SEPTEMBER 05, 2024

REGULAR MEETING
AGENDA PACKAGE



2005 PAN AM CIRCLE, SUITE 300 TAMPA. FL 33067

Two Rivers South Community Development District

Board of Supervisors

Carlos de la Ossa, Chair Nicholas Dister, Vice-Chairman Ryan Motko, Assistant Secretary Thomas Spence, Assistant Secretary Albert Viera, Assistant Secretary

District Staff

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

Regular Meeting Agenda

Thursday, September 05, 2024, at 2:00 p.m.

The Regular Meeting of Two Rivers South Community Development District will be held on **September 05, 2024, at 2:00 p.m. at the offices of Inframark located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607.** 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.

Microsoft Teams meeting; Join the meeting now

Meeting ID: 215 817 490 035 Passcode: 45UmMF Call in (audio only) +1 646-838-1601

Phone Conference ID: 227 773 399#

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

REGULAR MEETING OF THE BOARD OF SUPERVISORS

- 1. CALL TO ORDER/ROLL CALL
- **2. PUBLIC COMMENT ON AGENDA ITEMS** (Each individual has the opportunity to comment and is limited to three (3) minutes for such comment)
- 3. BUSINESS ITEMS
 - A. Acceptance of Financial Report for Fiscal Year Ending September 30, 2023
 - B. Ratification of Developer Budget Funding Agreement for Fiscal Year 2025
 - C. Rescission of Resolution 2024-05; Setting Landowners Election
 - D. Consideration of Resolution 2024 07; Redesignation of Officers
 - E. Consideration of Resolution 2024 08; Special Districts Performance Measures & Standards-HB7013
 - F. General Matters of the District

4. CONSENT AGENDA

- A. Approval of Minutes of the August 01, 2024; Regular Meeting
- B. Consideration of Operation and Maintenance Expenditures July 2024
- C. Acceptance of the Financials and Approval of the Check Register for July 2024

5. STAFF REPORTS

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

6. BOARD OF SUPERVISORS REQUESTS AND COMMENTS

7. ADJOURNMENT



JIMMY PATRONIS CHIEF FINANCIAL OFFICER STATE OF FLORIDA

Florida Department of Financial Services

ANNUAL FINANCIAL REPORT

SUBMITTING ENTITY: Two Rivers South

Community Development District

AFR RECEIVED DATE: 8/3/2024

SUBMITTING ENTITY TYPE: Special

District

FISCAL YEAR 2022-2023

ENTITY DEPENDENCY: Independent

AUDIT RECEIVED DATE: unresolved:

@afr.auditreceiveddate

Location Information

2005 Pan Am Circle, Suite 300

Tampa,FL 33607

Phone Number: (502) 741-7064

Contact Information

Sarah Polo

Phone Number:(502) 741-7064

AUDIT INFORMATION

Data Element Worksheet

LONG-TERM DEBT

\$0

CERTIFICATION

8/3/2024 12:41:40 PM Page 1 of 10

Chief Financial Officer Title: Assistant Finance Director Name: Sarah Polo	Have you experienced a Financial Emergency in this year? ☐ Yes ☒ No
Chairman/Elected Official Title: Chairman Name: Carlos De La Ossa	If yes, have you complied with Section 218.503(2), F.S.? □ Yes □ No

8/3/2024 12:41:40 PM Page 2 of 10

			T	otal Fu	ınd Grouj	ps							
		Governmental				Propri	etary		Fidu	ıciary			
Balance Sheet	General	Special Revenue		Capital Projects	Permanent	Enterprise	Internal Service	Custodial	Pension Trust	Investment Trust	Private Purpose Trust	Component Units	^t Total
Assets													
101.000 - Cash In Bank	\$4,207												\$4,207
Total	\$4,207												\$4,207
Liabilities													
202.000 - Accounts Payable	\$8,570												\$8,570
Total	\$8,570												\$8,570
Fund Balances													
284.000 - Fund Balance - Unassigned	\$-4,363												\$- 4,363
Total	\$-4,363												\$- 4,363

8/3/2024 12:41:40 PM Page 3 of 10

Annual Financial Report for Two Rivers South Community Development District, 2023

