



**TWO LAKES
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
& PUBLIC HEARING
AUGUST 17, 2022
9:45 A.M.**

Special District Services, Inc.
8785 SW 165th Avenue, Suite 200
Miami, FL 33193

786.313.3661 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
TWO LAKES COMMUNITY DEVELOPMENT DISTRICT
730 NW 107th Avenue,
Third Floor, Suite 300 Meeting Room
Miami, Florida 33172
REGULAR BOARD MEETING & PUBLIC HEARING
August 17, 2022
9:45 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
 - 1. April 20, 2022 Regular Board Meeting.....Page 2
- G. Public Hearing
 - 1. Proof of Publication.....Page 5
 - 2. Receive Public Comments on Fiscal Year 2022/2023 Final Budget
 - 3. Consider Resolution No. 2022-02 – Adopting a Fiscal Year 2022/2023 Final Budget.....Page 6
- H. Old Business
 - 1. Staff Report: As Required
- I. New Business
 - 1. Consider Resolution No. 2022-03 – Adopting a Fiscal Year 2022/2023 Meeting Schedule.....Page 14
 - 2. Consider Appointment of Audit Committee & Approval of Evaluation Criteria.....Page 16
- J. Administrative & Operational Matters
 - 1. Staff Report: As Required
- K. Board Member & Staff Closing Comments
- L. Adjourn

MIAMI-DADE

STATE OF FLORIDA
COUNTY OF MIAMI-DADE:

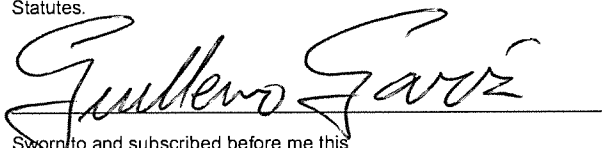
Before the undersigned authority personally appeared GUILLERMO GARCIA, who on oath says that he or she is the DIRECTOR OF OPERATIONS, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at Miami in Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

TWO LAKES COMMUNITY DEVELOPMENT DISTRICT -
REVISED FISCAL YEAR 2021/2022 REGULAR MEETING
SCHEDULE

in the XXXX Court,
was published in said newspaper by print in the issues of
and/or by publication on the newspaper's website, if
authorized, on

06/03/2022

Affiant further says that the newspaper complies with all
legal requirements for publication in chapter 50, Florida
Statutes.

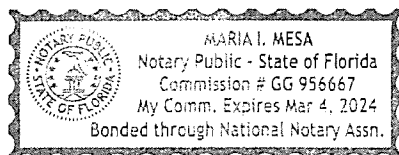

Sworn to and subscribed before me this

3 day of JUNE, A.D. 2022



(SEAL)

GUILLERMO GARCIA personally known to me



TWO LAKES COMMUNITY DEVELOPMENT DISTRICT REVISED FISCAL YEAR 2021/2022 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Two Lakes Community Development District (the "District") will hold Regular Meetings at Lennar Homes, LLC located at 5505 Blue Lagoon Drive, Miami, Florida 33126 at 9:45 a.m. on the following dates:

June 15, 2022
July 20, 2022
August 17, 2022
September 21, 2022

The purpose of the meetings is for the Board to consider any District business which may lawfully and properly come before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. Copies of the Agenda for any of the meetings may be obtained from the District's website or by contacting the District Manager at 786-313-3661 and/or toll free at 1-877-737-4922, prior to the date of the particular meeting.

From time to time one or two Board members may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Board members may be fully informed of the discussions taking place. Said meeting(s) may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at 786-313-3661 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time with no advertised notice.

TWO LAKES COMMUNITY DEVELOPMENT DISTRICT

www.twolakescdd.org

6/3

22-71/0000600599M

**TWO LAKES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
APRIL 20, 2022**

A. CALL TO ORDER

District Manager Armando Silva called the April 20, 2022, Regular Board Meeting of the Two Lakes Community Development District (the “District”) to order at 11:29 a.m. in the Meeting Room at Lennar Homes, LLC, located at 730 NW 107th Avenue, Third Floor, Suite 300, Miami, Florida 33172.

