

Two Rivers North Community Development District

Board of Supervisors

Nicholas Dister, Chair
Carlos de la Ossa, Vice-Chair
Ryan Motko, Assistant Secretary
Thomas Spence, Assistant Secretary
Kelly Evans, Assistant Secretary

Brian Lamb, District Manager
Angie Grunwald, District Manager
John Vericker, District Counsel
Tonja Stewart, District Engineer

Regular Meeting Agenda

Tuesday, March 21, 2023, at 11:00 a.m.

The Regular Meeting of the Two Rivers North Community Development District will be held on **March 21, 2023 at 11:00 a.m. at the SpringHill Suites by Marriott Tampa Suncoast Parkway located at 16615 Crosspointe Run, Land O' Lakes, FL 34638.** Please let us know at least 24 hours in advance if you are planning to call into the meeting. Following is the Agenda for the Meeting:

Call In Number: 1 (305) 224 1968

Meeting ID: 885 1156 3547

Passcode: 030195

Join Zoom Meeting

<https://us06web.zoom.us/j/88511563547?pwd=N1loc0FyY3BreUZuRHQ1ZW9NM2I1Zz09>

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

REGULAR MEETING OF BOARD OF SUPERVISORS

1. CALL TO ORDER/ROLL CALL

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

3. VENDOR AND STAFF REPORTS

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

4. BUSINESS ITEMS

- A. Acceptance of Board of Supervisor Resignation, Seat 3 – Ryan Motko Tab 01
- B. Appointment of Supervisor to Open Board Seat
- C. Consideration of Resolution 2023-02; Redesignating Officers Tab 02
- D. Ratification of Maintenance Indemnification Agreement
- E. Approval of RFP for Amenity Center Parcel A1 & Parcel A2 Tab 03
- F. Approval of CDD Joinders – Northwater Pod A2R & Northwater Pod A2S Tab 04
- G. General Matters of the District

5. CONSENT AGENDA ITEMS

- A. Consideration of Regular Board of Supervisors Meeting January 17, 2023 Tab 05
- B. Consideration of Operations and Maintenance Expenditures December 2022 Tab 06
- C. Consideration of Operations and Maintenance Expenditures January 2023 Tab 07
- D. Consideration of Operations and Maintenance Expenditures February 2023 Tab 08
- E. Review of Financial Statements for Month Ended February 28, 2023 Tab 09

6. BOARD OF SUPERVISORS REQUESTS AND COMMENTS

7. ADJOURNMENT

We look forward to speaking with you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 873-7300.

Sincerely,



District Office

Inframark Management Services
2005 Pan Am Circle, Suite 300
Tampa, Florida 33607
(813) 873 – 7300

Meeting Location:

SpringHill Suites by Marriott Tampa Suncoast Parkway
16615 Crosspointe Run
Land O' Lakes, FL 34638

9 February 2023
Board of Supervisors – Two Rivers North -CDD

Dear Board Members:

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

Two Rivers North CDD

Sincerely,



Ryan Motko

RESOLUTION 2023-02

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

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

WHEREAS, pursuant to Section 190.006(2), Florida Statutes, a landowners meeting was held for the purpose of electing supervisors of the District; and

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

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

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

_____	Chairman
_____	Vice-Chairman
<u>Brian Lamb</u>	Secretary
<u>Eric Davidson</u>	Treasurer
<u>Angie Grunwald</u>	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary

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

PASSED AND ADOPTED THIS 21ST DAY OF MARCH, 2023.

ATTEST:

TWO RIVERS NORTH COMMUNITY DEVELOPMENT DISTRICT

Print Name: _____
Secretary/ Assistant Secretary

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

**Request for Proposals for Two Related Projects:
Parcel A1 Project and Parcel A2 Project**

for

**Two Rivers North Community Development District
Pasco County, FL**

Table of Contents of RFP Package:

1. Copy of Newspaper Ad for Request for Proposals
2. Instructions to Proposers
3. Scope of Work
4. Evaluation Criteria
5. Official Bid Proposal Form
6. Combined Affidavit for Public Entity Crimes, Scrutinized Companies, E-Verify, and Non-Collusion
7. Trench Safety Act Form

**Two Rivers North Community Development District
Pasco County, FL**

**Request for Proposals (RFP) for Two Related Projects:
Parcel A1 Project and Parcel A2 Project**

The Two Rivers North Community Development District (the “**District**”) requests proposals for 2 separate but related public capital improvement projects: Parcel A1 Project and Parcel A2 Project. Each project is more specifically described in the RFP Package and includes, but is not limited to, an amenity center, swimming pool, hardscaping, and landscaping, and such projects will be contracted for separately. Interested parties may submit proposals for either or both projects.

The RFP Package may be obtained by email request to: Hannah McAleer, *Project Engineer* for the projects, at Hannah.McAleer@clearviewland.com or Angie Grunwald, *District Manager*, at Angie.Grunwald@inframark.com. The RFP Package includes, but is not limited to, this Request for Proposals, Instructions to Proposers, Scope of Work, Evaluation Criteria, proposed contract for the work, Official Bid Proposal Form, and required affidavits.

Rankings for each of the proposals will be made on the basis of qualifications according to the Evaluation Criteria contained within the RFP Package. Any proposal received from firms failing to meet the following minimum qualifications/requirements will not be considered or evaluated: (1) Proposer must be licensed in the state of Florida and (2) Proposer must have worked on similar projects within the last 2 years. Additional requirements are set forth in the RFP Package. Utilizing the Evaluation Criteria, the District will award the work to the Proposer, who in District’s sole discretion, submits the most advantageous proposal to the District. The Board of Supervisors of the District reserves the right to reject any and all proposals, make modifications to the work, waive any minor informalities and irregularities in proposals as it deems appropriate, and afford a preference to any Proposer submitting proposals for both projects. Any incomplete proposal, per requirements of the RFP Package, may be disqualified.

There will be a mandatory pre-proposal meeting on **Thursday March 30, 2023 at 11:00 A.M.** at the office of Clearview Land Design at 3010 West Azeele Street, Suite #150, Tampa, FL 33609. All questions relative to the proposals or projects must be directed in writing to Hannah McAleer at the mandatory pre-proposal meeting or the email address shown above. **The deadline for submitting questions relative to the projects is Friday April 7, 2023 at 4:00 P.M.**

Firms desiring to provide services for either or both of these projects must deliver 1 hard copy of the proposal, together with a thumb drive containing an electronic copy of the proposal, in a **sealed envelope** to: Hannah McAleer, *Project Engineer*, at the office of Clearview Land Design at 3010 West Azeele Street, Suite #150, Tampa, FL 33609 by **Friday April 21, 2023 at 11:00 A.M.** At the Proposal opening, the name of each proposer and price submitted on the Official Bid Proposal Form will be announced and such information will be made available upon request.

Angie Grunwald, District Manager (813) 873-7300, ext. 116

Run date: Wednesday March 22, 2023

2. Instructions to Proposers
Two Rivers North CDD Parcel A1 Project and Parcel A2 Project RFP

1. **Introduction:** The Request for Proposals pertains to the Parcel A1 Project and Parcel A2 Project. Proposers may submit proposals for either or both of the projects.
2. **Definitions:**
 - a. “**Board**” refers to the Board of Supervisors of the District.
 - b. “**District**” refers to the Two Rivers North Community Development District.
 - c. “**Proposed Agreement**” refers to the use of an AIA® Document A101® – 2017 with modifications to include required language for local government entities.
 - d. “**Proposer(s)**” refers to the business, corporation, firm, organization, or individual submitting a proposal to the District in response to the Request for Proposals.
 - e. “**RFP Package**” will include, but not be limited to, the Request for Proposals, this Instructions to Proposers, and the items listed in the Table of Contents.
 - f. “**Scope of Work**” refers to the items referenced in the RFP Table of Contents.
 - g. “**Project Engineer**” refers to Hannah McAleer (Hannah.McAleer@clearviewland.com)
3. **Review of RFP Package:** It is the responsibility of the prospective Proposer to review the RFP Package and any addenda made available in connection with the work, and prepare a proposal based solely on the RFP Package. No plea of ignorance of conditions or difficulties that may hereafter exist, or of conditions or difficulties that may be encountered during execution of such work will be accepted as an excuse for any failure or omission on the part of the successful Proposer to fulfill the Scope of Work, nor will they be accepted as a basis for any claims whatsoever for extra compensation or for an extension of time.
4. **Scope of Work:** The selected Proposer will be responsible for performing all work, including all labor, material, equipment, supplies, tools, supervision, services, transportation, and all other necessary incidental items required for the complete performance of the Scope of Work.
 - a. The fact that any part of the work necessary to meet the requirements of District, or any governmental or other appropriate authorities, is not specifically mentioned in the Proposed Agreement, the Scope of Work, or the Proposer’s proposal, will not excuse the selected Proposer from performance thereof, if said part of the work to be performed is usual and normal in the crafts or trades required to perform the work or the crafts or trades usually employed to perform work similar to the work.
5. **Supply of Proposer E-Mail Address.** All Proposers must provide a working email address to the Project Engineer prior to the pre-proposal meeting.
6. **Pre-Proposal Meeting.** A **mandatory** pre-proposal meeting will be held on the date, time, and location included in the Request for Proposals.
7. **Questions.** The **deadline** for submitting questions about the RFP Package is the date and time listed in the Request for Proposals. If not addressed at the mandatory pre-proposal meeting, a copy of the questions received and the response will be timely provided by the Project Engineer to all Proposers providing email addresses.
8. **Preparation of Proposal:**
 - a. Each Proposer must fill in their information and sign the (i) Official Bid Proposal Form, and (ii) the required combined Affidavit for Scrutinized Companies, Public Entities Crimes, E-Verify, and of Non-Collusion, and (iii) the Trench Safety Act Form.

