



**TWO LAKES
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
SPECIAL BOARD MEETING
NOVEMBER 29, 2023
5:15 P.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
Aquabella Clubhouse
10401 W 35th Lane
Hialeah, Florida 33018
SPECIAL BOARD MEETING
November 29, 2023
5:15 p.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. September 20, 2023 Regular Board Meeting & Public Hearing.....Page 2
- G. Old Business
 - 1. Staff Report: As Required
- H. New Business
 - 1. Consider Resolution No. 2023-06 – Adopting a Fiscal Year 2022/2023 Amended Budget.....Page 8
 - 2. Consider Resolution No. 2023-07 – Election of Officers.....Page 14
 - 3. Consider Resolution No. 2023-08 - Authorizing Electronic Approvals and Check Signers.....Page 15
- I. Administrative Matters
 - 1. Discussion Regarding Compensation for Board Members
- J. Board Member & Staff Closing Comments
- K. Adjourn

**NOTICE OF SPECIAL BOARD MEETING OF THE
TWO LAKES COMMUNITY DEVELOPMENT DISTRICT**

NOTICE IS HEREBY GIVEN that the Two Lakes Community Development District (the “District”) will hold a Special Board Meeting (the “Meeting”) of its Board of Supervisors (the “Board”) on November 29, 2023, at 5:15 p.m. at the Aquabella Clubhouse located at 10401 W. 35th Lane, Hialeah, Florida 33018. The purpose of the Special Board Meeting is for the Board to consider any business that may lawfully and properly come before it.

A copy of the agenda for the Meeting may be obtained at the offices of the District Manager, c/o Special District Services, Inc., at (561) 630-4922 or asilva@sdsinc.org (the “District Manager’s Office”) during normal business hours. The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for special districts. The Meeting may be continued to a date, time, and place to be specified on the record at the Meeting.

Any person requiring special accommodations in order to access and participate in the Meeting because of a disability or physical impairment should contact the District Manager’s Office at least forty-eight (48) hours prior to the Meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager’s Office.

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 will need a record of proceedings and that accordingly, the 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.

District Manager

TWO LAKES COMMUNITY DEVELOPMENT DISTRICT

www.twolakescdd.org

PUBLISH: MIAMI DAILY BUSINESS REVIEW 11/21/23

**TWO LAKES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING AND PUBLIC HEARING
SEPTEMBER 20, 2023**

A. CALL TO ORDER

District Manager Armando Silva called the September 20, 2023, Regular Board Meeting of the Two Lakes Community Development District (the “District”) to order at 10:18 a.m. in the Meeting Room at Lennar Homes, LLC, located at 5505 Blue Lagoon Drive, Miami, FL 33126.

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 August 31, 2023 & September 7, 2023, 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: Vice Chairperson Teresa Baluja and Supervisors Raisa Krause and Vanessa Perez.

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

Others in attendance: Mauricio Jaramillo, Darily Feruffino and Joseph Noriega (Residents of the District)

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. May 17, 2023, Special Board Meeting

Mr. Silva presented the May 17, 2023, Special Board Meeting minutes and asked if there were any comments and/or changes. There being no changes, a **motion** was made by Ms. Perez, seconded by Ms. Baluja and unanimously passed to approve the May 17, 2023, Regular Board Meeting minutes, *as presented*.

Note: At approximately 10:19 a.m., Mr. Silva recessed the Regular Board Meeting and simultaneously opened the Public Hearing.

J. PUBLIC HEARING
1. Proof of Publication

Mr. Silva presented proof of publication that notice of the Public Hearing had been published in the *Miami Daily Business Review* on August 31, 2023 & September 7, 2023, as legally required.

2. Consider Resolution No. 2023-02 – Amending Resolution No. 2023-01

Mr. Silva presented Resolution No. 2023-02, entitled:

RESOLUTION NO. 2023-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TWO LAKES COMMUNITY DEVELOPMENT DISTRICT REGARDING THE PROPOSED BUDGET FOR FISCAL YEAR 2023/2024; PROVIDING FOR AMENDING RESOLUTION NO. 2023-01 WHICH APPROVED THE PROPOSED BUDGET AND NON-AD VALOREM SPECIAL ASSESSMENTS; AND AUTHORIZED THE SETTING OF THE PUBLIC HEARING DATE FOR PUBLIC COMMENT AND FINAL BUDGET ADOPTION; AND PROVIDING AN EFFECTIVE DATE.