B. PROOF OF PUBLICATION

Mr. Silva presented proof of publication that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on October 7, 2021, as part of the District’s Fiscal Year 2021/2022 Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

Mr. Silva determined that the attendance of the following Board Members constituted a quorum and it was in order to proceed with the meeting: Chairperson Maria C. Herrera and Supervisors Vanessa Perez and Carmen Orozco.

Staff in attendance included: District Manager Armando Silva of Special District Services, Inc.; and District Counsel Michael Pawelczyk of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

D. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

F. APPROVAL OF MINUTES

1. November 17, 2021, Regular Board Meeting

Mr. Silva presented the November 17, 2021, Regular Board Meeting minutes and asked if there were any comments and/or changes. There being no comments or changes, a **motion** was made by Ms. Orozco, seconded by Ms. Perez and unanimously passed approving the November 17, 2021, Regular Board Meeting minutes, *as presented*.

G. OLD BUSINESS

1. Staff Report, as Required

There was no Staff Report at this time.

H. NEW BUSINESS

1. Consider Resolution No. 2022-01– Adopting a Fiscal Year 2022/2023 Proposed Budget

Resolution No. 2022-01 was presented, entitled:

RESOLUTION NO. 2022-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TWO LAKES COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET AND NON-AD VALOREM SPECIAL ASSESSMENTS FOR FISCAL YEAR 2022/2023; AND PROVIDING AN EFFECTIVE DATE.

Mr. Silva read the title into the record and stated that no carryover amount would be required to balance the budget from the fund balance as of 9/30/2022. He further stated that since the overall assessments were not increasing over the 2021/2022 assessments, letters to property owners would not be required. In addition, Mr. Silva stated as part of Resolution No. 2022-01, the Board must set a date for the public hearing to adopt the fiscal year 2022/2023 final budget and assessment roll. Further discussion took place on the proposed budget after which the following motion was made:

A **motion** was made by Ms. Orozco, seconded by Ms. Perez and passed unanimously approving and adopting Resolution No. 2022-01, *as presented*; setting the Public Hearing for August 17, 2022, at 9:45 a.m. at Lennar Homes, LLC located at 5505 Blue Lagoon Drive, Miami, Florida 33172; and further authorizes the publication of the notice of public hearing, as required by law.

2. Consider Approval of Quit Claim Deed for Aquabella Tracts

Mr. Pawelczyk provided an explanation for the document and stated that Lennar was originally under the mistaken assumption that these common areas were to be maintained by the District, but now they need the tracts back in order to transfer them to the HOA for their maintenance of them instead.

A **motion** was made by Ms. Orozco, seconded by Ms. Perez and unanimously passed approving the Quit Claim Deed for the Aquabella Tracts.

I. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Staff Report, as Required

There was no Staff Report.

J. BOARD MEMBER & STAFF CLOSING COMMENTS

There were no Board Member & staff closing comments.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Orozco, seconded by Ms. Perez and passed unanimously to adjourn the Regular Board Meeting at 11:35 a.m.

Secretary/Assistant Secretary

Chairperson/Vice-Chairperson

Miscellaneous Notices



Published in Miami Daily Business Review on July 28, 2022

Location

Miami-Dade County,

Notice Text

NOTICE OF PUBLIC HEARING & REGULAR
BOARD MEETING OF THE TWO LAKES
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors (the "Board") of the Two Lakes Community Development District (the "District") will hold a Public Hearing and Regular Board Meeting on August 17 2022, at 9:45 a.m., or as soon thereafter as can be heard, in a Meeting Room of Lennar Homes, LLC located at 5505 Blue Lagoon Drive, Miami, Florida 33126.