2. Instructions to Proposers
Two Rivers North CDD Parcel A1 Project and Parcel A2 Project RFP

- b. Each Proposer must submit unit prices and schedule of values (as applicable) on the Official Bid Proposal Form, completion timelines and milestones, and a lump sum price for the Scope of Work.
- c. Each Proposer must provide a complete explanation of Proposer's warranties for materials and equipment installation, applicable manufacturer warranties, and warranties relating to health, condition and survival of trees, and other plant materials in the Scope of Work.
- d. Where proposals have erasures or corrections, each erasure or correction must be initialed in ink by the Proposer.
- e. Each proposal must be manually and duly signed by an authorized corporate officer, principal, or partner (as applicable).
- f. Each Proposer is solely responsible for reading and completely understanding the requirements and the specifications of the Scope of Work.
- g. Any Proposer who is a not a Florida corporate entity shall furnish to the District a duly certified copy of their permit to transact business in the State of Florida along with the proposal. Failure to promptly submit this evidence or qualification to do business in the State of Florida may be basis for rejection of the proposal.
- h. Each proposal shall also include the following information:
 - i. **Company Information**
 - 1. Name of company (including any "Doing Business As" names)
 - 2. Headquarters/parent company locations
 - 3. Local address and telephone number
 - 4. History of the company, and list of substantially similar projects
 - 5. Listing or other evidence of applicable Florida Business Licenses
 - 6. Proof of applicable insurance
 - 7. List of any outstanding litigation that would threaten the viability of the Proposer or the performance of services
 - ii. **References.** All Proposers must submit a list of at least 3 references, including the name of the client entity, the general scope of work performed, the client's general location, and the name, email, and phone number of a contact person.

9. Submission of Proposal:

- a. Submit in a sealed envelope (i) one (1) hard copy of the proposal, and (ii) a thumb drive containing an electronic copy of the proposal (bearing the name of the Proposer, the name of the District, and identifying the project on the outside of the envelope). Each Proposer shall submit and deliver a complete proposal compliant with all requirements set forth in this RFP Package to the Project Engineer, at the physical address identified in the Request for Proposals by the date and time included in the Request for Proposals. All Bids will be opened shortly after the proposal deadline.
- b. Timely delivery of said hard copy and electronic version of the proposal to the District is solely and strictly the responsibility of the Proposer. The District will in no way be responsible for delays caused by any occurrence.
- c. Proposals will be securely kept and will not be opened until after the submission deadline.
- d. Proposals submitted after the deadline for delivery will be rejected.

10. Proposal Duration and Withdrawal of Proposal.

- a. Proposals may be withdrawn by providing written notice if received by the District prior to the time and date specified in the Request for Proposals for submission of the proposals.
- b. All proposals shall be in force for a period of 90 days after the proposal deadline.
- c. Proposers may not withdraw or modify their proposals after the deadline for submittal.

2. Instructions to Proposers
Two Rivers North CDD Parcel A1 Project and Parcel A2 Project RFP

- d. Negligence on the part of the Proposer in preparing their proposal confers no right of withdrawal or modification of their proposal after the deadline for submittal.

- 11. Interpretation of RFP Package:** No interpretation of the meaning of the RFP Package or other documents will be made to any Proposer orally. Every request for such interpretation must be in writing, addressed to the Project Engineer at the email address shown above. To be given consideration, such requests must be received prior to the date and time designated in the Request for Proposals. Any and all such interpretations and any supplemental instructions will be in the form of a written addendum which, if issued, will be sent by email to all prospective Proposers. Any such addendum shall not relieve said Proposer from any obligation under the proposal as submitted. All addenda so issued shall become part of the RFP Package.
- 12. Subcontractors:** Proposers shall submit the names of all proposed subcontractors, their professional accreditation or licenses, their experience, and the work they will perform. If before or after the execution of the Proposed Agreement, the successful Proposer desires to change any subcontractor on such list, valid reasons for such change must be presented and receive approval of the District. The successful Proposer will be fully responsible to the District for the acts and omissions of their subcontractors and of persons either directly or indirectly employed by them, just as they are for the acts and omissions of persons directly employed by the Proposer. Nothing contained in the Proposed Agreement shall create any contractual relation between any subcontractor and the District.
- 13. Payment and Performance Bond:** In accordance with requirements of section 255.05, Florida Statutes, the Proposer shall deliver to the District a certified copy of the recorded payment and performance bond in an amount equal to 100% percent of the total contract amount, by a surety company satisfactory by the District and otherwise authorized to transact business in the State of Florida. The payment and performance bond must be properly executed by the surety company and successful Proposer prior to the delivery date set forth in the Proposed Agreement.
- 14. Qualifications of Surety Companies:** The surety company issuing the 100% payment and performance bond shall meet and comply with the following minimum standards:
- a. Surety must be admitted to do business in the State of Florida and shall comply with the provisions of Section 255.05, Florida Statutes.
 - b. Attorneys-in-fact who sign the payment and performance bond must file with such bond a certified copy of their power of attorney to sign such bond.
 - c. Agents of surety companies must list their name, address and telephone number on all bonds.
 - d. If the surety on any bond furnished by the successful Proposer is declared bankrupt or becomes insolvent or its right to do business is terminated, Proposer shall within 5 days thereafter, substitute another bond and surety, both of which must be acceptable to the District.
 - e. The life of the bond shall extend 12 months beyond the date of final payment and shall contain a waiver of alteration to the terms of the agreement, extensions of time and/or forbearance on the part of the District.
- 15. Laws and Regulations:** All applicable Federal, State, and Local laws, ordinances, and the rules and regulations of all governmental authorities having jurisdiction over any part of the Scope of Work shall apply to the services required for this project.
- 16. Compliance With Occupational Safety and Health Act:** Whenever applicable due to the Scope of Work, all practices, material, equipment, etc., as proposed and offered by Proposers must meet and

2. Instructions to Proposers
Two Rivers North CDD Parcel A1 Project and Parcel A2 Project RFP

conform to all O.S.H.A. requirements; the Proposer's signature upon the official bid proposal form shall constitute a certification of compliance for purposes of this requirement.

17. Condition of Materials: If applicable (and unless otherwise indicated), all goods and materials required by the Scope of Work shall be new and delivered on site in first class condition. The successful Proposer will be solely responsible for making any and all claims relating to missing or damaged items.

18. Required Disclosure:

- a. **License and Permit Requirements:** For the purpose of complying with Section 218.80, Florida Statutes, the "Public Proposal Disclosure Act", except as may otherwise be described in the Proposed Agreement, the successful Proposer shall obtain and pay for all permits and licenses necessary for the work. Proposers shall be responsible for complying with County licensing requirements prior to submitting a proposal and shall submit proof of compliance. Those Proposers who are not duly licensed and/or do not furnish proof thereof with their proposal may be deemed non-responsive and may be disqualified.
- b. **Public Entity Crimes:** Any person submitting a proposal will need to certify that they are aware of, and in compliance with, all requirements under Section 287.133, Florida Statutes, on Public Entity Crimes.
- c. **Scrutinized Companies:** Any person submitting a proposal will need to certify that they are aware of, and in compliance with, all requirements under Section 287.135, Florida Statutes, on Scrutinized Companies.
- d. **E-Verify.** Any person submitting a proposal will need to certify that they are aware of, and in compliance with, all requirements under Section 448.095(2)(c), Florida Statutes, on E-Verification requirements.
- e. **Public Records:**
 - i. All proposals are considered public records pursuant to Chapter 119, Florida Statutes.
 - ii. As further described in the Proposed Agreement, in accordance with section 119.0701, Florida Statutes, if awarded the work, the Proposer shall: (a) keep and maintain public records that ordinarily and necessarily would be required by the District in order to perform the service, (b) provide the public with access to public records on the same terms and conditions that the District would provide the records and at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law, (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law, and (d) meet all requirements for retaining public records and transfer, at no cost, to the District all public records in possession of the selected Proposer upon termination of the agreement and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with the information technology systems of the District.
- f. The District, in its sole discretion, may reject any Proposer whose present or former executive employees, officers, directors, stockholders, partners or owners are found by the Board to lack honesty, integrity, or moral responsibility. The discretion of the Board may be exercised based on the disclosure required herein or the District's own investigation, public records, or any other reliable source of information. The Board may also reject any Proposer failing to make the disclosure required herein. By submitting a proposal, Proposer recognizes and accepts that the District may reject the proposal based upon the exercise of its sole discretion and Proposer waives any claim it might have for damages or other relief resulting directly or indirectly from

2. Instructions to Proposers
Two Rivers North CDD Parcel A1 Project and Parcel A2 Project RFP

the rejection of their proposal based on these grounds, including the disclosure of any pertinent information relating to the reasons for rejection of the proposal.

19. Board's Right to Waive Mistakes and Variations.

- a. Proposals may not be modified by Proposers after the submission deadline.
- b. Mistakes in arithmetic extension of pricing may be corrected by the Board.
 - i. In case of unit price contracts, if an error is committed in the extension of an item, the unit price as shown in the proposal will govern.
- c. The District reserves the right to waive any minor or non-material discrepancies or technicalities.
- d. The District further reserves the right to request supplementation of any or all proposals.

20. Method of Selection, Award, and Right to Reject:

- a. The Board will meet at a publicly noticed meeting and collectively as a group review and rank the proposals in accordance with the Evaluation Criteria. The Board will award the work to the Proposer that it determines, in its sole discretion, has the most advantageous proposal. The Board reserves the right to reschedule or continue the date of the evaluation meeting to a later date.
- b. The District may invite public presentations by the Proposers.
- c. The Board, in its sole discretion, reserves the right to reject any and all proposals whenever such rejection is in the best interest of the District.
- d. Nothing contained herein shall place a duty upon the District to reject a proposal or award the work based upon anything other than its sole discretion.
- e. Notice of the award, including rejection of some or all bids, shall be provided in writing to all Proposers by email, certified United States mail with return receipt requested, or a nationally recognized express transportation company, and by posting the same in the District Office for 7 days. The notice shall include the following statement: "Failure to file a written protest with the District within 72 hours following the receipt of notice of the District's decision to award the work shall constitute a waiver of any objection to the award."
- f. The selected Proposer shall promptly enter into negotiations with the District to finalize any terms or details.
 - i. If the negotiations are unsuccessful, the District may negotiate with the next Proposer(s) who had the next highest ranked proposal(s) until such negotiations are successful.
- g. Proposers will not be reimbursed for any cost associated with responding to the Request for Proposals.

21. Protests:

- a. Any person who wishes to protest the RFP Package, or any component thereof, shall file with the District a written notice of protest within 72 hours after the RFP Package is made available.
- b. Any firm or person who is affected adversely by a District decision to award the work shall file with the District a written notice of protest within 72 hours after receipt of the notice of the District's decision.
- c. A complete copy of the District's Rules of Procedure is available for review at the office of the District Manager.