		Total Fund Groups											
		Governmental				Propri	etary		Fidu	ıciary			
											Private		
Revenues				Capital		1	Internal		Pension	Investment	t Purpose	Component	Total
110 / 0110100	General	Special Revenue	Service	Projects	Permanent	Enterprise	Service	Custodial	Trust	Trust	Trust	Units	10000
366.000 - Contributions And Donations From Private Sources	\$18,175												\$18,175
Total	\$18,175												\$18,175

8/3/2024 12:41:40 PM Page 4 of 10

		Total Fund Groups											
		Governmental				Propri	etary		Fidu	ıciary			
Expenditures	General	Special Revenue		Capital Projects	Permanent		Internal Service	Custodial	Pension Trust	Investment Trust	Private Purpose Trust	Component Units	Total
511.00 - Legislative													
10 - Personnel Services	\$2,412												\$2,412
513.00 - Financial And Administrative													
30 - Operating Expenditures/Expenses	\$13,022												\$13,022
514.00 - Legal Counsel													
30 - Operating Expenditures/Expenses	\$7,102												\$7,102
539.00 - Other Physical Environment													
30 - Operating Expenditures/Expenses	\$3												\$3
Total	\$22,539												\$22,539

8/3/2024 12:41:40 PM Page 5 of 10

	<u> </u>	
Data Element Worksheet	Fund groups	Amount
Assigned Fund Balance	Governmental	\$0
Unassigned Fund Balance	Governmental	\$-4,363
Restricted Net Position	Proprietary	\$0
Cash and Investments	Governmental	\$4,207
Cash and Investments	Proprietary	\$0
Current Liabilities	Governmental	\$8,570
Current Liabilities	Proprietary	\$0
Long Term Debt	Governmental	\$0
Total Revenues	Governmental	\$18,175
Intergovernmental Revenues	Governmental	\$0
Intergovernmental Revenues	Proprietary	\$0
Total Operating Revenues	Proprietary	\$0
Total Expenditures	Governmental	\$22,539
Debt Service Expenditures	Governmental	\$0
Total Operating Expenses	Proprietary	\$0

8/3/2024 12:41:40 PM Page 6 of 10

Annual Financial Report for Two Rivers South Community Development District, 2023

8/3/2024 12:41:40 PM Page 7 of 10

Annual Financial Report for Two Rivers South Community Development District, 2023

Compensation	Employee		Contractor
Number of individuals		0	0
Compensation Farned Or Awarded		\$0	\$0

8/3/2024 12:41:40 PM Page 8 of 10

Construction Projects	Expenditure	Approved Budget
No Projects	\$0	\$0

8/3/2024 12:41:40 PM Page 9 of 10

Annual Financial Report for Two Rivers South Community Development District, 2023

Bonds	Earliest Maturity	Latest Maturity	Bond Type	Amount
No Bonds	Not a date: No Bonds	Not a date: No Bonds	Ad Valorem	\$0

8/3/2024 12:41:40 PM Page 10 of 10

FY 2024-2025 Operations and Maintenance Budget Funding Agreement (Two Rivers South Community Development District)

This FY 2024-2025 Operations and Maintenance Budget Funding Agreement (this "Agreement") is made and entered into as of July 11, 2024, between the **Two Rivers South Community Development District**, a local unit of special-purpose government, established pursuant to Chapter 190, Florida Statutes (the "**District**"), whose mailing address is 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607 and **EPG Two Rivers Hillsborough Development, LLC**, a Florida limited liability company, whose mailing address is 111 S. Armenia Avenue, Tampa, Florida 33609 (collectively, the "**Developer**").

Recitals

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

WHEREAS, the District is adopting its budget for fiscal year 2024-2025 as attached hereto as **Exhibit A** (the "FY 2024-2025 Budget"), which commences on October 1, 2024, and concludes on September 30, 2025;

WHEREAS, the District has the option of levying non-ad valorem assessments on all lands that will benefit from the activities set forth in the FY 2024-2025 Budget, and/or utilizing such other revenue sources as may be available to it;

WHEREAS, the District is willing to allow the Developer to provide such funds as are necessary to allow the District to proceed with its activities as described the FY 2024-2025 Budget so long as payment is timely provided;

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

WHEREAS, the Developer agrees that the activities of the District described in the FY 2024-2025 Budget provide a special and peculiar benefit to the Property that is equal to or in excess of the expenses reflected in the FY 2024-2025 Budget; and

WHEREAS, the Developer has agreed to enter into this Agreement in addition to the non-ad valorem special assessments allocated to the Property to fund the activities of the District as set forth in the FY 2024-2025 Budget.