The purpose of the Public Hearing is to receive public comment on the Fiscal Year 2022/2023 Proposed Final Budget and the Non-Ad Valorem Assessment Roll of the District. The purpose of the Regular Board Meeting is for the Board to consider any other District business which may lawfully and properly come before the Board. A copy of the District's Budget and/or the Agenda may be obtained from the District's website or at the offices of the District Manager, Special District Services, Inc., 8785 SW 165th Avenue, Suite 200, Miami, Florida 33193, during normal business hours. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law. Scheduled Meetings may be continued as found necessary to a time and place specified on the record.

There may be occasions when one or two Supervisors will participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at these meetings should contact the District Manager at (786) 313-3661 and/or toll free at 1-877-737-4922, at least seven (7) days prior to the date of the meetings.

If any person decides to appeal any decision made with respect to any matter considered at this Public Hearing and Regular Board Meeting, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based.

Meetings may be cancelled from time to time without advertised notice.

Two Lakes Community Development District

www.twolakescdd.org

7/28 8/4 22-07/0000610341M

RESOLUTION NO. 2022-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TWO LAKES COMMUNITY DEVELOPMENT DISTRICT APPROVING AND ADOPTING A FISCAL YEAR 2022/2023 FINAL BUDGET INCLUDING NON-AD VALOREM SPECIAL ASSESSMENTS PURSUANT TO CHAPTER 190, *FLORIDA STATUTES*; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (the “Board”) of the Two Lakes Community Development District (the “District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2022/2023 and has held a duly advertised Public Hearing to receive public comments on the Proposed Budget and Final Special Assessment Roll; and

WHEREAS, following the Public Hearing and the adoption of the Proposed Budget and Final Assessment Roll, the District is now authorized to levy non-ad valorem assessments upon the properties within the District.

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

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2022/2023 attached hereto as Exhibit “A” is approved and adopted, and the assessments set forth therein shall be levied.

Section 2. The Secretary and/or Assistant Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and EFFECTIVE this 17th day of August, 2022.

ATTEST:

