting space \$27.20	1	Ea	27.20		27.20
<b>Subtotal</b>					<b>29.96</b>

<b>Subtotal</b>	\$29.96
<b>Tax</b>	\$0.00
<b>Total Due</b>	<b>\$29.96</b>

**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.*

# **Two Rivers East Community Development District**

Financial Statements  
(Unaudited)

Period Ending  
April 30, 2025

Prepared by:



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

**TWO RIVERS EAST****Balance Sheet**

As of April 30, 2025

*(In Whole Numbers)*

ACCOUNT DESCRIPTION	GENERAL	DEBT SERVICE	CAPITAL	GENERAL	TOTAL
	FUND	FUND	PROJECTS	LONG-TERM	
<b>ASSETS</b>					
Cash - Operating Account	\$ 192,583	\$ -	\$ -	\$ -	\$ 192,583
Cash in Transit	-	320,796	-	-	320,796
Due From Developer	19,060	-	-	-	19,060
Due From Other Funds	-	5,680	817	-	6,497
Investments:					
Acq. & Const. (Offsite Project)	-	-	155	-	155
Acquisition & Construction Account	-	-	280,450	-	280,450
Reserve Fund	-	1,850,247	-	-	1,850,247
Revenue Fund	-	2,324,519	-	-	2,324,519
Deposits - Electric	161,983	-	-	-	161,983
Amount Avail In Debt Services	-	-	-	2,480,347	2,480,347
Amount To Be Provided	-	-	-	23,779,653	23,779,653
<b>TOTAL ASSETS</b>	<b>\$ 373,626</b>	<b>\$ 4,501,242</b>	<b>\$ 281,422</b>	<b>\$ 26,260,000</b>	<b>\$ 31,416,290</b>
<b>LIABILITIES</b>					
Accounts Payable	\$ 162,240	\$ -	\$ -	\$ -	\$ 162,240
Accounts Payable - Other	1,065	-	-	-	1,065
Bonds Payable - Series 2023	-	-	-	26,260,000	26,260,000
Due To Other Funds	6,497	-	-	-	6,497
<b>TOTAL LIABILITIES</b>	<b>169,802</b>	<b>-</b>	<b>-</b>	<b>26,260,000</b>	<b>26,429,802</b>
<b>FUND BALANCES</b>					
Restricted for:					
Debt Service	-	4,501,242	-	-	4,501,242
Capital Projects	-	-	281,422	-	281,422
Unassigned:	203,824	-	-	-	203,824
<b>TOTAL FUND BALANCES</b>	<b>203,824</b>	<b>4,501,242</b>	<b>281,422</b>	<b>-</b>	<b>4,986,488</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 373,626</b>	<b>\$ 4,501,242</b>	<b>\$ 281,422</b>	<b>\$ 26,260,000</b>	<b>\$ 31,416,290</b>

**TWO RIVERS EAST**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2025  
General Fund (001)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b>REVENUES</b>				
Special Assmnts- Tax Collector	\$ -	\$ 436	\$ 436	0.00%
Special Assmnts- CDD Collected	-	55,694	55,694	0.00%
Developer Contribution	305,625	233,486	(72,139)	76.40%
<b>TOTAL REVENUES</b>	<b>305,625</b>	<b>289,616</b>	<b>(16,009)</b>	<b>94.76%</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
Supervisor Fees	12,000	5,400	6,600	45.00%
ProfServ-Dissemination Agent	4,200	2,917	1,283	69.45%
ProfServ-Info Technology	600	350	250	58.33%
ProfServ-Recording Secretary	2,400	1,400	1,000	58.33%
ProfServ-Trustee Fees	6,500	-	6,500	0.00%
District Counsel	9,500	10,238	(738)	107.77%
District Engineer	9,500	4,566	4,934	48.06%
Administrative Services	4,500	2,625	1,875	58.33%
Management & Accounting Services	9,000	-	9,000	0.00%
District Manager	25,000	15,626	9,374	62.50%
Accounting Services	9,000	5,250	3,750	58.33%
Auditing Services	6,000	-	6,000	0.00%
Website Compliance	1,800	1,500	300	83.33%
Postage, Phone, Faxes, Copies	500	9	491	1.80%
Rentals & Leases	600	350	250	58.33%
Public Officials Insurance	2,475	2,475	-	100.00%
Legal Advertising	3,500	153	3,347	4.37%
Bank Fees	200	-	200	0.00%
Financial & Revenue Collections	1,200	700	500	58.33%
Meeting Expense	4,000	87	3,913	2.18%
Website Administration	1,200	722	478	60.17%
Miscellaneous Expenses	250	-	250	0.00%
Office Supplies	100	-	100	0.00%
Dues, Licenses, Subscriptions	175	325	(150)	185.71%
<b>Total Administration</b>	<b>114,200</b>	<b>54,693</b>	<b>59,507</b>	<b>47.89%</b>
<b>Other Physical Environment</b>				
ProfServ-Wildlife Management Service	6,400	-	6,400	0.00%
Contracts-Landscape	125,000	3,101	121,899	2.48%
Contracts-Aquatic Control	38,000	-	38,000	0.00%
Insurance - General Liability	3,025	2,725	300	90.08%
R&M-Other Landscape	9,000	600	8,400	6.67%
<b>Total Other Physical Environment</b>	<b>181,425</b>	<b>6,426</b>	<b>174,999</b>	<b>3.54%</b>