Operative Provisions

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

1. Funding Obligations. From time to time during the 2024-2025 fiscal year, the Developer agrees to make available to the District the aggregate sum of up to \$118,425.00 in accordance with the FY 2024-2025 Budget as such expenses are incurred by the District. Such payments shall be made within 30 days of written request for funding by the District. All funds provided hereunder shall be placed in the District's general operating account.

2. FY 2024-2025 Operations and Maintenance Reports, Budget Reports and Budget Amendments. Each month during FY 2024-2025, the Developer shall provide the District Manager with a written report on the projected additions to the completed and developed phases within the District during FY 2024-2025. The District Manager shall provide the Developer with a monthly written report with the actual expenses for the previous month and anticipated expenses and operational activities for the remainder of the year based on current District operations and additional maintenance responsibilities which may be added during FY 2024-2025. The District and Developer agree that the FY 2024-2025 Budget shall be revised at the end of the 2024-2025 fiscal year to reflect the actual expenditures of the District for the period beginning on October 1, 2024 and ending on September 30, 2025. The Developer shall not be responsible for any additional costs other than those costs provided for in the FY 2024-2025 Budget. However, if the actual expenditures of the District are less than the amount shown in the FY 2024-2025 Budget, the Developer's funding obligations under this Agreement shall be reduced by that amount.

3. Right to Lien Property.

- a. The District shall have the right to file a continuing lien ("Lien") upon the Property for all payments due and owing under this Agreement and for interest thereon, and for reasonable attorneys' fees, paralegals' fees, expenses and court costs incurred by the District incident to the collection of funds under this Agreement or for enforcement of this Lien. In the event the Developer sells any portion of the Property after the execution of this Agreement, the Developer's rights and obligations under this Agreement shall remain the same, provided however that the District shall only have the right to file a Lien upon the remaining Property owned by the Developer.
- b. The Lien shall be effective as of the date and time of the recording of a "Notice of Lien for the FY 2024-2025 Budget" in the public records of the county, stating among other things, the description of the real property and the amount due as of the recording of the Notice, and the existence of this Agreement.
- c. The District Manager, in its sole discretion, is hereby authorized by the District to file the Notice on behalf of the District, without the need of further Board action authorizing or directing such filing. At the District Manager's direction, the District may also bring an action at law against the record title holders to the Property to pay the amount due under this Agreement, may foreclose the Lien against the Property in any manner authorized by law, or may levy special assessments for the Lien amount and certify them for collection by the tax collector.
- **4. Default**. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right to seek specific performance of the Developer's payment obligations under this Agreement, but shall not include special, consequential, or punitive damages.
- **5. Enforcement and Attorney Fees.** In the event either party is required to enforce this Agreement, then the prevailing party shall be entitled to all fees and costs, including reasonable attorney's fees and costs, from the non-prevailing party.
- **6. Governing Law and Venue**. This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida with venue in the county where the District is located.
- 7. **Interpretation**. This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision

of this Agreement, the parties are each deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any party.

- **8. Termination of Agreement**. The Agreement shall be effective upon execution by both parties hereto and shall remain in force until the end of the 2024-2025 fiscal year on September 30, 2025. The lien and enforcement provisions of this Agreement shall survive its termination, until all payments due under this Agreement are paid in full.
- 9. Third Parties. This Agreement is solely for the benefit of the parties hereto and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns.
- **10. Amendments.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.
- **11. Assignment**. This Agreement may be assigned, in whole or in part, by either party only upon the written consent of the other, which consent shall not be unreasonably withheld.
- **12. Authority**. The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.
- **13. Entire Agreement**. This instrument shall constitute the final and complete expression of this Agreement between the parties relating to the subject matter of this Agreement.