**TWO LAKES
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Two Lakes Community Development District

**Final Budget For
Fiscal Year 2022/2023
October 1, 2022 - September 30, 2023**

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V	ASSESSMENT COMPARISON

FINAL BUDGET
TWO LAKES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR 2022/2023 BUDGET
REVENUES	
Administrative Assessments	99,094
Maintenance Assessments	163,124
Developer Contribution - Debt	0
Debt Assessments - Series 2017	1,482,926
Debt Assessments - Series 2019	1,153,711
Other Revenue	0
Capital Funding - Stormwater Management Project	0
Interest Income	360
TOTAL REVENUES	\$ 2,899,215
EXPENDITURES	
Administrative Expenditures	
Supervisor Fees	0
Management	39,084
Legal	12,800
Assessment Roll	9,400
Audit Fees	5,600
Arbitrage Rebate Fee	1,300
Insurance	6,500
Legal Advertisements	1,600
Miscellaneous	1,450
Postage	550
Office Supplies	750
Dues & Subscriptions	175
Trustee Fees	6,500
Continuing Disclosure Fee	2,000
Administrative Contingency	5,800
Total Administrative Expenditures	\$ 93,509
Maintenance Expenditures	
Annual Engineer's Report & Inspections	2,400
Field Operations Management	1,500
Lawn & Landscape Services - Entrance Roads & Interior Tracts	15,000
Perimeter Berm - Lawn & Landscape Services	36,000
Entrance Roads & Entry Features - MTE	8,400
Irrigation System(s) - Interior/Exterior	10,000
Roadway/Street Drainage System	8,400
Street Lighting - Entry Roads	11,400
FP&L Power/Utility Services - Irrigation & Street Lighting	16,000
Lake Tract(s) Maintenance	12,000
Aquatic Maintenance	7,000
Maintenance Contingency	25,237
Total Maintenance Expenditures	\$ 153,337
TOTAL EXPENDITURES	\$ 246,846
REVENUES LESS EXPENDITURES	\$ 2,652,369
Bond Payments - Series 2017	(1,393,950)
Bond Payments - Series 2019	(1,084,488)
BALANCE	\$ 173,931
County Appraiser & Tax Collector Fee	(57,977)
Discounts For Early Payments	(115,954)
EXCESS/ (SHORTFALL)	\$ -
Carryover From Prior Year	0
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED FINAL BUDGET
TWO LAKES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR 2020/2021 ACTUAL	FISCAL YEAR 2021/2022 BUDGET	FISCAL YEAR 2022/2023 BUDGET	COMMENTS
REVENUES				
Administrative Assessments	100,168	99,118	99,094	Expenditures Less Interest/.94
Maintenance Assessments	163,462	163,124	163,124	Expenditures/.94
Developer Contribution - Debt	725,494	0	0	
Debt Assessments - Series 2017	1,486,349	1,482,926	1,482,926	Bond Payments/.94
Debt Assessments - Series 2019	1,153,852	1,153,711	1,153,711	Bond Payments/.94
Other Revenue	740	0	0	
Capital Funding - Stormwater Management Project	0	0	0	
Interest Income	2,038	360	360	Projected At \$30 Per Month
TOTAL REVENUES	\$ 3,632,103	\$ 2,899,239	\$ 2,899,215	
EXPENDITURES				
Administrative Expenditures				
Supervisor Fees	0	0	0	
Management	37,440	37,956	39,084	CPI Adjustment (Capped At 3%) - Includes Website Management
Legal	8,738	12,800	12,800	No Change From 2021/2022 Budget
Assessment Roll	9,400	9,400	9,400	Increased Due To Expansion
Audit Fees	5,500	5,500	5,600	\$100 Increase From 2021/2022 Budget
Arbitrage Rebate Fee	1,300	1,300	1,300	No Change From 2021/2022 Budget
Insurance	5,513	6,500	6,500	Insurance Estimate
Legal Advertisements	598	1,800	1,600	\$200 Decrease From 2021/2022 Budget
Miscellaneous	146	1,600	1,450	\$150 Decrease From 2021/2022 Budget
Postage	78	575	550	\$25 Decrease From 2021/2022 Budget
Office Supplies	162	725	750	\$25 Decrease From 2021/2022 Budget
Dues & Subscriptions	175	175	175	Annual Dues Payment To Dept Of Economic Opportunity
Trustee Fees	6,500	6,500	6,500	No Change From 2021/2022 Budget
Continuing Disclosure Fee	1,500	2,000	2,000	No Change From 2021/2022 Budget
Administrative Contingency	0	6,700	5,800	Administrative Contingency
Total Administrative Expenditures	\$ 77,050	\$ 93,531	\$ 93,509	
Maintenance Expenditures				
Annual Engineer's Report & Inspections	620	2,400	2,400	No Change From 2021/2022 Budget
Field Operations Management	1,500	1,500	1,500	No Change From 2021/2022 Budget
Lawn & Landscape Services - Entrance Roads & Interior Tracts	0	15,000	15,000	No Change From 2021/2022 Budget
Perimeter Berm - Lawn & Landscape Services	0	36,000	36,000	No Change From 2021/2022 Budget
Entrance Roads & Entry Features - MTE	0	8,400	8,400	No Change From 2021/2022 Budget
Irrigation System(s) - Interior/Exterior	0	10,000	10,000	No Change From 2021/2022 Budget
Roadway/Street Drainage System	0	8,400	8,400	No Change From 2021/2022 Budget
Street Lighting - Entry Roads	0	11,400	11,400	No Change From 2021/2022 Budget
FP&L Power/Utility Services - Irrigation & Street Lighting	0	16,000	16,000	No Change From 2021/2022 Budget
Lake Tract(s) Maintenance	2,904	12,000	12,000	No Change From 2021/2022 Budget
Aquatic Maintenance	0	0	7,000	New Line Item
Maintenance Contingency	0	23,837	25,237	Maintenance Contingency
Total Maintenance Expenditures	\$ 5,024	\$ 144,937	\$ 153,337	
TOTAL EXPENDITURES	\$ 82,074	\$ 238,468	\$ 246,846	
REVENUES LESS EXPENDITURES	\$ 3,550,029	\$ 2,660,771	\$ 2,652,369	
Bond Payments - Series 2017	(1,414,867)	(1,393,950)	(1,393,950)	2023 P & I Payments Less Earned Interest
Bond Payments - Series 2019	(1,822,348)	(1,084,488)	(1,084,488)	2023 P & I Payments Less Earned Interest
BALANCE	\$ 312,814	\$ 182,333	\$ 173,931	
County Appraiser & Tax Collector Fee	(27,903)	(57,978)	(57,977)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(113,371)	(115,955)	(115,954)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 171,540	\$ 8,400	\$ -	
Carryover From Prior Year	0	0	0	Carryover From Prior Year
NET EXCESS/ (SHORTFALL)	\$ 171,540	\$ 8,400	\$ -	