22. Execution of Written Agreement: The successful Proposer will be required to sign a written agreement in substantially the form of the Proposed Agreement. Said written agreement will evidence in writing the agreement between the parties pursuant to the award having been therefore made by the District to the successful Proposer; said signing to be accomplished within 10 days after Notice of Award. The District will have no duties or obligations to the successful Proposer until the Proposed Agreement is finalized and executed by both parties.

3. Scope of Work

Two Rivers North CDD Parcel A1 Project and Parcel A2 Project RFP

The below listed documents are accessible online at: <https://ws.onehub.com/folders/oxvnhwo7>

Hardscaping Plans:

1. Two Rivers A1-A2 Hardscape Plan.pdf
2. TwoRivers A1-A2 Hardscape_Structural_Details.pdf

Landscaping Plans:

3. Two Rivers A1-A2 Landscape Irrigation Plan Ph A Only.pdf

Pool Plans:

4. Two Rivers A1 Swimming Pool Bid Plans 11-09-2022.pdf
5. Two Rivers A2 Swimming Pool Bid Plans 11-09-2022.pdf

Architecture Plans:

6. Two Rivers Amenity A1 Architecture Bid Set - 11-14-22.pdf
7. Two Rivers Amenity A2 Architecture Bid Set - 11-14-22.pdf

Electrical Drawings:

8. Electrical Drawings_A1-E1.0 ENTRANCE.pdf
9. Electrical Drawings_A1-E1.0 IR1.pdf
10. Electrical Drawings_A2-E1.0 ENTRANCE.pdf
11. Electrical Drawings_A2-E1.0 IR1.pdf
12. Electrical Drawings_A2-E1.0 IR2.pdf

Supplemental Information:

13. Supplemental Info_A1-A2 Bid Scope-Phase A.pdf
14. Supplemental Info_Pentair ETi_400_Heater Manual.pdf
15. Supplemental Info_Two Rivers A1 Amenity Drainage Scope.pdf
16. Supplemental Info_Two Rivers A1 Amenity Exterior Furnishings Map.pdf
17. Supplemental Info_Two Rivers A1 Amenity Pavers and Walks.pdf
18. Supplemental Info_Two Rivers A2 Amenity Drainage Scope.pdf
19. Supplemental Info_Two Rivers A2 Amenity Exterior Furnishings Map.pdf
20. Supplemental Info_Two Rivers A2 Amenity Pavers and Walks.pdf

Bid Quantities:

21. Two Rivers A1-A2 Bid Qtys by Phase.xlsx

3. Evaluation Criteria
Two Rivers North CDD Parcel A1 Project and Parcel A2 Project RFP

1.	Location and Personnel	10 Points
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Locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel, including the project manager and field supervisor; present ability to manage this project; evaluation of existing workload; proposed staffing levels, etc.

2.	Proposer's Experience, Bonding Capacity, Available Equipment, Insurance, and Warranty	20 Points
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Past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other community developments districts in other contracts; character, integrity, reputation of Proposer; ability to obtain a payment and performance bond; availability of equipment necessary for the project; Proposer's insurance limits; Proposer's warranty, etc.

3.	Schedule	10 Points
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Demonstration of Proposer's understanding (through presentation in the proposal of a milestone schedule) of ability to meet the schedule for final completion. Consideration will be given to Proposers that indicate an ability to credibly complete the project within the schedule for final completion without a premium cost for accelerated work.

4.	Understanding of the RFP and Scope of Services	30 Points
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Extent to which the proposal demonstrates: (1) an understanding of the District's needs for the services requested and (2) an understanding of and compliance with the Scope of Work outlined in the RFP Package.

5.	Price	30 Points
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A full 30 points will automatically be awarded to the Proposer submitting the lowest "Total Proposal Price". All other Proposers will receive a prorated number of points, rounded to 2 digits.

Example: Proposer "A", the low bidder at a total amount of \$250,000, will receive the full 30 points. Proposer "B" with a total amount of \$275,000, will receive 27 points. $(250,000/275,000) \times 30 = 27$.

If the lowest bid is determined to be an outlier that doesn't conform to industry expectations and experience, then it may be thrown out to avoid negatively impacting the score of the other Proposers.

Total Possible Points for Each Proposer's Proposal	100 Points
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Official Bid Proposal Form

Two Rivers North CDD Parcel A1 Project and Parcel A2 Project RFP

Name of Proposer: _____

In accordance with the Request for Proposals issued by the Two Rivers North Community Development District (“**District**”), the undersigned proposes to provide all work necessary to perform the Scope of Work for the either the Parcel A1 Project, Parcel A2 Project, or both projects.

Proposer submits that it can perform the work described above (inclusive of sales tax* and the cost of the required Payment and Performance Bond) for a **Total Proposal Price** of the following amounts as more specifically described in Proposer’s proposal:

\$ _____, for the Parcel A1 Project

\$ _____, for the Parcel A2 Project

Proposer, thoroughly reviewed all components of the RFP Package and has a thorough understanding of the work required, the site and conditions where the work is to be performed, local labor conditions and all laws, regulations and other factors affecting performance of the work, having knowledge of the expense and difficulties attending performance of the work, and having fully inspected the site in all particulars, hereby proposes and agrees, if Proposer’s proposal is accepted, to enter into the Proposed Agreement with the District.

Name of Authorized Signatory of Proposer: _____

Title of Authorized Signatory of Proposer: _____

Signature of Authorized Signatory of Proposer: _____

*** The District may purchase materials tax exempt; however, the Total Proposal Price must include and identify sales tax, whenever applicable. To the extent the District purchases materials tax exempt, the District shall receive a compensating credit against the Total Proposal Price due for the cost of such materials and sales tax thereon.**

**Combined Affidavit for
Public Entity Crimes, Scrutinized Companies, E-Verify, and Non-Collusion**

Two Rivers North CDD Parcel A1 Project and Parcel A2 Project RFP

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

Before me the undersigned authority personally appeared _____, who being duly sworn, deposes and says:

Affiant is over 18 years of age, and has personal knowledge of the facts and certifications set forth herein; that they are true and correct.

Affiant is the _____ (Title) of _____ (the “**Company**”) and as such is authorized to make this Affidavit for and on behalf of the Company, its directors and officers.

Public Entity Crimes

1. I understand that a “person” or “affiliate” who has been placed on the “convicted vendor list” following a “conviction” for a “public entity crime” (as those terms are defined in Section 287.133, Florida Statutes) for a period of 36 months following the date of being placed on the convicted vendor list, would render the Company ineligible to submit a proposal for this project.
2. Neither I, nor any person or affiliates with the Company, nor the Company have been placed on the convicted vendor list following a conviction for a public entity crime that would render us ineligible to submit a proposal for this project.

Scrutinized Companies

3. I understand that, pursuant to Section 287.135(2)(a), Florida Statutes, the Company would be ineligible to submit a proposal for this project if we are a company that is on the “Scrutinized Companies that Boycott Israel List” (created pursuant to Section 215.4725, Florida Statutes) or are engaged in a boycott of Israel.
4. Neither I nor the Company are on the “Scrutinized Companies that Boycott Israel List” nor am I or the Company engaged in a boycott of Israel.

E-Verify

5. I understand that, pursuant to Section 448.095(2), Florida Statutes, we must comply with Florida’s E-Verify law in order to enter into an agreement with a public employer.
6. The Company is registered with and uses the United States Department of Homeland Security’s E-Verify system to verify the work authorization status of all employees hired on or after January 1, 2021.
7. No public employer has terminated a contract with the Company under Section 448.095(2)(c), Florida Statutes, within the year immediately preceding the date of our proposal.
8. The Company is currently in compliance and will remain in compliance, for the duration of the agreement, with all requirements of Section 448.095(2), Florida Statutes.
9. I understand that, if there is a good faith belief the Company has knowingly violated Section 448.09(1), Florida Statutes, there is an obligation to terminate the agreement pursuant to Section 448.095(2)(c), Florida Statutes.
10. I understand that, if there is a good faith belief that one of the Company’s subcontractor(s) has knowingly violated the Section 448.09(1), Florida Statutes, but the Company has otherwise complied

with its obligations thereunder, then the Company will be required to immediately terminate its contract with the subcontractor in order to continue providing services to a public employer.

Non-Collusion

11. The price(s) and amount(s) in our proposal have been arrived at independently and without consultation, communication, or agreement with any other proposer, potential proposer, proposal, or potential proposal.
12. Neither the price(s) nor the amount(s) in the Company’s proposal, have been disclosed to any other firm or person who is a proposer or potential proposer, and they will not be disclosed before opening of all proposals.
13. No attempt has been made or will be made to induce any firm or persons to refrain from submitting a proposal, or to submit a price(s) higher than the prices in our proposal, or to submit any intentionally high or noncompetitive price(s) or other form of complementary proposal.
14. The Company’s proposal is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive proposal.
15. The Company, its affiliates, subsidiaries, officers, directors, and employees are not currently under investigation, by any governmental agency and have not in the last 3 years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to any public contract, except as disclosed.

I state that I and the Company understand and acknowledge that the above representations are material and important, and will be relied on by the Two Rivers North Community Development District for which our proposal is submitted. I understand and the Company understands that any misstatement in this affidavit is, and shall be treated as, fraudulent concealment from the District of the true facts relating to the submission of proposals for this project.

Signature of Authorized Signatory of Proposer

Sworn before me on _____, 2023

Notary Public Signature

Notary Stamp

7. Trench Safety Act Form

Two Rivers North CDD Parcel A1 Project and Parcel A2 Project RFP

The undersigned, herein called "Proposer", has determined to his own complete satisfaction that if the work involves trench excavations that exceed a depth of 5 feet all portions of the Florida Trench Safety Act, Section 553.60, Florida Statutes will be fully complied with and executed properly on this project.

Alternatively, the Proposer certifies that no trench excavations are required or that necessary excavations do not exceed 5 feet in depth.