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

EPG Two Rivers Hillsborough Development, LLC, a Florida limited liability company	Two Rivers South Community Development District
By: Eisenhower Management, a Florida corporation Its Manager	Inc.
Nicholas Dister Vice President	Carlos de la Ossa Chair of the Board of Supervisors

Exhibit A: FY 2024-2025 Budget

RESOLUTION 2024-06

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

WHEREAS, Two Rivers South Community Development District (the "District"), is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statues, being situated entirely within the County of Hillsborough; 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 SOUTH COMMUNITY DEVELOPMENT DISTRICT:

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

Carlos de la Ossa Chairman Nicholas Dister _____ Vice-Chairman Brian Lamb _____ Secretary Eric Davidson _____ Treasurer **Assistant Treasurer** Leah Popelka Jayna Cooper **Assistant Secretary** Ryan Motko **Assistant Secretary Assistant Secretary** Thomas Spence Albert Viera **Assistant Secretary** 2. This Resolution shall become effective immediately upon its adoption. PASSED AND ADOPTED THIS 5th DAY OF September 2024. ATTEST: TWO RIVERS SOUTH COMMUNITY DEVELOPMENT DISTRICT Secretary / Assistant Secretary Chairman/ Vice- Chairman

RESOLUTION 2024-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TWO RIVERS SOUTH COMMUNITY DEVELOPMENT DISTRICT ADOPTING GOALS, OBJECTIVES, AND PERFORMANCE MEASURES AND STANDARDS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Two Rivers South Community Development District (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, effective July 1, 2024, the Florida Legislature adopted House Bill 7013, codified as Chapter 2024-136, Laws of Florida ("HB 7013") and creating Section 189.0694, Florida Statutes; and

WHEREAS, pursuant to HB 7013 and Section 189.0694, Florida Statutes, beginning October 1, 2024, the District shall establish goals and objectives for the District and create performance measures and standards to evaluate the District's achievement of those goals and objectives; and

WHEREAS, the District Manager has prepared the attached goals, objectives, and performance measures and standards and presented them to the Board of the District; and

WHEREAS, the District's Board of Supervisors ("Board") finds that it is in the best interests of the District to adopt by resolution the attached goals, objectives and performance measures and standards.

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

- **SECTION 1.** The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Resolution.
- **SECTION 2**. The District Board of Supervisors hereby adopts the goals, objectives and performance measures and standards as provided in **Exhibit A**. The District Manager shall take all actions to comply with Section 189.0694, Florida Statutes, and shall prepare an annual report regarding the District's success or failure in achieving the adopted goals and objectives for consideration by the Board of the District.
- **SECTION 3.** If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.
- **SECTION 4.** This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 5^{TH} day of September, 2024.

Exhibit A: Performance Measures/Standards and Annual Reporting

ATTEST:	TWO RIVERS SOUTH COMMUNITY DEVELOPMENT DISTRICT
Secretary/Assistant Secretary	Chair, Board of Supervisors

Exhibit A



Memorandum

To: Board of Supervisors

From: District Management

Date: September 05, 2024

RE: HB7013 – Special Districts Performance Measures and Standards

To enhance accountability and transparency, new regulations were established for all special districts, by the Florida Legislature, during its 2024 legislative session. Starting on October 1, 2024, or by the end of the first full fiscal year after its creation (whichever comes later), each special district must establish goals and objectives for each program and activity, as well as develop performance measures and standards to assess the achievement of these goals and objectives. Additionally, by December 1 each year (initial report due on December 1, 2025), each special district is required to publish an annual report on its website, detailing the goals and objectives achieved, the performance measures and standards used, and any goals or objectives that were not achieved.

District Management has identified the following key categories to focus on for Fiscal Year 2025 and develop statutorily compliant goals for each:

- Community Communication and Engagement
- Infrastructure and Facilities Maintenance
- Financial Transparency and Accountability

Additionally, special districts must provide an annual reporting form to share with the public that reflects whether the goals and objectives were met for the year. District Management has streamlined these requirements into a single document that meets both the statutory requirements for goal/objective setting and annual reporting.

The proposed goals/objectives and the annual reporting form are attached as exhibit A to this memo. District Management recommends that the Board of Supervisors adopt these goals and objectives to maintain compliance with HB7013 and further enhance its commitment to the accountability and transparency of the District.

Exhibit A: Goals, Objectives, and Annual Reporting Form

Two Rivers South Community Development District ("District") Performance Measures/Standards & Annual Reporting Form

October 1, 2024 – September 30, 2025

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold at least twelve regular Board of Supervisor ("Board") meetings per year to conduct District-related business and discuss community needs.

Measurement: Number of public Board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of twelve Board meetings were held during the fiscal year.

Achieved: Yes □ No □

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of each meeting in accordance with Florida Statutes, using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to the District's website, publishing in local newspaper of general circulation, and or via electronic communication.

