# Towne Park
# Community Development District

*12051 Corporate Boulevard, Orlando, FL 32817; 407.723.5900*

www.towneparkcdd.com

The following is the proposed agenda for the Board of Supervisors' Meeting for the Towne Park Community Development District, scheduled to be held **Thursday, April 11, 2019 at 11:00 a.m. at the Offices of Highland Homes, 3020 S. Florida Avenue, Suite 101, Lakeland, Florida 33803.** As always, the personal attendance of three Board Members will be required to constitute a quorum.

If you would like to attend the Board Meeting by phone, you may do so by dialing:
Phone: **1-866-546-3377** Participant Code: **964985**

**PROPOSED BOARD OF SUPERVISORS' MEETING AGENDA**

**Administrative Matters**

- Roll Call to Confirm Quorum
- Public Comment Period *[for any members of the public desiring to speak on any proposition before the Board]*

1. **Consideration of Minutes of the February 14, 2019 Board of Supervisors Meeting**

**Business Matters**

2. **Consideration of Bids for Riverstone Phase 2 Site Work Construction Services** *(provided under separate cover)*
3. **Consideration of RFP for Riverstone Phase 2 Amenities Construction Services**
4. **Consideration of Agreement between the District and Heath Construction and Management, LLC for Riverstone Land Development Management Services**
5. **Consideration of RFQ(s) for District Engineering Services**
6. **Ratification of Agreement between the District and Absolute Engineering, Inc. for Interim District Engineering Services**
7. **Consideration of Notice of Boundary Amendment**
8. **Consideration of Eden Landscape Ent. Inc Proposal for Phase 2B Landscape Material and Irrigation System Installation**
9. **Ratification of Boundary Amendment Phase 2A Funding Request # 1 – 2**
10. **Consideration of Boundary Amendment Phase 2A Funding Request # 3**
11. **Ratification of Payment Authorization Nos. 100 – 105**
12. **Consideration of Monthly Financials**

**Other Business**

Staff Reports
- District Counsel
- District Engineer
- District Manager

Supervisor Requests and Audience Comments
Adjournment

pfm

# Towne Park
# Community Development District

## Minutes of the
## February 14, 2019
## Board of Supervisors Meeting

## MINUTES OF MEETING

***TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT***
***BOARD OF SUPERVISORS' MEETING***
***Thursday, February 14, 2019 at 11:01 a.m.***
***The Offices of Highland Homes***
***3020 S. Florida Avenue, Suite 101***
***Lakeland, Florida 33803***

Board Members present at roll call:

| | | |
|---|---|---|
| Joel Adams | Chairperson | |
| Jeffrey Shenefield | Assistant Secretary | |
| Brian Walsh | Vice-Chairperson | |
| Scott Shapiro | Assistant Secretary | (via phone) |

Also Present:

| | | |
|---|---|---|
| Jane Gaarlandt | Fishkind & Associates, Inc. | |
| Monica Sutera | Fishkind & Associates, Inc. | (via phone) |
| Roy Van Wyk | Hopping Green & Sams, P.A. | |
| Shamilyn Walsh | Highland Homes | |

**FIRST ORDER OF BUSINESS** **Call to Order and Roll Call**

The meeting was called to order at approximately 11:01 a.m. The Board Members and staff in attendance are as outlined above.

**SECOND ORDER OF BUSINESS** **Public Comment Period**

There were no public comments at this time.

**THIRD ORDER OF BUSINESS** **Administration of Oath of Office (Schott Shapiro, Rennie Heath)**

Ms. Gaarlandt noted that neither Mr. Shapiro nor Mr. Heath are present.

**FOURTH ORDER OF BUSINESS** **Consideration of the Minutes of the January 10, 2019 Board of Supervisors Meeting**

The Board reviewed the minutes of the January 10, 2019 Board of Supervisors Meeting.

ON MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, the Board approved the Minutes of the January 10, 2019 Board of Supervisors Meeting.

**FIFTH ORDER OF BUSINESS** **Consideration of Resolution 2019-04, Direct Purchase Resolution**

Mr. Van Wyk presented the Direct Purchase Resolution to the Board.

ON MOTION by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board approved Resolution 2019-04, Direct Purchase Resolution.

Ms. Gaarlandt noted that the District must take out insurance in connection with the Direct Purchase Orders; in the past, Districts have added to the current insurance the average cost of $400,000.00 for material. District staff will check with the Project Engineer whether this amount is appropriate for insurance purposes. Ms. Gaarlandt requested the Board's approval to seek out insurance or add the insurance to the current insurance. Mr. Van Wyk stated that a motion is not needed and staff can do that as part of the construction cost.

**SIXTH ORDER OF BUSINESS** **Consideration of Cost Share Agreement between the District and the Phase 1 HOA**

Mr. Van Wyk presented the Cost Share Agreement. The Board discussed the agreement and the ponds.

ON MOTION by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board approved the Cost Share Agreement in substantial form between the District and the Phase 1 HOA authorizing the Chair to execute the agreement subject to finalizing the cost share amount between the two entities.

**SEVENTH ORDER OF BUSINESS** **Consideration of RFP for Riverstone Phase 2 Construction Services**

**a) Site Work**

**b) Amenities-Tabled**

Mr. Van Wyk requested the Board's authorization to issue the RFP for Site Work and to approve the evaluation criteria in the agenda packages. He explained that the RFP for the Amenity Facility will be pushed back a few months.

ON MOTION by Mr. Adams, seconded by Mr. Shenefield, with all in favor, the Board approved the evaluation criteria and the RFP for Riverstone Phase 2 Construction Services for Site Work and authorized staff to run the RFP notice.

The RFP for the Amenities will be tabled. Mr. Van Wyk stated that as the Board goes through the agenda there will be some issues that relate back to the RFP dates.

**EIGHTH ORDER OF BUSINESS**

**Consideration Agreements between the District and D S Boring, LLC**

**a) Towne Parke 2-B East – Machine Trench L/E Mainline**

**b) Towne Parke 2-B West – Machine Trench L/E Mainline**

**c) Towne Parke 2-B Crossings – Compaction of Ditch Line in Two Lifts**

Mr. Van Wyk presented the three different proposals.

ON MOTION by Mr. Adams, seconded by Mr. Shenefield, with all in favor, the Board approved the Agreements between the District and D S Boring, LLC, as presented.

**NINTH ORDER OF BUSINESS**

**Consideration of Agreement between the District and Grunuit Pool Contractors for Pool Maintenance Services**

Mr. Adams presented the proposal for pool maintenance services.

ON MOTION by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board approved the Agreement between the District and Grunuit Pool Contractors for Pool Maintenance Services.

Mr. Van Wyk noted that there is a provision in the contract that requires the vendor to have their valid license for pool maintenance and it shows that their DPBR license is delinquent. The District needs to make sure that their license is current and active before moving forward with signing the contract. Ms. Gaarlandt noted that the District usually requests their liability insurance certificate as well.

**TENTH ORDER OF BUSINESS** **Discussion Relative to District Engineer**

Mr. Van Wyk explained that Hamilton Engineering Company is the interim engineer and the District has not signed on a permanent engineer yet. He stated that Heather, who was working on the main portions of the project, has left Hamilton Engineering Company and started her own firm. Mr. Van Wyk wanted to get direction from the Board whether the District should think about changing the District Engineer from Hamilton to Absolute Engineering. He asked if the Board wanted to stay with Hamilton or give them notice and retain Absolute as the Interim Engineer and then authorize District staff to go out for RFP.

Board Members discussed if Hamilton could stay on as Project Engineer for the two ongoing current projects. Mr. Van Wyk noted that there have been discussions of potentially switching the work on the current phase to Heather. A discussion ensued.

Mr. Van Wyk suggested appointing Absolute as the Interim CDD Engineer and leave Hamilton's contract in place as Project Engineer. Mr. Adams agreed. He stated that the Board should deal with the construction services aspect under a separate action.
Mr. Van Wyk noted that the District will be using the offices of Absolute Engineering for the location of the pick up for the Project Manual for Phase 2.

Ms. Gaarlandt noted that the bid package will be available March 4, 2019 and bids due 30 days out on April 3, 2019. Bids opening will take place on that date as well. Bids will be presented for consideration on April 11, 2019 which is the next scheduled Board Meeting.

ON MOTION by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board approved Resolution 2019-05, Directing District Counsel and District Staff to give Hamilton Notice of Termination as District Engineer, appoint Absolute Engineering as Interim Engineer for Projects, and authorize Staff to issue and RFP for Permanent District Engineer.

**ELEVENTH ORDER OF BUSINESS** **Consideration of Funding Request #2**

Funding Request #2 has been previously approved and needs ratification from the Board.

ON MOTION by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board ratified Funding Request #2.

**TWELFTH ORDER OF BUSINESS** **Consideration of Payment Authorization Nos. 97 - 99**

Payment Authorization Nos. 97 – 99 have been previously approved and needs ratification from the Board.

ON MOTION by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Board ratified Payment Authorization Nos. 97 – 99.

**THIRTEENTH ORDER OF BUSINESS** **Review of Monthly Financials**

The Board reviewed the monthly financials. Ms. Gaarlandt noted that the financials are through December 31, 2018. There was no action required by the Board.

**FOURTEENTH ORDER OF BUSINESS** **Staff Reports**

**District Counsel –** Mr. Van Wyk noted that he filed the Boundary Amendment Petition. Mr. Heath will be speaking to the City today to see if the District can move it forward quickly and explain to them the scope of the boundary amendment.

**District Engineer –** Not Present

**District Manager –** No Report

**FIFTEENTH ORDER OF BUSINESS** **Supervisor Requests and Audience Comments**

There were no Supervisor requests or audience comments.

**SIXTEENTH ORDER OF BUSINESS** **Adjournment**

There were no other questions or comments. Ms. Gaarlandt requested a motion to adjourn.

ON MOTION by Mr. Shenefield, seconded by Mr. Adams, with all in favor, the Board Adjourned the February 14, 2019 Board of Supervisor's Meeting for the Towne Park Community Development District.

_____ _____

Secretary / Assistant Secretary Chairman / Vice Chairman

# Towne Park
# Community Development District

## Bids for Riverstone Phase 2 Site Work
## Construction Services

*(provided under separate cover)*

# Towne Park
# Community Development District

## RFP for Riverstone Phase 2 Amenities
## Construction Services

# TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT
## REQUEST FOR PROPOSALS

## CONSTRUCTION SERVICES FOR RIVERSTONE PHASE 2 AMENITIES
## CITY OF LAKELAND, FLORIDA

Notice is hereby given that the Towne Park Community Development District ("District") will receive proposals for the following District project:

Riverstone Phase 2 Amenities

The Project Manual will be available beginning _____, _____ _____, 2019, at ____:00 A/PM EST at the offices of the Towne Park Community Development District's ("District's") Engineer, _____, located at _____ _____ or by calling ( ) _____ or emailing _____. Each Project Manual will include, but not be limited to, the Request for Proposals, proposal and contract documents, and construction plans and specifications.

The District reserves the right to reject any and all proposals, make modifications to the work, award the contract in whole or in part with or without cause, provide for the delivery of the project in phases, and waive minor or technical irregularities in any Proposal, as it deems appropriate, if it determines in its discretion that it is in the District's best interests to do so. Each proposal shall be accompanied by a proposal guarantee in the form of a proposal bond or certified cashier's check in an amount not less than five percent (5%) of the total bid to be retained in the event the successful proposer fails to execute a contract with the District and file the requisite Performance and Payment Bonds and insurance within fourteen (14) calendar days after the receipt of the Notice of Award.

Any person who wishes to protest the Project Manual, or any component thereof, shall file with the District a written notice of protest within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after the Project Manual is made available, and shall file a formal written protest with the District within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the date of timely filing the initial notice of protest. Filing will be perfected and deemed to have occurred upon receipt by the District Engineer directed to _____ at _____. 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 to or protest the contents of the District's Project Manual. The formal written protest shall state with particularity the facts and law upon which the protest is based.

Ranking of proposals will be made on the basis of qualifications according to the evaluation criteria contained within the Project Manual; however, please note that proposals received from firms failing to meet the following minimum qualifications/requirements will not be considered or evaluated: (1) Proposer will have constructed three (3) improvements similar in quality and scope with a minimum of $1,000,000 in total volume construction cost within the last five (5) years; (2) Proposer will have minimum bonding capacity of $1,000,000 from a surety company acceptable to the District; (3) Proposer is authorized to do business in Florida; and (4) Proposer is registered with Polk County and is a licensed contractor in the State of Florida.

Any and all questions relative to this project shall be directed in email only to _____ no later than 5:00PM EST, on _____, _____ _____, 2019.

Firms desiring to provide services for this project must submit one (1) original and (1) electronic copy in PDF included with the submittal package of the required proposal no later than ____:00 A/PM EST, _____, _____ _____, 2019, at the offices of _____, _____.

Proposals shall be submitted in a sealed opaque package, shall bear the name of the proposer on the outside of the package and shall identify the name of the project. Proposals will be opened at a public meeting to be held at 11:00 AM EST, Thursday, _____ _____, 2019, at the offices of Highland Homes, 3020 South Florida Avenue, Suite 101, Lakeland, Florida 33803. No official action will be taken at the meeting. Proposals received after the time and date stipulated above will be returned un-opened to the proposer. Any proposal not completed as specified or missing the required proposal documents as provided in the Project Manual may be disqualified.

Towne Park Community Development District
District Manager

Run Date: _____, _____, 2019

# TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT
# EVALUATION CRITERIA

## CONSTRUCTION SERVICES FOR RIVERSTONE PHASE 2 AMENITIES
## CITY OF LAKELAND, FLORIDA

**PERSONNEL** **(5 POINTS)**

E.g., geographic location of firm's headquarters; adequacy and capabilities of key personnel, including the project manager and field supervisor; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.

**EXPERIENCE** **(15 POINTS)**

E.g., past record and experience of the respondent in self performing similar projects; past performance for this District and other community development districts in other contracts; character, integrity, reputation of respondent, etc.;

**UNDERSTANDING SCOPE OF WORK** **(20 POINTS)**

Demonstration of the Proposer's understanding of the project requirements.

**FINANCIAL CAPABILITY** **(10 POINTS)**

Extent to which the proposal demonstrates the adequacy of the Proposer's financial resources and stability as a business entity, necessary to complete the services required.

**SCHEDULE** **(25 POINTS)**

Demonstration of Proposer's understanding (through presentation in the proposal of a milestone schedule) of how to meet the required substantial and final completion dates. Consideration will be given to proposers that indicate an ability to credibly complete the project in advance of the required substantial and final completion dates without a premium cost for accelerated work.

**PRICE** **(25 POINTS)**

Points available for price will be allocated as follows:

15 Points will be awarded to the Proposer submitting the lowest cost proposal for completing the work. All other Proposers will receive a percentage of this amount based upon the difference between the Proposer's bid and the low proposer.

10 Points are allocated for the reasonableness of unit prices and balance of proposer.

**TOTAL POINTS** **(100 POINTS)**

# Towne Park
# Community Development District

## Agreement between the District and Heath Construction and Management, LLC for Riverstone Land Development Management Services

# LAND DEVELOPMENT
# MANAGEMENT SERVICES AGREEMENT

This management services Agreement is between **Towne Park Community Development District** (the "**District**") a Limited Liability Corporation and **Heath Construction and Management, LLC,** (the "**Manager**")

The District is in the business of overseeing all services and procedures of land infrastructure development for **Riverstone** as further described in Exhibit A.

The Manager is experienced and skilled in general management, business advisory, and administrative services, in the Construction industry.

The District wishes to engage the Manager as external management consultant for the purpose of providing professional Land Development managerial services.

The parties therefore agree as follows:

## 1. ENGAGEMENT; SERVICES

**(a) Engagement.** The District retains the Manager to provide, and the Manager shall provide, the services described here to and in **Exhibit A** (the "**Services**").

**(b) Services.** Without limiting the scope of Services described in Exhibit A, the Manager shall:

(i) perform the Services set forth in **Exhibit A**. However, if a conflict exists between this Agreement and any term in Exhibit A, the terms in this Agreement will control;

(ii) devote as much productive time, energy, and ability to the performance of its duties under this Agreement as may be necessary to provide the required Services in a timely and productive manner;

(iii) perform the Services in a Safe, good and workmanlike manner by fully trained, skilled, competent, and experience personnel, using at all times, adequate equipment in good working order;

(iv) communicate with the District about progress the Manager has made in performing the Services;

(v) supply all tools, equipment, and supplies required to perform the Services, except if the Manager's work must be performed on or with the Company's equipment;

(vi) ensure that all materials and equipment furnished to District personnel are of good and merchantable quality, unless otherwise agreed by the District;

(vii) provide services (including the Services) and end products that are satisfactory and acceptable to the District and free of defects; and

(viii) remove, replace, or correct all or any portion of the work or end products found defective or unsuitable, without additional cost or risk to the District within one (1) year of platting date or final acceptance from the governing municipality, whichever happens later.

**(c) Legal Compliance.** The Manager shall perform the Services in accordance with standards prevailing in the Construction industry, and in accordance with applicable laws, rules, or regulation. The Manager shall obtain all permits or permissions required to comply with all standards, laws, rules, or regulations.

**(d) District's Obligations.** The District shall make timely payments of amounts earned by the Manager under this Agreement and notify the Manager of any changes to its procedures affecting the Manager's obligations under this Agreement at least 30 days before implementing those changes.

## 2. TERM AND TERMINATION.

**(a) Term**. This Agreement will become effective as described in section 14. Unless it is terminated earlier in accordance with subsection 2(b), this Agreement will continue until the Services have been satisfactorily completed and has final acceptance of all services from the municipality for which the development is serviced and the Manager has been paid in full for those Services (the "**Term**")

**(b) Termination.** This Agreement may be terminated:

(i) by either party on provision of Thirty (30) days' written notice to the other party, with or without cause;

(ii) by either party for a material breach of any provision of this Agreement by the other party, if the other party's material breach is not cured within Thirty (30) days of receipt of written notice of the breach; [or]

(iii) automatically, on the death of the Manager.

**(c) Effective of Termination.** After the termination of this Agreement for any reasons, as stated above, the District shall promptly pay the Manager for Services rendered before the effective date of the termination. No other compensation, of any nature or type, will be payable after the termination of this Agreement.

## 3. COMPENSATION.

**(a) Terms and Conditions.** The District shall pay the Manager in accordance with Exhibit A.

**(b) No Payments in Certain Circumstances.** No payment will be payable to the Manager under any of the following circumstances:

(i) if prohibited under applicable government law, regulation, or policy;

(ii) if the Manager did not directly perform or complete the Services described in Exhibit A;

(iii) if the Services performed occurred after the expiration or termination of the Term, unless otherwise agreed in writing.

**(c) Expenses.** Any ordinary and necessary expenses incurred by the Manager or its staff in the performance of this Agreement will be the Manager's sole responsibility.

**(d) Taxes.** The Manager is solely responsible for the payment of all income, social security, employment-related, or other taxes incurred as a result of the performance of the Services by the Manager under this Agreement, and for all obligations, reports, and timely notifications relating to those taxes. The District has no obligation to pay or withhold any sums of those taxes.

**(e) Other Benefits.** The Manager has no claim against the District under this Agreement or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind.

**(f) District's Obligations.** The District shall make timely payments of amounts earned by the Manager under this Agreement and notify the Manager of any changes to its procedures affecting the Manager's obligations under this Agreement at least 30 days before implementing those changes.

## 4. NATURE OF RELATIONSHIP; INVENTIONS.

**(a) Independent Contractor Status.**

(i) The relationship of the parties under this Agreement is one of independent contractors, and no joint venture, partnership, agency, employer-employee, or similar relationship is created in or by this Agreement. Neither party may assume or create obligations on the other party's behalf, and neither party may take any action that creates the appearance of such authority.

(ii) The Manager has the sole right to control and direct the means, details, manner, and method by which the Services will be performed, and the right to perform the Services at any time, place or location. The Manager or the Manager's staff shall perform the Services, and the District is not required to hire, supervise, or pay any assistance to help the Manager perform those Services.

## 5. CONFIDENTIAL INFORMATION.

**(a) Confidentiality.** During the Term, the Manager may have access to, or receive certain information of or about the District that the District designates as confidential, or that under the circumstances surrounding disclosure, ought to be treated as confidential by the Manager ("**Confidential Information**"). Confidential Information includes information relating to the District or its current or proposed business, financial statements, budgets and projections, customer identifying information, potential and intended customers, employers, products, computer programs, specifications, manuals, software, analyses, strategies, marketing plans, business plans, and other confidential information provided orally, in writing, by drawings or by any other media. The Manager will treat the Confidential Information as confidential and will not disclose it to any third party or use it for any purpose but to fulfill its obligations in this Agreement. In addition, the Manager shall use due care and diligence to prevent the unauthorized use or disclosure of such information.

## 6. INDEMNIFICATION.

**(a) Of District by Manager.** At all times after the effective date of this Agreement, the Manager shall indemnify the District from all damages, liabilities, expenses, claims, or judgements (including interest, penalties, reasonable attorneys' fee, accounting fees, and expert witness fees) (collectively, the "**Claims**") that any District Indemnities' may incur and that arise from;

(i) the Manager's gross negligence or willful misconduct arising from the Manager's carrying out of its obligations under this Agreement;

(ii) the Manager's breach of any of its obligations or representations under this Agreement.

**(b) Of Manager by District.** At all times after the effective date of this Agreement, the District shall indemnify the Manager and its officers, members, managers, employees, agents, contractors, sub-licensees, affiliates, subsidiaries, successors, and assigns (collectively, the "**Manager Indemnitees**") from all Claims that the Manager Indemnitees may incur arising from:

(i) the District's operation of its business;

(ii) the District's breach or alleged breach of, or its failure or alleged failure to perform under any Agreement to which it is a party; [or]

(iii) the District's breach of any of its obligations or representations under this Agreement. However, the District is not obligated to indemnify the Manager Indemnities if any of these Claims result from the Manager's Indemnities' own actions, or inactions.

## 7. FORCE MAJEURE.

A party will not be considered in breach or in default because of, and will not be liable to the other party for, any delay or failure to perform its obligations under this Agreement by reason of fire, earthquake, flood, explosion, strike, riot, war, terrorism, or similar event beyond the party's reasonable control (each a "**Force Majeure Event**"). However, if a Force Majeure Event occurs, the affected party shall, as soon as practicable;

**(a)** notify the other party of the Force Majeure Event and its impact on performance Under this Agreement; and

**(b)** use reasonable efforts to resolve any issues resulting from the Force Majeure Event and perform its obligations under this Agreement.

## 8. AMENDMENTS.

No Amendment to this Agreement will be effective unless it is in writing and signed by both parties or its authorized representatives.

## 9. ASSIGNMENT AND DELEGATION.

**(a) No Assignment.** Neither party may assign any of its rights under this Agreement, except with the prior written consent of the other party. All voluntary assignments of rights are limited by this subsection.

**(b) No Delegation.** Neither party may delegate any performance under this Agreement, except with the prior written consent of the other party.

## 10. SEVERABILITY.

If any one or more of the provisions contained in this Agreement is, for any reason, held to be invalid, illegal, or unenforceable in any respect, that invalidity, illegality, or unenforceability will not affect any other provisions of this Agreement, but this Agreement will be construed as if those invalid, illegal, or unenforceable provisions had never been contained in it, unless

the deletion of those provisions would result in such a material change so as to cause completion of the transactions contemplated by this Agreement to be unreasonable.