**TWO RIVERS EAST**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2025  
General Fund (001)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>Contingency</u></b>				
Misc-Contingency	10,000	27,435	(17,435)	274.35%
<b>Total Contingency</b>	<b>10,000</b>	<b>27,435</b>	<b>(17,435)</b>	<b>274.35%</b>
<b>TOTAL EXPENDITURES</b>	<b>305,625</b>	<b>88,554</b>	<b>217,071</b>	<b>28.97%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	201,062	201,062	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2024)</b>		<b>2,762</b>		
<b>FUND BALANCE, ENDING</b>		<b>\$ 203,824</b>		

**TWO RIVERS EAST**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2025  
Debt Service Fund (200)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b>REVENUES</b>				
Interest - Investments	\$ -	\$ 61,750	\$ 61,750	0.00%
Special Assmnts- CDD Collected	1,845,900	3,381,230	1,535,330	183.18%
<b>TOTAL REVENUES</b>	<b>1,845,900</b>	<b>3,442,980</b>	<b>1,597,080</b>	<b>186.52%</b>
<b>EXPENDITURES</b>				
<b>↓ Debt Service</b>				
Principal Debt Retirement	370,000	-	370,000	0.00%
Interest Expense	1,475,900	742,459	733,441	50.31%
<b>Total Debt Service</b>	<b>1,845,900</b>	<b>742,459</b>	<b>1,103,441</b>	<b>40.22%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,845,900</b>	<b>742,459</b>	<b>1,103,441</b>	<b>40.22%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	2,700,521	2,700,521	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2024)</b>		<b>1,800,721</b>		
<b>FUND BALANCE, ENDING</b>		<b>\$ 4,501,242</b>		

**TWO RIVERS EAST**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending April 30, 2025  
Capital Projects Fund (300)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b>REVENUES</b>				
Interest - Investments	\$ -	\$ 22,670	\$ 22,670	0.00%
<b>TOTAL REVENUES</b>	<b>-</b>	<b>22,670</b>	<b>22,670</b>	<b>0.00%</b>
<b>EXPENDITURES</b>				
<b>Construction In Progress</b>				
Construction in Progress	-	648,384	(648,384)	0.00%
<b>Total Construction In Progress</b>	<b>-</b>	<b>648,384</b>	<b>(648,384)</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>648,384</b>	<b>(648,384)</b>	<b>0.00%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	(625,714)	(625,714)	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2024)</b>		<b>907,136</b>		
<b>FUND BALANCE, ENDING</b>		<b><u>\$ 281,422</u></b>		

# Bank Account Statement

Two Rivers East CDD

Bank Account No. 9075

Statement No. 04-25

Statement Date

04/30/2025

<b>G/L Account No. 101001 Balance</b>	192,583.43	<b>Statement Balance</b>	194,097.07
		<b>Outstanding Deposits</b>	6,992.80
<b>Positive Adjustments</b>	0.00	<b>Subtotal</b>	201,089.87
<b>Subtotal</b>	192,583.43	<b>Outstanding Checks</b>	-8,506.44
<b>Negative Adjustments</b>	0.00	<b>Ending Balance</b>	192,583.43
<b>Ending G/L Balance</b>	192,583.43		

Posting Date	Document Type	Document No.	Vendor	Description	Amount	Cleared Amount	Difference
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**Deposits**

04/14/2025	Payment	BD00017	Special Assmnts-Tax Collector	Deposit No. BD00017	435.86	435.86	0.00
04/16/2025	Payment	BD00018	Special Assmnts-CDD Collected	Deposit No. BD00018	845.82	845.82	0.00
04/23/2025	Payment	BD00019	Special Assmnts-CDD Collected	Deposit No. BD00019	124.32	124.32	0.00
04/11/2025		JE000263	Special Assmnts-CDD Collected	Casa Fresca Off Roll Wire	320,795.68	320,795.68	0.00
04/29/2025	Payment	BD00020	Deposits - Electric	Deposit No. BD00020	256.65	256.65	0.00
04/29/2025	Payment	BD00025	Special Assmnts-CDD Collected	Deposit No. BD00025	495.80	495.80	0.00
<b>Total Deposits</b>					322,954.13	322,954.13	0.00