Standard: 100% of meetings were advertised in accordance with Florida Statutes on at least two mediums (e.g., newspaper, District website, electronic communications).

Achieved: Yes □ No □

Goal 1.3: Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly District website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management or third party vendor.

Achieved: Yes □ No □

2. Infrastructure and Facilities Maintenance

Goal 2.1: Field Management and/or District Management Site Inspections Objective: Field manager and/or district manager will conduct inspections per District Management services agreement to ensure safety and proper functioning of the District's infrastructure.

Management: Field manager and/or district manager visits were suggestfully completed.

Measurement: Field manager and/or district manager visits were successfully completed per management agreement as evidenced by field manager and/or district manager's reports, notes or other record keeping method.

Standard: 100% of site visits were successfully completed as described within District Management services agreement

Achieved: Yes □ No □

Goal 2.2: District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one inspection completed per year as evidenced by district engineer's report related to District's infrastructure and related systems. **Standard:** Minimum of one inspection was completed in the fiscal year by the District's engineer. **Achieved:** Yes □ No □ 3. Financial Transparency and Accountability **Goal 3.1: Annual Budget Preparation Objective:** Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year. (or other deadline, as appropriate) **Measurement:** Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on the District's website and/or within District records. **Standard:** 100% of budget approval & adoption were completed by the statutory deadlines and posted to the District's website. **Achieved:** Yes □ No □ **Goal 3.2: Financial Reports Objective:** Publish to the District's website the most recent versions of the following documents: Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package. Measurement: Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the District's website. Standard: District's website contains 100% of the following information: Most recent annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials. **Achieved:** Yes □ No □ Goal 3.3: Annual Financial Audit Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the District's website for public inspection, and transmit to the State of Florida. **Measurement:** Timeliness of audit completion and publication as evidenced by meeting minutes showing Board approval and annual audit is available on the District's website and transmitted to the State of Florida. **Standard:** Audit was completed by an independent auditing firm per statutory requirements and results were posted to the District's website and transmitted to the State of Florida. **Achieved:** Yes □ No □ SIGNATURES: Chair/Vice Chair: Printed Name: ____ Two Rivers South Community Development District District Manager: ______Printed Name: _____ Date: _____

Two Rivers South Community Development District

MINUTES OF MEETING TWO RIVERS SOUTH COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of Two Rivers South Community Development District was held on Thursday, August 1, 2024, and called to order at 2:31 pm, at the Offices of Inframark located 2005 Pan Am Circle, Suite 300, Tampa Florida 33607.

Present and constituting a quorum were:

Carlos de la Ossa	Chairperson
Albert Viera	Vice Chairperson

Ryan Motko Assistant Secretary (via phone) Nicholas Dister Assistant Secretary (via phone)

Also present were:

Jayna Cooper	District Manager
Bryan Radcliff	District Manager

Tonja Stewart District Engineer (via phone)

Kathryn Hopkinson District Counsel
Cary Allen Webster District Counsel

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 Comment on Agenda Items

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

THIRD ORDER OF BUSINESS

Business Items

A. Consideration of Resolution 2024 – 04, Setting FY 2025 Meeting Schedule The following are the scheduled dates:

•	October 3, 2024	2:00 pm
•	November 7, 2024	2:00 pm
•	December 5, 2024	2:00 pm
•	January 2, 2025	2:00 pm
•	February 6, 2025	2:00 pm
•	March 6, 2025	2:00 pm
•	April 3, 2025	2:00 pm
•	May 1, 2025	2:00 pm
•	June 5, 2025	2:00 pm

• July 10, 2025 2:00 pm

• August 7, 2025 2:00 pm

• September 4, 2025 2:00 pm

On MOTION by Mr. de la Ossa seconded by Mr. Viera, with all in favor, Resolution 2024-04, Setting Fiscal Year 2025 Meeting Schedule, was adopted as detailed above. 4-0

B. Consideration of Resolution 2024-05, Announcing Landowner's Election Location, Date & Time

On MOTION by Mr. de la Ossa seconded by Mr. Viera, with all in favor, Resolution 2024-05, Announcing Landowner's Election location, date & time for Tuesday, November 5, 2024 at 2:00 pm at the offices of Inframark located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607 was adopted. 4-0

C. General Matters of the District

There being none, the next order of business followed.