## 11. NOTICES.

**(a) Writing; Permitted Delivery Methods.** Each party giving or making any notice, request, demand, or other communication required or permitted by this Agreement shall give that notice in writing and use one of the following types of delivery, each of which a writing for purposes of this Agreement: personal delivery, mail (registered or certified mail, postage prepaid, return-receipt requested), nationally recognized overnight courier (fees prepaid), facsimile, or email.

**(b) Addresses.** A party shall address notices under this Section 11 to a party at the following addresses:

If to the Community Development District:
Towne Park CDD
c/o Fishkind & Associates, Inc
12051 Corporate Bouelvard
Orlando, Florida 32817
Attention: Jane Gaarlandt, District Manager
407-382-3256
janeg@fishkind.com

If to the Manager:
Warren K. Heath, II
2415 Cypress Gardens Blvd
Winter Haven, Florida 33844
863-412-5300
rheath@heathfl.com

**(c) Effectiveness.** A notice is effective only if the party giving notice complies with subsections (a) and (b) and if the recipient receives the notice.

## 12. WAIVER.

No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this Agreement will be effective unless it is in writing and signed by the party waiving the breach, failure, right or remedy. No waiver of any breach, failure, right or remedy will be deemed a waiver of any other breach, failure, right, or remedy, whether or not similar, and no waiver will constitute a continuing waver, unless the writing so specifies.

## 13. ENTIRE AGREEMENT.

This Agreement constitutes the final Agreement of the parties. It is the complete and exclusive expression of the parties' Agreement about the subject matter of this Agreement. All prior and contemporaneous communications, negotiations, and Agreements between the parties relating to the subject matter of this Agreement are expressly merged into and superseded by this Agreement. The provisions of this Agreement may not be explained, supplemented, or qualified by evidence of trade usage or a prior course of dealings. Neither party was induced to enter this Agreement by, and neither party is relying on any statement, representation, warranty, or Agreement of the other party except those set forth expressly in this Agreement. Except as set forth expressly in this Agreement, there are no conditions precedent to this Agreement's effectiveness.

## 14. EFFECTIVENESS.

This Agreement will become effective when all parties have signed it. The date this Agreement is signed by the last part to sign it (as indicated by the date associated with that party's signature) will be deemed the date of this Agreement.

Each party is signing this Agreement on the date stated opposite that party's signature.

Heath Construction and Management, LLC

Date_____

By: _____
Name: Warren K. Heath, II
Title: Managing Member_____

Towne Park Community Development District
c/o Fishkind & Associates, Inc

Date_____

By: _____
Name: Jane Gaarlandt
Title: District Manager_____

**EXHIBIT A**

## DUTIES, SPECIFICATIONS, AND COMPENSATION

### 1. DUTIES.

The Manager shall perform the following services:

**(a)** Cause the land to become civil engineered by a professional licensed Civil Engineer and all permitting that will be required for the development of the property.

**(b)** To assist with the Community Development District in soliciting competitive bidding, direct and schedule the installation of the infrastructure for the following tasks:

1. Earthwork
2. Sanitary Sewer
3. Potable water Distribution System
4. Storm Sewer
5. Street Paving/Stripping/Signage
6. Any Offsite requirements
7. Final Grading
8. Installation of all lot corners and permanent property corners.
9. Installation of all underground electrical lines and street lights.
10. All platting services that may be required
11. Acquire all final acceptance letters for all service providers
12. Receiving all as-builts and warranties from Site Contractor(s)

**(c)** To cause all material required to receive passing tests results and provide any written reports needed from a third party independent materials testing engineer.

**(d)** To assist in the design and installation of any landscaping, irrigation and wall/fencing as may be required.

**EXHIBIT A**

## 2. COMPENSATION.

As full compensation for Services rendered under this Agreement, the District shall pay the Manager the sum of **$6,000.00 monthly** to be paid on a monthly basis.

Each party is signing this **Exhibit A** on the date stated opposite that party's signature.

Heath Construction and Management, LLC

Date: _____

By: _____
Name: Warren K. Heath, II
Title: Managing Member_____

Towne Park Community Development District
c/o Fishkind & Associates, Inc

Date: _____

By: _____
Name: Jane Gaarlandt
Title: District Manager_____

# Towne Park
# Community Development District

## RFQ(s) for District Engineering Services

Serial Number
19-00522K

**Business Observer**

Published Weekly
Lakeland, Polk County, Florida

COUNTY OF POLK

STATE OF FLORIDA

Before the undersigned authority personally appeared Karen Ovadia who on oath says that he/she is Publisher's Representative of the Business Observer a weekly newspaper published at Lakeland, Polk County, Florida; that the attached copy of advertisement,

being a Request for Qualifications

in the matter of Towne Park Community Development District

in the Court, was published in said newspaper in the

issues of 3/22/2019

Affiant further says that the said Business Observer is a newspaper published at Lakeland, Polk County, Florida, and that said newspaper has heretofore been continuously published and has been entered as periodicals matter at the Post Office in Lakeland in said Polk County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.
*This Notice was placed on the newspaper's website and floridapublicnotices.com on the same day the notice appeared in the newspaper.

Karen Ovadia

Sworn to and subscribed before me this

22nd day of March, 2019 A.D.

by Karen Ovadia who is personally known to me.

Notary Public, State of Florida
(SEAL)

**Ted Hong**
**Commission #GG311446**
**Expires: March 13, 2023**
**Bonded Thru Aaron Notary**

**REQUEST FOR QUALIFICATIONS ("RFQ") FOR ENGINEERING SERVICES FOR THE TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT**

The Towne Park Community Development District ("District"), located in the City of Lakeland, Florida, announces that professional engineering services will be required on a continuing basis for the District. The engineering firm selected will act in the general capacity of District Engineer and, if so authorized, may provide general engineering services as well as engineering services on an ongoing basis for the design and construction administration associated with the District's capital improvement plan. The District may select one or more engineering firms to provide engineering services on an ongoing basis.

Any firm or individual ("Applicant") desiring to provide professional services to the District must: 1) hold applicable federal, state and local licenses; 2) be authorized to do business in Florida in accordance with Florida law; and 3) furnish a statement ("Qualification Statement") of its qualifications and past experience on U.S. General Service Administration's "Architect-Engineer Qualifications, Standard Form No. 330," with pertinent supporting data. Among other things, Applicants must submit information relating to: a) the ability and adequacy of the Applicant's professional personnel; b) whether the Applicant is a certified minority business enterprise; c) the Applicant's willingness to meet time and budget requirements; d) the Applicant's past experience and performance, including but not limited to past experience as a District Engineer for any community development districts and past experience with Hillsborough County; e) the geographic location of the Applicant's headquarters and offices; f) the current and projected workloads of the Applicant; and g) the volume of work previously awarded to the Applicant by the District. Further, each Applicant must identify the specific individual affiliated with the Applicant who would be handling District meetings, construction services, and other engineering tasks.

The District will review all Applicants and will comply with Florida law, including the Consultant's Competitive Negotiations Act, Chapter 287, Florida Statutes ("CCNA"). All Applicants must submit eight (8) copies of Stan dard Form No. 330 and Qualificatio Statement by 12:00 p.m. on Monda April 8, 2019 and to the attention c PFM Group Consulting LLC c/o Jan Gaarlandt, 12051 Corporate Boulevarc Orlando, Florida 32817; Ph: (407) 723 5900 ("District Manager's Office".

The Board of Supervisors shall se lect and rank the Applicants using th requirements set forth in the CCN and the evaluation criteria on file wit the District Manager's Office, and th highest ranked Applicant will be re quested to enter into contract nego tiations. If an agreement cannot b reached between the District and th highest ranked Applicant, negotia tions will cease and begin with the nex highest ranked Applicant, and if thes negotiations are unsuccessful, wil continue to the third highest ranke Applicant. The District reserves th right to reject any and all Qualificatio Statements. Additionally, there is n express or implied obligation for th District to reimburse Applicants for an expenses associated with the prepara tion and submittal of the Qualificatio Statements in response to this request

Any protest regarding the terms o this Notice, or the evaluation criteri on file with the District Manager' Office, must be filed in writing wit the District Manager's Office, withi seventy-two (72) hours after the pub lication of this Notice. The forma protest setting forth with particular ity the facts and law upon which th protest is based shall be filed withi seven (7) calendar days after the initia notice of protest was filed. Failure t timely file a notice of protest or failur to timely file a formal written protes shall constitute a waiver of any righ to object or protest with respect t aforesaid Notice or evaluation crite ria provisions. Any person who file a notice of protest shall provide to th District, simultaneous with the filin of the notice, a protest bond with responsible surety to be approved b the District and in the amount o Ten Thousand Dollars ($10,000.00)

Any and all questions relative t this RFQ shall be directed in writin by e-mail only to Jane Gaarlandt a gaarlandtj@pfm.com with e-mail cop to Roy Van Wyk at royv@hgslaw.com.

District Manager
March 22, 2019 19-00522K

# Towne Park
# Community Development District

## Agreement between the District and Absolute Engineering, Inc. for Interim District Engineering Services

**AGREEMENT BETWEEN TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT AND ABSOLUTE ENGINEERING, INC. FOR INTERIM ENGINEERING SERVICES**

**THIS AGREEMENT** ("Agreement") made and entered into this 21st day of February, 2019, by and between:

**TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, and located in Polk County, Florida, with a mailing address of 12051 Corporate Boulevard, Orlando, Florida 32817 (the "District"); and

**ABSOLUTE ENGINEERING, INC.**, a Florida corporation, with a mailing address of 3214 West Tambay Avenue, Tampa, Florida 33611 ("Engineer").

**RECITALS**

**WHEREAS**, the District is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes* ("Uniform Act"), by ordinance of the City of Lakeland, Florida; and

**WHEREAS**, the District is authorized to plan, finance, construct, install, acquire and/or maintain improvements, facilities and services in conjunction with the development of the lands within the District; and

**WHEREAS**, the District intends to employ Engineer on an interim basis to perform engineering, surveying, planning, landscaping, construction administration, environmental management and permitting, financial and economic studies, as defined by a separate work authorization; and

**WHEREAS**, the Engineer shall serve as District's professional representative in each service or project to which this Agreement applies and will give consultation and advice to the District during performance of his services.

**NOW, THEREFORE**, for and in consideration of the mutual covenants herein contained, the acts and deeds to be performed by the parties and the payments by the District to the Engineer of the sums of money herein specified, it is mutually covenanted and agreed as follows:

**SECTION 1. SCOPE OF SERVICES**

**A.** The Engineer will provide general engineering services, including:

1. Preparation of any necessary reports and attendance at meetings of the District's Board of Supervisors.
2. Assistance in meeting with necessary parties involving bond issues, special reports, feasibility studies, or other tasks.
3. Any other items requested by the Board of Supervisors.

**SECTION 2. METHOD OF AUTHORIZATION.** Each service or project shall be authorized in writing by the District. The written authorization shall be incorporated in a Work Authorization which shall include the scope of work, compensation, project schedule, and special provisions or conditions specific to the service or project bring authorized. Authorization of services or projects under the contract shall be at the sole option of the District.

**SECTION 3. COMPENSATION.** It is understood and agreed upon that the payment of compensation for services under this contract shall be stipulated in each Work Authorization. One of the following methods will be utilized:

**A.** *Lump Sum Amount* - The District and Engineer shall mutually agree to a lump sum amount for the services to be rendered payable monthly in direct proportion to the work accomplished.

**B.** *Hourly Personnel Rates* - For services or projects where scope of services is not clearly defined, or recurring services or other projects where the District desires the use of the hourly compensation rates outlined in **Schedule "A."**

**SECTION 4. REIMBURSABLE EXPENSES.** Reimbursable expenses consist of actual expenditures made by Engineer, its employees, or its consultants in the interest of the project for the incidental expenses as listed as follows:

**A.** Expenses of transportation and living when traveling in connection with a project, for long distance phone calls and telegrams, and fees paid for securing approval of authorities having jurisdiction over the project. All expenditures shall be made in accordance with Chapter 112, *Florida Statutes*, and with the District's travel policy.

**B.** Expense of reproduction, postage and handling of drawings and specifications.

**SECTION 5. TERM OF CONTRACT.** It is understood and agreed that this contract is for interim engineering services. It is further understood and agreed that the term of this contract will be from the time of execution of this contract by the parties until such time as the District notifies Engineer that is has entered into a subsequent agreement for engineering services.

**SECTION 6. SPECIAL CONSULTANTS.** When authorized in writing by the District, additional special consulting services may be utilized by Engineer and paid for on a cost basis.

**SECTION 7. BOOKS AND RECORDS.** Engineer shall maintain comprehensive books and records relating to any services performed under this Agreement, which shall be retained by Engineer for a period of at least four (4) years from and after completion of any services hereunder. The District, or its authorized representative, shall have the right to audit such books and records at all reasonable times upon prior notice to Engineer.

**SECTION 8. OWNERSHIP OF DOCUMENTS.**

**A.** All rights in and title to all plans, drawings, specifications, ideas, concepts, designs, sketches, models, programs, software, creation, inventions, reports, or other

tangible work product originally developed by Engineer pursuant to this Agreement (the "Work Product") shall be and remain the sole and exclusive property of the District when developed and shall be considered work for hire.

**B.** The Engineer shall deliver all Work Product to the District upon completion thereof unless it is necessary for Engineer in the District's sole discretion, to retain possession for a longer period of time. Upon early termination of Engineer's services hereunder, Engineer shall deliver all such Work Product whether complete or not. The District shall have all rights to use any and all Work Product. Engineer shall retain copies of the Work Product for its permanent records, provided the Work Product is not used without the District's prior express written consent. Engineer agrees not to recreate any Work Product contemplated by this Agreement, or portions thereof, which if constructed or otherwise materialized, would be reasonably identifiable with the Project. If said work product is used by the District for any purpose other than that purpose which is intended by this Agreement, the District shall indemnify Engineer from any and all claims and liabilities which may result from such re-use, in the event Engineer does not consent to such use.

**C.** The District exclusively retains all manufacturing rights to all materials or designs developed under this Agreement. To the extent the services performed under this Agreement produce or include copyrightable or patentable materials or designs, such materials or designs are work made for hire for the District as the author, creator, or inventor thereof upon creation, and the District shall have all rights therein including, without limitation, the right of reproduction, with respect to such work. Engineer hereby assigns to the District any and all rights Engineer may have including, without limitation, the copyright, with respect to such work. The Engineer acknowledges that the District is the motivating factor for, and for the purpose of copyright or patent, has the right to direct and supervise the preparation of such copyrightable or patentable materials or designs.

**SECTION 9. ACCOUNTING RECORDS.** Records of Engineer pertaining to the services provided hereunder shall be kept on a basis of generally accepted accounting principles and shall be available to the District or its authorized representative for observation or audit at mutually agreeable times.

**SECTION 10. REUSE OF DOCUMENTS.** All documents including drawings and specifications furnished by Engineer pursuant to this Agreement are instruments of service. They are not intended or represented to be suitable for reuse by the District or others on extensions of the work for which they were provided or on any other project. Any reuse without specific written consent by Engineer will be at the District's sole risk and without liability or legal exposure to Engineer.

**SECTION 11. ESTIMATE OF COST.** Since Engineer has no control over the cost of labor, materials or equipment or over a contractor's(s') methods of determining prices, or over competitive bidding or market conditions, his opinions of probable cost provided as a service hereunder are to be made on the basis of his experience and qualifications and represent his best judgment as a design professional familiar with the construction industry, but Engineer cannot and does not guarantee that proposals, bids, or the construction costs will not vary from opinions

of probable cost prepared by him. If the District wishes greater assurance as to the construction costs, it shall employ an independent cost estimator at its own expense. Services to modify approved documents to bring the construction cost within any limitation established by the District will be considered additional services and justify additional fees.

**SECTION 12. INSURANCE.** Engineer shall, at its own expense, maintain insurance during the performance of its services under this Agreement, with limits of liability not less than the following:

| | |
|---|---|
| Workers Compensation | Statutory |
| General Liability | |
| Bodily Injury (including Contractual) | $500,000/$1,000,000 |
| Property Damage (including Contractual) | $500,000/$1,000,000 |
| Automobile Liability | |
| Bodily Injury | $500,000/$1,000,000 |
| Property Damage | $100,000 |
| Professional Liability for Errors and Omissions | $1,000,000 |

Engineer shall provide the District with a certificate evidencing compliance with the above terms and naming the District and its supervisors, employees, agents and staff as additional insureds. Engineer shall provide the District with thirty (30) days notice of cancellation. At no time shall Engineer be without insurance in the above amounts.

**SECTION 13. CONTINGENT FEE.** The Engineer warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Engineer, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Engineer, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement.

**SECTION 14. AUDIT.** The Engineer agrees that the District or any of its duly authorized representatives shall, until the expiration of three years after expenditure of funds under this Agreement, have access to and the right to examine any books, documents, papers, and records of the Engineer involving transactions related to the Agreement. The Engineer agrees that payment made under the Agreement shall be subject to reduction for amounts charged thereto that are found on the basis of audit examination not to constitute allowable costs. All required records shall be maintained until an audit is completed and all questions arising therefrom are resolved, or four (4) years after completion of all work under the Agreement.

**SECTION 15. INDEMNIFICATION.** The Engineer agrees, to the fullest extent permitted by law, to indemnify, defend, and hold the District harmless of and from any and all liabilities,

claims, causes of action, demands, suits, or losses arising from the negligent acts, errors or omissions of the Engineer, Engineer's agents or employees, in the performance of professional services under this Agreement. Engineer agrees and covenants that nothing herein shall constitute or be construed as a waiver of the District's sovereign immunity pursuant to Section 768.28, *Florida Statutes*.

The District agrees, to the extent permitted by Section 768.28, *Florida Statutes*, and other applicable law, to indemnify and hold the Engineer harmless from any damage, liability or cost to the extent caused by the District's own negligent acts, errors or omissions and those of the District's agents or employees arising from the obligations and duties of the District under this Agreement.

**SECTION 16. PUBLIC RECORDS.** The Engineer shall allow access to all documents, papers, letters, or other materials subject to the provisions of Chapter 119, *Florida Statutes*, and made or received by the owner in conjunction with this Agreement.

**SECTION 17. EMPLOYMENT VERIFICATION.** The Engineer agrees that it shall bear the responsibility for verifying the employment status, under the Immigration Reform and Control Act of 1986, of all persons it employs in the performance of this Agreement.

**SECTION 18. CONTROLLING LAW.** Engineer and the District agree that this Agreement shall be controlled and governed by the laws of the State of Florida.

**SECTION 19. ASSIGNMENT.** Neither the District nor the Engineer shall assign, sublet, or transfer any rights under or interest in this Agreement without the express written consent of the other. Nothing in this paragraph shall prevent the Engineer from employing such independent professional associates and consultants as Engineer deems appropriate, pursuant to Section 6 herein.

**SECTION 20. TERMINATION.** The District and the Engineer may terminate this Agreement without cause upon notice. At such time as Engineer receives notification by the District to terminate this Agreement, Engineer shall not perform any further services unless directed to do so by the Board of Supervisors. In the event of any termination, Engineer will be paid for services rendered to the date of termination and all reimbursable expenses incurred to the date of termination.

**SECTION 21. NOTICES.** All notices, requests, consents and other communications hereunder ("**Notices**") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or tele-copied to the parties, and at the addresses first set forth above. Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for Engineer may deliver Notice on behalf of the District and Engineer. Any party or other person to whom Notices are to be sent or copied

may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) day's written notice to the parties and addressees set forth herein.

**SECTION 22. RECOVERY OF COSTS AND FEES.** In the event either party is required to enforce this Agreement by court proceedings or otherwise, then the substantially prevailing party shall be entitled to recover from the other party all costs incurred, including reasonable attorneys' fees.

**SECTION 23. ACCEPTANCE.** Acceptance of this Agreement is indicated by the signature of the authorized representative of the District and the Engineer in the spaces provided below.

**IN WITNESS WHEREOF,** the parties hereto have caused these present to be executed the day and year first above written.

ATTEST:

**TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

WITNESS:

**ABSOLUTE ENGINEERING, INC.**, a Florida corporation

Witness

By: Heather Wertz

Its: President

may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) day's written notice to the parties and addressees set forth herein.

**SECTION 22. RECOVERY OF COSTS AND FEES.** In the event either party is required to enforce this Agreement by court proceedings or otherwise, then the substantially prevailing party shall be entitled to recover from the other party all costs incurred, including reasonable attorneys' fees.

**SECTION 23. ACCEPTANCE.** Acceptance of this Agreement is indicated by the signature of the authorized representative of the District and the Engineer in the spaces provided below.

**IN WITNESS WHEREOF,** the parties hereto have caused these present to be executed the day and year first above written.

ATTEST:

**TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

WITNESS:

**ABSOLUTE ENGINEERING, INC.**, a Florida corporation

Witness

By: _____

Its: _____

**Schedule A**

**Rate Schedule**

## AEI HOURLY FEE SCHEDULE

| Staff | Hourly Rate |
|---|---|
| Principal | $235 |
| Engineering Senior Project Manager, PE | $170 |
| Engineering Project Manager, PE | $130 |
| Construction Administration Director | $120 |
| IT Director | $120 |
| Engineering Senior Designer | $100 |
| Senior CADD Tech | $100 |
| Engineering Project Engineer, EI | $90 |
| Accounting/Payroll | $90 |
| Engineering Designer | $85 |
| Engineering CADD Tech | $80 |
| Project Coordinator Permitting | $80 |
| Construction Inspector | $75 |
| Clerical/Administration | $40 |

_____ ____, 2019

Towne Park Community Development District
Polk County, Florida

Subject: **Work Authorization Number 1**
**Towne Park Community Development District**

Dear Chairman, Board of Supervisors:

Absolute Engineering, Inc., is pleased to submit this work authorization to provide interim engineering services for the Towne Park Community Development District. We will provide these services pursuant to our current agreement dated _____ ____, 2019 ("Engineering Agreement") as follows:

**I. Scope of Work**

Towne Park Community Development District will engage the services of Absolute Engineering, Inc., as Interim Engineer to perform those services necessary for the preparation of documents for Request for Proposals for Phase 2 Amenity Center and attendance at meetings regarding same, as well as to perform other, general engineering services as necessary that the District may require.

**II. Fees**

Towne Park Community Development District will compensate Absolute Engineering, Inc., pursuant to the hourly rate schedule contained in the Engineering Agreement. The District will reimburse Absolute Engineering, Inc., all direct costs which include items such as printing, drawings, travel, deliveries, et cetera, pursuant to the Agreement.

This proposal, together with the Engineering Agreement, represents the entire understanding between the Towne Park Community Development District and Absolute Engineering, Inc. with regard to the referenced work authorization. If you wish to accept this work authorization, please sign both copies where indicated, and return one complete copy to our office. Upon receipt, we will promptly schedule our services.

Thank you for considering Hamilton Engineering & Surveying, Inc. We look forward to helping you create a quality project.