Mr. Silva read the title into the record and advised that because the August 16, 2023, Public Hearing had been rescheduled to September 20, 2023, it was in order to *amend* Resolution No. 2023-01. A discussion ensued after which:

A **motion** was made by Ms. Baluja, seconded by Ms. Perez and passed unanimously approving Resolution 2023-02, *as presented*; thereby, *amending* Resolution 2023-01

3. Receive Public Comment on the Fiscal Year 2023/2024 Final Budget & Assessments

Mr. Silva opened the public comment portion of the Public Hearing to receive comments on the fiscal year 2023/2024 budget and non-ad valorem special assessments. There being no public in attendance or public comments, Mr. Silva closed the public comment portion of the Public Hearing

4. Consider Resolution No. 2023-03 – Adopting a Fiscal Year 2023/2024 Final Budget

Mr. Silva presented Resolution No. 2023-03, entitled:

RESOLUTION NO. 2023-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TWO LAKES COMMUNITY DEVELOPMENT DISTRICT APPROVING AND ADOPTING A FISCAL YEAR 2023/2024 FINAL BUDGET INCLUDING NON-AD VALOREM SPECIAL ASSESSMENTS; AND PROVIDING AN EFFECTIVE DATE.

Mr. Silva read the title of the resolution into the record and stated that the document provides for the adoption of the fiscal year 2023/2024 final budget and non-ad valorem special assessment tax roll. A copy of the tax roll was provided at the meeting. A discussion ensued after which:

A **motion** was made by Ms. Baluja, seconded by Ms. Krause and unanimously passed to approve and adopt Resolution No. 2023-03, *as presented*, thereby setting the Two Lakes Community Development District fiscal year 2023/2024 final budget and approving the non-ad valorem special assessment tax roll.

Note: At approximately 10:21 a.m., Mr. Silva closed Public Hearing and simultaneously reconvened the Regular Board Meeting.

H. OLD BUSINESS

1. Staff Report: As Required

Mr. Silva stated that all of the storm drains within the District were cleaned out as part of the annual maintenance.

L. NEW BUSINESS

1. Consider Approval of First Amendment to Engineering Agreement

Mr. Silva presented a First Amendment to Engineering Agreement. He explained that the District Engineer, Alvarez Engineers, has requested that the Board consider updating the hourly billing rates for engineering personnel. Ms. Silva informed the Board that the existing billing rates have been in effect since 2017, and he also confirmed that the District's budget includes sufficient funds for the engineering budget line, and that the increase in billing rates will not affect the District's budget. As per Alvarez Engineers, the billing rates will be reviewed again after a period of five (5) years. A discussion ensued, after which:

A **motion** was made Ms. Baluja, seconded by Ms. Krause and unanimously passed, accepting the First Amendment to Engineering Agreement, updating the billing rates proposed by Alvarez Engineers.

2. Consider Resolution No. 2023-04 – Adopting a Fiscal Year 2023/2024 Regular Meeting Schedule

Mr. Silva presented Resolution No. 2023-04, entitled:

RESOLUTION NO. 2023-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TWO LAKES COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2023/2024 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDE AN EFFECTIVE DATE.

Mr. Silva provided an explanation for the document. A discussion ensued after which:

A **motion** was made by Ms. Baluja, seconded by Ms. Perez and unanimously passed to approve and adopt Resolution No. 2023-04, *as presented*, thereby setting the Two Lakes Community Development District fiscal year 2023/2024 regular meeting schedule and authorizing the publication of said schedule, as required by law.

3. Consider Resolution No. 2023-05 – Adopting a Records Retention Policy

Resolution No. 2023-05 was presented, entitled:

RESOLUTION 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TWO LAKES COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR THE APPOINTMENT OF A RECORDS MANAGEMENT LIAISON OFFICER; PROVIDING THE DUTIES OF THE RECORDS MANAGEMENT LIAISON OFFICER; ADOPTING A RECORDS RETENTION POLICY; DETERMINING THE ELECTRONIC RECORD TO BE THE OFFICIAL RECORD; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. Pawelczyk explained that the document provides for the authorization of the District’s records custodian to appoint a Records Management Liaison Officer. This document provides that the electronic record shall be considered the official record and any paper originals are considered duplicates which may be disposed of unless required by any applicable statute, rule or ordinance, per section 668.50, Florida Statutes.

A **motion** was made by Ms. Baluja, seconded by Ms. Perez and unanimously passed to approve Resolution No. 2023-05; thereby adopting a Records Retention Policy.