FOURTH ORDER OF BUSINESS

Consent Agenda

A. Approval of Minutes of the July 11, 2024, Public Hearings & Regular Meetings

On MOTION by Mr. de la Ossa seconded by Mr. Motko, with all in favor, the Consent Agenda was approved. 4-0

FIFTH ORDER OF BUSINESS

Staff Reports

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

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

SIXTH ORDER OF BUSINESS

Board of Supervisors' Requests and Comments

There being none, the next order of business followed.

SEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. de la Ossa seconded by Mr. Viera, with all in favor, the meeting was adjourned at 2:33 pm. 4-0

Jayna Cooper Carlos de la Ossa

District Manager

Chairperson

TWO RIVERS SOUTH CDD

Summary of Operations and Maintenance Invoices

Vendor	Invoice Date	Invoice/Account Number	Amount	Invoice Total	Comments/Description
Monthly Contract					
INFRAMARK LLC	5/2/2024	124281	\$0.79	\$0.79	DISTRICT SERVICES APRIL 2024
INFRAMARK LLC	5/7/2024	124811	\$375.00		DISTRICT INVOICE MAY 2024
INFRAMARK LLC	5/7/2024	124811	\$166.67		DISTRICT INVOICE MAY 2024
INFRAMARK LLC	5/7/2024	124811	\$1,166.66		DISTRICT INVOICE MAY 2024
INFRAMARK LLC	5/7/2024	124811	\$16.67		DISTRICT INVOICE MAY 2024
INFRAMARK LLC	5/7/2024	124811	\$25.00		DISTRICT INVOICE MAY 2024
INFRAMARK LLC	5/7/2024	124811	\$50.00		DISTRICT INVOICE MAY 2024
INFRAMARK LLC	5/7/2024	124811	\$100.00		DISTRICT INVOICE MAY 2024
INFRAMARK LLC	5/7/2024	124811	\$100.00	\$2,000.00	DISTRICT INVOICE MAY 2024
INFRAMARK LLC	6/3/2024	126196	\$375.00		DISTRICT INVOICE JUNE 2024
INFRAMARK LLC	6/3/2024	126196	\$166.67		DISTRICT INVOICE JUNE 2024
INFRAMARK LLC	6/3/2024	126196	\$1,166.66		DISTRICT INVOICE JUNE 2024
INFRAMARK LLC	6/3/2024	126196	\$16.67		DISTRICT INVOICE JUNE 2024
INFRAMARK LLC	6/3/2024	126196	\$25.00		DISTRICT INVOICE JUNE 2024
INFRAMARK LLC	6/3/2024	126196	\$100.00		DISTRICT INVOICE JUNE 2024
INFRAMARK LLC	6/3/2024	126196	\$100.00		DISTRICT INVOICE JUNE 2024
INFRAMARK LLC	6/3/2024	126196	\$50.00	\$2,000.00	DISTRICT INVOICE JUNE 2024
Monthly Contract Subtotal			\$4,000.79	\$4,000.79	
Variable Contract					
ALBERTO VIERA	7/11/2024	AV 071124	\$200.00	\$200.00	SUPERVISOR FEE
CARLOS DE LA OSSA	7/11/2024	CDLO 071124	\$200.00	\$200.00	SUPERVISOR FEE
NICHOLAS J. DISTER	7/11/2024	ND 071124	\$200.00	\$200.00	SUPERVISOR FEE
RYAN MOTKO	7/11/2024	RM 071124	\$200.00	\$200.00	SUPERVISOR FEE

TWO RIVERS SOUTH CDD

Summary of Operations and Maintenance Invoices

Vendor	Invoice Date	Invoice/Account Number	Amount	Invoice Total	Comments/Description
Variable Contract Subtotal			\$800.00	\$800.00	
Regular Services					
ADA SITE COMPLIANCE	6/30/2024	INV-11235	\$2,900.00	\$2,900.00	COMPLIANT
STRALEY ROBIN VERICKER	6/11/2024	24731	\$959.30		
STRALEY ROBIN VERICKER	7/9/2024	24915	\$975.35	\$975.35	PROFESSIONAL SERVICES
TIMES PUBLISHING COMPANY	7/3/2024	346984 070324	\$820.00	\$820.00	AD SERVICES
Regular Services Subtotal			\$5,654.65	\$5,654.65	
TOTAL			\$10,455.44	\$10,455.44	