Proposer acknowledges that included in the various items of its proposal and in its Total Proposal Price are costs for complying with the Florida Trench Safety Act. The Proposer further identifies the costs to be summarized below:

Trench Safety Measure (Description)	Units of Measure (LF, SY)	Unit (Quantity)	Unit Cost	Extended Cost
A. _____	_____	_____	_____	_____
B. _____	_____	_____	_____	_____
C. _____	_____	_____	_____	_____
D. _____	_____	_____	_____	_____
			Total	_____

Name of Proposer: _____

Name of Authorized Signatory of Proposer: _____

Title of Authorized Signatory of Proposer: _____

_____, 2023
Signature of Authorized Signatory of Proposer

Sworn before me on _____, 2023

Notary Public, State of Florida

Notary Stamp

CDD JOINDER

Two Rivers North Community Development District, a local unit of Special Purpose Government created under Chapter 190, Florida Statutes, whose mailing address is 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607, hereby approves and joins in the First Amendment to the Declaration of Covenants, Conditions and Restrictions of Northwater Pod A2S.

In Witness Whereof, Two Rivers North Community Development District, has executed this Joinder on this 15 day of March, 2023.

Signed, sealed and delivered
in the presence of:

Two Rivers North Community Development
District, a local unit of Special Purpose
Government created under Chapter 190,
Florida Statutes

AD
Name: Denitsa Avdehiev

By: Carlos de la Ossa
Name: Carlos de la Ossa
Title: Vice Chairman
(Corporate Seal)

Laura Cisset
Name: Laura Cisset

STATE OF FLORIDA

COUNTY OF Hillsborough

The foregoing instrument was acknowledged before me by means of physical presence or online notarization on this 15th day of March 2023, by Carlos de la Ossa as Chairman of Two Rivers North Community Development District on behalf of the Board of Supervisors. He is [] personally known to me or [] has produced _____ as identification.



June Kelly
(Signature of Notary Public)
Print Name: _____
Commission No.: _____
My Commission Expires: _____

CDD JOINDER

Two Rivers North Community Development District, a local unit of Special Purpose Government created under Chapter 190, Florida Statutes, whose mailing address is 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607, hereby approves and joins in the First Amendment to the Declaration of Covenants, Conditions and Restrictions of Northwater Pod A2R.


In Witness Whereof, Two Rivers North Community Development District, has executed this Joinder on this 15 day of March, 2023.

Signed, sealed and delivered
in the presence of:

Two Rivers North Community Development
District, a local unit of Special Purpose
Government created under Chapter 190,
Florida Statutes


Name: Denitsa Avdzhieva

By: 
Name: Carlos de la Ossa
Title: Vice Chairman

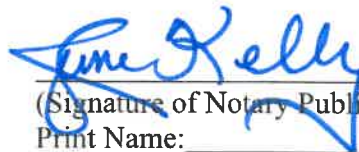

Name: Laura Cissel

(Corporate Seal)

STATE OF FLORIDA
COUNTY OF Hillsborough

The foregoing instrument was acknowledged before me by means of physical presence
or online notarization on this 15th day of March 2023, by Carlos de la Ossa
as Chairman of Two Rivers North Community Development District on behalf of the Board of
Supervisors. He is [] personally known to me or [] has produced
_____ as identification.




(Signature of Notary Public)
Print Name: _____
Commission No.: _____
My Commission Expires: _____

This Instrument Prepared By:
Hand Arendall Harrison Sale, LLC
c/o Leslie D. Sheekley, Esq.
35008 Emerald Coast Parkway
Fifth Floor
Destin, Florida 32541

**FIRST AMENDMENT TO THE
DECLARATION OF COVENANTS, CONDITIONS,
AND RESTRICTIONS OF NORTHWATER POD A2R**

THIS FIRST AMENDMENT TO THE DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS OF NORTHWATER POD A2R (“**First Amendment**”) is made by **D.R. Horton, Inc.** a Delaware corporation, whose mailing address is 3501 Riga Blvd, Suite 100, Tampa, Florida 33619 (“**Declarant**”) and joined by **Northwater Pod A2R Community Association, Inc.**, a Florida not-for-profit corporation (“**Association**”).

RECITALS

WHEREAS, Declarant recorded that certain Declaration of Covenants, Conditions, and Restrictions of Northwater Pod A2R as Instrument #2022206197, in the Public Records of Pasco County, Florida (the “**Declaration**”); and

WHEREAS, pursuant to the Declaration, the Declarant may unilaterally amend the Declaration as long as the Declarant maintains its Class B Membership status. As of the date of this First Amendment, the Declarant is the Class B Member and the Declarant’s Class B Membership has not terminated; and

WHEREAS, Declarant wishes to amend the Declaration.

NOW THEREFORE, the Declarant hereby amends the Declaration as set forth herein.

Words in the text which are lined through (—) indicate deletions from the present text; words in the text which are double underlined indicate additions to the present text.

1. Recitals and Defined Terms. The foregoing recitals are true and correct and are incorporated into and form a part of this First Amendment. All initially capitalized terms not defined herein shall have the meanings set forth in the Declaration.

2. Conflicts. In the event there is a conflict between this First Amendment and the Declaration, this First Amendment shall control. Whenever possible, this First Amendment and the Declaration shall be construed as a single document. Except as modified hereby, the Declaration shall remain in full force and effect.

3. Amendments to Declaration.

(a) Article IV, Section 7 of the Declaration is hereby amended as follows:

Surface Water Management. It is acknowledged that the Property is located within the boundaries of the WMD and that an easement is hereby created over the entire Property for the surface water drainage and storage, and for the installation and maintenance of the Surface Water Management System for the Property in accordance with the Permit; provided, however that such easement shall be subject to improvements constructed within the Property as permitted by controlling governmental authorities from time to time. The Surface Water Management System shall be owned by the CDD and shall be operated and maintained by the CDD and/or its agents, in compliance with all approvals, codes and regulations of governmental authorities and the WMD. Such operation and maintenance shall specifically include all utility costs and equipment related to the obligations hereunder, as well as any ongoing monitoring required pursuant to the Permit. OWNERS ARE PROHIBITED FROM FILLING AND/OR ALTERING DRAINAGE PATTERNS ON LOTS INCLUDING, BUT NOT LIMITED TO, PORTIONS OF THE LOTS BELOW THE POST-DEVELOPED 100-YEAR FLOODPLAIN ELEVATION AS SHOWN ON EXHIBIT E ATTACHED HERETO, WITHOUT THE PRIOR APPROVAL OF THE COUNTY AND/OR WMD, AS APPLICABLE.

4. Full Force and Effect of Declaration. Except as hereby amended, modified and/or supplemented, the Declaration shall remain in full force and effect in strict accordance with its terms. In the event of any conflict between this First Amendment and the Declaration or any prior amendment thereto, this First Amendment shall control.

5. Headings. The paragraph headings have been inserted for convenience and reference only and shall not be considered or referred to in resolving questions and interpretation or construction. Unless the context requires a contrary construction, the singular shall include the plural and the plural the singular, and the masculine, feminine and neuter genders shall each include the others.

6. Severability. Invalidation of any of these covenants or restrictions or any part, clause, or word hereof, or the application thereof in specific circumstances, by judgment or court order, shall not affect any other provisions or applications in other circumstances, all of which shall remain in full force and effect.

7. Effective Date. This First Amendment shall become effective upon being recorded in the Public Records of Pasco County, Florida.

[Signatures on the following pages]

IN WITNESS WHEREOF, D.R. HORTON, INC., a Delaware corporation, has executed this First Amendment, this ___ day of _____, 2023.

Signed, sealed and delivered
in the presence of:

D.R. HORTON, INC., a Delaware
corporation,

Name: _____

By: _____
Name: _____
Title: _____

Name: _____

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me **by means of** **physical presence**
or **online notarization** on this ___ day of _____ 2023, by _____
as _____ of D.R. HORTON, INC., a Delaware corporation, on behalf of the
company. He is [___] personally known to me or [___] has produced _____
_____ as identification.

(Signature of Notary Public)
Print Name: _____
Commission No.: _____
My Commission Expires: _____

ASSOCIATION JOINDER

Northwater Pod A2R Community Association, Inc., a Florida corporation not-for-profit, hereby approves and joins in the First Amendment to the Declaration of Covenants, Restrictions, Conditions and Easements of Northwater Pod A2R and agrees to be bound by the terms thereof and will comply with and perform the terms and conditions of the Declaration.

In Witness Whereof, Northwater Pod A2R Community Association, Inc. has executed this Joinder on this ___ day of _____, 2023.

Signed, sealed and delivered
in the presence of:

Northwater Pod A2R Community
Association, Inc.,

Name: _____

By: _____
Name: _____
Its: President

(Corporate Seal)

Name: _____

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me **by means of** **physical presence** or **online notarization** on this ___ day of _____ 2023, by _____ as President of Northwater Pod A2R Community Association, Inc., a Florida corporation not-for-profit, on behalf of the corporation. He is [___] personally known to me or [___] has produced _____ as identification.

(Signature of Notary Public)
Print Name: _____
Commission No.: _____
My Commission Expires: _____

CDD JOINDER

Two Rivers North Community Development District, a local unit of Special Purpose Government created under Chapter 190, Florida Statutes, whose mailing address is 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607, hereby approves and joins in the First Amendment to the Declaration of Covenants, Conditions and Restrictions of Northwater Pod A2R.

In Witness Whereof, Two Rivers North Community Development District, has executed this Joinder on this _____ day of _____, 2023.

Signed, sealed and delivered
in the presence of:

Two Rivers North Community Development
District, a local unit of Special Purpose
Government created under Chapter 190,
Florida Statutes

Name: _____

By: _____
Name:
Title:

Name: _____

(Corporate Seal)

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me **by means of** **physical presence**
or **online notarization** on this ___ day of _____ 2023, by _____
as Chairman of Two Rivers North Community Development District on behalf of the Board of
Supervisors. He is [___] personally known to me or [___] has produced
_____ as identification.

(Signature of Notary Public)
Print Name: _____
Commission No.: _____
My Commission Expires: _____

EXHIBIT "E"
DRAWING

This Instrument Prepared By:
Hand Arendall Harrison Sale, LLC
c/o Leslie D. Sheekley, Esq.
35008 Emerald Coast Parkway
Fifth Floor
Destin, Florida 32541

**FIRST AMENDMENT TO THE
DECLARATION OF COVENANTS, CONDITIONS,
AND RESTRICTIONS OF NORTHWATER POD A2S**

THIS FIRST AMENDMENT TO THE DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS OF NORTHWATER POD A2S (“**First Amendment**”) is made by **D.R. Horton, Inc.** a Delaware corporation, whose mailing address is 3501 Riga Blvd, Suite 100, Tampa, Florida 33619 (“**Declarant**”) and joined by **Northwater Pod A2S Community Association, Inc.**, a Florida not-for-profit corporation (“**Association**”).