APPROVED AND ACCEPTED

Sincerely,

By: _____
Authorized Representative of
Towne Park Community
Development District

_____
Heather E. Wertz, P.E.
Absolute Engineering, Inc.
Date: _____

# Towne Park
# Community Development District

## Notice of Boundary Amendment

This space reserved for use
Clerk of the Circuit Court

**This Instrument Prepared by
and return to:**

**Roy Van Wyk, Esq.
HOPPING GREEN & SAMS, P.A.
119 S. Monroe Street, Suite 300 (32301)
Post Office Box 6526
Tallahassee, Florida 32314**

---

## NOTICE OF BOUNDARY AMENDMENT OF THE TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT

PLEASE TAKE NOTICE that on April 1, 2019, the City Commission of the City of Lakeland, Florida adopted Ordinance No. 5766, effective April 1, 2019, amending the boundaries of the Towne Park Community Development District ("District"). The legal description of the lands encompassed within the District, after amendment, is attached hereto as Exhibit "A." The Towne Park Community Development District was established by City of Lakeland Ordinance No. 5476, which became effective on November 3, 2014. The District is a special-purpose form of local government established pursuant to and governed by Chapter 190, *Florida Statutes*. More information on the powers, responsibilities, and duties of the District may be obtained by examining Chapter 190, *Florida Statutes*, or by contacting the District's registered agent as designated to the Department of Economic Opportunity in accordance with Section 189.014, *Florida Statutes*.

**THE TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT MAY IMPOSE AND LEVY TAXES OR ASSESSMENTS, OR BOTH TAXES AND ASSESSMENTS, ON THIS PROPERTY. THESE TAXES AND ASSESSMENTS PAY THE CONSTRUCTION, OPERATION AND MAINTENANCE COSTS OF**

**CERTAIN PUBLIC FACILITIES AND SERVICES OF THE DISTRICT AND ARE SET ANNUALLY BY THE GOVERNING BOARD OF THE DISTRICT. THESE TAXES AND ASSESSMENTS ARE IN ADDITION TO COUNTY AND OTHER LOCAL GOVERNMENT TAXES AND ASSESSMENTS AND ALL OTHER TAXES AND ASSESSMENTS PROVIDED FOR BY LAW.**

**IN WITNESS WHEREOF,** this Notice has been executed on this _____ day of _____, 2019, and recorded in the Official Records of Polk County, Florida.

**TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT**

By:_____
D. Joel Adams, Chairman

_____
Witness

_____
Witness

_____
Print Name

_____
Print Name

**STATE OF FLORIDA**
**COUNTY OF** _____

The foregoing instrument was acknowledged before me this ___ day of _____, 2019, by D. Joel Adams, Chairman of the Towne Park Community Development District, who is personally known to me or who has produced _____ as identification, and did [ ] or did not [ ] take the oath.

(NOTARY SEAL)

_____
Notary Public, State of Florida
Print Name:_____
Commission No.:_____ Expires: _____

**TOWNE PARK**
**Community Development District**

**Legal Description**

Phase 2:

THAT PART OF SECTIONS 8 & 9, TOWNSHIP 29 SOUTH, RANGE 23 EAST, POLK COUNTY, FLORIDA MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGIN AT THE SOUTHWEST CORNER OF SAID SECTION 9 AND RUN THENCE N-89°58'07"-E ALONG THE SOUTH BOUNDARY OF SAID SECTION 9, 1865.81 FEET; THENCE N-00°01'53"-W, 247.65 FEET; THENCE N-00°41'07"-E, 178.59 FEET; THENCE N-65°58'09"-W, 132.26 FEET; THENCE N-58°19'08"W, 210.85 FEET; THENCE N-61°10'05"-W, 134.05 FEET; THENCE S-81°49'54"-W, 50.47 FEET; THENCE N-57°05'32"-W, 104.75 FEET; THENCE S-48°54'17"-W, 18.23 FEET; THENCE ALONG A CURVE CONCAVE TO THE EAST HAVING A RADIUS OF 1360.46 FEET, A CHORD OF 274.53 FEET AND A CHORD BEARING OF N-37°45'56"-W THROUGH A CENTRAL ANGLE OF 11°34'54" AN ARC LENGTH OF 275.00 FEET; THENCE S-56°05'06"-W, 50.03 FEET; THENCE ALONG A CURVE CONCAVE TO THE NORTH HAVING A RADIUS OF 1010.00 FEET, A CHORD OF 269.29 FEET AND A CHORD BEARING OF S-65°09'55"-W THROUGH A CENTRAL ANGLE OF 15°19'20" AN ARC LENGTH OF 270.10 FEET; THENCE S-72°49'35"-W, 209.24 FEET; THENCE S-23°51'50"-W, 268.62 FEET; THENCE N-66°08'10"-W, 160.00 FEET; THENCE S-23°51'50"-W, 20.00 FEET; THENCE N-66°08'10"-W, 115.00 FEET; THENCE N-88°32'43"-W, 138.19 FEET; THENCE N-89°56'52"-W, 137.01 FEET TO THE WEST BOUNDARY OF SAID SECTION 9; THENCE N-00°07'16"-E ALONG SAID WEST BOUNDARY, 1646.83 FEET; THENCE N-90°00'00"-W, 80.00 FEET; THENCE N-00°07'16"-E, 387.68 FEET TO THE RIGHT OF WAY OF WEST PIPKIN ROAD; THENCE N-89°59'54"-W ALONG SAID RIGHT OF WAY, 982.20 FEET; THENCE S-36°31'55"-W ALONG THE EASTERLY LINE OF THE LAKELAND LINDER REGIONAL AIRPORT APPROACH SURFACE, 3224.55 FEET TO A POINT OF THE SOUTH BOUNDARY OF THE SOUTHWEST ¼ OF SAID SECTION 8; THENCE S-89°56'41"-E ALONG SAID SOUTH BOUNDARY, 321.04 FEET TO THE SOUTHWEST CORNER OF THE SOUTHEAST ¼ OF SAID SECTION 8; THENCE S-89°56'35"-E ALONG THE SOUTHERN BOUNDARY OF THE SOUTHEAST ¼ OF SAID SECTION 8, 2655.16 FEET TO THE POINT OF BEGINNING.

Phase 3:

Parcel 232917-000000-031000:
NW1/4 LESS SE1/4 OF SE1/4 OF NW1/4 & NW1/4 OF SW1/4 & W1/4 OF NE1/4 OF SW1/4

Parcel 232917-000000-010000:
NE1/4 & SE1/4 OF SE1/4 OF NW1/4 & E3/4 OF NE1/4 OF
SW1/4

Parcel 232917-000000-023080:
N 330 FT OF W1/2 OF SE1/4 LESS E 990 FT BEING LOT 88 UNRE WOODHAVEN

Parcel 232917-000000-042120:
BEG 175 FT E OF SW COR OF SE1/4 OF SW1/4 OF SEC N 365 FT W 175 FT N 976.32 FT E 497.61 FT S 437.69 FT W 447.61 FT S 488.67 FT E 175 FT S 415 FT W 50 FT TO POB LESS RD R/W

Parcel 232917-000000-042070:
BEG 225 FT E OF SW COR SE1/4 OF SW1/4 N 415 FT W 175 FT N 488.67 FT E 447.61 FT S 904.03 FT TO S LINE SEC W 272.61 FT TO POB LESS RD R/W

Parcel 232917-000000-044110:
E1/2 OF NE1/4 OF SW1/4 OF SW1/4

Parcel 232917-000000-044140:
E1/2 OF SE1/4 OF SW1/4 OF SW1/4 OF SEC LESS N 208.75 FT OF S 238.75 FT OF W 208.75 FT & LESS RD R/W

Parcel 232917-000000-042110:
BEG SW COR OF SE1/4 OF SW1/4 OF SEC E ALONG S SEC LINE 175 FT N 365 FT W 175 FT S TO POB LESS RD R/W

TOGETHER WITH:

<u>ANNEXATION AREA</u>

BEING LOTS 41, 42, AND 43 OF BLOCK 2, TOGETHER WITH ADJACENT RIGHT-OF-WAY OF WHITE EGRET LANE, AND LOTS 1, 2, 3, AND THE NORTH 27.50 FEET OF LOT 4 OF BLOCK 5, ALL OF TOWNE PARK ESTATES PHASE 2A AS RECORDED IN PLAT BOOK 163, PAGE 47 OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

CONTAINING 1.06 ACRES, MORE OR LESS.

# Towne Park
# Community Development District

## Eden Landscape Ent. Inc Proposal for Phase 2B Landscape Material and Irrigation System Installation

# EDEN LANDSCAPE ENT. INC

*Estimate/ Proposal*

**Estimate No:** 2361
**Date:** 02/05/2019

**For:** Towne Park CDD
~~Highland Homes~~
m.andrade@highlandhomes.org

612 Eden Park Rd.
Altamonte Springs, Fl. 32714
EDEN@EDENLANDSCAPING.COM
407-297-9695
4072979695

**Site Address** Towne Park Phase 2B

**Tracking No**
**Ship Via**
**FOB**

**Sales Associates** Jessica Nelson 407-274-5033

| Code | Description | Quantity | Rate | Amount |
|---|---|---|---|---|
| Irrigation System | Price does not include ROW permit, water meter or sleeves. Electric is not included. Please let me know if needed | 1 | $22,970.00 | $22,970.00 |
| Red Maple | 1"DBH, 8'HT | 19 | $250.00 | $4,750.00 |
| Southern Live Oak | 1"DBH, 8'HT | 18 | $195.00 | $3,510.00 |
| Bald Cypress | 1"DBH, 8'HT | 20 | $250.00 | $5,000.00 |
| Pink Muhly Grass | 3gal. | 44 | $11.00 | $484.00 |
| Simpsons Stopper | 3gal. | 136 | $11.00 | $1,496.00 |
| Fakahatchee Grass | 3gal. | 62 | $11.00 | $682.00 |
| Pinebark Mulch | Bags | 340 | $8.00 | $2,720.00 |

| Code | Description | Quantity | Rate | Amount |
|---|---|---|---|---|
| Staking Kits | Each | 57 | $20.00 | $1,140.00 |

| | |
|---|---|
| Subtotal | $42,752.00 |
| Shipping | $0.00 |
| Total | $42,752.00 |
| **TOTAL** | **$42,752.00** |

## Notes

Please consider our company for all your outdoor needs.
Please sign and return so we may expedite your account.

## Terms and Conditions

Valued Client, the prices provided in our quotes/contracts are cash or check prices. If you would like to pay via Visa, Discover or Master Card your total will incur an additional 2.5% charge and if you choose to pay with American Express your total will incur an additional 3.5% charge.

Eden Landscape Ent. Inc

Client's signature

# Towne Park
# Community Development District

## Boundary Amendment Phase 2A
## Funding Request # 1 – 2

**TOWNE PARK**
**COMMUNITY DEVELOPMENT DISTRICT**

**Funding Request #1**
**Boundary Amendment Phase 2A**
11/27/2018

| Item No. | Payee | Invoice | Phase 2A |
|---|---|---|---|
| 1 | **Hopping Green & Sams**<br>Boundary Amendment Phase 2A | 103430 | $ 269.50 |
| | | **TOTAL** | **$269.50** |

Chairperson

10002-024

Hopping Green & Sams
Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

STATEMENT ==========

Oct

Towne Park Community Development District
c/o Fishkind & Associates
12051 Corporate Boulevard
Orlando, FL 32817

**Boundary Amendment - Phase 2A**
**TPKCDD 00108 RVW**

| | | |
|---|---|---|
| 09/05/18 | SSW | Confer with Adams regarding lanc |
| 09/28/18 | SSW | Confer with city staff regarding bc description error; prepare form of agreement. |

Total fees for this matter

Warren, Sarah S.

TOTAL F

**TOTAL CHARGES FOR THIS MAT**

Warren, Sarah S.

TOTAL F

**TOTAL CHARGES FOR THIS E**

**Please include the bill number on your check.**

Hopping Green & Sams

Towne Park Community Deve
c/o Ms. Jane Gaarlandt
Fishkind & Associates, Inc.
12051 Corporate Boulevard
Orlando, Florida 32817

Re: Towne Park Cc

Dear Jane:

Enclosed please find ı Towne Park Community Development District (the "Dis ıcurred through the month of September, 2018. Please rı

If you have any questio

for Roy Van Wyk

RVW/lk

Enclosures

Post Office Box 6526 Tallahassee, Florida 32314 119 S. Monroe Street, Suite 300 (32301) 850.222.7500 850.224.8551 fax www.hgslaw.com

**Elizabeth Q Malhotra**

**From:** Sarah Warren <SarahW@hgslaw.com>
**Sent:** Wednesday, November 14, 2018 10:53 AM
**To:** Elizabeth Q Malhotra
**Subject:** RE: TP - Invoice

Elizabeth – No, this is not related to construction nor should it be paid from general O&M. This relates to a boundary amendment petition that is being prepared and should be funded directly by the developer pursuant to the boundary amendment funding agreement.

Thanks!

Sarah

Sarah S. Warren
. . . . . .
**Hopping Green & Sams, P.A.**

119 South Monroe Street, Suite 300
Tallahassee, FL 32301

850.222.7500 (O) | 850.425.2211 (D) |

**From:** Elizabeth Q Malhotra [mailto:elizabethm@fishkind.com]
**Sent:** Wednesday, November 14, 2018 8:50 AM
**To:** Sarah Warren
**Subject:** FW: TP - Invoice
**Importance:** High

Hi Sarah,

Perhaps you could help me out on my inquiry...

Much appreciated.

Regards,

Lisa Malhotra
District Accountant
Fishkind & Associates, Inc.
12051 Corporate Blvd
Orlando, FL 32817
Tel: 407-382-3256
Fax: 407-382-3254
E-mail: Elizabethm@fishkind.com

www.fishkind.com
Orlando - Port St. Lucie

-----Original Message-----
From: Elizabeth Q Malhotra

Sent: Wednesday, November 14, 2018 8:14 AM
To: Roy Van Wyk <RoyV@hgslaw.com>
Cc: Joel Adams <j.adams@highlandhomes.org>
Subject: TP - Invoice
Importance: High

Roy,

Hope all is well. I just want to get more info regarding the attached invoice. Is it related to Construction Series 2016 Bonds? Or can it be paid out the general fund?

Please advise.

Lisa Malhotra
District Accountant
Fishkind & Associates, Inc.
12051 Corporate Blvd
Orlando, FL 32817
Tel: 407-382-3256
Fax: 407-382-3254
E-mail: Elizabethm@fishkind.com

Orlando - Port St. Lucie

-----Original Message-----
From: admin@fishkind.com <admin@fishkind.com>
Sent: Wednesday, November 14, 2018 7:47 AM
To: Elizabeth Q Malhotra <elizabethm@fishkind.com>
Subject: Message from "RNP002673E74E11"

This E-mail was sent from "RNP002673E74E11" (MP C6004ex).

Scan Date: 11.14.2018 07:47:13 (-0500)
Queries to: admin@fishkind.com

**TOWNE PARK**
**COMMUNITY DEVELOPMENT DISTRICT**

**Funding Request #2**
**Boundary Amendment Phase 2A**
1/31/2019

| Item No. | Payee | Invoice Number | | |
|---|---|---|---|---|
| 1 | **Hopping Green & Sams**<br>Boundary Amendment Phase 2A | 105195 | $ | 103.00 |
| | | **TOTAL** | | **$103.00** |

Chairperson

10002-024

Hopping Green & Sams
Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

========== STATEMENT ==========

January 25, 2019

Towne Park Community Development District
c/o Fishkind & Associates
12051 Corporate Boulevard
Orlando, FL 32817

Bill Number 105195
Billed through 12/31/2018

**Boundary Amendment**
**TPKCDD 00108**

| | | | |
|---|---|---|---|
| 12/06/18 | AHJ | Prepare updates to development files; attend development status conference call. | 0.10 hrs |
| 12/20/18 | RVW | Confer with Wertz regarding legal description of parcels regarding boundary amendment. | 0.30 hrs |
| | Total fees for this matter | | $103.00 |

| | | | |
|---|---|---|---|
| Jaskolski, Amy H. - Paralegal | 0.10 hrs | 145 /hr | $14.50 |
| Van Wyk, Roy | 0.30 hrs | 295 /hr | $88.50 |
| TOTAL FEES | | | $103.00 |
| **TOTAL CHARGES FOR THIS MATTER** | | | **$103.00** |

| | | | |
|---|---|---|---|
| Jaskolski, Amy H. - Paralegal | 0.10 hrs | 145 /hr | $14.50 |
| Van Wyk, Roy | 0.30 hrs | 295 /hr | $88.50 |
| TOTAL FEES | | | $103.00 |
| **TOTAL CHARGES FOR THIS BILL** | | | **$103.00** |

**Please include the bill number on your check**

Hopping Green & Sams
Attorneys and Counselors

119 S. Monroe Street
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

STATEMENT ==========

Jan

Towne Park Community Development District
c/o Fishkind & Associates
12051 Corporate Boulevard
Orlando, FL 32817

**Boundary Amendment - Phase 2A**
**00108 TPKCDD RVW**

Our records indicate that the following bills are outstan

| DATE | BILL NO. | AMOUNT |
|---|---|---|
| 10/26/2018 | 103430 | $ |

========

**TOTAL BALANCE DUE: $269.50**

| 0 - 30 Days | 31 - 60 Days | 61 - 90 Days | 91 - 120 Days | Over 121 Days |
|---|---|---|---|---|
| $0.00 | $0.00 | $0.00 | $269.50 | $0.00 |

Hopping Green & Sams

Attorneys and Counselors

January 25, 2019

Towne Park Community Development District
c/o Ms. Jane Gaarlandt
Fishkind & Associates, Inc.
12051 Corporate Boulevard
Orlando, Florida 32817

Re: Towne Park Community Development District

Dear Jane:

Enclosed please find our billing statements on behalf of the Towne Park Community Development District (the "District"), for services rendered and expenses incurred through the month of December, 2018. Also enclosed is a reminder statement with a past due amount. Please remit payment as soon as possible.

If you have any questions, please feel free to give me a call.

Sincerely,

Roy Van Wyk

RVW/lk

Enclosures

# Towne Park
# Community Development District

## Boundary Amendment Phase 2A
## Funding Request # 3

# TOWNE PARK
## COMMUNITY DEVELOPMENT DISTRICT

**Funding Request #3**
**Boundary Amendment Phase 2A**
3/7/2019

| Item No. | Payee | Invoice Number | **Phase 2A TP II,LLC** |
|---|---|---|---|
| 1 | **Hopping Green & Sams** | | |
| | Project Construction Phase 2A | 105738 | $ 250.00 |
| | Boundary Amendment Phase 2A | 105739 | $ 4,571.20 |
| | | **TOTAL** | **$4,821.20** |

Chairperson

**TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT**
**SPECIAL ASSESSMENT BONDS, SERIES 2016**
(Acquisition and Construction)

The undersigned, a Responsible Officer of the Towne Park Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, as successor trustee (the "Trustee"), dated as of June 1, 2016 as supplemented by that certain First Supplemental Trust Indenture dated as of June 1, 2016 (collectively, the "Series 2016 Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Series 2016 Indenture):

(A) Requisition Number: **45**

(B) Identify Acquisition Agreement, if applicable;

(C) Name of Payee pursuant to Acquisition Agreement: **Hopping Green & Sams**

(D) Amount Payable: **$250.00**

(E) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments):

(F) Fund or Account and subaccount, if any, from which disbursement to be made:

*Series 2016 Acquisition and Construction Account of the Acquisition and Construction Fund.*

The undersigned hereby certifies that:

1. obligations in the stated amount set forth above have been incurred by the District,

2. each disbursement set forth above is a proper charge against the Series 2016 Acquisition and Construction Account;

3. each disbursement set forth above was incurred in connection with the Cost of the Series 2016 Project;

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or the services rendered with respect to which disbursement is hereby requested.

TOWNE PARK COMMUNITY
DEVELOPMENT DISTRICT

By: _____
Responsible Officer

Date:_____

**CONSULTING ENGINEER'S APPROVAL FOR**
**NON-COST OF ISSUANCE OR [NON-OPERATING COSTS REQUESTS ONLY]**

The undersigned Consulting Engineer hereby certifies that this disbursement is for the Cost of the Series 2016 Project and is consistent with: (i) the Acquisition Agreement; and (ii) the report of the Consulting Engineer, as such report shall have been amended or modified.

_____
Consulting Engineer

Date:_____

Hopping Green & Sams
Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

========== STATEMENT ==========

February 25, 2019

Towne Park Community Development District
c/o Fishkind & Associates
12051 Corporate Boulevard
Orlando, FL 32817

Bill Number 105738
Billed through 01/31/2019

**Project Construction**
**TPKCDD 00103 RVW** 2A

**FOR PROFESSIONAL SERVICES RENDERED**

| | | | |
|---|---|---|---|
| 01/03/19 | AHJ | Prepare updates to files regarding phase 2A conveyance documents. | 0.20 hrs |
| 01/04/19 | AHJ | Prepare updates to district file regarding phase 2A plat. | 0.20 hrs |
| 01/07/19 | AHJ | Prepare response to notice to owner. | 0.30 hrs |
| 01/09/19 | AHJ | Research performance and payment bond regarding response to notice of owner. | 0.70 hrs |
| 01/23/19 | MKR | Review notice to owner and response letter. | 0.20 hrs |
| | Total fees for this matter | | $250.00 |

**MATTER SUMMARY**

| | | | |
|---|---|---|---|
| Jaskolski, Amy H. - Paralegal | 1.40 hrs | 145 /hr | $203.00 |
| Rigoni, Michelle K. | 0.20 hrs | 235 /hr | $47.00 |
| TOTAL FEES | | | $250.00 |
| **TOTAL CHARGES FOR THIS MATTER** | | | **$250.00** |

**BILLING SUMMARY**

| | | | |
|---|---|---|---|
| Jaskolski, Amy H. - Paralegal | 1.40 hrs | 145 /hr | $203.00 |
| Rigoni, Michelle K. | 0.20 hrs | 235 /hr | $47.00 |
| TOTAL FEES | | | $250.00 |
| **TOTAL CHARGES FOR THIS BILL** | | | **$250.00** |

**Please include the bill number on your check.**

RECEIVED FEB 27 2019

**TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT**
**SPECIAL ASSESSMENT BONDS, SERIES 2016**
(Acquisition and Construction)

The undersigned, a Responsible Officer of the Towne Park Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, as successor trustee (the "Trustee"), dated as of June 1, 2016 as supplemented by that certain First Supplemental Trust Indenture dated as of June 1, 2016 (collectively, the "Series 2016 Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Series 2016 Indenture):

(A) Requisition Number: **46**

(B) Identify Acquisition Agreement, if applicable;

(C) Name of Payee pursuant to Acquisition Agreement: **Hopping Green & Sams**

(D) Amount Payable: **$4,571.20**

(E) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments):

(F) Fund or Account and subaccount, if any, from which disbursement to be made:

*Series 2016 Acquisition and Construction Account of the Acquisition and Construction Fund.*

The undersigned hereby certifies that:

1. obligations in the stated amount set forth above have been incurred by the District,

2. each disbursement set forth above is a proper charge against the Series 2016 Acquisition and Construction Account;

3. each disbursement set forth above was incurred in connection with the Cost of the Series 2016 Project;

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or the services rendered with respect to which disbursement is hereby requested.

TOWNE PARK COMMUNITY
DEVELOPMENT DISTRICT

By: _____
Responsible Officer

Date:_____

**CONSULTING ENGINEER'S APPROVAL FOR**
**NON-COST OF ISSUANCE OR [NON-OPERATING COSTS REQUESTS ONLY]**

The undersigned Consulting Engineer hereby certifies that this disbursement is for the Cost of the Series 2016 Project and is consistent with: (i) the Acquisition Agreement; and (ii) the report of the Consulting Engineer, as such report shall have been amended or modified.