DETAILED FINAL DEBT SERVICE (SERIES 2017) FUND BUDGET
TWO LAKES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR 2020/2021	FISCAL YEAR 2021/2022	FISCAL YEAR 2022/2023	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	167	25	25	Projected Interest For 2022/2023
NAV Tax Collection	1,414,867	1,393,950	1,393,950	Maximum Debt Service Collection
Total Revenues	\$1,415,034	\$1,393,975	\$1,393,975	
EXPENDITURES				
Principal Payments	395,000	420,000	435,000	Principal Payment Due In 2023
Interest Payments	989,744	970,000	956,350	Interest Payments Due In 2023
Bond Redemption	0	3,975	2,625	Estimated Excess Debt Collections
Total Expenditures	\$1,384,744	\$1,393,975	\$1,393,975	
Excess/ (Shortfall)	\$30,290	\$0	\$0	

Series 2017 Bond Information

Original Par Amount =	\$21,685,000	Annual Principal Payments Due:
Interest Rate =	3.25% - 5.0%	December 15th
Issue Date =	June 2017	Annual Interest Payments Due:
Maturity Date =	November 2047	June 15th & December 15th
Par Amount As Of 1/1/22 =	\$20,125,000	

DETAILED FINAL DEBT SERVICE (SERIES 2019) FUND BUDGET
TWO LAKES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR 2020/2021	FISCAL YEAR 2021/2022	FISCAL YEAR 2022/2023	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	99	25	25	Projected Interest For 2022/2023
Developer Contribution - Debt	725,494	0	0	
NAV Tax Collection	1,096,855	1,084,488	1,084,488	Maximum Debt Service Collection
Total Revenues	\$1,822,448	\$1,084,513	\$1,084,513	
EXPENDITURES				
Principal Payments	370,000	395,000	405,000	Principal Payment Due In 2023
Interest Payments	705,438	688,488	676,638	Interest Payments Due In 2023
Transfer To Construction Fund	54	0	0	
Bond Redemption	0	1,025	2,876	Estimated Excess Debt Collections
Total Expenditures	\$1,075,491	\$1,084,513	\$1,084,513	
Excess/ (Shortfall)	\$746,956	\$0	\$0	

Series 2019 Bond Information

Original Par Amount =	\$19,050,000	Annual Principal Payments Due:
Interest Rate =	3.0% - 4.0%	December 15th
Issue Date =	September 2019	Annual Interest Payments Due:
Maturity Date =	December 2049	June 15th & December 15th
Par Amount As Of 1/1/22 =	\$18,300,000	