RECITALS

WHEREAS, Declarant recorded that certain Declaration of Covenants, Conditions, and Restrictions of Northwater Pod A2S as Instrument #2022206196, in the Public Records of Pasco County, Florida (the “**Declaration**”); and

WHEREAS, pursuant to the Declaration, the Declarant may unilaterally amend the Declaration as long as the Declarant maintains its Class B Membership status. As of the date of this First Amendment, the Declarant is the Class B Member and the Declarant’s Class B Membership has not terminated; and

WHEREAS, Declarant wishes to amend the Declaration.

NOW THEREFORE, the Declarant hereby amends the Declaration as set forth herein.

Words in the text which are lined through (—) indicate deletions from the present text; words in the text which are double underlined indicate additions to the present text.

1. Recitals and Defined Terms. The foregoing recitals are true and correct and are incorporated into and form a part of this First Amendment. All initially capitalized terms not defined herein shall have the meanings set forth in the Declaration.

2. Conflicts. In the event there is a conflict between this First Amendment and the Declaration, this First Amendment shall control. Whenever possible, this First Amendment and the Declaration shall be construed as a single document. Except as modified hereby, the Declaration shall remain in full force and effect.

3. Amendments to Declaration.

(a) Article IV, Section 7 of the Declaration is hereby amended as follows:

Surface Water Management. It is acknowledged that the Property is located within the boundaries of the WMD and that an easement is hereby created over the entire Property for the surface water drainage and storage, and for the installation and maintenance of the Surface Water Management System for the Property in accordance with the Permit; provided, however that such easement shall be subject to improvements constructed within the Property as permitted by controlling governmental authorities from time to time. The Surface Water Management System shall be owned by the CDD and shall be operated and maintained by the CDD and/or its agents, in compliance with all approvals, codes and regulations of governmental authorities and the WMD. Such operation and maintenance shall specifically include all utility costs and equipment related to the obligations hereunder, as well as any ongoing monitoring required pursuant to the Permit. OWNERS ARE PROHIBITED FROM FILLING AND/OR ALTERING DRAINAGE PATTERNS ON LOTS INCLUDING, BUT NOT LIMITED TO, PORTIONS OF THE LOTS BELOW THE POST-DEVELOPED 100-YEAR FLOODPLAIN ELEVATION AS SHOWN ON EXHIBIT E ATTACHED HERETO, WITHOUT THE PRIOR APPROVAL OF THE COUNTY AND/OR WMD, AS APPLICABLE.

4. Full Force and Effect of Declaration. Except as hereby amended, modified and/or supplemented, the Declaration shall remain in full force and effect in strict accordance with its terms. In the event of any conflict between this First Amendment and the Declaration or any prior amendment thereto, this First Amendment shall control.

5. Headings. The paragraph headings have been inserted for convenience and reference only and shall not be considered or referred to in resolving questions and interpretation or construction. Unless the context requires a contrary construction, the singular shall include the plural and the plural the singular, and the masculine, feminine and neuter genders shall each include the others.

6. Severability. Invalidation of any of these covenants or restrictions or any part, clause, or word hereof, or the application thereof in specific circumstances, by judgment or court order, shall not affect any other provisions or applications in other circumstances, all of which shall remain in full force and effect.

7. Effective Date. This First Amendment shall become effective upon being recorded in the Public Records of Pasco County, Florida.

[Signatures on the following pages]

IN WITNESS WHEREOF, D.R. HORTON, INC., a Delaware corporation, has executed this First Amendment, this ___ day of _____, 2023.

Signed, sealed and delivered
in the presence of:

D.R. HORTON, INC., a Delaware
corporation,

Name: _____

By: _____
Name: _____
Title: _____

Name: _____

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me **by means of** **physical presence**
or **online notarization** on this ___ day of _____ 2023, by _____
as _____ of D.R. HORTON, INC., a Delaware corporation, on behalf of the
company. He is [___] personally known to me or [___] has produced _____
_____ as identification.

(Signature of Notary Public)
Print Name: _____
Commission No.: _____
My Commission Expires: _____

ASSOCIATION JOINDER

Northwater Pod A2S Community Association, Inc., a Florida corporation not-for-profit, hereby approves and joins in the First Amendment to the Declaration of Covenants, Restrictions, Conditions and Easements of Northwater Pod A2S and agrees to be bound by the terms thereof and will comply with and perform the terms and conditions of the Declaration.

In Witness Whereof, Northwater Pod A2S Community Association, Inc. has executed this Joinder on this _____ day of _____, 2023.

Signed, sealed and delivered
in the presence of:

Northwater Pod A2S Community
Association, Inc.,

Name: _____

By: _____
Name: _____
Its: President

(Corporate Seal)

Name: _____

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me **by means of** **physical presence** **or** **online notarization** on this ___ day of _____ 2023, by _____ as President of Northwater Pod A2S Community Association, Inc., a Florida corporation not-for-profit, on behalf of the corporation. He is [___] personally known to me or [___] has produced _____ as identification.

(Signature of Notary Public)
Print Name: _____
Commission No.: _____
My Commission Expires: _____

CDD JOINDER

Two Rivers North Community Development District, a local unit of Special Purpose Government created under Chapter 190, Florida Statutes, whose mailing address is 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607, hereby approves and joins in the First Amendment to the Declaration of Covenants, Conditions and Restrictions of Northwater Pod A2S.

In Witness Whereof, Two Rivers North Community Development District, has executed this Joinder on this _____ day of _____, 2023.

Signed, sealed and delivered
in the presence of:

Two Rivers North Community Development
District, a local unit of Special Purpose
Government created under Chapter 190,
Florida Statutes

Name: _____

By: _____
Name:
Title:

Name: _____

(Corporate Seal)

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me **by means of** **physical presence**
or **online notarization** on this ___ day of _____ 2023, by _____
as Chairman of Two Rivers North Community Development District on behalf of the Board of
Supervisors. He is [___] personally known to me or [___] has produced
_____ as identification.

(Signature of Notary Public)
Print Name: _____
Commission No.: _____
My Commission Expires: _____

EXHIBIT "E"
DRAWING

**TWO RIVERS NORTH
COMMUNITY DEVELOPMENT DISTRICT**

January 17, 2023, Minutes of the Regular Meeting

MINUTES OF THE REGULAR MEETING

The Regular Meetings of the Board of Supervisors for the Two Rivers North Community Development District was held on **Tuesday, January 17, 2023, at 11:00 a.m.** at Springhill Suites by Marriott Tampa Suncoast Parkway located at 16615 Crosspointe Run, Land O’Lakes, FL 34638.

1. CALL TO ORDER

Angie Grunwad called the Regular Meetings of the Board of Supervisors of the Two Rivers North Community Development District to order on **Tuesday, January 17, 2023, at 11:10 a.m.**

Board Members Present and Constituting a Quorum:

Nick Dister	Vice-Chair
Kelly Evans	Supervisor
Thomas Spence	Supervisor

Staff Members Present:

Angie Grunwald	District Manager, Inframark	
John Vericker	District Counsel, Straley Robin Vericker	<i>(via conference call)</i>

There were no members of the general public in attendance.

2. PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments on agenda items.

3. VENDOR AND STAFF REPORTS

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

There were no vendor or staff reports currently.

4. BUSINESS ITEMS

A. Consideration of Maintenance Indemnification Agreement

The Board reviewed and discussed the maintenance for the off-site utilities on the public road requested by Pasco County, REPA has warranted all the work. We are just waiting for the warrantees. REPA will take care of the maintenance issues.

49 **B. Acceptance of Board of Supervisor Resignation, Seat 1 – Jeffery Hills**
50

51 The Board reviewed the resignation from Supervisor Jeffery Hills.
52

53	MOTION TO:	Accept resignation from Jeffery Hills.
54	MADE BY:	Supervisor Evans
55	SECONDED BY:	Supervisor Dister
56	DISCUSSION:	None further
57	RESULT:	Called to Vote: Motion PASSED
58		3/0 - Motion Passed Unanimously

59 **C. Appointment of Supervisor to Open Board Seat**
60

61
62 The Board reviewed and discussed the open Boars seat 5 and motioned to appoint Carlos de la
63 Ossa to serve on the Board of Supervisors for Two Rivers North CDD.
64

65	MOTION TO:	Appoint Carlos de la Ossa to seat 5 to serve on the
66		Board of Supervisors for the Two Rivers North CDD.
67	MADE BY:	Supervisor Evans
68	SECONDED BY:	Supervisor Dister
69	DISCUSSION:	None further
70	RESULT:	Called to Vote: Motion PASSED
71		3/0 - Motion Passed Unanimously

72 **D. Consideration of Resolution 2023-01; Redesignating Officers**
73

74
75 The Board reviewed and discussed the resolution regarding the redesignating officers.
76 The Board motioned to appoint Nick Dister as the Chairman and Carlos de la Ossa as the Vice
77 Chairman. The Assistant Secretaries will be Tom Spence, Ryan Motko, Kelly Evans.
78

79	MOTION TO:	Approve Resolution 2023-01 as stated.
80	MADE BY:	Supervisor Evans
81	SECONDED BY:	Supervisor Spence
82	DISCUSSION:	None further
83	RESULT:	Called to Vote: Motion PASSED
84		3/0 - Motion Passed Unanimously

85
86
87
88

89 **E. General Matters of the District**

90
91 There were no general matters to discuss currently.

92
93 **5. CONSENT AGENDA ITEMS**

94 **A. Consideration of Regular Board of Supervisors Public Hearing & Meeting**
95 **August 16, 2022**

96 **B. Consideration of Operations and Maintenance Expenditures August 2022**

97 **C. Consideration of Operations and Maintenance Expenditures October 2022**

98 **D. Consideration of Operations and Maintenance Expenditures November 2022**

99 **E. Review of Financial Statements for Month Ending November 30, 2022.**

100
101 The Board reviewed the consent agenda items.

MOTION TO:	Approve Consent Agenda Items A through E.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Spence
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

109
110 **6. SUPERVISOR REQUESTS AND COMMENTS**

111
112 There were no supervisor requests or comments.