_____
Consulting Engineer

Date:_____

Hopping Green & Sams
Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

========== STATEMENT ==========

February 25, 2019

Towne Park Community Development District
c/o Fishkind & Associates
12051 Corporate Boulevard
Orlando, FL 32817

Bill Number 105739
Billed through 01/31/2019

**Boundary Amendment - Phase 2A**
**TPKCDD 00108 RVW**

**FOR PROFESSIONAL SERVICES RENDERED**

| | | | |
|---|---|---|---|
| 01/03/19 | RVW | Prepare documents regarding boundary amendment; confer with staff regarding same. | 2.20 hrs |
| 01/03/19 | AHJ | Confer with Gaarlandt regarding boundary amendment funding agreement and resolution authorizing boundary amendment; prepare updates to district file regarding same. | 0.50 hrs |
| 01/04/19 | RVW | Confer with staff regarding exhibits to petition to amend boundaries. | 0.80 hrs |
| 01/07/19 | MKR | Prepare petition to amend boundaries. | 1.50 hrs |
| 01/09/19 | SSW | Confer with Wertz regarding status of boundary amendment petition; research items regarding same. | 0.80 hrs |
| 01/15/19 | MKR | Prepare boundary amendment petition and exhibits. | 1.90 hrs |
| 01/15/19 | AHJ | Research recent exhibits used in establishment petition; prepare updates to development status chart; prepare authorization of agent. | 1.40 hrs |
| 01/16/19 | AHJ | Finalize updates to development status table. | 0.10 hrs |
| 01/17/19 | MKR | Prepare boundary amendment petition and exhibits; review draft statement of estimated regulatory costs and provide comments. | 2.60 hrs |
| 01/18/19 | RVW | Review and edit documents regarding boundary amendment. | 1.10 hrs |
| 01/18/19 | AHJ | Assemble exhibits to petition to amend boundaries. | 0.10 hrs |
| 01/22/19 | MKR | Revise comments to statement of estimated regulatory costs; transmit same. | 0.80 hrs |
| 01/23/19 | MKR | Prepare boundary amendment petition and exhibits. | 2.20 hrs |
| 01/24/19 | RVW | Review boundary amendment petition; confer with staff regarding filing fee and transmittal letter. | 0.60 hrs |
| 01/24/19 | AHJ | Research filing fee and contact names with City of Lakeland; confer with Gaarlandt regarding filing fee. | 0.90 hrs |

RECEIVED FEB 27 2019

| | | | |
|---|---|---|---|
| 01/25/19 | AHJ | Confer with Gaarlandt regarding filing fee. | 0.10 hrs |
| 01/29/19 | RVW | Prepare correspondence to city attorney regarding boundary amendment petition. | 0.80 hrs |
| 01/29/19 | AHJ | Prepare correspondence to McCausland. | 0.60 hrs |
| | | Total fees for this matter | $4,568.50 |

**MATTER SUMMARY**

| | | | |
|---|---|---|---|
| Jaskolski, Amy H. - Paralegal | 3.70 hrs | 145 /hr | $536.50 |
| Rigoni, Michelle K. | 9.00 hrs | 235 /hr | $2,115.00 |
| Van Wyk, Roy | 5.50 hrs | 310 /hr | $1,705.00 |
| Warren, Sarah S. | 0.80 hrs | 265 /hr | $212.00 |
| TOTAL FEES | | | $4,568.50 |
| INTEREST CHARGE ON PAST DUE BALANCE | | | $2.70 |
| **TOTAL CHARGES FOR THIS MATTER** | | | **$4,571.20** |

**BILLING SUMMARY**

| | | | |
|---|---|---|---|
| Jaskolski, Amy H. - Paralegal | 3.70 hrs | 145 /hr | $536.50 |
| Rigoni, Michelle K. | 9.00 hrs | 235 /hr | $2,115.00 |
| Van Wyk, Roy | 5.50 hrs | 310 /hr | $1,705.00 |
| Warren, Sarah S. | 0.80 hrs | 265 /hr | $212.00 |
| TOTAL FEES | | | $4,568.50 |
| INTEREST CHARGE ON PAST DUE BALANCE | | | $2.70 |
| **TOTAL CHARGES FOR THIS BILL** | | | **$4,571.20** |

**Please include the bill number on your check.**

RECEIVED FEB 27 2019

# Towne Park
# Community Development District

## Payment Authorization Nos. 100 – 105

# TOWNE PARK
# COMMUNITY DEVELOPMENT DISTRICT

**Payment Authorization #100**
1/25/2019

| Item No. | Payee | Invoice Number | General Fund |
|---|---|---|---|
| 1 | **City of Lakeland**<br>Boundary Amendment Filing Fee | 20190125 | $ 1,500.00 |
| | | **TOTAL** | **$ 1,500.00** |

Chairperson

Jane Gaarlandt
District Manager
Fishkind & Associates, Inc.
12051 Corporate Blvd., Orlando, FL 32817
O.407.382.3256 F.407.382.3254
www.fishkind.com

**From:** Amy Hembree <AmyH@hgslaw.com>
**Sent:** Thursday, January 24, 2019 3:30 PM
**To:** Jane Gaarlandt <janeg@fishkind.com>
**Subject:** Filing Fee - Towne Park Boundary Amendment

Jane,
Roy said he spoke to you about this. Can you have a check cut for $1,500.00 dollars for the Towne Park Boundary Amendment? It would be to the City of Lakeland.

Thank you,
Amy Overnight to:

ATTN: Amy D. Hembree
Paralegal

**Hopping Green & Sams, P.A.**

119 South Monroe Street, Suite 300
Tallahassee, FL 32301

850.425.3438 | hgslaw.com

Notice: The information contained in this e-mail message is Attorney/Client Privileged and confidential information intended only for the use of the individual or entity named above. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by telephone at (850) 222-7500 and delete the original message. Thank you.

Code to 001-032-9000-00-00 (Other fees)
The TP Boundaries need to be amended due to error during platting. This needs to be paid immediately while the CDD decides/creates the entity that is responsible for the area in question
Per Jane, pay from O&M. HHH 1.25.2019

## Monica Sutera

**From:** Amy Hembree <AmyH@hgslaw.com>
**Sent:** Friday, January 25, 2019 9:56 AM
**To:** Monica Sutera; Jane Gaarlandt
**Subject:** RE: Filing Fee - Towne Park Boundary Amendment

Good morning, Monica. No invoice, please use my e-mail. Please overnight the check to my attention.

Thank you!

**From:** Monica Sutera [mailto:monicas@fishkind.com]
**Sent:** Friday, January 25, 2019 8:33 AM
**To:** Jane Gaarlandt
**Cc:** Amy Hembree
**Subject:** RE: Filing Fee - Towne Park Boundary Amendment

Good morning Jane & Amy,

I'll have it ready shortly.

I just have a few questions:

1. Do we have an invoice that we can use as backup? (I can use Amy's e-mail if we don't have one yet)
2. Should I mail this check to the city, give it to you (Jane/Sonali) or do we have the contact information whom it should be sent to?

Thank you,

Monica L. Sutera
District Accountant
Fishkind & Associates, Inc.
12051 Corporate Blvd., Orlando, FL 32817
Tel: (407) 382-3256 // Fax: (407) 382-3254
Email: MonicaS@fishkind.com
www.fishkind.com
Follow Fishkind & Associates on LinkedIn.

**From:** Jane Gaarlandt <janeg@fishkind.com>
**Sent:** Thursday, January 24, 2019 3:53 PM
**To:** Monica Sutera <monicas@fishkind.com>
**Cc:** 'Amy Hembree' <AmyH@hgslaw.com>
**Subject:** FW: Filing Fee - Towne Park Boundary Amendment

Monica,

Please see below.

Thanks,
Jane

# TOWNE PARK
# COMMUNITY DEVELOPMENT DISTRICT

**Payment Authorization #101**
2/6/2019

| Item No. | Payee | Invoice Number | General Fund |
|---|---|---|---|
| 1 | **Buddys Pressure Washing and Roof Cleaning**<br>Fence pressure washing 2.5.2019 | 10179 | $ 849.00 |
| 2 | **CRI**<br>Auditing Services through 1.30.2019 | 16600006 | $ 3,875.00 |
| 3 | **Floralawn**<br>Monthly Lawn Maintenance - 2019.02 | 83792 | $ 2,734.00 |
| | | **TOTAL** | **$ 7,458.00** |

Chairperson

TP PA 101 2.6.19

**Buddys Pressure Washing and Roof Cleaning**
301 N. Wilder Road Lot #23
Plant City, FL 33566 US
(813)441-4690
buddyroup1@yahoo.com
www.buddyspressurewashing.com

# INVOICE 10179

**BILL TO**
Town Park II CDD
White egret Lane
Lakeland, Fl

| DATE | PLEASE PAY | DUE DATE |
|---|---|---|
| 02/05/2019 | $849.00 | 02/05/2019 |

| ACTIVITY | QTY | RATE | AMOUNT |
|---|---|---|---|
| **0.00.02**<br>White vinyl fence wash and treat with a mildew inhibitor | 1 | 849.00 | 849.00 |

Thank You For Choosing Buddys Pressure Washing

TOTAL DUE **$849.00**

THANK YOU.

RECEIVED FEB 0 6 2019

001-053-9000-46-43

Thank You For Choosing Buddys Pressure Washing

TP PA 101 2.6.19

CRI CARR RIGGS & INGRAM
CPAs and Advisors

**500 Grand Boulevard, Suite 210**
**Miramar Beach, FL 32550**
**850-837-3141**
**Federal ID 72-1396621**

*Towne Park CDD*
*c/o Fishkind & Associates*
*12051 Corporate Blvd*
*Orlando, FL 32817*

*Invoice No.* *16600006 (include on check)*
*Date* *01/29/2019*
*Client No.* *20-05337.000*

---

Professional services rendered as follows:

Initial progress billing on audit of financial statements
as of September 30, 2018. $ 3,875.00

RECEIVED FEB 01 2019

001-051-3000-32-01

| 0 - 30 | 31- 60 | 61 - 90 | 91 - 120 | Over 120 | Balance |
|---|---|---|---|---|---|
| 3,875.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,875.00 |

We accept most major credit cards. Please complete the following information or contact our office to submit your payment over the phone.

Invoice Date: 01/29/2019 Client No: 20-05337
Invoice Number: 16600006 Total Amount Due: $ 3,875.00 Towne Park CDD

Name as it appears on card: _____

Billing Address: _____

Card # _____ Exp Date: _____ Security # _____

Payment Amount: _____ Signature: _____

Carr, Riggs & Ingram, LLC reserves the right to assess finance charges on past due balances up to the maximum amount allowed under State law.

TP PA 101 2.6.19

floralawn
Premier Lawn & Pest

P.O. Box 91597
Lakeland, FL 33804

# Invoice

| Date | Invoice # |
|---|---|
| 2/1/2019 | 83792 |

| Bill To |
|---|
| Towne Park CDD<br>12051 Corporate Blvd<br>Orlando, FL 32817 |

| P.O. No. | Terms | Project |
|---|---|---|
| | Due on receipt | |

| Quantity | Description | Rate | Amount |
|---|---|---|---|
| 1 | Monthly Lawn maintenance 3020 S Florida Ave - Lakeland, Fl 33803 | 2,260.00 | 2,260.00 |
| 1 | Interior pest control | 75.00 | 75.00 |
| 1 | Lawn fertilization program for St. Augustine Sod | 135.00 | 135.00 |
| 1 | Shrub fertilization program | 34.00 | 34.00 |
| 1 | Monthly irrigation system checks | 120.00 | 120.00 |
| 1 | Mailbox area ant treatments | 110.00 | 110.00 |
| | Billing For February 2019 | | |

RECEIVED FEB 0 1 2019

001-053-9000-46-09

Thank you for your business.

| | |
|---|---|
| **Total** | $2,734.00 |
| **Balance Due** | $2,734.00 |

| Phone # | Fax # | Web Site |
|---|---|---|
| 863-668-0494 | 863-668-0495 | www.floralawn.com |

# TOWNE PARK
# COMMUNITY DEVELOP ENT DISTRICT

**Payment Authorization #102**
2/21/2019

| Item No. | Payee | Invoice Number | General Fund |
|---|---|---|---|
| 1 | **Fishkind & Associates** | | |
| | DM fees & Reimbursables 2019.2 | 24257 | $ 2,249.08 |
| 2 | **Grunit Pool Service** | | |
| | Pool & Janitorial Svcs 2019.2 | 1125 | $ 1,350.00 |
| 3 | **Lakeland Electric** | | |
| | Billing Date 02.04.2019 - 5107 White Egret Ln #W/I | 3555224-2019.2 | $ |
| | Billing Date 02.04.2019 - 3606 Peregrine Way #W/I | 3555225-2019.2 | $ 57.52 |
| | Billing Date 02.04.2019 - 3883 White Ibis Rd. #Rec | 3568145-2019.2 | $ 752.57 |
| | | **TOTAL** | **$ 4,409.17** |

Chairperson

Fishkind & Associates, Inc.
12051 Corporate Blvd.
Orlando, FL 32817

FISHKIND
& ASSOCIATES

Towne Park DM
c/o Fishkind & Associates, Inc.
12051 Corporate Blvd.
Orlando, FL 32817

# Invoice

| Invoice #: | 24257 |
|---|---|
| 2/14/2019 | |

File: TowneParkDM

Towne Park CDD

| Services: cyma 2/21/2019 | Amount |
|---|---|
| District Management Fee: Feb 2019 001-051-3000-31-02 | 2,083.33 |
| Website Fee 001-051-3000-49-11 | 75.00 |
| Copies 001-051-3000-47-01 | 36.00 |
| UPS 001-051-3000-42-01 | 4.56 |
| Conference Calls 001-051-3000-41-01 | 11.44 |
| Car Rental 001-051-3000-40-01 | 28.25 |
| Gas " | 10.50 |

**Please include the invoice number on your remittance and submit to:**
**Fishkind & Associates, Inc.**
**12051 Corporate Blvd.**
**Orlando, FL 32817**
Ph: 407-382-3256
Fax: 407-382-3254
www.fishkind.com

Balance Due $2,249.08

RECEIVED FEB 14 2019

Reimbursable by Dist? Y

# FISHKIND & ASSOCIATES, INC.
## Expense Report

Account Code: Towne Park II CDD Employee Name: Dexter Glasgow

Travel to: Lakeland FL

Purpose of trip/meeting: Site visit

| | Date | Vendor/Notes | Company Cr.Card | Personal Exp. |
|---|---|---|---|---|
| Airfare | | Attach itinerary and/or boarding pass. | ----- | |
| Hotel | | | | |
| Meals | | | | |
| Meals | | | | |
| Meals | | | | |
| Car rental | 12/12/18 | Enterprise | $28.25 | |
| Parking | | | | |
| Tolls | | | | |
| Mileage | | miles @ $0.58 per mile | ------ | |
| Mileage | | miles @ $0.58 per mile | ------ | |
| Fuel | 12/12/18 | Wawa | $10.50 | |
| Other | | | | |
| Other | | | | |
| TOTALS | | | $38.75 | |

Attach receipt for all credit card charges.
Personal expenses will be reimbursed only if receipt is attached (exc/mileage).

Employee signature _____

| For accounting use only: | | | |
|---|---|---|---|
| ☐ Recorded in client file. | | | Batch |
| | Airfare | | |
| | Auto-related | | |
| | Lodging | | |
| | Meals | | |
| | | | |
| | | | |

## Dexter Glasgow

**From:** DoNotReply@erac.com
**Sent:** Wednesday, December 12, 2018 3:45 PM
**To:** Dexter Glasgow
**Subject:** ENTERPRISE Rental Agreement 49GQ20

enterprise

RA #: 49GQ20

Renter: GLASGOW,DEXTER

| Dates & Times | Location |
|---|---|
| **Pickup**<br>Dec 11, 2018<br>9:16 AM | 1441 ALAFAYA TRAIL<br>OVIEDO, FL 32765-9171<br>4079714933 |
| **Return**<br>Dec 12, 2018<br>3:40 PM | 1441 ALAFAYA TRAIL<br>OVIEDO, FL 32765-9171<br>4079714933 |

**Vehicle**

Make/Model: MAZD/CX5

Color: PER MFG

Mileage: 533

Fuel Out: Empty — Fuel In: Full

License: JBJN01

Unit #: 7Q3PXP — Vehicle #: J0304707

| Charges | Price/Unit | Total |
|---|---|---|
| TIME & DISTANCE 12/11 - 12/12 | 2 @ $50.00/DAY | $100.00 |
| FL WASTE TIRE & BATTERY FEE | 2 @ $0.02/DAY | $0.04 |
| SC REC - FL SURCHG RECOV | 2 @ $2.00/DAY | $4.00 |
| VEHICLE LICENSE FEE RECOVERY | 2 @ $0.80/DAY | $1.60 |
| SALES TAX | 7.0000% | $7.39 |
| | **Total Charges:** | **$113.03** |
| | Charge To: | VISA xxxx6818 |

2018-12-12 15:44:38

Wawa #5118
3000 N. Alafaya
Oviedo FL 32765
**********
12/12/20189:03:41 AM
Term: JD12067146001
Appr: 012894
Seq#: 012973
Product: Unleaded

| Pump | Gallons | Price |
|---|---|---|
| 03 | 9.551 | $2.199 |
| Total Sale | | $21.00 |

Capture

Visa
XXXXXXXXXXXX6818
Swiped

12/12/2018 09:01:56

I agree to pay the
above Total Amount
according to Card
Issuer Agreement.
**********
YOUR OPINION MATTERS
Tell us about your
experience at
* MyWawaVisit.com *
Take our survey for
a chance to win
Wawa swag
gift baskets and
gift cards valued
at up to $500!
Disponible
en Espanol
**********
Survey Code: 1461323
Store Number:05118
**********
Please respond
within 5 days
NO PURCHASE
NECESSARY
See rules at website

# Copy Count

Account: Towne Park

Amount of Copies: 240

Total $: 36.00

Month: January 2019

| | | | | | | |
|---|---|---|---|---|---|---|
| UPS No: 1Z1Y9R280399367374 | | Shipper | Receiver | Freight | 12.71 | 10.17 |
| Pickup Date | 12/21/2018 | FISHKIND & ASSOCIATES | U.S. BANK, N.A.-CDD | Fuel Surcharge | 0.96 | 0.77 |
| Service Level | Commercial Ground | 12051 CORPORATE BOULEVARD | EP-MN-01LB | | | |
| Weight | 1 lb | ORLANDO | 1200 ENERGY PARK DRIVE | | | |
| Zone | 006 | FL 32817 | SAINT PAUL | | | |
| Payer | Shipper | | MN 55108 | | | |
| | | AMANDA LANE | LOCKBOX SERVICES-12- | | | |
| Bill Reference: Daven,NB,Parker,Silver,Tomoka,Towne | | | | Total | 13.67 | 10.94 |
| | | Daven,NB,Parker,Silver,Tomoka,Towne | 1 count | Sub Total | 13.67 | 10.94 |

1.82

4.56

| | | | | | | |
|---|---|---|---|---|---|---|
| UPS No: 1Z1Y9R280392794611 | | Shipper | Receiver | Freight | 12.71 | 10.17 |
| Pickup Date | 12/28/2018 | FISHKIND & ASSOCIATES | U.S. BANK, N.A.-CDD | Fuel Surcharge | 0.96 | 0.77 |
| Service Level | Commercial Ground | 12051 CORPORATE BOULEVARD | EP-MN-01LB | | | |
| Weight | 1 lb | ORLANDO | 1200 ENERGY PARK DRIVE | | | |
| Zone | 006 | FL 32817 | SAINT PAUL | | | |
| Payer | Shipper | | MN 55108 | | | |
| | | AMANDA LANE | LOCKBOX SERVICES-12- | Total | 13.67 | 10.94 |
| Bill Reference: Blackburn, GID, MCID, Towne | | | | | | |
| 8 | | Blackburn, GID, MCID, Towne | 1 count | Sub Total | 13.67 | 10.94 |

2.74

**MODERATOR** 84618295 - Jane Gaarlandt **LOCATION**

**BILLING REF# 1** **BILLING REF# 2** **BILLING REF# 3**

**BILLING REF# 4**

| CONF. NO | COST CENTER | CONF. DATE | CONF. TITLE / NAME / ANI | TIME | SERVICE | ACCESS TYPE | PERSONS | UNITS | RATE | CHARGE | TAX | CALL TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 24777511 | | 01/10/2019 | 18504252348 | 9:24AM - 9:48AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 24 | 0.00/MIN | 0.00 | 0.00 | |
| 2 | DAVENPORT | 01/10/2019 | 17703789695 | 9:29AM - 9:48AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 19 | 0.00/MIN | 0.00 | 0.00 | |
| | | 01/10/2019 | 18633243698 | 9:29AM - 9:48AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 19 | 0.00/MIN | 0.00 | 0.00 | 0.00 |
| 24777511 | | 01/10/2019 | 18504252348 | 10:58AM - 11:25AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 27 | 0.00/MIN | 0.00 | 0.00 | |
| 4 | TUNNEL MIL | 01/10/2019 | 8132541763 | 10:58AM - 11:25AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 27 | 0.00/MIN | 0.00 | 0.00 | 11.44 |
| | | 01/10/2019 | 18132503535 | 10:59AM - 11:25AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 26 | 0.00/MIN | 0.00 | 0.00 | |
| | | 01/10/2019 | 4073752698 | 11:01AM - 11:25AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 24 | 0.00/MIN | 0.00 | 0.00 | 0.00 |
| 24777511 | Holly Hill | 01/16/2019 | 18633243698 | 9:59AM - 10:24AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 25 | 0.00/MIN | 0.00 | 0.00 | 0.00 |
| 6 24777511 | North Boulevard | 01/16/2019 | 13055790886 | 10:42AM - 10:45AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 3 | 0.00/MIN | 0.00 | 0.00 | 0.00 |
| 24777511 | No Meeting Pin | 01/16/2019 | 4073823256 | 3:26PM - 3:29PM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 3 | 0.00/MIN | 0.00 | 0.00 | 0.00 |
| 24777511 | N | 01/24/2019 | 4073823256 | 10:58AM - 11:09AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 11 | 0.00/MIN | 0.00 | 0.00 | |
| 8 | North Boulevard | 01/24/2019 | 8633243698 | 10:59AM - 11:09AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 10 | 0.00/MIN | 0.00 | 0.00 | 0.00 |

ARIMIR 2601 LLC dba Grunit Pool Service

4855 Distribution Court
Unit 2
Orlando FL 32822

# Invoice

| Date | Invoice # |
|---|---|
| 2/1/2019 | 1125 |

| Bill To |
|---|
| Town Park 11 CDD |

| Ship To |
|---|
| |

| P.O. Number | Terms | Rep | Ship | Via | F.O.B. | Project |
|---|---|---|---|---|---|---|
| | | | 2/1/2019 | | | |

| Quantity | Item Code | Description | Price Each | Amount |
|---|---|---|---|---|
| | PoolSrv | Pool and Janitorial Services | 1,350.00 | 1,350.00 |
| | | Sales Tax | 6.50% | 0.00 |

RECEIVED FEB 19 2019

| | | |
|---|---|---|
| | **Total** | $1,350.00 |

LAKELAND ELECTRIC
POWERED FOR LIFE

Retain This Portion For Your Records

**Service Location:**
**5107 WHITE EGRET LN # W/I**
**LAKELAND FL 33811 US**

## ACCOUNT SUMMARY



| | |
|---|---|
| Billing Date : | 02/04/2019 |
| Account Number : | 3555224 |
| Total Amount Due : | $ -1,054.21 |
| Payment Due Date : | DO NOT PAY |
| Payments/Credits since Last Bill : | $ -3,875.76 |
| Previous Balance was a Credit : | $ -1,156.12 |

## ACCOUNT DETAIL

| | | Itemized Charges | Total Charges |
|---|---|---|---|
| **Water Irrigation** | | | |
| Irrigation Commercial Inside Monthly Base Charge | $ | 26.19 | |
| Water-1000 gal - 13 @ 2.61 | $ | 33.93 | |
| Water-1000 gal - 9 @ 3.26 | $ | 29.34 | |
| Inside the City Utility Tax | $ | 8.95 | |
| **Current Water Irrigation Charges** | | | **98.41** |
| **Other Services** | | | |
| Penalty Charge | $ | 3.50 | |
| **Other Services and Account Charges** | | | **3.50** |

**TOTAL CURRENT CHARGES $ 101.91**

**TOTAL BALANCE REMAINING IS A CREDIT $ -1,054.21**

RECEIVED FEB 11 2019

**www.lakelandelectric.com**

Please make checks payable to Lakeland Electric P.O. Box 32006 Lakeland, FL 33802-2006 834-9535

LX201902041945420 0.xml-235-000004107

Please return this stub along with your payment and note the account number on your check or money order to ensure proper credit to your account.