4. Discussion Regarding Required Ethics Training

Mr. Pawelczyk explained that effective January 1, 2024, elected officers, such as the District Board Supervisors, will be required to complete four (4) hours of ethics training annually. He further explained that this requirement is noted on page 1 of the Form 1, Statement of Financial Interests, which is completed annually by Board Supervisors. Mr. George recommended that this training requirement be completed by July 1 annually, so that the supervisor or officer can verify compliance with the required training on his or her Form 1. Additionally, if supervisors or officers assume office on or before March 31st, they must complete the ethics training by December 31st of the year the term begins; however, if the term starts after March 31st, the supervisor or officer is not required to complete the required ethics training until December 31st of the following year.

J. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Staff Report, as Required

Mr. Silva stated that he was in possession of resignation letter for Maria C. Herrera with an effective date of September 20, 2023, and it would be in order for the Board to consider same. A discussion ensued after which:

A **motion** was made by Ms. Baluja, seconded by Ms. Perez and unanimously passed to accept the resignation of Maria C. Herrera with an effective date of September 20, 2023.

Mr. Silva stated that there is now a vacancy on the District's Board of Supervisors and asked if there were any interested persons that meet the qualifications and who would like to serve on the District Board. Ms. Darily Feruffino stated that she was interested in serving on the District Board of Supervisors. A discussion ensued after which:

A **motion** was made by Ms. Baluja, seconded by Ms. Krause and passed unanimously appointing Darily Feruffino to fill the vacancy of the unexpired 4-year term of office, which term of office shall expire in November 2024.

Mr. Silva stated that he was in possession of resignation letter for Teresa Baluja with an effective date of September 20, 2023, and it would be in order for the Board to consider same. A discussion ensued after which:

A **motion** was made by Ms. Krause, seconded by Ms. Perez and unanimously passed to accept the resignation of Teresa Baluja with an effective date of September 20, 2023.

Mr. Silva stated that there is now a vacancy on the District's Board of Supervisors and asked if there were any interested persons that meet the qualifications and who would like to serve on the District Board. Mr. Mauricio Jaramillo stated that she was interested in serving on the District Board of Supervisors. A discussion ensued after which:

A **motion** was made by Ms. Perez, seconded by Ms. Krause and passed unanimously appointing Darily Feruffino to fill the vacancy of the unexpired 4-year term of office, which term of office shall expire in November 2024.

Mr. Silva stated that he was in possession of resignation letter for Vanessa Perez with an effective date of September 20, 2023, and it would be in order for the Board to consider same. A discussion ensued after which:

A **motion** was made by Ms. Krause, seconded by Mr. Jaramillo and unanimously passed to accept the resignation of Vanessa Perez with an effective date of September 20, 2023.

Mr. Silva stated that there is now a vacancy on the District's Board of Supervisors and asked if there were any interested persons that meet the qualifications and who would like to serve on the District Board. Mr. Joseph Noriega stated that she was interested in serving on the District Board of Supervisors. A discussion ensued after which:

A **motion** was made by Ms. Krause, seconded by Mr. Jaramillo and passed unanimously appointing Joseph Noriega to fill the vacancy of the unexpired 4-year term of office, which term of office shall expire in November 2026.

Mr. Silva, Notary Public of the State of Florida, administered the Oath of Office to Darily Feruffino, Joseph Noriega and Mauricio Jaramillo. In addition, Mr. Silva advised them of their duties and responsibilities as a Board Members with emphasis on the Sunshine Law, Financial Disclosure for Public Officials (2022 Form 1 must be completed and mailed to the Supervisor of

Elections' Office in the County of residency within thirty {30} days of appointment; and the Code of Ethics for Public Officials.

K. BOARD MEMBER & STAFF CLOSING COMMENTS

Mr. Silva stated, unless an emergency were to arise, the District would not meet again until October or November.

L. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Krause, seconded by Mr. Jaramillo and unanimously passed to adjourn the Regular Board Meeting at 10:43 a.m.

Secretary/Assistant Secretary

Chairperson/Vice-Chairperson

RESOLUTION NO. 2023-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TWO LAKES COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2022/2023 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Two Lakes Community Development District (the “District”) is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

WHEREAS, the District has prepared for consideration and approval an Amended Budget.

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

Section 1. The Amended Budget for Fiscal Year 2022/2023 attached hereto as Exhibit “A” is hereby approved and adopted.