113
114 **7. AUDIENCE COMMENTS**

115
116 There were no audience comments.

117
118 **8. ADJOURNMENT**

MOTION TO:	Adjourn.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Spence
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

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

**These minutes were done in summary format.*

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

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

Signature

Signature

Printed Name

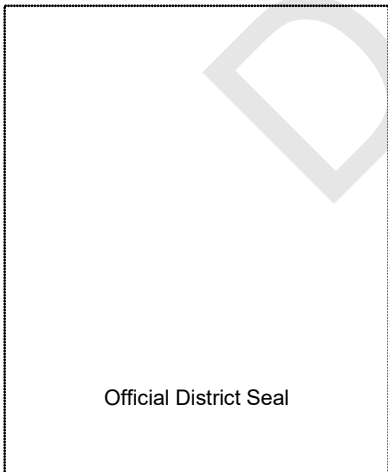
Printed Name

Title:

- Secretary**
- Assistant Secretary**

Title:

- Chairman**
- Vice Chairman**



Recorded by Records Administrator

Signature

Date

TWO RIVERS NORTH CDD
Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
INFRAMARK LLC	83405	\$3,709.13		SEPTEMBER 2022 DISTRICT MANAGEMENT
INFRAMARK LLC	84886	\$3,710.10		OCTOBER 2022 DISTRICT MANAGEMENT
INFRAMARK LLC	80918	\$3,819.68		JULY 2022 DISTRICT MANAGEMENT
INFRAMARK LLC	82016	\$8,920.91		AUGUST 2022 DISTRICT MANAGEMENT
INFRAMARK LLC	86285	\$3,709.93		NOVEMBER 2022 DISTRICT MANAGEMENT
INFRAMARK LLC	87624	\$3,733.14	\$27,602.89	DECEMBER 2022 DISTRICT MANAGEMENT
Monthly Contract Subtotal		\$27,602.89		
Variable Contract				
STRALEY ROBIN VERICKER	22398	\$33.00		PROFESSIONAL SERVICES THRU 11/15/22
Variable Contract Subtotal		\$33.00		
Utilities				
Utilities Subtotal		\$0.00		
Regular Services				
ADA SITE COMPLIANCE	2548	\$1,500.00		WEBSITE COMPLIANCE
Stantec	2015445	\$1,287.00		PROFESSIONAL SERVICES THRU - 11/25/22
Regular Services Subtotal		\$2,787.00		
Additional Services				
Additional Services Subtotal		\$0.00		
TOTAL		\$30,422.89		

TWO RIVERS NORTH CDD Summary of Operations and Maintenance Invoices
--

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description

Approved (with any necessary revisions noted):

Signature:

Title (Check one):

Chariman Vice Chariman Assistant Secretary



INVOICE

2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE#

#83405

DATE

9/28/2022

BILL TO

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

CUSTOMER ID

C2410

NET TERMS

Net 30

PO#**DUE DATE**

10/28/2022

Services provided for the Month of: **September 2022**

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Copies - B/W Copies- August	4	Ea	0.20		0.80
Technology Services - Technology/Data Storage	1	Ea	50.00		50.00
Record Storage Fee - Rental & Leases	1	Ea	50.00		50.00
Recording Svcs - Financial & Revenue Collection	1	Ea	100.00		100.00
Website Maintenance - Website Maintenance / Admin	1	Ea	100.00		100.00
Recording Svcs - Recording Secretary	1	Ea	200.00		200.00
District Management Services - Administration	1	Ea	375.00		375.00
Accounting Services - Accounting Services	1	Ea	750.00		750.00
District Management Services - District Management	1	Ea	2,083.33		2,083.33
Subtotal					3,709.13

Subtotal	\$3,709.13
Tax	\$0.00
Total Due	\$3,709.13

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.



INVOICE

2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE#

#84886

DATE

10/28/2022

BILL TO

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

CUSTOMER ID

C2410

NET TERMS

Net 30

PO#**DUE DATE**

11/27/2022

Services provided for the Month of: **October 2022**

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
District Management Services - Administration	1	Ea	375.00		375.00
District Management Services - District Management	1	Ea	2,083.33		2,083.33
Accounting Services - Accounting Services	1	Ea	750.00		750.00
Recording Svcs - Financial & Revenue Collection	1	Ea	100.00		100.00
Recording Svcs - Recording Secretary	1	Ea	200.00		200.00
Technology Services - Technology/Data Storage	1	Ea	50.00		50.00
Website Maintenance - Website Maintenance / Admin	1	Ea	100.00		100.00
Record Storage Fee - Rental & Leases	1	Ea	50.00		50.00
Copies - B/W Copies- September	6	Ea	0.20		1.20
Postage - Postage- September	1	Ea	0.57		0.57
Subtotal					3,710.10

Subtotal	\$3,710.10
Tax	\$0.00
Total Due	\$3,710.10

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.



INVOICE

2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE#

#80918

DATE

7/31/2022

BILL TO

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

CUSTOMER ID

C2410

NET TERMS

Net 30

PO#**DUE DATE**

8/30/2022

Services provided for the Month of: July 2022

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Postage- June	5	Ea	0.53		2.65
B/W Copies- June	166	Ea	0.20		33.20
Technology/Data Storage	1	Ea	50.00		50.00
Rental & Leases	1	Ea	50.00		50.00
Color Copies- June	151	Ea	0.50		75.50
Financial & Revenue Collection	1	Ea	100.00		100.00
Website Maintenance / Admin	1	Ea	100.00		100.00
Recording Secretary	1	Ea	200.00		200.00
Administration	1	Ea	375.00		375.00
Accounting Services	1	Ea	750.00		750.00
District Management	1	Ea	2,083.33		2,083.33
Subtotal					3,819.68

Subtotal	\$3,819.68
Tax	\$0.00
Total Due	\$3,819.68

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.



INVOICE

2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE#

#82016

DATE

8/25/2022

BILL TO

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

CUSTOMER ID

C2410

NET TERMS

Net 30

PO#**DUE DATE**

9/24/2022

Services provided for the Month of: August 2022

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Copies - B/W Copies- July	40	Ea	0.20		8.00
Copies - Color Copies- July	18	Ea	0.50		9.00
Technology Services - Technology/Data Storage	1	Ea	50.00		50.00
Record Storage Fee - Rental & Leases	1	Ea	50.00		50.00
Recording Svcs - Financial & Revenue Collection	1	Ea	100.00		100.00
Website Maintenance - Website Maintenance / Admin	1	Ea	100.00		100.00
Recording Svcs - Recording Secretary	1	Ea	200.00		200.00
District Management Services - Administration	1	Ea	375.00		375.00
Accounting Services - Accounting Services	1	Ea	750.00		750.00
District Management Services - District Management	1	Ea	2,083.33		2,083.33
Supplies - 2-4-2022 Times Advertising \$4,281.80; 1-19, 2-16, 3-15, 3-16, 4-20, 5-18, & 6-23 \$913.78	1	Ea	5,195.58		5,195.58
Subtotal					8,920.91

Subtotal	\$8,920.91
Tax	\$0.00
Total Due	\$8,920.91

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.



INVOICE

2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE#

#86285

DATE

11/30/2022

BILL TO

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

CUSTOMER ID

C2410

NET TERMS

Net 30

PO#**DUE DATE**

12/30/2022

Services provided for the Month of: November 2022

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
District Management Services - District Management	1	Ea	2,083.33		2,083.33
Accounting Services - Accounting Services	1	Ea	750.00		750.00
District Management Services - Administration	1	Ea	375.00		375.00
Recording Svcs - Recording Secretary	1	Ea	200.00		200.00
Recording Svcs - Financial & Revenue Collection	1	Ea	100.00		100.00
Website Maintenance - Website Maintenance / Admin	1	Ea	100.00		100.00
Technology Services - Technology/Data Storage	1	Ea	50.00		50.00
Record Storage Fee - Rental & Leases	1	Ea	50.00		50.00
Copies - B/W Copies- September	8	Ea	0.20		1.60
Subtotal					3,709.93

Subtotal	\$3,709.93
Tax	\$0.00
Total Due	\$3,709.93

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.



INVOICE

2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE#

#87624

DATE

12/21/2022

BILL TO

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

CUSTOMER ID

C2410

NET TERMS

Net 30

PO#**DUE DATE**

1/20/2023

Services provided for the Month of: December 2022

DESCRIPTION	QTY	UOM	RATE	MARKUPP	AMOUNT
District Management Services - District Management	1	Ea	2,083.33		2,083.33
Accounting Services - Accounting Services	1	Ea	750.00		750.00
District Management Services - Administration	1	Ea	375.00		375.00
Recording Svcs - Recording Secretary	1	Ea	200.00		200.00
Recording Svcs - Financial & Revenue Collection	1	Ea	100.00		100.00
Website Maintenance - Website Maintenance / Admin	1	Ea	100.00		100.00
Technology Services - Technology/Data Storage	1	Ea	50.00		50.00
Record Storage Fee - Rental & Leases	1	Ea	50.00		50.00
Copies - Color Copies- September	20	Ea	0.50		10.00
Postage - Postage- September	1	Ea	8.01		8.01
Copies - B/W Copies- September	34	Ea	0.20		6.80
Subtotal					3,733.14

Subtotal	\$3,733.14
Tax	\$0.00
Total Due	\$3,733.14

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

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

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

Account Name: INFRAMARK, LLC

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

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

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

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400

Federal Tax Id. - 20-1778458

Two Rivers North Community Development District
2005 Pan Am Circle, Suite 300
Tampa, FL 33607

December 01, 2022
Client: 001561
Matter: 000001
Invoice #: 22398

Page: 1

RE: General

For Professional Services Rendered Through November 15, 2022

SERVICES

Date	Person	Description of Services	Hours	Amount
10/25/2022	LB	FINALIZE QUARTERLY REPORT TO DISSEMINATION AGENT RE PERIOD ENDED SEPTEMBER 30, 2022; PREPARE CORRESPONDENCE TO DISSEMINATION TRANSMITTING SAME.	0.2	\$33.00
Total Professional Services			0.2	\$33.00
Total Services			\$33.00	
Total Disbursements			\$0.00	
Total Current Charges				\$33.00
Previous Balance				\$3,694.28
PAY THIS AMOUNT				\$3,727.28