Two Lakes Community Development District Assessment Comparison

	Original Projected Debt Assessment Before Discount*	Fiscal Year 2019/2020 Assessment Before Discount*	Fiscal Year 2020/2021 Assessment Before Discount*	Fiscal Year 2021/2022 Assessment Before Discount*	Fiscal Year 2022/2023 Projected Assessment Before Discount*
Original Units					
Administrative For Villa Units	\$0.00	\$95.72	\$59.54	\$59.39	\$59.38
Maintenance For Villa Units	\$0.00	\$167.14	\$97.94	\$97.94	\$97.94
<u>Debt For Villa Units</u>	<u>\$1,474.19</u>	<u>\$1,472.00</u>	<u>\$1,472.00</u>	<u>\$1,472.00</u>	<u>\$1,472.00</u>
Total For Villa Units	\$1,474.19	\$1,734.86	\$1,629.48	\$1,629.33	\$1,629.32
Administrative For Townhome Units	\$0.00	\$95.72	\$59.54	\$59.39	\$59.38
Maintenance For Townhome Units	\$0.00	\$167.14	\$97.94	\$97.94	\$97.94
<u>Debt For Townhome Units</u>	<u>\$1,526.84</u>	<u>\$1,524.50</u>	<u>\$1,524.50</u>	<u>\$1,524.50</u>	<u>\$1,524.50</u>
Total For Townhome Units	\$1,526.84	\$1,787.36	\$1,681.98	\$1,681.83	\$1,681.82
Administrative For Single Family Units	\$0.00	\$95.72	\$59.54	\$59.39	\$59.38
Maintenance For Single Family Units	\$0.00	\$167.14	\$97.94	\$97.94	\$97.94
<u>Debt For Single Family Units</u>	<u>\$1,579.48</u>	<u>\$1,577.00</u>	<u>\$1,577.00</u>	<u>\$1,577.00</u>	<u>\$1,577.00</u>
Total For Single Family Units	\$1,579.48	\$1,839.86	\$1,734.48	\$1,734.33	\$1,734.32
Expansion Units					
Administrative For Villa Units	\$0.00	\$0.00	\$59.54	\$59.39	\$59.38
Maintenance For Villa Units	\$0.00	\$0.00	\$97.94	\$97.94	\$97.94
<u>Debt For Villa Units</u>	<u>\$1,555.00</u>	<u>\$0.00</u>	<u>\$1,555.00</u>	<u>\$1,555.00</u>	<u>\$1,555.00</u>
Total For Villa Units	\$1,555.00	\$0.00	\$1,712.48	\$1,712.33	\$1,712.32
Administrative For Townhome Units	\$0.00	\$0.00	\$59.54	\$59.39	\$59.38
Maintenance For Townhome Units	\$0.00	\$0.00	\$97.94	\$97.94	\$97.94
<u>Debt For Townhome Units</u>	<u>\$1,658.00</u>	<u>\$0.00</u>	<u>\$1,658.00</u>	<u>\$1,658.00</u>	<u>\$1,658.00</u>
Total For Townhome Units	\$1,658.00	\$0.00	\$1,815.48	\$1,815.33	\$1,815.32
Administrative For Single Family Units	\$0.00	\$0.00	\$59.54	\$59.39	\$59.38
Maintenance For Single Family Units	\$0.00	\$0.00	\$97.94	\$97.94	\$97.94
<u>Debt For Single Family Units</u>	<u>\$1,866.00</u>	<u>\$0.00</u>	<u>\$1,866.00</u>	<u>\$1,866.00</u>	<u>\$1,866.00</u>
Total For Single Family Units	\$1,866.00	\$0.00	\$2,023.48	\$2,023.33	\$2,023.32
<u>* Assessments Include the Following :</u>			Note: Covenant Amount (After Discounts & Fees)		
4% Discount for Early Payments			For Original Units = \$248.00		
1% County Tax Collector Fee			\$248.00/.94 = \$263.82		
1% County Property Appraiser Fee					
			Covenant Amount (After Discounts & Fees)		
Community Information - Original Units (Original):			For Expansion Units = \$262.00		
Villa Units 347			\$262.00/.94 = \$278.72		
Townhome Units 420					
<u>Single Family Units 209</u>			Total Units		
Total Area One Units 976			Original Units: 982		
			<u>Expansion Units: 687</u>		
			Total Units: 1,669		
Community Information - Original Units (Current):			Community Information - Expansion Units:		
Villa Units 407			Villa Units 246		
Townhome Units 372			Townhome Units 248		
<u>Single Family Units 203</u>			<u>Single Family Units 193</u>		
Total Area One Units 982			Total Expansion Units 687		