**Checks**

03/25/2025	Payment	1172	INFRAMARK LLC	Check for Vendor V00003	-30.65	-30.65	0.00
03/25/2025	Payment	1178	NICHOLAS J. DISTER	Check for Vendor V00008	-200.00	-200.00	0.00
04/17/2025	Payment	1180	ANGIE GRUNWALD	Check for Vendor V00038	-200.00	-200.00	0.00
04/17/2025	Payment	1184	STRALEY ROBIN VERICKER	Check for Vendor V00005	-4,925.00	-4,925.00	0.00
04/17/2025	Payment	1185	THOMAS R. SPENCE	Check for Vendor V00011	-200.00	-200.00	0.00
04/22/2025	Payment	1186	CARLOS DE LA OSSA	Check for Vendor V00014	-200.00	-200.00	0.00
04/25/2025		JE000264	Cash in Transit	Transfer Casa Fresca Pmt to	-320,795.68	-320,795.68	0.00
<b>Total Checks</b>					-326,551.33	-326,551.33	0.00

**Adjustments****Total Adjustments****Outstanding Checks**

04/10/2025	Payment	1179	INFRAMARK LLC	Check for Vendor V00003	-4,125.00
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# Bank Account Statement

Two Rivers East CDD

**Bank Account No.** 9075

**Statement No.** 04-25

**Statement Date**

04/30/2025

04/17/2025	Payment	1182	NICHOLAS J. DISTER	Check for Vendor V00008	-200.00
04/17/2025	Payment	1183	RYAN MOTKO	Check for Vendor V00009	-200.00
04/30/2025	Payment	1187	DOWN TO EARTH	Check for Vendor V00040	-3,701.35
04/30/2025	Payment	1188	INFRAMARK LLC	Check for Vendor V00003	-29.96
04/30/2025	Payment	1189	PASCO COUNTY PROPERTY APPRaiser WITHLACOCHEE	Check for Vendor V00025	-150.00
04/30/2025	Payment	1190	RIVER ELECTRIC COOPERATIVE	Check for Vendor V00037	-86.70
04/30/2025	Payment	1191	PASCO COUNTY UTILITIES	Check for Vendor V00042	-13.43
<b>Total Outstanding Checks</b>					<b>-8,506.44</b>

## Outstanding Deposits

04/30/2025	Payment	BD00021	Deposit No. BD00021	6,992.80
<b>Total Outstanding Deposits</b>				<b>6,992.80</b>

# **Fifth Order of Business**



Gary Schwartz  
Inframark

# **TWO RIVERS EAST MONTHLY INSPECTION REPORT.. 5/6/25, 3:35 PM**

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**TRE. DTE.**

**Tuesday, May 6, 2025**

**Prepared For Board Of Supervisors.**

**17 Photos Identified**



### **VERDURE LN.**

Assigned To DTE.

Heading West on the sidewalk.



### **VERDURE LN.**

Assigned To DTE.

The plants, trees, and turf are healthy and well maintained heading east on the sidewalk.



### **VERDURE LN.**

Assigned To DTE.

Heading east on the sidewalk.



### **LAWSON WAY.**

Assigned To DTE.

Heading north on the sidewalk.



### **LAWSON WAY.**

Assigned To District manager.

The stain on the sidewalk will need to be pressured cleaned.



### **LAWSON WAY.**

Assigned To DTE.

The plants, trees, and turf are healthy and well maintained, heading north on the sidewalk from Sagemoor Drive.



### **LAWSON WAY & SAGEMOOR DRIVE.**

Assigned To District manager.

The pocket park is progressing smoothly toward completion.



### **LAWSON WAY & SAGEMOOR DRIVE.**

Assigned To DTE.

The hay grass growing through the turf will be an ongoing issue, that will have to be addressed accordingly by. DTE.



### **SAGEMOOR DRIVE.**

Assigned To DTE.

The pocket park is overall well maintained. The hay grass growing through the turf will be an ongoing issue, that will have to be addressed accordingly by. DTE.



### **SAGEMOOR DRIVE.**

Assigned To DTE.

Heading east on the sidewalk.



### **SAGEMOOR DRIVE.**

Assigned To District manager.

Steadfast will replace the dead Magnolia tree under warranty.



### **SAGEMOOR DRIVE.**

Assigned To DTE.

Pocket park.



### **SAGEMOOR DRIVE.**

Assigned To District manager.

Steadfast will replace the dead Pine tree under warranty.



### **SAGEMOOR DRIVE.**

Assigned To DTE.

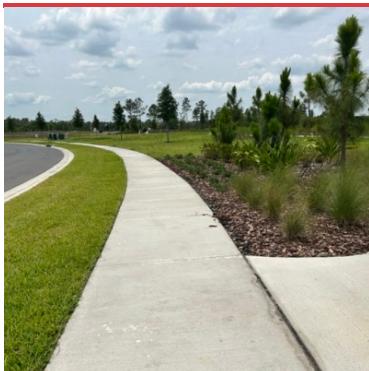
The plants and trees are healthy and well-maintained.



### **SAGEMOOR DRIVE.**

Assigned To DTE.

The plants, trees, and turf are healthy and well maintained heading east on the sidewalk.



### **SAGEMOOR DRIVE.**

Assigned To DTE.

The plants, trees, and turf, are healthy and well maintained heading west on the sidewalk.



## **STILLVIEW PASS.**

Assigned To DTE.

The plants, trees, and turf are healthy and well-maintained.