Please Include Invoice Number on all Correspondence

Outstanding Invoices

Invoice Number	Invoice Date	Services	Disbursements	Interest	Tax	Total
21536	May 24, 2022	\$513.50	\$60.93	\$0.00	\$0.00	\$607.43
21707	June 27, 2022	\$875.50	\$5.55	\$0.00	\$0.00	\$914.05
21837	July 21, 2022	\$907.00	\$0.00	\$0.00	\$0.00	\$940.00
21976	August 24, 2022	\$705.00	\$0.00	\$0.00	\$0.00	\$738.00
22112	October 05, 2022	\$482.50	\$4.80	\$0.00	\$0.00	\$520.30
22250	October 27, 2022	\$139.50	\$0.00	\$0.00	\$0.00	\$172.50
Total Remaining Balance Due						\$3,727.28

AGED ACCOUNTS RECEIVABLE

0-30 Days	31-60 Days	61-90 Days	Over 90 Days
\$33.00	\$626.80	\$0.00	\$3,067.48

ADA Site Compliance
 6400 Boynton Beach Blvd 742721
 Boynton Beach, FL 33474
 accounting@adasitecompliance.com



Invoice

BILL TO
 Billing Meritus
 Meritus Districts

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
2548	12/23/2022	\$1,500.00	01/06/2023	14	

DESCRIPTION	QTY	RATE	AMOUNT
For Two Rivers North CDD: compliant and accessible website, quarterly software-based audits, customized accessibility policy, Compliance Shield, and two hours of annual support.	1	1,500.00	1,500.00

BALANCE DUE

\$1,500.00

Invoice Number	2015445
Invoice Date	December 9, 2022
Purchase Order	215616738
Customer Number	175059
Project Number	215616738

Bill To

Two Rivers North CDD
 Accounts Payable
 c/o Inframark
 210 North University Drive, Suite 702
 Coral Springs FL 33071
 United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
 13980 Collections Center Drive
 Chicago IL 60693
 United States

Project	Two Rivers North CDD			
	Project Manager	Stewart, Tonja L	For Period Ending	November 25, 2022
	Current Invoice Total (USD)	1,287.00		

Process requisitions; prepare boundary exhibit for Pasco County

Top Task **2023** **2023 FY General Consulting**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Burns, Alex Paul	0.75	132.00	99.00
Clark, Caitlin Lee Ann	0.50	144.00	72.00
Nurse, Vanessa M	7.75	144.00	1,116.00
Subtotal Professional Services	9.00		1,287.00

Top Task Subtotal	2023 FY General Consulting	1,287.00
Total Fees & Disbursements		1,287.00
INVOICE TOTAL (USD)		1,287.00

Due upon receipt or in accordance with terms of the contract

Please contact Summer Fillinger if you have any questions concerning this invoice.

Phone: (262) 241-8222 [E-mail: Summer.Fillinger@Stantec.com](mailto:Summer.Fillinger@Stantec.com)

** PLEASE SEND AN INVOICE # WITH PAYMENT **

Thank you.

TWO RIVERS NORTH CDD				
Summary of Operations and Maintenance Invoices				

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
		\$0.00		
Monthly Contract Subtotal		\$0.00		
Variable Contract				
KELLY ANN EVANS	KE 011723	\$200.00		SUPERVISOR FEE 01/17/23
NICHOLAS J. DISTER	ND 011723	\$200.00		SUPERVISOR FEE 01/17/23
THOMAS R. SPENCE	TS 011723	\$200.00		SUPERVISOR FEE 01/17/23
Variable Contract Subtotal		\$600.00		
Utilities				
		\$0.00		
Utilities Subtotal		\$0.00		
Regular Services				
MIKE FASANO TAX COLLECTOR	3026210000001000020	\$136.35		COUNTY FEES AND DUES
Stantec	2030145	\$144.00		PROJECT MANAGER SERVICES THRU - 12/30/22
Regular Services Subtotal		\$280.35		
Additional Services				
		\$0.00		
Additional Services Subtotal		\$0.00		
TOTAL		\$880.35		

Approved (with any necessary revisions noted):

Signature:

TWO RIVERS NORTH CDD Summary of Operations and Maintenance Invoices
--

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description

Title (Check one):

Chariman Vice Chariman Assistant Secretary

TWO RIVERS NORTH CDD

MEETING DATE: January 17, 2023

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Nicholas Dister Vice Chair	✓	Accept	\$200
Thomas Spence	✓	Accept	\$200
Ryan Motko		Accept	\$200
Kelly Evans	✓	Accept	\$200 ✓
Carlos de la Ossa Chair		Accept	\$200

Steve L
DMS Staff Signature Brian Lamb

KE 011723

TWO RIVERS NORTH CDD

MEETING DATE: January 17, 2023

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Nicholas Dister Vice Chair	✓	Accept	\$200
Thomas Spence	✓	Accept	\$200
Ryan Motko		Accept	\$200
Kelly Evans	✓	Accept	\$200
Carlos de la Ossa Chair		Accept	\$200

Steve L
DMS Staff Signature Brian Lamb

ND 011723

TWO RIVERS NORTH CDD

MEETING DATE: January 17, 2023

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Nicholas Dister Vice Chair	✓	Accept	\$200
Thomas Spence	✓	Accept	\$200
Ryan Motko		Accept	\$200
Kelly Evans	✓	Accept	\$200
Carlos de la Ossa Chair		Accept	\$200

Steve L
DMS Staff Signature Brian Lamb

TS 011723

Invoice Number	2030145
Invoice Date	January 12, 2023
Purchase Order	215616738
Customer Number	175059
Project Number	215616738

Bill To

Two Rivers North CDD
 Accounts Payable
 c/o Inframark
 210 North University Drive, Suite 702
 Coral Springs FL 33071
 United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
 13980 Collections Center Drive
 Chicago IL 60693
 United States

Project	Two Rivers North CDD			
	Project Manager	Stewart, Tonja L	For Period Ending	December 30, 2022
	Current Invoice Total (USD)	144.00		

Process requisitions

Top Task **2023** **2023 FY General Consulting**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Nurse, Vanessa M	1.00	144.00	144.00
Subtotal Professional Services	1.00		144.00

Top Task Subtotal	2023 FY General Consulting	144.00
-------------------	----------------------------	--------

Total Fees & Disbursements	144.00
INVOICE TOTAL (USD)	144.00

Due upon receipt or in accordance with terms of the contract

Please contact Summer Fillinger if you have any questions concerning this invoice.

Phone: (262) 241-8222 [E-mail: Summer.Fillinger@Stantec.com](mailto:Summer.Fillinger@Stantec.com)

**** PLEASE SEND AN INVOICE # WITH PAYMENT ****

Thank you.

TWO RIVERS NORTH CDD
Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract		\$0.00		
Monthly Contract Subtotal		\$0.00		
Variable Contract		\$0.00		
Variable Contract Subtotal		\$0.00		
Utilities		\$0.00		
Utilities Subtotal		\$0.00		
Regular Services				
STRALEY ROBIN VERICKER	22632	\$309.50		PROFESSIONAL SERVICES THRU - 01/15/23
Regular Services Subtotal		\$309.50		
Additional Services		\$0.00		
Additional Services Subtotal		\$0.00		
TOTAL		\$309.50		

Approved (with any necessary revisions noted):

 Signature:

Title (Check one):

TWO RIVERS NORTH CDD Summary of Operations and Maintenance Invoices
--

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description

Chariman Vice Chariman Assistant Secretary

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400

Federal Tax Id. - 20-1778458

Two Rivers North Community Development District
2005 Pan Am Circle, Suite 300
Tampa, FL 33607

January 27, 2023

Client: 001561

Matter: 000001

Invoice #: 22632

Page: 1

RE: General

For Professional Services Rendered Through January 15, 2023

SERVICES

Date	Person	Description of Services	Hours	Amount
12/19/2022	MS	REVIEW STATUS OF DISTRICTS ROADWAYS RE: PASCO COUNTY PAVING ASSESSMENT UPDATES AND MAKE UPDATES TO DISTRICT LIST.	0.2	\$33.00
12/27/2022	VTS	REVIEW AND ANALYSIS OF PASCO COUNTY ORDINANCE NO. 22-64 AND OWNERSHIP OF ROADS WITHIN DISTRICT BOUNDARIES.	0.1	\$30.50
1/6/2023	LB	PREPARE QUARTERLY REPORT TO DISSEMINATION AGENT FOR PERIOD ENDED DECEMBER 31, 2022.	0.2	\$33.00
1/13/2023	VKB	PREPARE FOR AND ATTEND OPS MEETING WITH INFRAMARK, C. DE LA OSSA, AND PROJECT MANAGER.	0.3	\$106.50
1/14/2023	JMV	PREPARE DISTRICT COUNSEL QUARTERLY UPDATE TO CDD BOND DISSEMINATION AGENT.	0.3	\$106.50
Total Professional Services			1.1	\$309.50

January 27, 2023
Client: 001561
Matter: 000001
Invoice #: 22632

Page: 2

Total Services	\$309.50	
Total Disbursements	\$0.00	
Total Current Charges		\$309.50
Previous Balance		\$3,727.28
PAY THIS AMOUNT		\$4,036.78

Please Include Invoice Number on all Correspondence

Outstanding Invoices

Invoice Number	Invoice Date	Services	Disbursements	Interest	Tax	Total
21536	May 24, 2022	\$513.50	\$60.93	\$0.00	\$0.00	\$883.93
21707	June 27, 2022	\$875.50	\$5.55	\$0.00	\$0.00	\$1,190.55
21837	July 21, 2022	\$907.00	\$0.00	\$0.00	\$0.00	\$1,216.50
21976	August 24, 2022	\$705.00	\$0.00	\$0.00	\$0.00	\$1,014.50
22112	October 05, 2022	\$482.50	\$4.80	\$0.00	\$0.00	\$796.80
22250	October 27, 2022	\$139.50	\$0.00	\$0.00	\$0.00	\$449.00
22398	December 01, 2022	\$33.00	\$0.00	\$0.00	\$0.00	\$342.50
Total Remaining Balance Due						\$4,036.78

AGED ACCOUNTS RECEIVABLE

0-30 Days	31-60 Days	61-90 Days	Over 90 Days
\$309.50	\$33.00	\$0.00	\$3,694.28

Two Rivers North Community Development District

Financial Statements
(Unaudited)