LAKELAND ELECTRIC
POWERED FOR LIFE

## PAYMENT SECTION

| | |
|---|---|
| Account Number : | 3555224 |
| Total Amt Due / DO NOT PAY | $ -1,054.21 |

000118 000004107

TOWNE PARK COMMUNITY DEVELOPMENT DIST
12051 CORPORATE BLVD
ORLANDO FL 32817-1450

**VISIT OUR NEW EXPRESS PAY KIOSKS**
Payments will post to your account immediately.

Scan this QR code at our Express Pay kiosk to go directly to your account

*Please see back of stub for kiosk locations.*

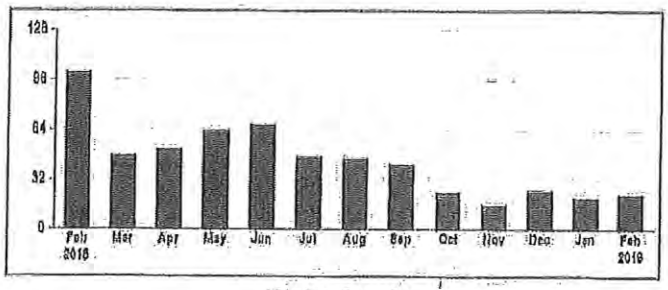
2

**Please note address changes on the back of the payment stub.**

0 00000000000000 00000035552249 0 00000000000000 00000035552249

## CITY OF LAKELAND DEPARTMENT OF ELECTRIC UTILITIES

| Service Reading | Meter Number | Current Read Date | Current Reading | Prior Read Date | Prior Reading | No. of Days | Billed Usage | Prior Month | Same Month Last Year |
|---|---|---|---|---|---|---|---|---|---|
| Water-1000 gal | 53499210 | 02/01/2019 | 1319 | 01/02/2019 | 1297 | 30 | 22 | 20 | 101 |




**Water Service**

Important Phone Numbers

Electric / Water Billing Inquiries ..... 863-834-9535
Wastewater / Solid Waste Billing ..... 863-834-8276
Fallen Power Lines / Water Outages..... 863-834-4248
False Alarms (Lakeland Police Dept)..... 863-834-6940
Miscellaneous Fire Dept Billings ..... 863-834-8201
24-Hour Power Outage Reporting ..... 866-834-4248
24-Hour Payment Hotline ..... 863-834-9535
TDD (For Hearing Impaired) ..... 863-834-8333
Recycling ..... 863-834-8774
Surge Protection ..... 863-834-1500

LX20190204194642OO.xml-236-000004107

Lakeland Electric collects social security numbers for the following purposes: account classification; customer identification; verification; billing; payment; creditworthiness and any lawful purposes in the conduct of Lakeland Electric business.

**Please Change Mailing Address To:**

_____

_____

_____

**Telephone Number:**

_____

**EXPRESS PAY KIOSK LOCATIONS**

**Drive-Through Kiosk**
Lakeland Electric - 501 E. Lemon Street

**Walk-Up Kiosk**
Larry R Jackson Library - 1700 N. Florida Ave.
Kelly Recreation Center - 404 Imperial Blvd.
Town Center - 989 E Memorial Blvd.

LAKELAND ELECTRIC
POWERED FOR LIFE

Retain This Portion For Your Records

**Service Location:**
**3606 PEREGRINE WY # W/I**
**LAKELAND FL 33811 US**

## ACCOUNT SUMMARY



| | |
|---|---|
| Billing Date : | 02/04/2019 |
| Account Number : | 3555225 |
| Total Amount Due : | $ 1,755.76 |
| Payment Due Date : | 03/04/2019 |
| Payments/Credits since Last Bill : | $ -5,252.84 |
| Previous Balance was a Credit : | $ -44.76 |

## ACCOUNT DETAIL

| | Itemized Charges | Total Charges |
|---|---|---|
| **Water Irrigation** | | |
| Irrigation Commercial Inside Monthly Base Charge | $ 26.19 | |
| Water-1000 gal - 10 @ 2.61 | $ 26.10 | |
| Inside the City Utility Tax | $ 5.23 | |
| **Current Water Irrigation Charges** | | 57.52 |
| **Other Services** | | |
| Water Excess Impact Fees | $ 1,715.00 | |
| Penalty Charge | $ 28.00 | |
| **Other Services and Account Charges** | | 1,743.00 |
| **TOTAL CURRENT CHARGES** | | **$ 1,800.52** |
| **TOTAL AMOUNT SUBJECT TO PENALTY AFTER 03/04/2019** | | **$ 1,755.76** |

Should not pay

Ok to pay

cyma 2/21/2019
001-053-3000-43-01

**www.lakelandelectric.com**

Please make checks payable to Lakeland Electric P.O. Box 32006 Lakeland, FL 33802-2006 834-9535

LX20190204194542.00.xml-237-000004107

Please return this stub along with your payment and note the account number on your check or money order to ensure proper credit to your account.

LAKELAND ELECTRIC
POWERED FOR LIFE

## PAYMENT SECTION

| | |
|---|---|
| Account Number : | 3555225 |
| Total Amt Due 03/04/2019 | $ 1,755.76 |
| Amount Enclosed : | _____ |

000119 000004107

TOWNE PARK COMMUNITY DEVELOPMENT DIST
12051 CORPORATE BLVD
ORLANDO FL 32817-1450

**VISIT OUR NEW EXPRESS PAY KIOSKS**
Payments will post to your account immediately.

Scan this QR code at our Express Pay kiosk to go directly to your account

*Please see back of stub for kiosk locations.*

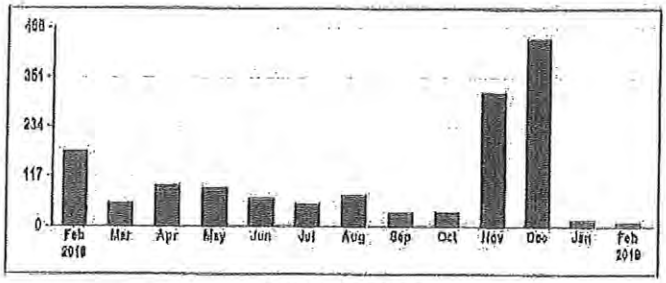
2

Please note address changes on the back of the payment stub.

0 000000000175576 00000003555225 6 0 000000000175576 00000003555225 6

## CITY OF LAKELAND DEPARTMENT OF ELECTRIC UTILITIES

| Service Reading | Meter Number | Current Read Date | Current Reading | Prior Read Date | Prior Reading | No. of Days | Billed Usage | Prior Month | Same Month Last Year |
|---|---|---|---|---|---|---|---|---|---|
| Water-1000 gal | 30009233 | 02/01/2019 | 2438 | 01/02/2019 | 2428 | 30 | 10 | 15 | 175 |




**Water Service**

Important Phone Numbers

| | |
|---|---|
| Electric / Water Billing Inquiries ..... | 863-834-9535 |
| Wastewater / Solid Waste Billing ..... | 863-834-8276 |
| Fallen Power Lines / Water Outages..... | 863-834-4248 |
| False Alarms (Lakeland Police Dept)..... | 863-834-6940 |
| Miscellaneous Fire Dept Billings ..... | 863-834-8201 |
| 24-Hour Power Outage Reporting ..... | 866-834-4248 |
| 24-Hour Payment Hotline ..... | 863-834-9535 |
| TDD (For Hearing Impaired) ..... | 863-834-8333 |
| Recycling ..... | 863-834-8774 |
| Surge Protection ..... | 863-834-1500 |

LX20190204184542200.xml-230-000004107

Lakeland Electric collects social security numbers for the following purposes: account classification; customer identification; verification; billing; payment; creditworthiness and any lawful purposes in the conduct of Lakeland Electric business.

**Please Change Mailing Address To:**

_____

_____

_____

**Telephone Number:**

_____

**EXPRESS PAY KIOSK LOCATIONS**

Drive-Through Kiosk
Lakeland Electric - 501 E. Lemon Street

Walk-Up Kiosk
Larry R Jackson Library - 1700 N. Florida Ave.
Kelly Recreation Center - 404 Imperial Blvd.
Town Center - 989 E Memorial Blvd.

LAKELAND ELECTRIC
POWERED FOR LIFE

Retain This Portion For Your Records

**Service Location:**
3883 WHITE IBIS RD # REC
LAKELAND FL 33811 US

## ACCOUNT SUMMARY



| | |
|---|---|
| Billing Date : | 02/04/2019 |
| Account Number : | 3568145 |
| Total Amount Due : | $ 752.57 |
| Payment Due Date : | 03/04/2019 |
| Payments/Credits since Last Bill : | $ -719.32 |
| Previous Balance was a Credit : | $ -6.74 |

001-053-1000-43-04

## ACCOUNT DETAIL

| | Itemized Charges | Total Charges |
|---|---|---|
| **Electric Service** | | |
| General Service Customer Charge | $ 13.00 | |
| Electric 5561 KWH @ 0.05015 | $ 278.88 | |
| Environmental Charge 5561 KWH @ 0.0021099 | $ 11.73 | |
| Fuel Charge 5561 KWH @ 0.03875 | $ 215.48 | |
| Florida Gross Receipts Tax | $ 13.31 | |
| Florida Regulatory Commission Surcharge | $ 0.08 | |
| Florida Sales Tax | $ 37.01 | |
| Polk County Sales Surtax | $ 5.32 | |
| Inside the City Utility Tax | $ 32.65 | |
| **Current Electric Service Charges** | | **607.46** |
| **Water Service** | | |
| Water Commercial Inside Monthly Base Charge | $ 26.19 | |
| Water-1000 gal - 4 @ 2.44 | $ 9.76 | |
| Inside the City Utility Tax | $ 3.60 | |
| **Current Water Service Charges** | | **39.55** |
| **Other Services** | | |
| Solid Waste Commercial | $ 17.05 | |
| Wastewater Service | $ 66.73 | |
| Stormwater Service | $ 28.52 | |
| **Other Services and Account Charges** | | **112.30** |

001-053-1000-43-02

001-053-1000-43-04

001-053-3000-43-04

cyma 2/21/2019

Continued on next page...

**www.lakelandelectric.com**

Please make checks payable to Lakeland Electric P.O. Box 32006 Lakeland, FL 33802-2006 834-9535

LX20190204194542.00.xml-239-000004107

Please return this stub along with your payment and note the account number on your check or money order to ensure proper credit to your account.

LAKELAND ELECTRIC
POWERED FOR LIFE

## PAYMENT SECTION

| | |
|---|---|
| Account Number : | 3568145 |
| Total Amt Due 03/04/2019 | $ 752.57 |
| Amount Enclosed : | |

000120 000004107

TOWNE PARK COMMUNITY DEVELOPMENT DIST
12051 CORPORATE BLVD
ORLANDO FL 32817-1450

**VISIT OUR NEW EXPRESS PAY KIOSKS**
Payments will post to your account immediately.

Scan this QR code at our Express Pay Kiosk to go directly to your account

*Please see back of stub for kiosk locations.*

**Please note address changes on the back of the payment stub.**

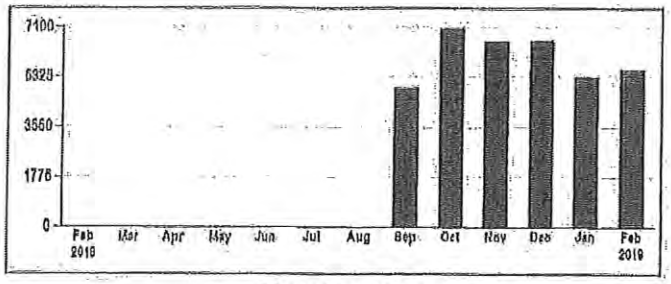
0 000000000075257 000000035681451 0 000000000075257 000000035681451

## CITY OF LAKELAND DEPARTMENT OF ELECTRIC UTILITIES

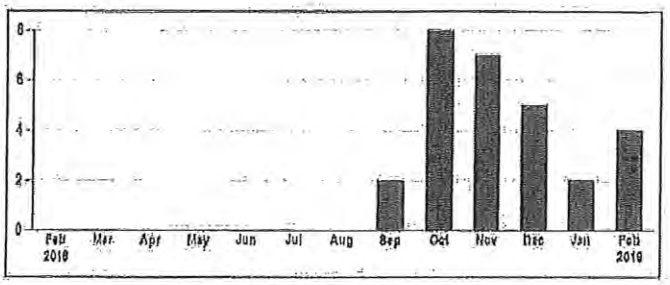
**TOTAL CURRENT CHARGES $ 759.31**

**TOTAL AMOUNT SUBJECT TO PENALTY AFTER 03/04/2019 $ 752.57**

| Service Reading | Meter Number | Current Read Date | Current Reading | Prior Read Date | Prior Reading | No. of Days | Billed Usage | Prior Month | Same Month Last Year |
|---|---|---|---|---|---|---|---|---|---|
| Electric-KWH | 306681 | 02/03/2019 | 54002 | 01/02/2019 | 48441 | 32 | 5561 | 5310 | 0 |
| Water-1000 gal | 30009269 | 02/01/2019 | 128 | 01/02/2019 | 124 | 30 | 4 | 2 | 0 |




**Electric Service**




**Water Service**

Important Phone Numbers

Electric / Water Billing Inquiries ..... 863-834-9535
Wastewater / Solid Waste Billing ..... 863-834-8276
Fallen Power Lines / Water Outages..... 863-834-4248
False Alarms (Lakeland Police Dept)..... 863-834-6940
Miscellaneous Fire Dept Billings ..... 863-834-8201
24-Hour Power Outage Reporting ..... 866-834-4248
24-Hour Payment Hotline ..... 863-834-9535
TDD (For Hearing Impaired) ..... 863-834-8333
Recycling ..... 863-834-8774
Surge Protection ..... 863-834-1500

LX201902041646420O.xml-240-000004107

Lakeland Electric collects social security numbers for the following purposes: account classification; customer identification; verification; billing; payment; creditworthiness and any lawful purposes in the conduct of Lakeland Electric business.

**Please Change Mailing Address To:**

_____

_____

_____

**Telephone Number:**

_____

**EXPRESS PAY KIOSK LOCATIONS**

**Drive-Through Kiosk**
Lakeland Electric - 501 E. Lemon Street

**Walk-Up Kiosk**
Larry R Jackson Library - 1700 N. Florida Ave.
Kelly Recreation Center - 404 Imperial Blvd.
Town Center - 989 E Memorial Blvd.

# TOWNE PARK
# COM UNITY DEVELOP ENT DISTRICT

**Payment Authorization #103**
3/5/2019

| Item No. | Payee | Invoice Number | General Fund |
|---|---|---|---|
| 1 | **Business Observer**<br>Legal Ad - 3.1.2019 | 19-00405K | $ 28.00 |
| 2 | **CRI**<br>Auditing Services through 2.27.2019 | | $ 1,200.00 |
| 3 | **Floralawn**<br>Monthly Lawn Maintenance - 2019.3 | 84153 | $ 2,734.00 |
| 4 | **Grunit Pool Service**<br>Pool & Janitorial Svcs 2019.3 | 1127 | $ 1,350.00 |
| 5 | **Hopping Green & Sams**<br>Legal Services through 1.31.2019 | 105737 | $ 3,748.75 |
| 6 | **Brighthouse Networks**<br>Internet service for clubhouse - 2018.3 | 077420101021819 | $ 74.98 |
| | | | **$ 9,135.73** |

Chairperson

# Business Observer

1970 Main Street
3rd Floor
Sarasota, FL 34236

941-906-9386 x322

## INVOICE

**Legal Advertising**

**Invoice # 19-00405K**

**Date 03/01/2019**

**Attn:**
Fishkind & Associates, Inc.
12051 CORPORATE BLVD.
ORLANDO FL 32817

Please make checks payable to:
(Please note Invoice # on check)
Business Observer
1970 Main Street
3rd Floor
Sarasota, FL 34236

| Description | Amount |
|---|---|
| **Serial #** 19-00405K<br>**Request for Proposals**<br>**RE:** Towne Park Community Development District Request for Proposals<br>**Published:** 3/1/2019 | $28.00 |

| Important Message |
|---|
| |

| | |
|---|---|
| Paid | () |
| **Total** | **$28.00** |

**Payment is expected within 30 days of the first publication date of your notice.**

RECEIVED MAR 0 5 2019

**Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.**

**NOTICE**
The Business Observer makes every effort to ensure that its public notice advertising is accurate and in full compliance with all applicable statutes and ordinances and that its information is correct. Nevertheless, we ask that our advertisers scrutinize published ads carefully and alert us immediately to any errors so that we may correct them as soon as possible. We cannot accept responsibility for mistakes beyond bearing the cost of republishing advertisements that contain errors.

CRI CARR RIGGS & INGRAM
CPAs and Advisors

*500 Grand Boulevard, Suite 210*
*Miramar Beach, FL 32550*
*850-837-3141*
*Federal ID 72-1396621*

*Towne Park CDD*
*c/o Fishkind & Associates*
*12051 Corporate Blvd*
*Orlando, FL 32817*

*Invoice No.* *16618247 (include on check)*
*Date* *02/27/2019*
*Client No.* *20-05337.000*

---

Professional services rendered as follows:

Second progress billing on audit of financial statements
as of September 30, 2018. $ 1,200.00

| 0 - 30 | 31- 60 | 61 - 90 | 91 - 120 | Over 120 | Balance |
|---|---|---|---|---|---|
| 1,200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,200.00 |

We accept most major credit cards. Please complete the following information or contact our office to submit your payment over the phone.

Invoice Date: 02/27/2019 Client No: 20-05337
Invoice Number: 16618247 Total Amount Due: $ 1,200.00 Towne Park CDD

Name as it appears on card: _____

Billing Address: _____

Card # _____ Exp Date: _____ Security # _____

Payment Amount: _____ Signature: _____

Carr, Riggs & Ingram, LLC reserves the right to assess finance charges on past due balances up to the maximum amount allowed under State law.

floralawn
Premier Lawn & Pest

P.O. Box 91597
Lakeland, FL 33804

# Invoice

| Date | Invoice # |
|---|---|
| 3/1/2019 | 84153 |

| Bill To |
|---|
| Towne Park CDD<br>12051 Corporate Blvd<br>Orlando, FL 32817 |

RECEIVED MAR 05 2019

| P.O. No. | Terms | Project |
|---|---|---|
| | Due on receipt | |

| Quantity | Description | Rate | Amount |
|---|---|---|---|
| 1 | Monthly Lawn maintenance 3020 S Florida Ave - Lakeland, Fl 33803 | 2,260.00 | 2,260.00 |
| 1 | Interior pest control | 75.00 | 75.00 |
| 1 | Lawn fertilization program for St. Augustine Sod | 135.00 | 135.00 |
| 1 | Shrub fertilization program | 34.00 | 34.00 |
| 1 | Monthly irrigation system checks | 120.00 | 120.00 |
| 1 | Mailbox area ant treatments | 110.00 | 110.00 |
| | Billing For March 2019 | | |

Thank you for your business.

| | |
|---|---|
| **Total** | $2,734.00 |
| **Balance Due** | $2,734.00 |

| Phone # | Fax # | Web Site |
|---|---|---|
| 863-668-0494 | 863-668-0495 | www.floralawn.com |

Grunit Pool Service

4855 Distribution Court
Unit 2
Orlando FL 32822

# Invoice

| Date | Invoice # |
|---|---|
| 3/1/2019 | 1127 |

RECEIVED MAR 0 5 2019

| Bill To | Ship To |
|---|---|
| Town Park 11 CDD<br>Bethany Ferguson | |

| P.O. Number | Terms | Rep | Ship | Via | F.O.B. | Project |
|---|---|---|---|---|---|---|
| | | | 3/1/2019 | | | |

| Quantity | Item Code | Description | Price Each | Amount |
|---|---|---|---|---|
| | PoolSrv | Pool and Janitorial Services | 1,350.00 | 1,350.00 |
| | | Sales Tax | 6.50% | 0.00 |

| | | |
|---|---|---|
| | **Total** | $1,350.00 |

Hopping Green & Sams
Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

========== STATEMENT ==========

February 25, 2019

Towne Park Community Development District
c/o Fishkind & Associates
12051 Corporate Boulevard
Orlando, FL 32817

Bill Number 105737
Billed through 01/31/2019

**General Counsel/Monthly Meeting**
**TPKCDD 00001 RVW**

RECEIVED FEB 2 7 2019

**FOR PROFESSIONAL SERVICES RENDERED**

| | | | |
|---|---|---|---|
| 01/02/19 | SSW | Research common area tract conveyances; confer with Gaarlandt regarding same. | 0.60 hrs |
| 01/03/19 | AHJ | Prepare updates to development status chart; attend development status conference call. | 0.10 hrs |
| 01/04/19 | RVW | Confer with Gaarlandt regarding agenda documents. | 0.30 hrs |
| 01/07/19 | MKR | Review revised district management agreement and revised financial advisor agreement with Fishkind; review audit engagement letter; prepare for board meeting. | 1.70 hrs |
| 01/08/19 | RVW | Confer with staff regarding maintenance issues and cost-share agreements. | 1.90 hrs |
| 01/08/19 | MKR | Confer with Gaarlandt regarding current status of district projects; confer with Abercrombie regarding cost-share agreement with homeowners' association; follow-up regarding same. | 1.30 hrs |
| 01/10/19 | RVW | Prepare for and attend board meeting by phone. | 0.80 hrs |
| 01/10/19 | MKR | Review cost-share agreement with homeowners' association; attend board meeting by phone; follow-up. | 0.80 hrs |
| 01/15/19 | MKR | Review final audit engagement letter. | 0.30 hrs |
| 01/15/19 | AHJ | Prepare updates to development status chart. | 0.10 hrs |
| 01/17/19 | MKR | Attend development status conference call. | 0.10 hrs |
| 01/17/19 | MKR | Review final draft of audit engagement letter and provide comments. | 0.90 hrs |
| 01/18/19 | RVW | Confer with district manager regarding construction requisition process; review correspondence from Department of Economic Opportunity regarding late filing of notice; confer with bond counsel. | 0.80 hrs |
| 01/18/19 | JLK | Continue research regarding Americans with Disabilities Act-related issues; confer with insurance representatives regarding same; continue preparing model agreement regarding district dissemination. | 0.10 hrs |

RECEIVED FEB 2 7 2019

| | | | |
|---|---|---|---|
| 01/18/19 | MKR | Confer with Patil regarding audit engagement letter. | 0.10 hrs |
| 01/21/19 | RVW | Confer with staff regarding scope of homeowner association's agreement. | 0.60 hrs |
| 01/23/19 | AHJ | Prepare updates to district file regarding engineer reports. | 0.30 hrs |
| 01/24/19 | MKR | Prepare amenity management and cost-share agreements with homeowners' association; confer with Abercrombie regarding same. | 1.80 hrs |
| 01/25/19 | JLK | Research and prepare updated rules of procedure; research and update FEMA procurement documents regarding debris removal services. | 0.10 hrs |
| 01/31/19 | MKR | Research ownership of right-of-way leading into district; confer with Adams regarding same; attend development status conference call. | 1.40 hrs |
| 01/31/19 | AHJ | Attend development status conference call. | 0.10 hrs |

Total fees for this matter $3,639.00

**DISBURSEMENTS**

Document Reproduction 109.75

Total disbursements for this matter $109.75

**MATTER SUMMARY**

| | | | |
|---|---|---|---|
| Jaskolski, Amy H. - Paralegal | 0.60 hrs | 145 /hr | $87.00 |
| Kilinski, Jennifer L. | 0.20 hrs | 275 /hr | $55.00 |
| Rigoni, Michelle K. | 8.40 hrs | 235 /hr | $1,974.00 |
| Van Wyk, Roy | 4.40 hrs | 310 /hr | $1,364.00 |
| Warren, Sarah S. | 0.60 hrs | 265 /hr | $159.00 |

TOTAL FEES $3,639.00
TOTAL DISBURSEMENTS $109.75

**TOTAL CHARGES FOR THIS MATTER** **$3,748.75**

**BILLING SUMMARY**

| | | | |
|---|---|---|---|
| Jaskolski, Amy H. - Paralegal | 0.60 hrs | 145 /hr | $87.00 |
| Kilinski, Jennifer L. | 0.20 hrs | 275 /hr | $55.00 |
| Rigoni, Michelle K. | 8.40 hrs | 235 /hr | $1,974.00 |
| Van Wyk, Roy | 4.40 hrs | 310 /hr | $1,364.00 |
| Warren, Sarah S. | 0.60 hrs | 265 /hr | $159.00 |

TOTAL FEES $3,639.00
TOTAL DISBURSEMENTS $109.75

**TOTAL CHARGES FOR THIS BILL** **$3,748.75**

RECEIVED FEB 27 2019

**Please include the bill number on your check.**

Hopping Green & Sams

Attorneys and Counselors

February 18, 2019

Towne Park Community Development District
c/o District Manager
Fishkind & Associates
12051 Corporate Boulevard
Orlando, Florida 32817

Re: Towne Park Community Development District

Dear District Manager:

The fee agreement in place between our firm and the District contemplates adjustments to the hourly rates from time to time after an annual evaluation by our firm. The firm is respectfully submitting this notification to increase our standard hourly rates. My hourly rate will adjust from $295 to $310, which is an increase of $15 per hour. The hourly rate of the associate most likely to provide services to the District will adjust from $245 to $265. The rate for paralegal services will remain the same. The new hourly rates will become effective with the February billing statement, covering January 2019 time.