Section 2. The Secretary/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 29th day of November, 2023.

ATTEST:

**TWO LAKES COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Two Lakes
Community Development District

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

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

	FISCAL YEAR 2022/2023 BUDGET 10/1/22 - 9/30/23	AMENDED FINAL BUDGET 10/1/22 - 9/30/23	YEAR TO DATE ACTUAL 10/1/22 - 9/29/23
REVENUES			
Administrative Assessments	99,094	103,109	103,109
Maintenance Assessments	163,124	163,462	163,462
Debt Assessments (2017)	1,482,926	1,486,351	1,486,351
Debt Assessments (2019)	1,153,711	1,153,854	1,153,854
Other Revenue	0	0	0
Interest Income - Stormwater	0	2,400	2,364
Interest Income - Operating	360	31,300	31,122
TOTAL REVENUES	\$ 2,899,215	\$ 2,940,476	\$ 2,940,262
EXPENDITURES			
Supervisor Fees	0	0	0
Management	39,084	39,084	39,084
Legal	12,800	7,300	6,270
Assessment Roll	9,400	9,400	9,400
Audit Fees	5,600	5,700	5,700
Arbitrage Rebate Fee	1,300	1,300	1,300
Insurance	6,500	6,134	6,134
Legal Advertisements	1,600	1,250	707
Miscellaneous	1,450	800	341
Postage	550	125	108
Office Supplies	750	240	196
Dues & Subscriptions	175	175	175
Trustee Fees	6,500	6,500	6,500
Continuing Disclosure Fee	2,000	1,000	1,000
Administrative Contingency	5,800	2,000	0
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 93,509	\$ 81,008	\$ 76,915
MAINTENANCE EXPENDITURES			
Annual Engineer's Report & Inspections	2,400	2,400	1,438
Field Operations Management	1,500	1,500	1,500
Lawn & Landscape Services - Entrance Roads & Interior Tracts	15,000	1,000	0
Perimeter Berm - Lawn & Landscape Services	36,000	1,000	0
Entrance Roads & Entry Features - MTE	8,400	1,000	0
Irrigation System(s) - Interior/Exterior	10,000	1,000	0
Roadway/Street Drainage System	8,400	1,000	0
Street Lighting - Entry Roads	11,400	1,000	0
FP&L Power/Utility Services - Irrigation & Street Lighting	16,000	1,000	0
Lake Tract(s)	12,000	7,800	6,804
Aquatic Maintenance	7,000	1,000	0
Maintenance Contingency (Storm Drain Maintenance, Etc.)	25,237	38,000	32,920
TOTAL MAINTENANCE EXPENDITURES	\$ 153,337	\$ 57,700	\$ 42,662
TOTAL EXPENDITURES	\$ 246,846	\$ 138,708	\$ 119,577
REVENUES LESS EXPENDITURES	\$ 2,652,369	\$ 2,801,768	\$ 2,820,685
Bond Payments (2017)	(1,393,950)	(1,415,312)	(1,415,312)
Bond Payments (2019)	(1,084,488)	(1,098,707)	(1,098,707)
BALANCE	\$ 173,931	\$ 287,749	\$ 306,666
County Appraiser & Tax Collector Fee	(57,977)	(27,938)	(27,938)
Discounts For Early Payments	(115,954)	(110,816)	(110,816)
EXCESS/ (SHORTFALL)	\$ -	\$ 148,995	\$ 167,912
Carryover From Prior Year	0	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ 148,995	\$ 167,912

FUND BALANCE AS OF 9/30/22	
FY 2022/2023 ACTIVITY	
FUND BALANCE AS OF 9/30/23	

\$712,400
\$148,995
\$861,395

Note

Fund Balance Includes Stormwater Bank Account Balance Of \$78,862.

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

	FISCAL YEAR 2022/2023 BUDGET 10/1/22 - 9/30/23	AMENDED FINAL BUDGET 10/1/22 - 9/30/23	YEAR TO DATE ACTUAL 10/1/22 - 9/29/23
REVENUES			
Interest Income	25	71,907	71,807
NAV Assessment Collection	1,393,950	1,415,312	1,415,312
Transfer From Capital Projects Fund	0	0	0
Total Revenues	\$ 1,393,975	\$ 1,487,219	\$ 1,487,119
EXPENDITURES			
Principal Payments	435,000	415,000	415,000
Interest Payments	956,350	963,094	963,094
Bond Redemption	2,625	0	0
Total Expenditures	\$ 1,393,975	\$ 1,378,094	\$ 1,378,094
Excess/ (Shortfall)	\$ -	\$ 109,125	\$ 109,025

FUND BALANCE AS OF 9/30/22	\$1,763,451
FY 2022/2023 ACTIVITY	\$109,125
FUND BALANCE AS OF 9/30/23	\$1,872,576

Notes

Reserve Fund Balance = \$696,975*. Revenue Fund Balance = \$1,175,601*

Revenue Fund Used To Fund 12/15/23 Principal & Interest Payment Of \$913,175

(Principal: \$435,000 + Interest: \$478,175 = \$913,175).