Two Rivers South Community Development District

Financial Statements (Unaudited)

Period Ending July 31, 2024

Prepared by:



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

Balance Sheet

As of July 31, 2024 (In Whole Numbers)

ACCOUNT DESCRIPTION		TOTAL
ASSETS		
Cash In Bank	\$	17,537
TOTAL ASSETS	₩	17,537
<u>LIABILITIES</u>		
Accounts Payable	\$	20,835
TOTAL LIABILITIES		20,835
FUND BALANCES		
Unassigned:		(3,298)
TOTAL FUND BALANCES		(3,298)
TOTAL LIABILITIES & FUND BALANCES	\$	17,537

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending July 31, 2024 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
REVENUES				
Developer Contribution	431,475	49,597	(381,878)	11.49%
TOTAL REVENUES	431,475	49,597	(381,878)	11.49%
<u>EXPENDITURES</u>				
<u>Administration</u>				
Supervisor Fees	12,000	3,200	8,800	26.67%
ProfServ-Info Technology	600	225	375	37.50%
ProfServ-Recording Secretary	2,400	900	1,500	37.50%
ProfServ-Tax Collector	1,200	100	1,100	8.33%
District Counsel	8,500	5,493	3,007	64.62%
District Engineer	9,500	-	9,500	0.00%
Administrative Services	4,500	1,500	3,000	33.33%
District Manager	25,000	10,500	14,500	42.00%
Accounting Services	9,000	4,175	4,825	46.39%
Website Compliance	1,800	2,900	(1,100)	161.11%
Postage, Phone, Faxes, Copies	500	1	499	0.20%
Rentals & Leases	600	133	467	22.17%
Public Officials Insurance	2,500	5,000	(2,500)	200.00%
Legal Advertising	3,500	5,763	(2,263)	164.66%
Bank Fees	200	-	200	0.00%
Meeting Expense	4,000	4,500	(500)	112.50%
Website Administration	1,200	3,950	(2,750)	329.17%
Miscellaneous Expenses	250	-	250	0.00%
Office Supplies	100	-	100	0.00%
Dues, Licenses, Subscriptions	175	192	(17)	109.71%
Total Administration	87,525	48,532	38,993	55.45%
Electric Utility Services				
Utility - Electric	15,000	-	15,000	0.00%
Utility - StreetLights	75,000	-	75,000	0.00%
Total Electric Utility Services	90,000	-	90,000	0.00%
Carbona/Calid Waste Camires				
Garbage/Solid Waste Services	4.500		4.500	0.000/
Garbage - Recreation Facility	1,500		1,500	0.00%
Total Garbage/Solid Waste Services	1,500	-	1,500	0.00%
Water-Sewer Comb Services				
Utility - Water	7,500		7,500	0.00%
Total Water-Sewer Comb Services	7,500		7,500	0.00%

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending July 31, 2024 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
Stormwater Control				
R&M-Stormwater System	15,000	-	15,000	0.00%
Wetland Maintenance	6,500	-	6,500	0.00%
Annual Stormwater Report	3,500	-	3,500	0.00%
Total Stormwater Control	25,000		25,000	0.00%
Other Physical Environment				
Insurance - General Liability	3,200	-	3,200	0.00%
Insurance -Property & Casualty	12,500	-	12,500	0.00%
Landscape - Annuals	5,000	-	5,000	0.00%
Landscape - Mulch	5,000	-	5,000	0.00%
Landscape Maintenance	125,000	-	125,000	0.00%
Entry/Gate/Walls Maintenance	5,000	-	5,000	0.00%
Plant Replacement Program	5,000	-	5,000	0.00%
Landscape Miscellaneous	1,000	-	1,000	0.00%
Irrigation Maintenance	12,000	-	12,000	0.00%
Total Other Physical Environment	173,700		173,700	0.00%
Road and Street Facilities				
Pavement & Signage Repairs	1,000		1,000	0.00%
Total Road and Street Facilities	1,000		1,000	0.00%
Parks and Recreation				
Field Services	12,000	-	12,000	0.00%
Clubhouse - Facility Janitorial Service	6,000	-	6,000	0.00%
Telephone, Cable & Internet Service	750	-	750	0.00%
Building Utilities-Other	14,000	-	14,000	0.00%
R&M-Facility	5,000	-	5,000	0.00%
Facility A/C & Heating Maintenance & Repair	600	-	600	0.00%
Pool & Spa Repairs	500	-	500	0.00%
Playground Equipment and Maintenance	500	-	500	0.00%
Access Control Maintenance & Repair	750	-	750	0.00%
Pool and Spa Permits	500	-	500	0.00%
Facility Supplies	1,500	-	1,500	0.00%
Dog Waste Station Service & Supplies	650		650	0.00%
Total Parks and Recreation	42,750		42,750	0.00%