As always, we will continue to implement cost-effective strategies to minimize legal expenses for the District while at the same time providing thoughtful and comprehensive services.

If you have any questions, please feel free to call. We thank you for the opportunity to be of service.

Sincerely,

Roy Van Wyk

RVW/lk

cc: D. Joel Adams, Chairman

**Spectrum BUSINESS**

BRIGHT HOUSE NETWORKS BUSINESS SOLUTIONS IS NOW SPECTRUM BUSINESS

Put on PA 103
Paid 3.4.19

February 18, 2019
Invoice Number: 077420101021819
Account Number: **0050774201-01**
Security Code: **5038**
Service At: 3883 WHITE IBIS RD
LAKELAND, FL 33803

**SPECTRUM BUSINESS NEWS**

**Contact Us**
Visit us at **brighthouse.com/business**
Or, call us at 1-877-824-6249

## Summary
*Services from 02/24/19 through 03/23/19 details on following pages*

| | |
|---|---|
| Previous Balance | 74.98 |
| Payments Received - Thank You | -74.98 |
| **Remaining Balance** | **$0.00** |
| Spectrum Business™ Internet | 74.98 |
| Current Charges | $74.98 |
| **Total Due by 03/11/19** | **$74.98** |

RECEIVED FEB 25 2019

**Thank you for choosing Spectrum Business.**
We appreciate your prompt payment and value you as a customer.

February 18, 2019

TOWNE PARK II CDD
Invoice Number: 077420101021819
Account Number: 0050774201-01
Security Code: **5038**

Spectrum BUSINESS

**Contact Us**
Visit us at **brighthouse.com/business**
Or, call us at 1-877-824-6249
7635 1610 NO RP 18 02182019 NNNNNY 01 003384 0009

## Charge Details

| | | |
|---|---|---|
| Previous Balance | | 74.98 |
| Payments Received - Thank You | 02/06 | -74.98 |
| **Remaining Balance** | | **$0.00** |

**Payments received after 02/18/19 will appear on your next bill.**

**Services from 02/24/19 through 03/23/19**

## Spectrum Business™ Internet

| | |
|---|---|
| Spectrum Business Internet | 99.99 |
| Static IP 1 | 14.99 |
| Promo Discount | -40.00 |
| | **$74.98** |
| Spectrum Business™ Internet Total | $74.98 |
| **Current Charges** | **$74.98** |
| **Total Due by 03/11/19** | **$74.98** |

## Billing Information

**Tax and Fees** - This statement reflects the current taxes and fees for your area (including sales, excise, user taxes, etc.). These taxes and fees may change without notice. Visit spectrum.net/taxesandfees for more information.

**Terms & Conditions** - Spectrum's detailed standard terms and conditions for service are located at spectrum.com/policies.

**Past Due Fee / Late Fee Reminder** - A late fee will be assessed for past due charges for service.

**Changing Business Locations** - Please contact Spectrum Business before moving your Business Voice modem to a new address. To establish service at your new location or return equipment, please contact your Spectrum Business Account Executive at least twenty one (21) business days prior to your move.

**Billing Practices** - Spectrum Business mails monthly, itemized invoices for all monthly services in advance. A full payment is required on or before the due date indicated on this invoice. Payments made after the indicated due date may result in a late payment processing charge. Failure to pay could result in the disconnection of all your Spectrum Business service(s). Disconnection of Business Voice service may also result in the loss of your phone number.

**Authorization to Convert your Check to an Electronic Funds Transfer Debit** - For your convenience, if you provide a check as payment, you authorize Spectrum Business to use the information from your check to make a one-time electronic funds transfer from your account. If you have any questions, please call our office at the telephone number on the front of this invoice. To assist you in future payments, your bank or credit card account information may be electronically stored in our system in a secure, encrypted manner.

**Complaint Procedures** - You have 60 days from the billing date to register a complaint if you disagree with your charges.

# TOWNE PARK
# CO MUNITY DEVELOPMENT D STRICT

**Payment Authorization #104**
3/14/2019

| Item No. | Payee | Invoice Number | General Fund |
|---|---|---|---|
| 1 | **Business Observer** | | |
| | Legal Ad - 12.28.2018 | 18-02313K | $ 50.31 |
| | Legal Ad - 3.1.2019 | 19-00405K | $ 126.88 |
| 2 | **Floralawn** | | |
| | Monthly Lawn Maintenance - 2019.2 | 84275 | $ 86.43 |
| 3 | **Lakeland Electric** | | |
| | Billing Date 03.05.2019 - 5107 White Egret Ln #W/I | 3555224-2019.3 | |
| | Billing Date 03.05.2019 - 3606 Peregrine Way #W/I | 3555225-2019.3 | $ 43.45 |
| | Billing Date 03.05.2019 - 3883 White Ibis Rd. #Rec | 3568145-2019.3 | $ 708.21 |
| | | **TOTAL** | **$ 1,015.28** |

Chairperson

# Business Observer

1970 Main Street
3rd Floor
Sarasota, FL 34236

941-906-9386 x322

## INVOICE

**Legal Advertising**

**Invoice # 18-02313K** **Date 12/28/2018**

**Attn:**
Fishkind & Associates, Inc.
12051 CORPORATE BLVD.
ORLANDO FL 32817

Please make checks payable to:
(Please note Invoice # on check)
Business Observer
1970 Main Street
3rd Floor
Sarasota, FL 34236

| Description | Amount |
|---|---|
| Serial # 18-02313K<br>**Notice of Board of Supervisors' Meeting**<br>**RE:** Towne Park Community Development District<br>**Published:** 12/28/2018 | $50.31 |

| Important Message |
|---|
| |

| | |
|---|---|
| Paid | () |
| **Total** | **$50.31** |

**Payment is expected within 30 days of the first publication date of your notice.**

RECEIVED MAR 05 2019

**Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.**

**NOTICE**
The Business Observer makes every effort to ensure that its public notice advertising is accurate and in full compliance with all applicable statutes and ordinances and that its information is correct. Nevertheless, we ask that our advertisers scrutinize published ads carefully and alert us immediately to any errors so that we may correct them as soon as possible. We cannot accept responsibility for mistakes beyond bearing the cost of republishing advertisements that contain errors

# Business Observer

1970 Main Street
3rd Floor
Sarasota, FL 34236

941-906-9386 x322

# INVOICE

## Legal Advertising

**Towne Park Community Development District Notice of Board of Supervisors' Meeting**

The Board of Supervisors of the Towne Park Community Development District ("Board") will hold a meeting on Thursday, January 10, 2019 at 11:00 a.m. at the offices of Highland Homes located at 3020 S. Florida Ave. Suite 101, Lakeland, Florida 33803. The meeting is open to the public and will be conducted in accordance with provision of Florida Law related to Special Districts. The meeting may be continued in progress without additional notice to a time, date and location stated on the record.

A copy of the agenda for the meeting may be obtained at the offices of the District Manager, Fishkind & Associates, Inc., located at 12051 Corporate Blvd., Orlando 32817, (407) 382-3256, during normal business hours.

There may be occasions when staff or other individuals may participate by speaker telephone.

Any person requiring special accommodations at these meetings because of a disability or physical impairment should contact the District Office at (407) 382-3256 at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District 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 the 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.

Jane Gaarlandt
District Manager

December 28, 2018 18-02313K

**Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.**

**NOTICE**

The Business Observer makes every effort to ensure that its public notice advertising is accurate and in full compliance with all applicable statutes and ordinances and that its information is correct. Nevertheless, we ask that our advertisers scrutinize published ads carefully and alert us immediately to any errors so that we may correct them as soon as possible. We cannot accept responsibility for mistakes beyond bearing the cost of republishing advertisements that contain errors.

# Business Observer

1970 Main Street
3rd Floor
Sarasota, FL 34236

941-906-9386 x322

## INVOICE

**Legal Advertising**

**Invoice # 19-00405K**

**Date 03/01/2019**

**Attn:**
Fishkind & Associates, Inc.
12051 CORPORATE BLVD.
ORLANDO FL 32817

Please make checks payable to:
(Please note Invoice # on check)
Business Observer
1970 Main Street
3rd Floor
Sarasota, FL 34236

| Description | Amount |
|---|---|
| **Serial #** 19-00405K<br>**Request for Proposals**<br>**RE:** Towne Park Community Development District Request for Proposals<br>**Published:** 3/1/2019 | $126.88 |

| Important Message |
|---|
| |

| | |
|---|---|
| Paid | () |
| **Total** | **$126.88** |

**Payment is expected within 30 days of the first publication date of your notice.**

**Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.**

**NOTICE**

The Business Observer makes every effort to ensure that its public notice advertising is accurate and in full compliance with all applicable statutes and ordinances and that its information is correct. Nevertheless, we ask that our advertisers scrutinize published ads carefully and alert us immediately to any errors so that we may correct them as soon as possible. We cannot accept responsibility for mistakes beyond bearing the cost of republishing advertisements that contain errors.

# Business Observer

1970 Main Street
3rd Floor
Sarasota, FL 34236

941-906-9386 x323

## INVOICE

**Legal Advertising**

**Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.**


**NOTICE**

The Business Observer makes every effort to ensure that its public notice advertising is accurate and in full compliance with all applicable statutes and ordinances and that its information is correct. Nevertheless, we ask that our advertisers scrutinize published ads carefully and alert us immediately to any errors so that we may correct them as soon as possible. We cannot accept responsibility for mistakes beyond bearing the cost of republishing advertisements that contain errors.

floralawn
Premier Lawn & Pest

P.O. Box 91597
Lakeland, FL 33804

# Invoice

| Date | Invoice # |
|---|---|
| 3/11/2019 | 84275 |

| Bill To |
|---|
| Towne Park CDD<br>12051 Corporate Blvd<br>Orlando, FL 32817 |

| P.O. No. | Terms | Project |
|---|---|---|
| | Due on receipt | |

| Quantity | Description | Rate | Amount |
|---|---|---|---|
| 1 | Irrigation repairs above the monthly maintenance for February, 2019.<br>Labor and material to make necessary repairs:<br>(1) Spray Head 6"<br>(2) Rotor 4"<br>(1) Nozzle<br><br>Service Completed 2/27/2019 | 86.43 | 86.43 |

Thank you for your business.

| | |
|---|---|
| **Total** | $86.43 |
| **Balance Due** | $86.43 |

| Phone # | Fax # | Web Site |
|---|---|---|
| 863-668-0494 | 863-668-0495 | www.floralawn.com |

LAKELAND ELECTRIC
POWERED FOR LIFE

Retain This Portion For Your Records

**Service Location:**
5107 WHITE EGRET LN # W/I
LAKELAND FL 33811 US

## ACCOUNT SUMMARY



| | |
|---|---|
| Billing Date : | 03/05/2019 |
| Account Number : | 3555224 |
| Total Amount Due : | $ -956.33 |
| Payment Due Date : | DO NOT PAY |
| Payments/Credits since Last Bill : | $ -4.11 |
| Previous Balance was a Credit : | $ -1,058.32 |

## ACCOUNT DETAIL

| | Itemized Charges | Total Charges |
|---|---|---|
| **Water Irrigation** | | |
| Irrigation Commercial Inside Monthly Base Charge | $ 26.19 | |
| Water-1000 gal - 13 @ 2.61 | $ 33.93 | |
| Water-1000 gal - 10 @ 3.26 | $ 32.60 | |
| Inside the City Utility Tax | $ 9.27 | |
| **Current Water Irrigation Charges** | | 101.99 |

**TOTAL CURRENT CHARGES $ 101.99**

**TOTAL BALANCE REMAINING IS A CREDIT $ -956.33**

RECEIVED MAR 1 2 2019

**www.lakelandelectric.com**

Please make checks payable to Lakeland Electric P.O. Box 32006 Lakeland, FL 33802-2006 834-9535

LX201903051925310 0 xml-247-000004088

Please return this stub along with your payment and note the account number on your check or money order to ensure proper credit to your account.

LAKELAND ELECTRIC
POWERED FOR LIFE

## PAYMENT SECTION

| | |
|---|---|
| Account Number : | 3555224 |
| Total Amt Due / **DO NOT PAY** | $ -956.33 |

000124 000004088

TOWNE PARK COMMUNITY DEVELOPMENT DIST
12051 CORPORATE BLVD
ORLANDO FL 32817-1450

**VISIT OUR NEW EXPRESS PAY KIOSKS**
Payments will post to your account immediately.

Scan this QR code at our
Express Pay kiosk
to go directly to your account

*Please see back of stub for kiosk locations.*

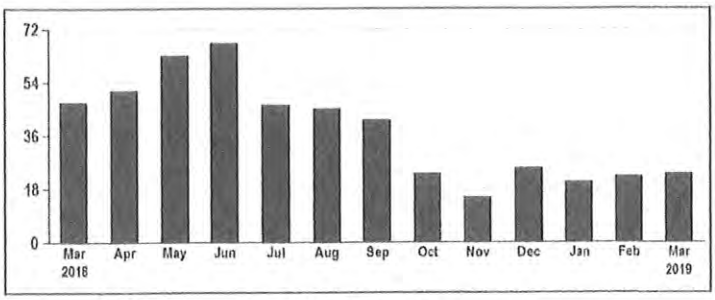
2

**Please note address changes on the back of the payment stub.**

0 000000000000000 00000035552249 0 000000000000000 00000035552249

## CITY OF LAKELAND DEPARTMENT OF ELECTRIC UTILITIES

| Service Reading | Meter Number | Current Read Date | Current Reading | Prior Read Date | Prior Reading | No. of Days | Billed Usage | Prior Month | Same Month Last Year |
|---|---|---|---|---|---|---|---|---|---|
| Water-1000 gal | 53499210 | 03/04/2019 | 1342 | 02/01/2019 | 1319 | 31 | 23 | 22 | 47 |




**Water Service**

Important Phone Numbers

Electric / Water Billing Inquiries ..... 863-834-9535

Wastewater / Solid Waste Billing ..... 863-834-8276

Fallen Power Lines / Water Outages..... 863-834-4248

False Alarms (Lakeland Police Dept)..... 863-834-6940

Miscellaneous Fire Dept Billings ..... 863-834-8201

24-Hour Power Outage Reporting ..... 866-834-4248

24-Hour Payment Hotline ..... 863-834-9535

TDD (For Hearing Impaired) ..... 863-834-8333

Recycling ..... 863-834-8774

Surge Protection ..... 863-834-1500

LX201903051925310 0.xml-248-000004088

Lakeland Electric collects social security numbers for the following purposes: account classification; customer identification; verification; billing; payment; creditworthiness and any lawful purposes in the conduct of Lakeland Electric business.

**Please Change Mailing Address To:**

_____

_____

_____

**Telephone Number:**

_____

EXPRESS PAY KIOSK LOCATIONS

**Drive-Through Kiosk**
Lakeland Electric - 501 E. Lemon Street

**Walk-Up Kiosk**
Larry R Jackson Library - 1700 N. Florida Ave.
Kelly Recreation Center - 404 Imperial Blvd.
Town Center - 989 E Memorial Blvd.

LAKELAND ELECTRIC
POWERED FOR LIFE

Retain This Portion For Your Records

**Service Location:**
3606 PEREGRINE WY # W/I
LAKELAND FL 33811 US

## ACCOUNT SUMMARY



| | |
|---|---|
| Billing Date : | 03/05/2019 |
| Account Number : | 3555225 |
| Total Amount Due : | $ 43.45 |
| Payment Due Date : | 04/02/2019 |
| Payments/Credits since Last Bill : | $ -1,778.44 |
| Previous Balance was a Credit : | $ -22.68 |

## ACCOUNT DETAIL

| | | Itemized Charges | Total Charges |
|---|---|---|---|
| **Water Irrigation** | | | |
| Irrigation Commercial Inside Monthly Base Charge..... | $ | 26.19 | |
| Water-1000 gal - 13 @ 2.61..... | $ | 33.93 | |
| Inside the City Utility Tax..... | $ | 6.01 | |
| **Current Water Irrigation Charges.....** | | | **66.13** |
| **TOTAL CURRENT CHARGES** | **$** | | **66.13** |
| **TOTAL AMOUNT SUBJECT TO PENALTY AFTER 04/02/2019** | **$** | | **43.45** |

**Pay This**

RECEIVED MAR 1 2 2019

**www.lakelandelectric.com**

Please make checks payable to Lakeland Electric P.O. Box 32006 Lakeland, FL 33802-2006 834-9535

LX2019030519253100.xml-249-000004088

Please return this stub along with your payment and note the account number on your check or money order to ensure proper credit to your account.

LAKELAND ELECTRIC
POWERED FOR LIFE

## PAYMENT SECTION

| | |
|---|---|
| Account Number : | 3555225 |
| Total Amt Due 04/02/2019 | $ 43.45 |
| Amount Enclosed : | _____ |

000125 000004088

TOWNE PARK COMMUNITY DEVELOPMENT DIST
12051 CORPORATE BLVD
ORLANDO FL 32817-1450

**VISIT OUR NEW EXPRESS PAY KIOSKS**
Payments will post to your account immediately.

Scan this QR code at our
Express Pay kiosk
to go directly to your account

*Please see back of stub for kiosk locations.*

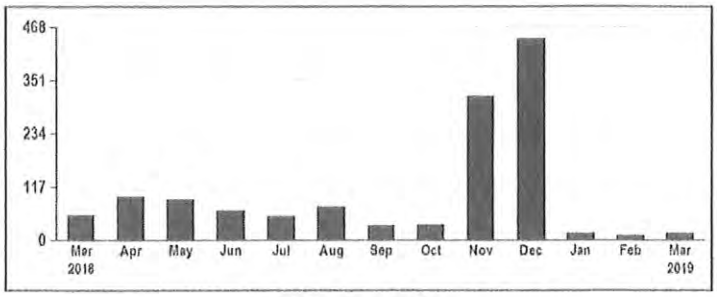
2

**Please note address changes on the back of the payment stub.**

0 000000000004345 000000035552256 0 000000000004345 000000035552256

# CITY OF LAKELAND DEPARTMENT OF ELECTRIC UTILITIES

| Service Reading | Meter Number | Current Read Date | Current Reading | Prior Read Date | Prior Reading | No. of Days | Billed Usage | Prior Month | Same Month Last Year |
|---|---|---|---|---|---|---|---|---|---|
| Water-1000 gal | 30009233 | 03/04/2019 | 2451 | 02/01/2019 | 2438 | 31 | 13 | 10 | 54 |




**Water Service**

Important Phone Numbers

| | |
|---|---|
| Electric / Water Billing Inquiries | 863-834-9535 |
| Wastewater / Solid Waste Billing | 863-834-8276 |
| Fallen Power Lines / Water Outages | 863-834-4248 |
| False Alarms (Lakeland Police Dept) | 863-834-6940 |
| Miscellaneous Fire Dept Billings | 863-834-8201 |
| 24-Hour Power Outage Reporting | 866-834-4248 |
| 24-Hour Payment Hotline | 863-834-9535 |
| TDD (For Hearing Impaired) | 863-834-8333 |
| Recycling | 863-834-8774 |
| Surge Protection | 863-834-1500 |

LX201903051925310 0.xml-250-000004088

Lakeland Electric collects social security numbers for the following purposes: account classification; customer identification; verification; billing; payment; creditworthiness and any lawful purposes in the conduct of Lakeland Electric business.

**Please Change Mailing Address To:**

_____

_____

_____

**Telephone Number:**

_____

EXPRESS PAY KIOSK LOCATIONS

**Drive-Through Kiosk**
Lakeland Electric - 501 E. Lemon Street

**Walk-Up Kiosk**
Larry R Jackson Library - 1700 N. Florida Ave.
Kelly Recreation Center - 404 Imperial Blvd.
Town Center - 989 E Memorial Blvd.