RESOLUTION NO. 2022-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TWO LAKES COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2022/2023 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the Two Lakes Community Development District (the "District") to establish a regular meeting schedule for fiscal year 2022/2023; and

WHEREAS, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2022/2023 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TWO LAKES COMMUNITY DEVELOPMENT DISTRICT, MIAMI-DADE COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. The regular meeting schedule, time and location for meetings for fiscal year 2022/2023 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 17th day of August, 2022.

ATTEST:

**TWO LAKES
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**TWO LAKES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the “Board”) of the **Two Lakes Community Development District** (the “District”) will hold Regular Meetings at Lennar Homes, LLC located at 5505 Blue Lagoon Drive, Miami, Florida 33126 at **10:15 a.m.** on the following dates:

**October 19, 2022
November 16, 2022
March 15, 2023
April 19, 2023
June 21, 2023
July 19, 2023
September 20, 2023**

The purpose of the meetings is for the Board to consider any District business which may lawfully and properly come before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. Copies of the Agenda for any of the meetings may be obtained from the District’s website or by contacting the District Manager at 786-313-3661 and/or toll free at 1-877-737-4922, prior to the date of the particular meeting.

From time to time one or two Board members may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Board members may be fully informed of the discussions taking place. Said meeting(s) may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at 786-313-3661 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time with no advertised notice.

TWO LAKES COMMUNITY DEVELOPMENT DISTRICT

www.twolakescdd.org

PUBLISH: MIAMI DAILY BUSINESS REVIEW 00/00/22

**TWO LAKES COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS**

**District Auditing Services for Fiscal Years 2021/2022, 2022/2023 and 2023/2024
With Two Year Option (2024/2025 and 2025/2026)
Miami-Dade County, Florida**

**TWO LAKES COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION INSTRUCTIONS TO PROPOSERS**

SECTION 1. DUE DATE. Sealed proposals must be received no later than September 29, 2022 at 4:00 p.m., at the offices of District Manager, located at 2501A Burns Road, Palm Beach Gardens, Florida 33410.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is affirming its familiarity and understanding with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. REJECTION OF PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit three (3) copies of the Proposal Documents and one digital copy, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title “Auditing Services – Two Lakes Community Development District” on the face of it.

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. After proposals are opened by the District, no proposal may be withdrawn for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the “Proposal Documents”).

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of District’s limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes or each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.

SECTION 13. PROTESTS. Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after receipt of the Request for Proposals and Evaluation Criteria or other contract documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the aforesaid Request for Proposals, Evaluation Criteria, or other contract documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

SECTION 15. REJECTION OF ALL PROPOSALS. The District reserves the right to reject any and all bids, with or without cause, and to waive technical errors and informalities, as determined to be in the best interests of the District.

**TWO LAKES COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION
EVALUATION CRITERIA**

1. *Ability of Personnel (10 Points).*

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; evaluation of existing work load; proposed staffing levels, etc.)

2. *Proposer's Experience (10 Points).*

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation of Proposer, etc.)

3. *Understanding of Scope of Work (10 Points).*

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. *Ability to Furnish the Required Services (10 Points).*

Present ability to manage this project and the extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

5. *Price (10 Points).*

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.