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending July 31, 2024 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
Contingency				
Misc-Contingency	2,500		2,500	0.00%
Total Contingency	2,500		2,500	0.00%
TOTAL EXPENDITURES	431,475	48,532	382,943	11.25%
Excess (deficiency) of revenues				
Over (under) expenditures		1,065	1,065	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)		(4,363)		
FUND BALANCE, ENDING		\$ (3,298)		

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending July 31, 2024 Debt Service Fund (201) (In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES				
TOTAL REVENUES	-	-	-	0.00%
<u>EXPENDITURES</u>				
TOTAL EXPENDITURES	-	-	-	0.00%
Excess (deficiency) of revenues Over (under) expenditures	-			0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)		-		
FUND BALANCE, ENDING		\$ -		

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending July 31, 2024 Capital Projects Fund (301) (In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES				
TOTAL REVENUES	-	-	-	0.00%
<u>EXPENDITURES</u>				
TOTAL EXPENDITURES	-	-	-	0.00%
Excess (deficiency) of revenues Over (under) expenditures	-			0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)		-		
FUND BALANCE, ENDING		\$ -		

Statement of Revenues, Expenses and Changes in Net Assets

For the Period Ending July 31, 2024 Enterprise Fund (401) (In Whole Numbers)

	ANNUAL ADOPTED	YEAR TO DATE	VARIANCE (\$)	YTD ACTUAL AS A % OF
ACCOUNT DESCRIPTION	BUDGET	ACTUAL	FAV(UNFAV)	ADOPTED BUD
OPERATING REVENUES				
TOTAL OPERATING REVENUES	-	-	-	0.00%
OPERATING EXPENSES				
TOTAL OPERATING EXPENSES	-	-	-	0.00%
Operating income (loss)				0.00%
TOTAL NET ASSETS, BEGINNING (OCT 1, 2023)		-		
TOTAL NET ASSETS, ENDING		\$ -		

Bank Account Statement

Two Rivers South CDD

 Bank Account No.
 9334

 Statement No.
 07-24

 Statement Date
 07/31/2024

25,537.31	Statement Balance	17,537.31	GL Balance (LCY)
0.00	Outstanding Deposits	17,537.31	GL Balance
25,537.31	Subtotal	0.00	Positive Adjustments
-8,000.00	Outstanding Checks	47.527.24	
		17,537.31	Subtotal
17,537.31	Ending Balance	0.00	Negative Adjustments
		17,537.31	Ending G/L Balance

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Checks						
07/11/2024	Payment	1009	Check for Vendor V00014	-5,000.00	-5,000.00	0.00
07/15/2024	•	1010	Check for Vendor V00005	-1,282.50	-1,282.50	0.00
07/15/2024	Payment	1012	Check for Vendor V00007	-200.00	-200.00	0.00
07/15/2024	Payment	1013	Check for Vendor V00008	-200.00	-200.00	0.00
07/15/2024	Payment	1014	Check for Vendor V00009	-200.00	-200.00	0.00
07/15/2024	Payment	1015	Check for Vendor V00010	-200.00	-200.00	0.00
07/23/2024	Payment	1016	Check for Vendor V00009	-200.00	-200.00	0.00
07/23/2024	Payment	1017	Check for Vendor V00010	-200.00	-200.00	0.00
07/23/2024	Payment	1018	Check for Vendor V00007	-200.00	-200.00	0.00
07/23/2024	Payment	1019	Check for Vendor V00008	-200.00	-200.00	0.00
07/23/2024	Payment	1020	Check for Vendor V00004	-820.00	-820.00	0.00
						0.00
Total Checks				-8,702.50	-8,702.50	0.00
Outstanding (Checks					
07/15/2024	Payment	1011	Check for Vendor V00006			-8,000.00
Total Outstan	ding Checks					-8,000.00

Outstanding Deposits

Total Outstanding Deposits