LAKELAND ELECTRIC
POWERED FOR LIFE

Retain This Portion For Your Records

**Service Location:**
**3883 WHITE IBIS RD # REC**
**LAKELAND FL 33811 US**

## ACCOUNT SUMMARY



| | |
|---|---|
| Billing Date : | 03/05/2019 |
| Account Number : | 3568145 |
| Total Amount Due : | $ 708.21 |
| Payment Due Date : | 04/02/2019 |
| Payments/Credits since Last Bill : | $ -758.68 |
| Previous Balance was a Credit : | $ -6.11 |

## ACCOUNT DETAIL

| | Itemized Charges | Total Charges |
|---|---|---|
| **Electric Service** | | |
| General Service Customer Charge | $ 13.00 | |
| Electric 5138 KWH @ 0.05015 | $ 257.67 | |
| Environmental Charge 5138 KWH @ 0.0021099 | $ 10.84 | |
| Fuel Charge 5138 KWH @ 0.03875 | $ 199.10 | |
| Florida Gross Receipts Tax | $ 12.33 | |
| Florida Regulatory Commission Surcharge | $ 0.08 | |
| Florida Sales Tax | $ 34.26 | |
| Polk County Sales Surtax | $ 4.93 | |
| Inside the City Utility Tax | $ 30.26 | |
| **Current Electric Service Charges** | | **562.47** |
| **Water Service** | | |
| Water Commercial Inside Monthly Base Charge | $ 26.19 | |
| Water-1000 gal - 4 @ 2.44 | $ 9.76 | |
| Inside the City Utility Tax | $ 3.60 | |
| **Current Water Service Charges** | | **39.55** |
| **Other Services** | | |
| Solid Waste Commercial | $ 17.05 | |
| Wastewater Service | $ 66.73 | |
| Stormwater Service | $ 28.52 | |
| **Other Services and Account Charges** | | **112.30** |

RECEIVED MAR 1 2 2019

Continued on next page...

**www.lakelandelectric.com**

Please make checks payable to Lakeland Electric P.O. Box 32006 Lakeland, FL 33802-2006 834-9535

LX201903051925310 0.xml-251-000004088

Please return this stub along with your payment and note the account number on your check or money order to ensure proper credit to your account.

LAKELAND ELECTRIC
POWERED FOR LIFE

## PAYMENT SECTION

| | |
|---|---|
| Account Number : | 3568145 |
| Total Amt Due 04/02/2019 | $ 708.21 |
| Amount Enclosed : | |

**Pay This Amount**

000126 000004088

TOWNE PARK COMMUNITY DEVELOPMENT DIST
12051 CORPORATE BLVD
ORLANDO FL 32817-1450

**VISIT OUR NEW EXPRESS PAY KIOSKS**
Payments will post to your account immediately.

Scan this QR code at our
Express Pay kiosk
to go directly to your account

*Please see back of stub for kiosk locations.*

2

**Please note address changes on the back of the payment stub.**

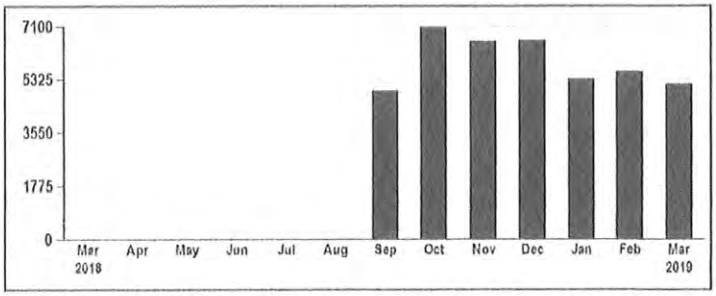
0 000000000070821 000000035681451 0 000000000070821 000000035681451

# CITY OF LAKELAND DEPARTMENT OF ELECTRIC UTILITIES

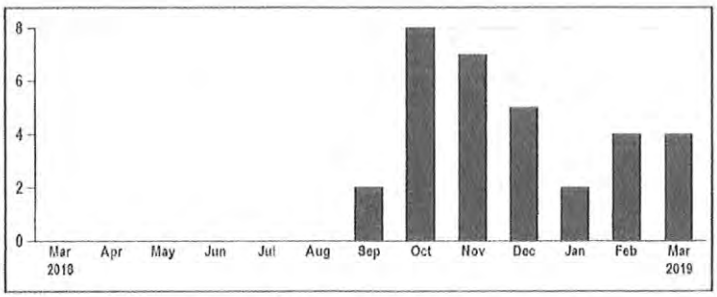
TOTAL CURRENT CHARGES $ 714.32

TOTAL AMOUNT SUBJECT TO PENALTY AFTER 04/02/2019 $ 708.21

| Service Reading | Meter Number | Current Read Date | Current Reading | Prior Read Date | Prior Reading | No. of Days | Billed Usage | Prior Month | Same Month Last Year |
|---|---|---|---|---|---|---|---|---|---|
| Electric-KWH | 306681 | 03/04/2019 | 59140 | 02/03/2019 | 54002 | 29 | 5138 | 5561 | 0 |
| Water-1000 gal | 30009269 | 03/04/2019 | 132 | 02/01/2019 | 128 | 31 | 4 | 4 | 0 |




Electric Service




Water Service

Important Phone Numbers

Electric / Water Billing Inquiries ..... 863-834-9535
Wastewater / Solid Waste Billing ..... 863-834-8276
Fallen Power Lines / Water Outages..... 863-834-4248
False Alarms (Lakeland Police Dept)..... 863-834-6940
Miscellaneous Fire Dept Billings ..... 863-834-8201
24-Hour Power Outage Reporting ..... 866-834-4248
24-Hour Payment Hotline ..... 863-834-9535
TDD (For Hearing Impaired) ..... 863-834-8333
Recycling ..... 863-834-8774
Surge Protection ..... 863-834-1500

LX2019030519253100.xml-252-000004088

Lakeland Electric collects social security numbers for the following purposes: account classification; customer identification; verification; billing; payment; creditworthiness and any lawful purposes in the conduct of Lakeland Electric business.

Please Change Mailing Address To:

_____

_____

_____

Telephone Number:

_____

EXPRESS PAY KIOSK LOCATIONS

**Drive-Through Kiosk**
Lakeland Electric - 501 E. Lemon Street

**Walk-Up Kiosk**
Larry R Jackson Library - 1700 N. Florida Ave.
Kelly Recreation Center - 404 Imperial Blvd.
Town Center - 989 E Memorial Blvd.

# TOWNE PARK
# COMMUNITY DEVELOPMENT DISTRICT

**Payment Authorization #105**
4/3/2019

| Item No. | Payee | Invoice Number | General Fund |
|---|---|---|---|
| 1 | **Fishkind & Associates** | | |
| | Reimbursables 2019.2 | 24414 | $ 144.43 |
| 2 | **Floralawn** | | |
| | Irrigation Repairs 2019.03.11 | 84331 | $ 63.77 |
| | Monthly Lawn Maintenance - 2019.4 | 84556 | $ 2,734.00 |
| 3 | **Hopping Green & Sams** | | |
| | Legal Services (Gen. Counsel) through 2.28.2019 | 106409 | $ 6,052.30 |
| | Legal Services (Boundary Amendment) through 2.28.2019 | 106412 | $ 1,063.45 |
| 4 | **PFM** | | |
| | DM Fee and Reimbursables - 2019.3 | 24473 | $ 2,158.33 |
| 5 | **Bright House Networks** | | |
| | Internet service for clubhouse - 2019.4 | 077420101031919 | $ 74.98 |
| | | **TOTAL** | **$ 12,291.26** |

Chairperson

Fishkind & Associates, Inc.
12051 Corporate Blvd.
Orlando, FL 32817

FISHKIND
& ASSOCIATES

Towne Park DM
c/o Fishkind & Associates, Inc.
12051 Corporate Blvd.
Orlando, FL 32817

# Invoice

| Invoice #: | 24414 |
|---|---|
| 3/13/2019 | |

File: TowneParkDM

Towne Park CDD

| Services: | Amount |
|---|---|
| UPS | 33.77 |
| Postage | 16.73 |
| Copies | 78.75 |
| Conference Calls | 15.18 |

**Please include the invoice number on your remittance and submit to:**
**Fishkind & Associates, Inc.**
**12051 Corporate Blvd.**
**Orlando, FL 32817**
Ph: 407-382-3256
Fax: 407-382-3254

Balance Due $144.43

RECEIVED MAR 14 2019

| | | Shipper | Receiver | | | |
|---|---|---|---|---|---|---|
| **Pickup Date** | 01/25/2019 | FISHKIND & ASSOCIATES | HOPPING GREEN AND SAMS | Freight | 36.26 | 29.01 |
| **Service Level** | Next Day Air | 12051 CORPORATE BOULEVARD | 119 SOUTH MONROE STREET | Fuel Surcharge | 2.55 | 2.04 |
| **Weight** | Letter | ORLANDO | SUITE 300 | | | |
| **Zone** | 103 | FL 32817 | TALLAHASSEE | | | |
| **Payer** | Shipper | | FL 32301 | | | |
| | | TOWNE PARK CDD | AMY D. HEMBREE | | | |
| Bill Reference: Towne Park CDD | | | | **Total** | 38.81 | 31.05 |
| | | **Towne Park CDD** | **1 count** | **Sub Total** | **38.81** | **31.05** |

CF

| | | | | | |
|---|---|---|---|---|---|
| **6337** | Shipper | Receiver | Freight | 12.71 | 10.17 |
| 9 | FISHKIND & ASSOCIATES | U.S. BANK, N.A.-CDD | Fuel Surcharge | 0.90 | 0.72 |
| al Ground | 12051 CORPORATE BOULEVARD | EP-MN-01LB | | | |
| | ORLANDO | 1200 ENERGY PARK DRIVE | | | |
| | FL 32817 | SAINT PAUL | | | |
| | | MN 55108 | | | |
| | AMANDA LANE | LOCKBOX SERVICES-12- | **Total** | 13.61 | 10.89 |
| Towne,Westport | | | | | |
| | **MCID,Silver,Towne,Westport** | **1 count** | **Sub Total** | **13.61** | **10.89** |

pitney bowes

# Account Summary Report

**Date Range: Jan 1, 2019 to Jan 31, 2019**

Meter Group: All Meters

Meter 1W00 - 1376538 OLD at ORLANDO, FL

Meter 4W00 - 0347354 at ORLANDO, FL

## Meter Details

| Location | Meter Name | Serial Number | PbP Account Number |
|---|---|---|---|
| ORLANDO, FL | 4W00 - 0347354 | 0347354 | 24978470 |
| ORLANDO, FL | 1W00 - 1376538 OLD | 1376538 | 24978470 |

## Account Summary

| Account | Sub Account | Pieces | Total Charged |
|---|---|---|---|
| Towne Park CDD | | 23 | $11.730 |
| | **Grand Total** | | **$11.730** |

pitney bowes

# Account Summary Report

**Date Range: Feb 1, 2019 to Feb 28, 2019**

Meter Group: All Meters

Meter 1W00 - 1376538 OLD at ORLANDO, FL

Meter 4W00 - 0347354 at ORLANDO, FL

## Meter Details

| Location | Meter Name | Serial Number | PbP Account Number |
|---|---|---|---|
| ORLANDO, FL | 4W00 - 0347354 | 0347354 | 24978470 |
| ORLANDO, FL | 1W00 - 1376538 OLD | 1376538 | 24978470 |

## Account Summary

| Account | Sub Account | Pieces | Total Charged |
|---|---|---|---|
| Towne Park CDD | | 10 | $5.000 |
| | | | |
| | | | |
| | **Grand Total** | | **$5.000** |

# Copy Count

Account: Tawne Park

Amount of Copies: 525

Total $: 78.75

Month: February 2019

Jane G. 18

# invoice



| | |
|---|---|
| INVOICE NUMBER | 27299317 |
| INVOICE DATE | 02/26/2019 |
| ACCOUNT NO. | 85735742 |
| DUE DATE | 03/28/2019 |
| TAX ID | 58-2421656 |
| AMOUNT DUE | USD$577.17 |

**MODERATOR** 84618295 - Jane Gaarlandt (continued) **LOCATION**

**BILLING REF# 1** **BILLING REF# 2** **BILLING REF# 3**

**BILLING REF# 4**

| CONF. NO | COST CENTER | CONF. DATE | CONF. TITLE / NAME / ANI | TIME | SERVICE | ACCESS TYPE | PERSONS | UNITS | RATE | CHARGE | TAX | CALL TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 02/14/2019 | 8636197103 | 10:57AM - 11:56AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 59 | 0.00/MIN | 0.00 | 0.00 | |
| | | 02/14/2019 | 8132541763 | 10:58AM - 11:32AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 34 | 0.00/MIN | 0.00 | 0.00 | |
| | Tanyon Park | 02/14/2019 | 8136217841 | 11:27AM - 11:32AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 5 | 0.00/MIN | 0.00 | 0.00 | |
| | | 02/14/2019 | 19043866655 | 11:27AM - 11:56AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 29 | 0.00/MIN | 0.00 | 0.00 | 0.00 |
| 124777511 | Holly Hill | 02/20/2019 | 4073823256 | 9:55AM - 9:58AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 3 | 0.00/MIN | 0.00 | 0.00 | 0.00 |
| 124777511 | | 02/20/2019 | 8132541763 | 9:58AM - 10:40AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 42 | 0.00/MIN | 0.00 | 0.00 | |
| | | 02/20/2019 | 4073823256 | 9:58AM - 10:24AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 26 | 0.00/MIN | 0.00 | 0.00 | |
| | North Boulevard | 02/20/2019 | 8633243698 | 9:59AM - 10:40AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 41 | 0.00/MIN | 0.00 | 0.00 | |
| | | 02/20/2019 | 14072745193 | 10:03AM - 10:19AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 16 | 0.00/MIN | 0.00 | 0.00 | |
| | | 02/20/2019 | 18636620018 | 10:06AM - 10:41AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 35 | 0.00/MIN | 0.00 | 0.00 | 0.00 |
| 124777511 | | 02/20/2019 | 18636620018 | 10:57AM - 11:00AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 3 | 0.00/MIN | 0.00 | 0.00 | 0.00 |
| 124777511 | | 02/20/2019 | 18636620018 | 11:02AM - 11:05AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 3 | 0.00/MIN | 0.00 | 0.00 | 0.00 |

**MODERATOR** 84618295 - Jane Gaarlandt **LOCATION**

**BILLING REF# 1** **BILLING REF# 2** **BILLING REF# 3**

**BILLING REF# 4**

| CONF. NO | COST CENTER | CONF. DATE | CONF. TITLE / NAME / ANI | TIME | SERVICE | ACCESS TYPE | PERSONS | UNITS | RATE | CHARGE | TAX | CALL TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 124777511 | ? | 02/05/2019 | 13219477777 | 3:25PM - 3:42PM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 17 | 0.00/MIN | 0.00 | 0.00 | 0.00 |
| 124777511 | | 02/05/2019 | 4073823256 | 3:43PM - 4:54PM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 71 | 0.00/MIN | 0.00 | 0.00 | |
| | ? | 02/05/2019 | 19548012722 | 3:44PM - 4:54PM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 70 | 0.00/MIN | 0.00 | 0.00 | |
| | | 02/05/2019 | 4072562503 | 3:44PM - 4:29PM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 45 | 0.00/MIN | 0.00 | 0.00 | 0.00 |
| 124777511 | | 02/07/2019 | 8136217841 | 10:59AM - 11:40AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 41 | 0.00/MIN | 0.00 | 0.00 | |
| | Wynnmore East | 02/07/2019 | 4073823256 | 10:59AM - 11:40AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 41 | 0.00/MIN | 0.00 | 0.00 | |
| | | 02/07/2019 | 4073752698 | 11:00AM - 11:40AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 40 | 0.00/MIN | 0.00 | 0.00 | 0.00 |
| 124777511 | Wynnmore West | 02/07/2019 | 8136217841 | 1:54PM - 2:28PM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 34 | 0.00/MIN | 0.00 | 0.00 | |
| | | 02/07/2019 | 18504252331 | 1:56PM - 2:28PM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 32 | 0.00/MIN | 0.00 | 0.00 | |
| | | 02/07/2019 | 8132049075 | 1:56PM - 2:28PM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 32 | 0.00/MIN | 0.00 | 0.00 | |
| | | 02/07/2019 | 17703789695 | 1:57PM - 2:28PM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 31 | 0.00/MIN | 0.00 | 0.00 | |
| | | 02/07/2019 | 4073823256 | 2:14PM - 2:28PM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 14 | 0.00/MIN | 0.00 | 0.00 | 0.00 |
| 124777511 | CBL SWI | 02/08/2019 | 13867367700 | 8:59AM - 9:16AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 17 | 0.00/MIN | 0.00 | 0.00 | |
| | | 02/08/2019 | 14073752698 | 9:00AM - 9:29AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 29 | 0.00/MIN | 0.00 | 0.00 | |
| | | 02/08/2019 | 13863169833 | 9:13AM - 9:29AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 16 | 0.00/MIN | 0.00 | 0.00 | 0.00 |
| 124777511 | RBL | 02/08/2019 | 14073752698 | 10:56AM - 11:13AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 17 | 0.00/MIN | 0.00 | 0.00 | |
| | | 02/08/2019 | 13862129206 | 10:58AM - 11:13AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 15 | 0.00/MIN | 0.00 | 0.00 | 0.00 |
| 124777511 | | 02/14/2019 | 4073823256 | 10:44AM - 11:24AM | GLOBALMEET® AUDIO | TOLL FREE | 1 | 40 | 0.00/MIN | 0.00 | 0.00 | |

Town Park

floralawn
Premier Lawn & Pest

P.O. Box 91597
Lakeland, FL 33804

# Invoice

| Date | Invoice # |
|---|---|
| 3/20/2019 | 84331 |

| Bill To |
|---|
| Towne Park CDD<br>12051 Corporate Blvd<br>Orlando, FL 32817 |

| P.O. No. | Terms | Project |
|---|---|---|
| | Due on receipt | |

| Quantity | Description | Rate | Amount |
|---|---|---|---|
| 1 | Irrigation repairs above the monthly maintenance for March, 2019: Labor and materials to complete necessary repairs.<br><br>Service Completed 3/11/2019 | 63.77 | 63.77 |

RECEIVED MAR 2 2 2019

Thank you for your business.

| | |
|---|---|
| **Total** | $63.77 |
| **Balance Due** | $63.77 |

| Phone # | Fax # | Web Site |
|---|---|---|
| 863-668-0494 | 863-668-0495 | www.floralawn.com |

floralawn
Premier Lawn & Pest

P.O. Box 91597
Lakeland, FL 33804

# Invoice

| Date | Invoice # |
|---|---|
| 4/1/2019 | 84556 |

| Bill To |
|---|
| Towne Park CDD<br>12051 Corporate Blvd<br>Orlando, FL 32817 |

RECEIVED MAR 2 9 2019

| P.O. No. | Terms | Project |
|---|---|---|
| | Due on receipt | |

| Quantity | Description | Rate | Amount |
|---|---|---|---|
| 1 | Monthly Lawn maintenance 3020 S Florida Ave - Lakeland, Fl 33803 | 2,260.00 | 2,260.00 |
| 1 | Interior pest control | 75.00 | 75.00 |
| 1 | Lawn fertilization program for St. Augustine Sod | 135.00 | 135.00 |
| 1 | Shrub fertilization program | 34.00 | 34.00 |
| 1 | Monthly irrigation system checks | 120.00 | 120.00 |
| 1 | Mailbox area ant treatments | 110.00 | 110.00 |
| | Billing For April 2019 | | |

Thank you for your business.

| | |
|---|---|
| **Total** | $2,734.00 |
| **Balance Due** | $2,734.00 |

| Phone # | Fax # | Web Site |
|---|---|---|
| 863-668-0494 | 863-668-0495 | www.floralawn.com |

Hopping Green & Sams
Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

========== STATEMENT ==========

March 27, 2019

Towne Park Community Development District
c/o PFM Group Consulting LLC
12051 Corporate Boulevard
Orlando, FL 32817

Bill Number 106409
Billed through 02/28/2019

**General Counsel/Monthly Meeting**
**TPKCDD 00001 RVW**

RECEIVED APR 0 1 2019

**FOR PROFESSIONAL SERVICES RENDERED**

| | | | |
|---|---|---|---|
| 02/04/19 | MKR | Revise cost-share agreement with phase 1 homeowners' association regarding lake maintenance; revise cost-share agreement with phase 2 homeowners' association regarding amenity maintenance; review preliminary agenda. | 3.60 hrs |
| 02/05/19 | RVW | Review draft agenda and DS Boring contract proposals. | 0.40 hrs |
| 02/05/19 | MKR | Travel to board meeting; follow-up from same. | 1.90 hrs |
| 02/06/19 | MKR | Attend board meeting; follow-up from same; return travel. | 2.60 hrs |
| 02/06/19 | AHJ | Confer with Patil regarding agenda items. | 0.10 hrs |
| 02/07/19 | RVW | Confer with Marone regarding timing of amenity construction; review engineer's report. | 0.40 hrs |
| 02/07/19 | MKR | Prepare agenda items. | 0.80 hrs |
| 02/08/19 | MKR | Review agenda; prepare agenda items. | 0.80 hrs |
| 02/11/19 | RVW | Attend conference call with Marone and Heath regarding amenity. | 0.40 hrs |
| 02/11/19 | MKR | Review district engineer agreement; prepare notice of termination, interim engineering agreement, resolution appointing interim engineer and agenda items. | 1.40 hrs |
| 02/12/19 | RVW | Review agenda; prepare documents for same; confer with Gaarlandt. | 1.70 hrs |
| 02/13/19 | MKR | Review status of district's capital improvement program; confer with Wertz regarding same; confer with Patil regarding proposed cost-share agreement for lake maintenance. | 0.40 hrs |
| 02/14/19 | RVW | Prepare for and attend board meeting. | 3.10 hrs |
| 02/15/19 | RVW | Review items from meeting; confer with staff; attend conference call with development team. | 0.80 hrs |
| 02/15/19 | MKR | Attend development status conference call; perform meeting follow-up; confer with Patil regarding same; finalize notice of termination regarding Hamilton | 1.10 hrs |

| | | | |
|---|---|---|---|
| | | Engineering; finalize interim engineer agreement with Absolute; transmit same; prepare request for qualifications regarding engineering services. | |
| 02/19/19 | MKR | Prepare construction agreements with DS Boring LLC. | 1.40 hrs |
| 02/19/19 | AHJ | Confer with Gaarlandt regarding contact information for district engineer. | 0.10 hrs |
| 02/28/19 | JLK | Continue Americans with Disabilities Act-related research and case law updates; continue ADA website agreement; confer with district manager regarding various posting and ADA-related issues. | 0.10 hrs |
| 02/28/19 | AHJ | Attend development status conference call. | 0.10 hrs |
| 02/28/19 | LMF | Review website regarding regulatory compliance status and ADA compliance. | 0.10 hrs |
| | Total fees for this matter | | $5,903.50 |

**DISBURSEMENTS**

| | |
|---|---|
| Document Reproduction | 29.50 |
| Travel | 119.30 |
| Total disbursements for this matter | $148.80 |

**MATTER SUMMARY**

| | | | |
|---|---|---|---|
| Jaskolski, Amy H. - Paralegal | 0.30 hrs | 145 /hr | $43.50 |
| Kilinski, Jennifer L. | 0.10 hrs | 275 /hr | $27.50 |
| Fiore, Lydia M. - Paralegal | 0.10 hrs | 145 /hr | $14.50 |
| Rigoni, Michelle K. | 14.00 hrs | 265 /hr | $3,710.00 |
| Van Wyk, Roy | 6.80 hrs | 310 /hr | $2,108.00 |
| TOTAL FEES | | | $5,903.50 |
| TOTAL DISBURSEMENTS | | | $148.80 |
| **TOTAL CHARGES FOR THIS MATTER** | | | **$6,052.30** |

**BILLING SUMMARY**

| | | | |
|---|---|---|---|
| Jaskolski, Amy H. - Paralegal | 0.30 hrs | 145 /hr | $43.50 |
| Kilinski, Jennifer L. | 0.10 hrs | 275 /hr | $27.50 |
| Fiore, Lydia M. - Paralegal | 0.10 hrs | 145 /hr | $14.50 |
| Rigoni, Michelle K. | 14.00 hrs | 265 /hr | $3,710.00 |
| Van Wyk, Roy | 6.80 hrs | 310 /hr | $2,108.00 |
| TOTAL FEES | | | $5,903.50 |
| TOTAL DISBURSEMENTS | | | $148.80 |
| **TOTAL CHARGES FOR THIS BILL** | | | **$6,052.30** |

**Please include the bill number on your check.**

Hopping Green & Sams
Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

========== STATEMENT ==========

March 27, 2019

Towne Park Community Development District
c/o PFM Group Consulting LLC
12051 Corporate Boulevard
Orlando, FL 32817

Bill Number 106412
Billed through 02/28/2019

**Boundary Amendment - Phase 2A**
**TPKCDD 00108 RVW**

**FOR PROFESSIONAL SERVICES RENDERED**

| | | | |
|---|---|---|---|
| 02/04/19 | AHJ | Prepare correspondence to city manager regarding boundary amendment petition. | 0.20 hrs |
| 02/05/19 | RVW | Review petition and exhibits; prepare letter to city manager regarding same. | 2.10 hrs |
| 02/05/19 | AHJ | Finalize correspondence to Delgado and McCausland; prepare copies and electronic file of petition; transmit same. | 1.10 hrs |
| 02/22/19 | RVW | Confer with MIAO at city regarding petition. | 0.30 hrs |
| | Total fees for this matter | | $932.50 |

**DISBURSEMENTS**

| | |
|---|---|
| Document Reproduction | 112.00 |
| United Parcel Service | 18.95 |
| Total disbursements for this matter | $130.95 |

**MATTER SUMMARY**

| | | | |
|---|---|---|---|
| Jaskolski, Amy H. - Paralegal | 1.30 hrs | 145 /hr | $188.50 |
| Van Wyk, Roy | 2.40 hrs | 310 /hr | $744.00 |
| TOTAL FEES | | | $932.50 |
| TOTAL DISBURSEMENTS | | | $130.95 |
| **TOTAL CHARGES FOR THIS MATTER** | | | **$1,063.45** |

**BILLING SUMMARY**

| | | | |
|---|---|---|---|
| Jaskolski, Amy H. - Paralegal | 1.30 hrs | 145 /hr | $188.50 |
| Van Wyk, Roy | 2.40 hrs | 310 /hr | $744.00 |
| TOTAL FEES | | | $932.50 |
| TOTAL DISBURSEMENTS | | | $130.95 |

| | |
|---|---|
| **TOTAL CHARGES FOR THIS BILL** | **$1,063.45** |

**Please include the bill number on your check.**

Hopping Green & Sams

Attorneys and Counselors

March 27, 2019

Towne Park Community Development District
c/o Ms. Jane Gaarlandt
PFM Group Consulting LLC
12051 Corporate Boulevard
Orlando, Florida 32817

Re: Towne Park Community Development District

Dear Jane:

Enclosed please find our billing statements on behalf of the Towne Park Community Development District (the "District"), for services rendered and expenses incurred through the month of February, 2019. Please remit payment as soon as possible.

If you have any questions, please feel free to give me a call.

Sincerely,

Roy Van Wyk

RVW/lk

Enclosures

| Date | Invoice Number |
|---|---|
| March 14, 2019 | 24473 |
| **Payment Terms** | **Due Date** |
| Upon Receipt | March 14, 2019 |

Bill To:
Towne Park CDD

12051 Corporate Blvd.
Orlando, FL 32817
United States of America

Company Address:
1735 Market Street
43rd Floor
Philadelphia, PA 19103
+1 (215) 567-6100

Federal Tax ID: 81-1642478

**Remittance Options:**

Via ACH (preferred):
PFM Group Consulting LLC
Bank Name:M&T Bank
ACH# (ACH): 031302955
Account #: 9865883822

Via Wire:
Bank Name:M&T Bank
ABA# (Wire): 022000046
Account #: 9865883822

Via Mail:
PFM Group Consulting LLC
PO Box 65126
Baltimore, MD 21264-5126
United States of America

| | |
|---|---|
| District Management Fee: March 2019 | 2,083.33 |
| Website Fee | 75.00 |
| **Balance Due** | **$2,158.33** |

RECEIVED MAR 15 2019

Spectrum BUSINESS

BRIGHT HOUSE NETWORKS BUSINESS SOLUTIONS IS NOW SPECTRUM BUSINESS

March 19, 2019
Invoice Number: 077420101031919
Account Number: **0050774201-01**
Security Code: **5038**
Service At: 3883 WHITE IBIS RD
LAKELAND, FL 33803

**Contact Us**
Visit us at **Enterprise.Spectrum.com**
Or, call us at 1-877-824-6249

## Summary
*Services from 03/24/19 through 04/23/19 details on following pages*

| | |
|---|---|
| Previous Balance | 74.98 |
| Payments Received - Thank You | -74.98 |
| **Remaining Balance** | **$0.00** |
| Spectrum Business™ Internet | 74.98 |
| Current Charges | $74.98 |
| **Total Due by 04/08/19** | **$74.98** |

RECEIVED MAR 25 2019

## SPECTRUM BUSINESS NEWS

**IMPORTANT BILLING NOTICE:**
Effective with your April billing statement, changes will be made to the following:
• Your new Bill Statement Date will be on or after the 25th of each month.
• Your new Due Date will be on or after the 10th of each month.

If you use the AutoPay feature, your payment date will be the same as your Due Date.
• If you pay by credit card, the date your credit card is charged may change in accordance with your new Due Date.
• Please note you may need to make adjustments with your financial institution to account for these date changes.

Be sure to review your next statement for these updates.

**Thank you for choosing Spectrum Business.**
We appreciate your prompt payment and value you as a customer.

Spectrum BUSINESS

4145 S. Falkenburg Rd Riverview, FL 33578-8652
7635 1610 NO RP 19 03192019 NNNNNY 01 001778 0005

TOWNE PARK II CDD
12051 CORPORATE BLVD
ORLANDO FL 32817-1450

March 19, 2019
**TOWNE PARK II CDD**
Invoice Number: 077420101031919
Account Number: 0050774201-01
Service At: 3883 WHITE IBIS RD
LAKELAND, FL 33803

| | |
|---|---|
| **Total Due by 04/08/19** | **$74.98** |
| **Amount you are enclosing** | $ |

**Please Remit Payment To:**
BRIGHT HOUSE NETWORKS
PO BOX 790450
SAINT LOUIS, MO 63179-0450

0001100100507742010169007498

March 19, 2019

TOWNE PARK II CDD
Invoice Number: 077420101031919
Account Number: 0050774201-01
Security Code: **5038**

Spectrum BUSINESS

**Contact Us**
Visit us at **Enterprise.Spectrum.com**
Or, call us at 1-877-824-6249
7635 1610 NO RP 19 03192019 NNNNNY 01 001778 0005

## Charge Details

| | | |
|---|---|---|
| Previous Balance | | 74.98 |
| Payments Received - Thank You | 03/11 | -74.98 |
| **Remaining Balance** | | **$0.00** |

**Payments received after 03/19/19 will appear on your next bill.**

**Services from 03/24/19 through 04/23/19**

### Spectrum Business™ Internet

| | |
|---|---|
| Spectrum Business Internet | 99.99 |
| Static IP 1 | 14.99 |
| Promo Discount | -40.00 |
| | **$74.98** |
| Spectrum Business™ Internet Total | $74.98 |
| **Current Charges** | **$74.98** |
| **Total Due by 04/08/19** | **$74.98** |

## Billing Information

**Tax and Fees** - This statement reflects the current taxes and fees for your area (including sales, excise, user taxes, etc.). These taxes and fees may change without notice. Visit spectrum.net/taxesandfees for more information.

**Terms & Conditions** - Spectrum's detailed standard terms and conditions for service are located at spectrum.com/policies.

**Past Due Fee / Late Fee Reminder** - A late fee will be assessed for past due charges for service.

**Changing Business Locations** - Please contact Spectrum Business before moving your Business Voice modem to a new address. To establish service at your new location or return equipment, please contact your Spectrum Business Account Executive at least twenty one (21) business days prior to your move.

**Billing Practices** - Spectrum Business mails monthly, itemized invoices for all monthly services in advance. A full payment is required on or before the due date indicated on this invoice. Payments made after the indicated due date may result in a late payment processing charge. Failure to pay could result in the disconnection of all your Spectrum Business service(s). Disconnection of Business Voice service may also result in the loss of your phone number.

**Authorization to Convert your Check to an Electronic Funds Transfer Debit** - For your convenience, if you provide a check as payment, you authorize Spectrum Business to use the information from your check to make a one-time electronic funds transfer from your account. If you have any questions, please call our office at the telephone number on the front of this invoice. To assist you in future payments, your bank or credit card account information may be electronically stored in our system in a secure, encrypted manner.

**Complaint Procedures** - You have 60 days from the billing date to register a complaint if you disagree with your charges.

Visit Spectrum.com/stores for store locations. For questions or concerns, visit Spectrum.net/support or call 1-855-657-7328.

## Your WAY can be the GREEN way!
**GO GREEN with Spectrum Business.**

Online Bill Pay is helping the environment one customer at a time.
It's easy - all you need to do is sign up for Online Bill Pay.
It will save you money on postage and time - and it will also save trees!

Enrolling is easy, just go to **Enterprise.Spectrum.com.**
Each month, you'll receive a paperless e-bill that you pay online with your choice of payment options.

- Debit Card - Credit Card - Electronic Funds Transfer
- Receive a quick summary of your account at any time
- Access up to 6 months of statements

Spectrum BUSINESS

## Payment Options

**Pay Online** - Create or Login to pay or view your bill online at **Enterprise.Spectrum.com**.

**Pay by Mail** - Detach payment coupon and enclose with your check made payable to Bright House Networks. Please do not include correspondences of any type with payments.

For questions or concerns, please call **1-877-824-6249.**

# Towne Park
# Community Development District

## Monthly Financials

# Towne Park CDD
## Statement of Financial Position
As of 2/28/2019

| | General Fund | Debt Service Funds | Capital Projects Fund | Long Term Debt Group | Total |
|---|---|---|---|---|---|
| | | | **Assets** | | |
| **Current Assets** | | | | | |
| General Checking Account | $39,257.25 | | | | $39,257.25 |
| Deposits | 4,350.00 | | | | 4,350.00 |
| Debt Service Reserve Bond | | $170,487.50 | | | 170,487.50 |
| Debt Service Reserve S2018 2B Project | | 183,520.01 | | | 183,520.01 |
| Debt Service Reserve S2018 3A Project | | 567,440.00 | | | 567,440.00 |
| Revenue Bond | | 2,160.24 | | | 2,160.24 |
| Revenue S2018 2B Project | | 1,967.13 | | | 1,967.13 |
| Revenue S2018 3A Project | | 6,049.01 | | | 6,049.01 |
| Interest S2018 2B Project | | 6,455.90 | | | 6,455.90 |
| Interest S2018 3A Project | | 6,460.93 | | | 6,460.93 |
| Prepayment Bond | | 104,599.79 | | | 104,599.79 |
| Capitalized Interest S2018 2B Project | | 90,881.80 | | | 90,881.80 |
| Capitalized Interest S2018 3A Project | | 282,799.34 | | | 282,799.34 |
| Acquisition/Construction Bond | | | $2,651.94 | | 2,651.94 |
| Acquisition/Construction S2018 2B Projec | | | 1,143,793.21 | | 1,143,793.21 |
| Acquisition/Construction S2018 3A Projec | | | 3,561,991.98 | | 3,561,991.98 |
| Total Current Assets | $43,607.25 | $1,422,821.65 | $4,708,437.13 | $0.00 | $6,174,866.03 |
| **Investments** | | | | | |
| Amount Available in Debt Service Funds | | | | $1,422,821.65 | $1,422,821.65 |
| Amount To Be Provided | | | | 14,242,178.35 | 14,242,178.35 |
| Total Investments | | $0.00 | $0.00 | $15,665,000.00 | $15,665,000.00 |
| **Total Assets** | $43,607.25 | $1,422,821.65 | $4,708,437.13 | $15,665,000.00 | $21,839,866.03 |
| | | | **Liabilities and Net Assets** | | |
| **Current Liabilities** | | | | | |
| Accounts Payable | $5,023.73 | | | | $5,023.73 |
| Retainage Payable S2018 2B Project | | | $108,338.34 | | 108,338.34 |
| Retainage Payable S2018 3A Project | | | 413,477.93 | | 413,477.93 |
| Total Current Liabilities | $5,023.73 | $0.00 | $521,816.27 | $0.00 | $526,840.00 |
| **Long Term Liabilities** | | | | | |
| Revenue Bonds Payable - Long-Term | | | | $15,665,000.00 | $15,665,000.00 |
| Total Long Term Liabilities | | $0.00 | $0.00 | $15,665,000.00 | $15,665,000.00 |
| **Total Liabilities** | $5,023.73 | $0.00 | $521,816.27 | $15,665,000.00 | $16,191,840.00 |

**Towne Park CDD**
Statement of Financial Position
As of 2/28/2019

| | | | | | |
|---|---|---|---|---|---|
| **Net Assets** | | | | | |
| | | | | | 0.00 |
| Current Year Fund Balance - Unreserved | 50,828.81 | | | | 50,828.81 |
| Net Assets, Unrestricted | $338.00 | | | | $338.00 |
| Net Assets - General Government | 30,644.28 | | | | 30,644.28 |
| Current Year Net Assets - General Government | (43,227.57) | | | | (43,227.57) |
| Net Assets, Unrestricted | | $2,053,558.68 | | | 2,053,558.68 |
| Current Year Net Assets, Unrestricted | | (630,737.03) | | | (630,737.03) |
| Net Assets, Unrestricted | | | $9,967,537.59 | | 9,967,537.59 |
| Current Year Net Assets, Unrestricted | | | (5,780,916.73) | | (5,780,916.73) |
| **Total Net Assets** | $38,583.52 | $1,422,821.65 | $4,186,620.86 | $0.00 | $5,648,026.03 |
| **Total Liabilities and Net Assets** | $43,607.25 | $1,422,821.65 | $4,708,437.13 | $15,665,000.00 | $21,839,866.03 |

# Towne Park CDD

Statement of Activities (YTD)

As of 2/28/2019

| | General Fund | Debt Service Funds | Capital Projects Fund | Long Term Debt Group | Total |
|---|---|---|---|---|---|
| **Revenues** | | | | | |
| On-Roll Assessments | $69,926.34 | | | | $69,926.34 |
| Other Assessments | 50,828.81 | | | | 50,828.81 |
| Other Income & Other Financing Sources | 200.00 | | | | 200.00 |
| Other Assessments | | $314,884.54 | | | 314,884.54 |
| Developer Contributions | | | $103.00 | | 103.00 |
| Total Revenues | $120,955.15 | $314,884.54 | $103.00 | $0.00 | $435,942.69 |
| **Expenses** | | | | | |
| Supervisor Fees | $1,400.00 | | | | $1,400.00 |
| D&O Insurance | 2,356.00 | | | | 2,356.00 |
| Trustee Services | 2,587.50 | | | | 2,587.50 |
| Management | 10,416.65 | | | | 10,416.65 |
| Dissemination Agent | 5,500.00 | | | | 5,500.00 |
| District Counsel | 7,223.00 | | | | 7,223.00 |
| Assessment Administration | 5,000.00 | | | | 5,000.00 |
| Audit | 5,075.00 | | | | 5,075.00 |
| Travel and Per Diem | 278.59 | | | | 278.59 |
| Telephone | 20.35 | | | | 20.35 |
| Postage & Shipping | 126.66 | | | | 126.66 |
| Copies | 150.00 | | | | 150.00 |
| Legal Advertising | 639.05 | | | | 639.05 |
| Miscellaneous | 1,500.00 | | | | 1,500.00 |
| Web Site Maintenance | 375.00 | | | | 375.00 |
| Dues, Licenses, and Fees | 175.00 | | | | 175.00 |
| Clubhouse Electric | 3,367.88 | | | | 3,367.88 |
| Water | 5,300.59 | | | | 5,300.59 |
| Clubhouse Water | 787.22 | | | | 787.22 |
| Lake/Pond Repair & Maintenance | 19,750.00 | | | | 19,750.00 |
| Amenity - Pool Maintenance | 7,150.00 | | | | 7,150.00 |
| Amenity - Internet | 4,820.61 | | | | 4,820.61 |
| General Insurance | 2,946.00 | | | | 2,946.00 |
| Property & Casualty | 8,613.00 | | | | 8,613.00 |
| Landscaping Maintenance & Material | 16,696.79 | | | | 16,696.79 |
| Facility Repair & Maintenance | 1,194.00 | | | | 1,194.00 |
| Principal Payments Bond | | $630,000.00 | | | 630,000.00 |
| Interest Payments Bond | | 336,556.93 | | | 336,556.93 |
| Inter-Fund Transfers | | (12,916.83) | | | (12,916.83) |
| Engineering | | | $62,729.92 | | 62,729.92 |
| District Counsel | | | 596.50 | | 596.50 |
| Contingency | | | 5,758,526.48 | | 5,758,526.48 |
| Inter-Fund Transfers | | | 12,916.83 | | 12,916.83 |
| Total Expenses | $113,448.89 | $953,640.10 | $5,834,769.73 | $0.00 | $6,901,858.72 |

**Towne Park CDD**
Statement of Activities (YTD)
As of 2/28/2019

| | | | | | |
|---|---|---|---|---|---|
| **Other Revenues (Expenses) & Gains (Losses)** | | | | | |
| Interest Income | $94.98 | | | | $94.98 |
| Interest Income | | $8,018.53 | | | 8,018.53 |
| Interest Income | | | $53,750.00 | | 53,750.00 |
| Total Other Revenues (Expenses) & Gains (Losses) | $94.98 | $8,018.53 | $53,750.00 | $0.00 | $61,863.51 |
| **Change In Net Assets** | $7,601.24 | ($630,737.03) | ($5,780,916.73) | $0.00 | ($6,404,052.52) |
| **Net Assets At Beginning Of Year** | $30,982.28 | $2,053,558.68 | $9,967,537.59 | $0.00 | $12,052,078.55 |
| **Net Assets At End Of Year** | $38,583.52 | $1,422,821.65 | $4,186,620.86 | $0.00 | $5,648,026.03 |

# Towne Park CDD
Budget to Actual
For the Month Ending 2/28/2019

| | Year To Date | | | |
|---|---|---|---|---|
| | Actual | Budget | Variance | FY 2019 Adopted Budget |
| **Revenues** | | | | |
| On-Roll Assessments | $ 69,926.34 | $ - | $ 69,926.34 | $ - |
| Other Assessments | 50,828.81 | 37,000.00 | 13,828.81 | 88,800.00 |
| Developer Collections | - | 81,437.50 | (81,437.50) | 195,450.00 |
| **Net Revenues** | **$ 120,755.15** | **$ 118,437.50** | **$ 2,317.65** | **$ 284,250.00** |
| **General & Administrative Expenses** | | | | |
| Supervisor Fees | $ 1,400.00 | $ 1,666.67 | $ (266.67) | $ 4,000.00 |
| D&O Insurance | 2,356.00 | 1,083.33 | 1,272.67 | 2,600.00 |
| Trustee Services | 2,587.50 | 1,666.67 | 920.83 | 4,000.00 |
| Management | 10,416.65 | 10,416.67 | (0.02) | 25,000.00 |
| Engineering | - | 2,083.33 | (2,083.33) | 5,000.00 |
| Assessment Administration | 5,000.00 | - | 5,000.00 | - |
| Dissemination Agent | 5,500.00 | 1,666.67 | 3,833.33 | 4,000.00 |
| District Counsel | 7,223.00 | 6,250.00 | 973.00 | 15,000.00 |
| Audit | 5,075.00 | 2,708.33 | 2,366.67 | 6,500.00 |
| Travel and Per Diem | 278.59 | 208.33 | 70.26 | 500.00 |
| Telephone | 20.35 | 83.33 | (62.98) | 200.00 |
| Postage & Shipping | 126.66 | 62.50 | 64.16 | 150.00 |
| Copies | 150.00 | 625.00 | (475.00) | 1,500.00 |
| Legal Advertising | 639.05 | 1,250.00 | (610.95) | 3,000.00 |
| Miscellaneous | 1,500.00 | 8,333.33 | (6,833.33) | 20,000.00 |
| Web Site Maintenance | 375.00 | 375.00 | - | 900.00 |
| Dues, Licenses, and Fees | 175.00 | 104.17 | 70.83 | 250.00 |
| Water | 5,300.59 | 3,333.33 | 1,967.26 | 8,000.00 |
| Pond Maintenance | 19,750.00 | 4,166.67 | 15,583.33 | 10,000.00 |
| General Insurance | 2,946.00 | 1,354.17 | 1,591.83 | 3,250.00 |
| Property & Casualty | 8,613.00 | 5,000.00 | 3,613.00 | 12,000.00 |
| Landscaping Maintenance & Material | 16,696.79 | 52,083.33 | (35,386.54) | 125,000.00 |
| **Total General & Administrative Expenses** | **$ 96,129.18** | **$ 104,520.83** | **$ (8,391.65)** | **$ 250,850.00** |
| **Pool & Clubhouse** | | | | |
| Maintenance Staff | $ - | $ 1,250.00 | $ (1,250.00) | $ 3,000.00 |
| Facility Management | - | 1,250.00 | (1,250.00) | 3,000.00 |
| Clubhouse Electric | 3,367.88 | 4,166.67 | (798.79) | 10,000.00 |
| Amenity - Internet | 4,820.61 | 416.67 | 4,403.94 | 1,000.00 |
| Facility Repair & Maintenance | 1,194.00 | 1,041.67 | 152.33 | 2,500.00 |
| Pest Control | - | 208.33 | (208.33) | 500.00 |
| Clubhouse & Pool Maintenance | 7,150.00 | 3,500.00 | 3,650.00 | 8,400.00 |
| Water | 787.22 | 2,083.33 | (1,296.11) | 5,000.00 |
| **Total Pool & Clubhouse Expenses** | **$ 17,319.71** | **$ 13,916.67** | **$ 3,403.04** | **$ 33,400.00** |
| **Total Expenses** | **$ 113,448.89** | **$ 118,437.50** | **$ (4,988.61)** | **$ 284,250.00** |
| **Income (Loss) from Operations** | **$ 7,306.26** | **$ -** | **$ 7,306.26** | **$ -** |
| **Other Income (Expense)** | | | | |
| Boundary Amendment Filing Fee | $ (1,500.00) | $ - | $ (1,500.00) | $ - |
| Interest Income | 94.98 | - | 94.98 | - |
| **Total Other Income (Expense)** | **$ (1,405.02)** | **$ -** | **$ (1,405.02)** | **$ -** |
| **Net Income (Loss)** | **$ 5,901.24** | **$ -** | **$ 5,901.24** | **$ -** |