Period Ending
February 28, 2023

Prepared by:



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

TWO RIVERS NORTH COMMUNITY DEVELOPMENT DISTRICT

Balance Sheet

As of February 28, 2023

(In Whole Numbers)

ACCOUNT DESCRIPTION	SERIES 2022					TOTAL
	GENERAL FUND	DEBT SERVICE FUND	CAPITAL PROJECTS FUND	GENERAL FIXED ASSETS FUND	GENERAL LONG-TERM DEBT FUND	
ASSETS						
Cash - Operating Account	\$ 27,046	\$ -	\$ -	\$ -	\$ -	\$ 27,046
Due From Other Funds	-	-	38	-	-	38
Investments:						
Acquisition & Construction Account	-	-	3,631,145	-	-	3,631,145
Interest Account	-	38	-	-	-	38
Reserve Fund	-	608,939	-	-	-	608,939
Revenue Fund	-	7,900	-	-	-	7,900
Fixed Assets						
Construction Work In Process	-	-	-	10,436,499	-	10,436,499
Amount To Be Provided	-	-	-	-	18,414,500	18,414,500
TOTAL ASSETS	\$ 27,046	\$ 616,877	\$ 3,631,183	\$ 10,436,499	\$ 18,414,500	\$ 33,126,105
LIABILITIES						
Accounts Payable	\$ 74,092	\$ -	\$ -	\$ -	\$ -	\$ 74,092
Bonds Payable	-	-	-	-	18,414,500	18,414,500
Due To Other Funds	-	38	-	-	-	38
TOTAL LIABILITIES	74,092	38	-	-	18,414,500	18,488,630
FUND BALANCES						
Restricted for:						
Debt Service	-	616,839	-	-	-	616,839
Capital Projects	-	-	3,631,183	-	-	3,631,183
Unassigned:	(47,046)	-	-	10,436,499	-	10,389,453
TOTAL FUND BALANCES	(47,046)	616,839	3,631,183	10,436,499	-	14,637,475
TOTAL LIABILITIES & FUND BALANCES	\$ 27,046	\$ 616,877	\$ 3,631,183	\$ 10,436,499	\$ 18,414,500	\$ 33,126,105

TWO RIVERS NORTH COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2023
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
<u>REVENUES</u>				
Special Assmnts- Tax Collector	\$ 282,395	\$ -	\$ (282,395)	0.00%
Special Assmnts- CDD Collected	193,272	-	(193,272)	0.00%
Other Miscellaneous Revenues	-	26,462	26,462	0.00%
TOTAL REVENUES	475,667	26,462	(449,205)	5.56%
<u>EXPENDITURES</u>				
<u>Administration</u>				
Supervisor Fees	-	600	(600)	0.00%
ProfServ-Dissemination Agent	4,200	-	4,200	0.00%
ProfServ-Info Technology	500	250	250	50.00%
ProfServ-Recording Secretary	2,000	1,000	1,000	50.00%
ProfServ-Tax Collector	2,625	1,349	1,276	51.39%
District Counsel	9,500	969	8,531	10.20%
District Engineer	9,500	1,431	8,069	15.06%
Administrative Services	3,750	1,875	1,875	50.00%
District Manager	20,834	10,417	10,417	50.00%
Accounting Services	19,000	3,750	15,250	19.74%
Auditing Services	6,000	-	6,000	0.00%
Website Compliance	2,900	1,500	1,400	51.72%
Postage, Phone, Faxes, Copies	500	29	471	5.80%
Rentals & Leases	500	250	250	50.00%
Public Officials Insurance	2,500	2,250	250	90.00%
Legal Advertising	3,598	209	3,389	5.81%
Bank Fees	25	123	(98)	492.00%
Meeting Expense	4,000	-	4,000	0.00%
Website Administration	2,000	500	1,500	25.00%
Miscellaneous Expenses	250	-	250	0.00%
Office Supplies	100	-	100	0.00%
Dues, Licenses, Subscriptions	175	311	(136)	177.71%
Total Administration	94,457	26,813	67,644	28.39%
<u>Electric Utility Services</u>				
Utility - Electric	12,000	-	12,000	0.00%
Utility - StreetLights	75,000	-	75,000	0.00%
Total Electric Utility Services	87,000	-	87,000	0.00%
<u>Garbage/Solid Waste Services</u>				
Garbage - Recreation Facility	2,800	-	2,800	0.00%
Total Garbage/Solid Waste Services	2,800	-	2,800	0.00%

TWO RIVERS NORTH COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2023
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
<u>Water-Sewer Comb Services</u>				
Utility - Water	4,500	-	4,500	0.00%
Total Water-Sewer Comb Services	4,500	-	4,500	0.00%
<u>Stormwater Control</u>				
Aquatic Maintenance	17,500	-	17,500	0.00%
Aquatic Plant Replacement	500	-	500	0.00%
Total Stormwater Control	18,000	-	18,000	0.00%
<u>Other Physical Environment</u>				
Contracts - Landscape	14,000	-	14,000	0.00%
Insurance - General Liability	3,200	2,750	450	85.94%
Insurance -Property & Casualty	22,500	-	22,500	0.00%
R&M-Other Landscape	5,000	-	5,000	0.00%
Landscape - Mulch	18,500	-	18,500	0.00%
Landscape Maintenance	136,360	-	136,360	0.00%
Entry/Gate/Walls Maintenance	1,500	-	1,500	0.00%
Plant Replacement Program	10,000	-	10,000	0.00%
Irrigation Maintenance	5,000	-	5,000	0.00%
Total Other Physical Environment	216,060	2,750	213,310	1.27%
<u>Road and Street Facilities</u>				
Sidewalk & Pavement Repair	1,500	-	1,500	0.00%
Total Road and Street Facilities	1,500	-	1,500	0.00%
<u>Parks and Recreation</u>				
Field Services	12,000	-	12,000	0.00%
Clubhouse - Facility Janitorial Service	7,500	-	7,500	0.00%
Contract - Park Facility Janitorial Maintenance	1,500	-	1,500	0.00%
Contracts-Pools	12,000	-	12,000	0.00%
Janitorial Services & Supplies	750	-	750	0.00%
Telephone/Fax/Internet Services	950	-	950	0.00%
R&M-Pools	2,500	-	2,500	0.00%
Recreation / Park Facility Maintenance	7,500	-	7,500	0.00%
Recreation Equip. Maint.	1,000	-	1,000	0.00%
Playground Equipment and Maintenance	300	-	300	0.00%
Special Events	500	-	500	0.00%
Access Control	2,000	-	2,000	0.00%
Pool Permits	350	-	350	0.00%
Total Parks and Recreation	48,850	-	48,850	0.00%

TWO RIVERS NORTH COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2023
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
<u>Contingency</u>				
Misc-Contingency	2,500	-	2,500	0.00%
Total Contingency	2,500	-	2,500	0.00%
TOTAL EXPENDITURES	475,667	29,563	446,104	6.22%
Excess (deficiency) of revenues				
Over (under) expenditures	-	(3,101)	(3,101)	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2022)		(43,945)		
FUND BALANCE, ENDING		\$ (47,046)		

TWO RIVERS NORTH COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2023
Series 2022 Debt Service Fund (204)
(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ 7,900	\$ 7,900	0.00%
Special Assmnts- CDD Collected	-	421,334	421,334	0.00%
TOTAL REVENUES	-	429,234	429,234	0.00%
<u>EXPENDITURES</u>				
<u>Debt Service</u>				
Principal Debt Retirement	275,000	-	275,000	0.00%
Interest Expense	941,034	428,959	512,075	45.58%
Total Debt Service	1,216,034	428,959	787,075	35.28%
TOTAL EXPENDITURES	1,216,034	428,959	787,075	35.28%
Excess (deficiency) of revenues				
Over (under) expenditures	(1,216,034)	275	1,216,309	-0.02%
<u>OTHER FINANCING SOURCES (USES)</u>				
Debt Proceeds	1,216,034	-	(1,216,034)	0.00%
TOTAL FINANCING SOURCES (USES)	1,216,034	-	(1,216,034)	0.00%
Net change in fund balance	<u>\$ -</u>	<u>\$ 275</u>	<u>\$ 275</u>	<u>0.00%</u>
FUND BALANCE, BEGINNING (OCT 1, 2022)		616,564		
FUND BALANCE, ENDING		<u>\$ 616,839</u>		

TWO RIVERS NORTH COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2023
Series 2022 Capital Projects Fund (304)
(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ 50,937	\$ 50,937	0.00%
TOTAL REVENUES	-	50,937	50,937	0.00%
<u>EXPENDITURES</u>				
<u>Construction In Progress</u>				
Construction in Progress	-	1,117,346	(1,117,346)	0.00%
Total Construction In Progress	-	1,117,346	(1,117,346)	0.00%
TOTAL EXPENDITURES	-	1,117,346	(1,117,346)	0.00%
Excess (deficiency) of revenues				
Over (under) expenditures	-	(1,066,409)	(1,066,409)	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2022)		4,697,592		
FUND BALANCE, ENDING		\$ 3,631,183		

TWO RIVERS NORTH COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2023
General Fixed Assets Fund (900)
(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>				
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, 2022)		10,436,499		
FUND BALANCE, ENDING		<u>\$ 10,436,499</u>		

TWO RIVERS NORTH CDD

Bank Reconciliation

Bank Account No. 5652 TRUIST- GF Operating
Statement No. 02-23
Statement Date 2/28/2023

G/L Balance (LCY)	27,046.39	Statement Balance	27,046.39
G/L Balance	27,046.39	Outstanding Deposits	0.00
Positive Adjustments	0.00		
	<hr/>	Subtotal	27,046.39
Subtotal	27,046.39	Outstanding Checks	0.00
Negative Adjustments	0.00	Differences	0.00
	<hr/>		
Ending G/L Balance	27,046.39	Ending Balance	27,046.39
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Checks						
2/28/2023		JE000047	Bank Service Charge	20.92	20.92	0.00
Total Checks				20.92	20.92	0.00
Deposits						
2/21/2023		JE000046	CK#1654463##### Dev Funding DR Horton G/L	26,462.15	26,462.15	0.00
Total Deposits				26,462.15	26,462.15	0.00