* Approximate Amounts

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 =	December 2047	June 15th & December 15th
Par Amount As Of 9/30/23 =	\$19,705,000	

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

	FISCAL YEAR 2022/2023 BUDGET 10/1/22 - 9/30/23	AMENDED FINAL BUDGET 10/1/22 - 9/30/23	YEAR TO DATE ACTUAL 10/1/22 - 9/29/23
REVENUES			
Interest Income	25	54,189	54,089
NAV Assessment Collection	1,084,488	1,098,707	1,098,707
Total Revenues	\$ 1,084,513	\$ 1,152,896	\$ 1,152,796
EXPENDITURES			
Principal Payments	405,000	395,000	395,000
Interest Payments	676,638	682,225	682,225
Transfer To Construction Fund	0	1,058	1,058
Bond Redemption	2,875	20,000	20,000
Total Expenditures	\$ 1,084,513	\$ 1,098,283	\$ 1,098,283
Excess/ (Shortfall)	\$ -	\$ 54,613	\$ 54,513

FUND BALANCE AS OF 9/30/22	\$1,338,955
FY 2022/2023 ACTIVITY	\$54,613
FUND BALANCE AS OF 9/30/23	\$1,393,568

Notes

Reserve Fund Balance = \$542,244*. Revenue Fund Balance = \$851,324*
Revenue Fund Used To Fund 12/15/23 Principal & Interest Payment Of \$737,981
(Principal: \$400,000 + Interest: \$337,981 = \$737,981).

* Approximate Amounts

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 9/30/23 =	\$17,885,000	

RESOLUTION NO. 2023-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TWO LAKESCOMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) ELECTING THE OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (the “Board”) of the Two Lakes Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, pursuant to Section 190.006(6), *Florida Statutes*, as soon as practicable after each election or appointment to the Board, the Board shall organize by electing one (1) of its members as chairperson and by electing a secretary, and such other officers as the Board may deem necessary.

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

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

_____	Chairperson
_____	Vice Chairperson
_____	Secretary/Treasurer
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary

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

PASSED, ADOPTED and BECOMES EFFECTIVE this 29th day of November, 2023.

ATTEST:

**TWO LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2023-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TWO LAKES COMMUNITY DEVELOPMENT DISTRICT, AUTHORIZING THE ESTABLISHMENT OF A DISTRICT CHECKING/OPERATING ACCOUNT, DESIGNATING DISTRICT OFFICIALS AND/OR AUTHORIZED STAFF TO REVIEW, APPROVE AND ISSUE PAYMENT OF EXPENDITURES, SELECTING THE SIGNATORIES THEREOF; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The Two Lakes Community Development District ("District") has established a District checking/operating account in order for the District to expend public funds of the District as authorized and required; and

WHEREAS, the Board of Supervisors (the "Board") of the District shall designate authorized staff and/or District officials to approve expenditures, via electronic or non-electronic approval processes, from the checking/operating account;

WHEREAS, the Board of the District has selected Todd Wodraska, Jason Pierman, Patricia LasCasas, Nancy Nguyen, Armando Silva and _____ to serve as the signatories, as required, on the District checking/operating account; and

WHEREAS, all resolutions or parts thereof of the District in conflict with the provisions contained herein are to the extent of any such conflict, hereby superseded and repealed.

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

Section 1. The above recitals are hereby adopted.

Section 2. Each expenditure from the checking/operating account will require a minimum of two (2) approvals and a designated member of the Board, by an electronic approval procedure, will have an opportunity to review the District's expenditure(s) prior to release of payment(s).

Section 3. When necessary to write checks, the signatures of two (2) of the designated signatories named herein will be required on all District checks tendered from the District checking/operating account, as approved.

PASSED, ADOPTED and becomes EFFECTIVE this 29th day of November, 2023.

ATTEST:

**FONTAINBLEAU LAKES
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson