

***Towne Park
Community Development District***

Agenda

April 4, 2023

AGENDA

Towne Park

Community Development District

219 East Livingston Street, Orlando, Florida 32801

Phone: 407-841-5524 – Fax: 407-839-1526

March 28, 2023

Board of Supervisors Towne Park Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of **Towne Park Community Development District** will be held **Tuesday, April 4, 2023, at 6:00 PM** at the **Towne Park Amenity Center #1, 3883 White Ibis Road, Lakeland, FL 33811.**

Those members of the public wishing to attend the meeting can do so using the information below:

Zoom Video Link: <https://us06web.zoom.us/j/88595966026>

Zoom Call-In Information: 1-646-876-9923

Meeting ID: 885 9596 6026

In accordance with Sections 119.071(3)(a) and 281.301, Florida Statutes, a portion of the Regular Meeting may be closed to the public, as it relates to the District's security system plan. The closed session is scheduled to begin at approximately 6:30 p.m. but may begin at any time during the Regular Meeting and is expected to last approximately thirty (30) minutes but may end earlier than expected or may extend longer. When the security system plan agenda item is discussed, the public will not be in attendance. The public will be notified that they may return upon completion of the discussion regarding the security system plan.

Following is the advance agenda for the meeting:

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the March 7, 2023, Board of Supervisors Meeting
4. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Field Manager's Report
 - i. Re-strapping Chairs Proposal- George's Patio Shop
 - ii. Re-strapping Chairs Proposal for Amenity 2- George's Patio Shop
 - iii. Pond Signage Installation Proposal- GMS
 - iv. Replacement and Straightening of Cypress Trees Proposal- Prince & Sons
 - v. Aquatic Vegetation Installation Proposal- Solitude
 - vi. Pest Control Proposal for Amenity 1 and 2- All American Lawn and Tree
 - D. District Manager's Report
 - i. Approval of Check Register

- ii. Balance Sheet & Income Statement
 - iii. Approval of Revised Fiscal Year 2023 Meeting Schedule
 - iv. Ratification of Requisition No.106
- 5. Supervisors Requests and Audience Comments
- 6. Public Comments
- 7. *Closed Security Session*
- 8. Board Action Related to Security Services Proposal
- 9. Adjournment

MINUTES

**MINUTES OF MEETING
TOWNE PARK
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Towne Park Community Development District was held Tuesday, **March 7, 2023** at 3:01 p.m. at the Towne Park Amenity Center #1, 3883 White Ibis Road, Lakeland, Florida and by Zoom.

Present and constituting a quorum:

Greg Jones	Chairman
Jennifer Tidwell <i>by Zoom</i>	Vice Chairperson
Zabrina Sides	Assistant Secretary
Tom Zimmerman	Assistant Secretary
Roger Runyan	Assistant Secretary

Also present were:

Tricia Adams	District Manager, GMS
Meredith Hammock	District Counsel, Kilinski Van Wyk PLLC
Alan Rayl <i>by Zoom</i>	Rayl Engineering
Clayton Smith	Field Services Manager, GMS
Allen Bailey	Field Operations, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order and called the roll. There were four Board members present constituting a quorum and one Board member joining via Zoom.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams noted that this time was an opportunity for any members of the public to make a statement to the Board of Supervisors. She stated that there would be another public comment period at the end of the agenda.

Chelsea McDonald stated that there had been some safety concerns expressed and observed throughout the community. She noted that it didn't seem that there was a lot being done to address the safety concerns.

THIRD ORDER OF BUSINESS**New Business****A. Consideration of Resolution 2023-03 Adopting Investment Guidelines**

Ms. Adams reviewed the resolution stating that it was a resolution adopting investment guidelines. She explained to Board members that it was common for CDDs to adopt guidelines to invest surplus funds which are consistent with the Florida Statutes. She noted that Resolution 2023-03 was adopting the same guidelines that Florida Statutes allowed in Chapter 218. She referred to section one of this resolution stating that there were four different options in order to invest surplus funds: the Local Government Surplus Trust Fund, the Securities and Exchange Commission registered money market funds, the interest-bearing time deposits or savings accounts with qualified public depositories, and the direct obligations of the U.S. Treasury. She explained that the District had not yet adopted a formal investment guideline and this resolution would do so. Because of the current economic environment there are opportunities to earn interest on the monies that the District would not immediately need in the general fund, as well as the District's capital reserve fund. She stated that this resolution was prepared by District Counsel.

Ms. Hammock stated that she would be happy to answer any questions. She explained that Florida Statute Chapter 218.415 detailed exactly what local government investment policies were to look like. Ms. Adams explained that this first resolution was setting the structure and saying that this District would abide with the Florida Statutes as well as memorializing their investment policy.

On MOTION by Mr. Jones, seconded by Ms. Sides, with all in favor, the Resolution 2023-03 Adopting Investment Guidelines, was approved.

B. Consideration of Resolution 2023-04 Authorizing the Opening of State Board of Administration (SBA) Account

Ms. Adams noted that this resolution was specifically to invest some of their surplus funds in the State Board of Administration. She referred to page 10 of the agenda package which was a memorandum notifying the Board about the liquidity of the SBA account. She explained that the State Board of Administration account was basically an investment pool for Florida local governments and that it was conservative and very liquid. She noted that, for example, if District staff made a request early in the day, funds could be wired that same day. If the request is made after 2:00 p.m., the funds are typically wired the next business day. At the end of January 2023, the reported interest rate was 4.55%. She noted that approximately 3 months' worth of operating

expenses would remain in the District's general account and looking at the District's capital reserve account, but anything beyond that District staff would move to the higher yield account and then make a transfer back as needed. She concluded this presentation stating that Resolution 2023-04 authorizes the opening of the State Board of Administration account. She noted that she would be happy to answer any questions that Board members may have. Hearing none,

On MOTION by Mr. Jones, seconded by Mr. Runyan, with all in favor, the Resolution 2023-04 Authorizing the Opening of State Board of Administration (SBA) Account, was approved.

C. Review of Amenity Policies

Ms. Adams noted that at last month's meeting there was some brief discussion regarding the stormwater ponds, access to the stormwater ponds, and trespassing, especially as it related to recreational fishing. She explained that there wasn't Board direction at that time to amend or change the amenity policies, but Board members wanted further time to consider this matter. She referred to page 27 of the agenda package which addressed the current pond policies. She explained that some of the concerns noted were people accessing stormwater ponds and nearby residential households being uncomfortable with people at the property line. She noted that one thing to be cognitive of was that when and if the Board amends any policy, the updated policy would apply to all lots and all parcels within the District. She further noted that if the Board did restrict fishing around stormwater ponds, that would also apply to people who live adjacent to stormwater ponds. She explained that this was a policy matter. There are some Districts that treat the stormwater system purely as a utility and don't allow recreational activities. She stated again that it was a policy matter and was up to the Board. She stated that District staff caution people that stormwater ponds were built for the retention of stormwater and there was an extremely steep pitch that they were constructed. The ponds are also a habitat for alligators and other wildlife. She explained that District staff encourage people to be cautious and don't promote entering the water in any form.

Mr. Jones stated that it would be a good idea to somehow limit others from potentially going into and behind residential houses that are not there for fishing. Ms. Sides suggested having set ponds where people could fish because going behind residential homes was causing a lot of disruption in the community. Ms. Hammock noted that the Board asked her to investigate the possibility of designating certain ponds for fishing, which was permissible. She explained that

there needed to be similar treatment of similar ponds. She further explained that if a certain stormwater pond could be accessed easily by the public and the District's policy permit fishing, but for ponds where there were homes around to be designated as "no fishing", the no fishing policy would apply to the homeowners around those ponds as well. Ms. Sides asked if they were to designate certain ponds for fishing and other ponds restricted, what would be done if people do go on to those pieces of property. Ms. Adams responded that District staff would be relying on documentation from photographs and other documentation to issue amenity policy violations to those who don't abide by that the District's adopted policies. She further explained that District staff would promote voluntary compliance with the policies by widely distributing the policies via electronic mail messaging system and making residents aware of the policies. She explained that it would be likely that residential property owners who don't want recreational fishers would document and report people who were violating the policy. She noted that reporting the violation to staff was the way to do that rather than confronting another citizen. Ms. Hammock recommended that if the Board would like to adopt policy that designates certain ponds for fishing and certain ponds for no fishing, any ponds designated for no fishing be posted with no fishing and no trespassing signs so that there was some level of notice to the general community that the pond was not a fishing pond.

Ms. Adams stated to Board members that their hands were not tied as it related to amenity policies. She explained that they could change policies at a future time at a duly noticed public meeting. She noted that sometimes when there was a particular incident, it was good to not immediately adjust the policy, but to monitor the situation and revisit it to see if there is still a concern. She also noted that in the case of neighbors feeling like they were being almost harassed by people videoing them, their families, or their yard, the HOA was addressing it to the best extent possible according to pertinent governing documents that the HOA enforces. Ms. Sides asked if it was one pond that they were having issues with or multiple ponds. Mr. Jones responded that to his knowledge the situation had only been reported at one pond. Ms. Adams stated that after this topic came up at or before a Board meeting previously, staff did send out the pond policies through their electronic mailed messaging system. The message was sent to promote awareness of the policies and to promote neighborly compliance with the policies as they currently exist. Mr. Zimmerman asked if renters get that email when someone rents a property. Ms. Adams responded that whomever requests an amenity access card, has information captured for the electronic mail

system. Renters that have a valid lease and apply for an amenity access card are added to the database. Ms. Adams asked if this was a situation that the Board would like to continue to monitor with the understanding that the policies could be amended at a future time. Mr. Jones asked if they could ask residents for their feedback. Ms. Adams responded that certainly interaction with constituents was always an appropriate way to gather information and get feedback. She noted that they had designated times during the Board meetings where they were soliciting for input from the public on any matters that the Board was going to be deciding on or any matters that citizens want to bring up. She also noted that typically they don't want to start polling citizens on solo issues because they could get a majority response in favor of a certain policy, but ultimately, if it's not in the best interest of the District to adopt a certain policy it could frustrate citizens. Mr. Smith noted that from his experience, even with signs, if the person is a resident and they are fishing, the police are not going to enforce District policy. He explained that the District's recourse would be to suspend a violator from the amenity. He recommended that District staff typically recommends installing signage to notify individuals of the District's policies. Mr. Jones suggested that they table this item and monitor it.

Mr. Smith asked if they wanted pricing for signage. Mr. Jones responded that they did want pricing for signage. Mr. Smith recommended that he would include "Wildlife" and below that they would add "Fishing is for CDD Residents and Patrons Only" and "Fishing is Catch and Release". Mr. Runyan noted that there needed to be more signs. Ms. Adams noted that staff would bring signage back for Board review.

D. Ratification of Maintenance Bond

Ms. Adams stated that on page 40 of the agenda package was a copy of a maintenance bond document. She explained that this was a requirement from the City of Lakeland, Florida pertaining to the public roadways that would be conveyed from the District to the City of Lakeland. She noted that the City was requiring this bond. The premium cost for this would be borne by the developer in accordance with the funding agreement. She further explained that the District would not bear the cost of this maintenance bond. She noted that this was being brought forward for ratification as it was presented to the Chairman of the Board and signed prior to the Board meeting. It was in the best interest of the District to get this filed and the 12-month timeline started. She noted that Mr. Rayl was on the line and Ms. Hammock was present. She asked if there were any comments

or questions from staff regarding the maintenance bond. Ms. Sides asked if this was them handing over the roads. Ms. Adams clarified that it was a maintenance bond that benefited the City, and it was something that the City required. She noted that they were still in the process of actively working on the roadway conveyance. She explained that they would get an update on that matter under staff reports.

Mr. Rayl noted that this was a standard practice item that occurred when they transfer over infrastructure to a public entity. He explained that this was a one-year maintenance or warranty for construction defects. He stated that once this maintenance period was over, the obligation on the District's side ends and it would be completely the City's to own and take care of.

On MOTION by Ms. Sides, seconded by Mr. Jones, with all in favor, the Maintenance Bond, was ratified.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the February 7, 2023 Board of Supervisors Meeting

Ms. Adams presented the minutes of the February 7, 2023 Board of Supervisors meeting and asked for any comments, corrections, or changes to the minutes. She explained that the meeting minutes were reviewed by District counsel as well as by District management staff. The Board had no changes to the minutes.

On MOTION by Mr. Jones, seconded by Mr. Runyan, with all in favor, the Minutes of the February 7, 2023 Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Hammock stated that they were actively working with the City of Lakeland to identify the remaining items that they want addressed in order to take over ownership and possession of the roadways and the right of ways within the District. She explained that she had been working with the District engineer as well as District management staff to take the punch list items that they got from the city and start to get proposals that could be presented to the Board. She stated that they heard back from the City, and they sent a revised report over to them listing certain items that the City wanted in place, and previously addressed and the ones that were remaining, District Counsel asked if the City officials had any objections to that revised list of punch list items being the final list, which they did not. She explained that District staff were moving towards getting proposals, vendors, and anything that could be covered under any warranties that were existing.

B. Engineer

Mr. Rayl had nothing further to report to the Board. Ms. Adams stated that Mr. Rayl was actively engaged with the city and was attending meetings between the city and contractors. He will be overseeing any work on behalf of the District.

C. Field Manager's Report

Mr. Smith presented the field manager's report to the Board starting with the completed items. The first completed item was a break at one of the water lines in the dog park and it was repaired. The fencing around the dog park was also repaired. The toilet paper dispenser that was knocked off the wall was repaired. He noted the gate closer was corrected also. He explained that they got with a vendor regarding the gate, and they were told that because of the nature of the way the gate was, there wasn't a good system to secure it. In saying that, Mr. Smith is looking into some additional options, but they may need to replace that section of gate between the two walls just to ensure that it is secured better. He reviewed the additional field maintenance items noting that they had the vandalism on the fence addressed. He further explained that the vandalism happened on Saturday night and the fence panels with graffiti were replaced and repaired by Tuesday morning. He noted that the bench installation was complete, and at the end of the road there, they picked up some trash and debris that was left behind. They went through and

straightened signs all throughout the community. He noted that they got them all, but if they noticed any additional ones, they would straighten those as well.

Mr. Smith reviewed the in-progress items noting that the solar lights would be on site that following day. The pond bank restoration was complete. He further explained that the next step was that they were working with the vendor to move forward on additional in-pond plantings. He noted that they should be getting the amenity two shade structure by the end of the month, and they should have the amenity one around the same time. He explained that in the next 36 days, they should have them all back up. The insurance claim was submitted to the insurance company for all hurricane related repairs and damages. He noted that they were just waiting on some final status information regarding the claim.

In concluding his review of the field manager's report, Mr. Smith asked if anyone had any questions. Mr. Zimmerman asked if there was a police report filed for the graffiti vandalism on the fence. Mr. Jones responded no. Ms. Tidwell asked if the solar lights were going to be installed for all the mailboxes/mailbox banks. Mr. Smith responded that they had additional lights and District staff could bring out extra to make sure that they install them where needed to the extent possible. He explained that he would need to check and make sure it was actually the CDD's because it might be the HOA. Ms. Tidwell clarified that it was the CDD. Mr. Smith stated that he would look into it. Ms. Sides asked if they had a status on the trees discussed at their previous meeting. Mr. Smith responded that those trees had either been staked and/or removed as needed at this point. He further noted that they could come back and replace them, but the landscaper was still finishing up that work. Once they have completed their work, they are going to let Mr. Smith know how many trees they were able to save, re-stake, and then how many they could either bid to replace or just not replace. He stated that the idea was that the trees were put there as a buffer to block whatever private lots were behind the homes. He also noted that there was a second layer of crepe myrtles and other trees that block that anyway, so those trees were not really needed back there. On the topic of trees throughout the community, Mr. Jones mentioned that at one point their landscape vendor gave them a proposal to replace several dead trees, and he suggested that it may be a good thing to look into to get a proposal to evaluate what dead trees they have in the common areas so that they could potentially get those taken care of at some point. Mr. Smith responded that they did do an evaluation of all the dead trees in the common areas last year and it yielded about a \$27,000 proposal. He explained that in his mind a lot of these trees died for a reason because they

were put on pond banks. He noted that the idea was that they were going to clear the trees out for now and prioritize replacing the trees at focal points such as around amenities, down the main road, behind the Amenity 2, etc. Mr. Jones stated that they had some budgets that they would be talking about over the next couple of months and then they would see where that item may fall within their constraints at that time. Mr. Runyan asked if Mr. Smith got some bids on watering the grass where they put the sod around. Mr. Smith responded that he asked the landscaper if they could give them some quotes and they have not provided him a number to do so. He further noted that upon review, the sod was doing much better than he had expected it to do. Solitude does not do that service after the install and the only other option would be the landscaper to do the watering service. Ms. Sides asked if there were options that they could discuss for the areas that need lighting in the neighborhood. Mr. Smith responded that one area that was talked about was the Medulla extension. Ms. Hammock stated that she would make it a point to bring up the topic in her next conversation with City of Lakeland because Lakeland Electric was supposed to be installing and maintaining the lighting at Medulla extension. Ms. Adams noted that the streetlights themselves were owned and maintained by the City of Lakeland and they would make the determination if they would install additional lighting and that could be based on citizen feedback and additional lighting studies. She added that the City of Lakeland was responsible when it came to this spot. Mr. Jones clarified that the CDD could not order that, and they could only govern their parcels and their properties, but as a private citizen, they could call Lakeland Electric to see what was going on. Ms. Sides asked for further clarification that the lighting was strictly the city and citizens would have to go to the City to discuss this lighting situation. Mr. Jones clarified that it would be Lakeland Electric that the citizens would need to contact. Ms. Adams stated that if there was lighting concerns on CDD property, they could bring that to staff's attention to evaluate and bring back with a proposal. Mr. Zimmerman noted concern for the maintenance on the lights outside the entrance because the lights were not working. Mr. Smith noted that he would look into it.

i. Consideration of Proposal for Magnetic Locks for Amenity Restrooms – Current Demands Electrical & Security Services

Mr. Smith presented this proposal for magnetic locks for the amenity restrooms from Current Demands Electrical & Security Services to the Board. He explained that at Amenity 2, the bathrooms were currently supposed to be key card access in order to enter, but essentially due to

the way the hardware was and the wall, it will open. Anyone can enter the bathrooms and they want to be able to prevent that. He also explained that this item was a quote to add a magnetic lock that would tie into the system instead of a latch system. Ms. Adams stated that there was a copy of the proposal on page 60 of the agenda package for review and the total amount was \$2,111.83. She explained that within their amenity budget, they had a contingency of \$5,000 that no monies had been spent from that. They also have amenity repair and maintenance budget of \$15,000 and as of the end of January they have spent over \$8,000 of that line item. She concluded that there was funding available in their contingency for the amenity repair and maintenance for this item. Not only was it considered amenity maintenance, but it was also access control, which was part of the security program.

On MOTION by Mr. Jones, seconded by Ms. Sides, with all in favor, the Proposal for Magnetic Locks for Amenity Restrooms – **Current Demands Electrical & Security Services**, was approved.

ii. Consideration of Proposal for Non-Entry Latch System for Amenity #1

Mr. Smith presented this proposal for non-entry latch system for Amenity 1. He noted that it was for the main gate at Amenity 1, which had issues with being secure because people hang or push on it. He also noted that it was a flimsy gate, and it could contort to open. Mr. Jones asked if it was in their files. Ms. Adams responded that this item would be deferred because they didn't have a proposal right now. Mr. Smith explained that he had expected to get a proposal from the vendor, but after they came and reviewed the gate and fence, they said that there was not a good solution because of how flimsy the gate was.

iii. Consideration of Proposal for Site Trashcan Installation – GMS

Mr. Smith presented this proposal for site trashcan installation. He explained that he provided a proposal for six because that was how many benches went in. Ms. Adams stated that this item was brought back because the Board directed staff to bring back the proposal because it there was a resident request for additional trashcans. This was not an item that staff was recommending but was brought back for the Board to consider. Mr. Zimmerman noted that the worse places was at the bus stops and along the road. Mr. Jones noted that he had already moved a trashcan out to each bus stop. He noted that they had one by the bike rack and then one down at

Riverstone pool. Mr. Smith noted that he may do a trade because those trashcans don't have a cover and the ones at Amenity 2 do. He further noted that he could have his maintenance guys trade the trashcans. After Board discussion, it was decided to table this item.

iv. Consideration of Proposal for Large Oak Tree Removal – Prince & Sons

Mr. Smith presented the proposal from Prince & Sons for large oak tree removal. He explained that the area was on the back side of Dolostone Drive on the pond bank, but the resident from who's yard the trees fell out of had cleaned it all up, so this item was not necessary. Ms. Adams noted that there was no action on this item, and they would withdraw this proposal from the agenda package.

v. Consideration of Proposal for Emptying Trashcans

After Board discussion, it was decided to table this item. Mr. Smith noted for the Board's reference their current vendor gave them a quote of \$40 per can/per month for two empties per week. Mr. Runyan suggested bolting down the trashcan. Mr. Smith responded that was the reason the quote was the way that it was because they have a more costly trashcan that was more durable and included the installation of a concrete pad under it.

D. District Manager's Report

Ms. Adams reminded Board members that when they adopted their annual meeting schedule for the second Tuesday of each month, there were a couple of meetings that were scheduled at 6:00 p.m. and April's meeting being one of those. She explained that it was the intention that they would be presenting the proposed budget for Board approval at their April meeting. She noted that the approval of the proposed budget really kicked off the budget cycle. The Board doesn't adopt the annual budget until typically July or August. She also noted that the budget could be further modified during discussion, but when they adopt their proposed budget, they set a cap that the maintenance assessment amount wouldn't go higher than. She explained that unfortunately since they were still gathering information about the proposed cost for roadway repairs, what was going to be required for the District to undergo before the city would accept the roads, they didn't think that they would have that information by April. In saying that, it's very likely that they would present and review the District's proposed budget meeting in May. Alternatively, they could push for April, but they would have to have a higher number or a more

conservative number than what they think it would be. She added that would mean that the assessment per resident would be noticed higher than what it might actually need to be, which could cause agitation. She asked if there was any Board direction on that. The Board was more comfortable with the proposed budget being in May and the budget adoption being in August. She stated that their May meeting would be scheduled at the regular time of 3:00 p.m. or at 6:00 p.m. The Board wanted to change the May meeting time to 6:00 p.m.

On MOTION by Mr. Jones, seconded by Mr. Runyan, with all in favor, Scheduling the May Meeting at 6:00 p.m., was approved.

Ms. Adams stated that there had been several security concerns brought to the attention of District staff. The security concerns specifically were juveniles accessing the amenity centers after hours, juveniles getting into physical conflict while waiting for the school bus at the Amenity Center 1. She explained that they were working with their security company to gather additional information on some strategies for monitoring and addressing the situation. She noted that Florida had extremely broad public access laws, but there were some exceptions to that. One exception being that the Board has the ability to discuss security matters in closed session. Closed session means that no members of the public are present during that discussion, and it discusses strategies such as security systems, camera locations, etc. and in order to not compromise the integrity of the system, that discussion could take place at closed session. She stated that with consensus from the Board, they will have some proposals that they will schedule for closed session in April. She explained that what tends to work best for that is that schedule would be almost their last item, so that way members of the public don't have to wait outside of the building for discussion and then come back. She concluded that if there was consensus on the Board, they would move forward with that plan for April and plan a closed session. The Board agreed.

Ms. Adams also updated the Board on the status of their FEMA grant to hopefully cover any expenses related to Hurricane Ian that are not covered by insurance such as the erosion repair, deductibles, mitigation efforts, any items that insurance is not covering. She explained that the grant application was moving forward. She recognized that Mr. Smith produced an extraordinary amount of documentation and paperwork related to the grant application. Mr. Smith has also had visits on site with FEMA staff as part of the required steps. She noted that they were hoping that they could close out the application and turn it fully over to FEMA within the next 30 days.

i. Approval of the Check Register

Ms. Adams reviewed the check register found in the agenda package. She noted that the total amount for the check run summary from January 31, 2023 through February 7, 2023 was \$103,240.74.

On MOTION by Mr. Jones, seconded by Ms. Sides, with all in favor, the Check Register, was approved.

ii. Balance Sheet and Income Statement

Ms. Adams reviewed the unaudited financial statements that were included in the agenda packet through January 31, 2023. She noted that there was no action required from the Board.

iii. Consideration of CDD 101 Presentation/Workshop

Ms. Adams stated that District management staff and District counsel had various CDD 101 presentations. She explained that sometimes a Board would request a CDD 101 presentation for the Board especially when there were newly elected or appointed Board members. In this case, Ms. Adams noted they had some residents contact District management staff and asked some fundamental questions about the CDD and earnest to understand the difference between the CDD, the HOA, some of the responsibilities of the District, how the District operates, etc. She noted that they had another short CDD 101 presentation that was geared towards residents. She explained that if the Board would want to direct staff, this would be something that they would be happy to schedule for an evening session exclusively on Zoom where anyone interested could attend via Zoom. Staff would do a presentation that is an overview of the CDD and an opportunity for residents to ask any questions. She did note that if more than one Board member wanted to attend the workshop to be involved, they would need to notice that as a workshop so that they aren't concerned about the Sunshine Law. The Board members decided that they would like to attend, and they decided to go with Tuesday, March 28th at 6:00 p.m. for the CDD workshop meeting via Zoom. Ms. Sides asked if that was something where if a Board member does attend, they could answer questions. Ms. Adams responded that Board members could interact with constituents and also get compensated for attending workshops.

iv. Consideration of Announcing CDD Meetings via Amenity Access Electronic Mail Messaging System

Ms. Adams stated that she had a call from a resident who felt that the community would benefit from a more understanding about the CDD Board meeting schedule. She noted that right now their meetings were noticed in accordance with Florida statutes. She asked if Board members would also like for the CDD meeting announcement and link to the agenda packet to go out using their amenity access electronic mail messaging system. The Board agreed.

SIXTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Public Comments

Ms. Adams opened the floor to audience comments. Ms. Kim Zimmerman (6233 Dolostone Drive) commented concern over the U-turns that everyone was making to get to the mailboxes because it was killing everything on both sides of the street.

Mr. Richard Mace (3728 Peregrine Way) asked if the Board could talk to the bus transportation for the upcoming school year to have the bus stops moved away from the swimming pool to cut down on some of the problems that they were having.

NINTH ORDER OF BUSINESS

Adjournment

Ms. Adams adjourned the meeting.

On MOTION by Mr. Jones, seconded by Mr. Runyan, with all in favor, the meeting was adjourned at 4:42 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION IV

SECTION C

Towne Park CDD

Field Management Report



April 4th, 2023
Clayton Smith – Field Services
Manager
GMS

Completed

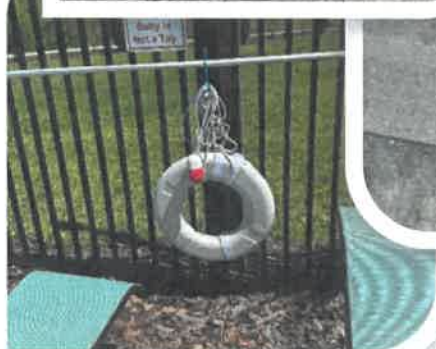
Amenity Area Improvements



- ✚ Solar lights at mail kiosk near amenity one.
- ✚ Door closer arm at amenity one gate installed and new hinges installed.
- ✚ New Bike rack added.



- ✚ Service chair connection plate covered up.
- ✚ Pool signs added for informing patrons about life ring use.



Completed

Amenity Area Improvements continued



- ✚ Bike Sign graffiti cleaned.
- ✚ Dog park rules sign added.
- ✚ Trash cans adjusted.

Pool Tables Repaired

- ✚ Repaired cracked tables at amenity 1 so they can comfortably and safely be used.



Completed

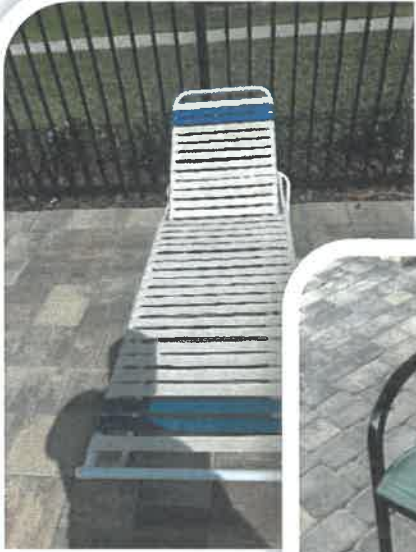
Monuments Cleaned

- ✚ The Main entrance monument was pressure washed and cleaned up.
- ✚ The monuments on Medulla were pressure washed.



In Progress

Pool Chairs



- ✚ Looking into the cost of restoring a few damaged chairs.
- ✚ Looking into the cost to add more chairs to amenity two.

Bank Restoration and Plantings

- ✚ Pond bank restoration project is complete.
- ✚ Reviewed for punch list that has been sent off to vendor.
- ✚ Additional plantings to occur.
- ✚ Landscape vendor is watering grass over next 2 months.



In Progress

Shade Covers



- ✚ Amenity 2 shade structure is in process of being replaced.
- ✚ Amenity 1 is pending but should be in the next couple weeks.

Amenity 2 Maglocks

- ✚ Vendor is installing maglocks on doors at Amenity 2.
- ✚ Parts have been ordered.
- ✚ Scheduling installation once parts arrive.




In Progress

Pond Signage

- ✚ Installation of Wildlife and Fishing signage around various ponds.
- ✚ 19 locations identified.
- ✚ Signs would be placed in an area that could be considered an “attractive nuisance” and not behind homes.



⚠ DANGER
**ALLIGATORS
AND SNAKES
IN AREA**

**STAY AWAY
FROM THE WATER
DO NOT FEED
THE WILDLIFE**

ATTENTION

**Fishing for
CDD Patrons
and Residents
Only**

**Catch and
Release Only**



In Progress

Peregrine Way Pine Trees



- ✚ Cypress trees along the backs of the homes on the south side of Peregrine way are all leaning.
- ✚ Very costly to stake and straighten.
- ✚ Considering options.

Conclusion

For any questions or comments regarding the above information, please contact me by phone at 407-201-1514, or by email at csmith@gmscfl.com. Thank you.

Respectfully,
Clayton Smith

SECTION 1

George's Patio Shop, Inc

Invoice

3940 68th Ave No.
Pinellas Park Fl. 33781
727-520-7949

Date	Invoice #
3/22/2023	1874

Bill To
Towne Park 3865 White Ibis Rd Lakeland, FL 33811 Allan Bailey 407-460-4424 - cell

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	50% down on start of ...		3/22/2023			

Quantity	Item Code	Description	Price Each	Amount
5	Chair	Chair Re=sling	80.00	400.00T
2	Chaise Lounge Resl...	Chaise Lounge Resling	130.00	260.00T
3	Chaise lounges	Chaise lounges Re-strap	85.00	255.00T
	delivery	Pickup and Delivery Fee	125.00	125.00
		Sales Tax 7%	7.00%	64.05

Payment terms are 15 days upon invoice receipt. If payment is received after 15 days, then subject of \$75 late payment fee.

Total	\$1,104.05
Payments/Credits	\$0.00
Balance Due	\$1,104.05

SECTION 2

George's Patio Shop, Inc

Invoice

3940 68th Ave No.
Pinellas Park Fl. 33781
727-520-7949

Date	Invoice #
3/22/2023	1875

Bill To
Towne Park 3865 White Ibis Rd Lakeland, FL 33811 Allan Bailey 407-460-4424 - cell

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			3/22/2023			

Quantity	Item Code	Description	Price Each	Amount
15	Chaise lounges delivery	Chaise Lounges New W1710 Sling freight 70% deposit, balance on delivery Sales Tax 7%	354.00 450.00 7.00%	5,310.00T 450.00 371.70

Payment terms are 15 days upon invoice receipt. If payment is received after 15 days, then subject of \$75 late payment fee.

Total	\$6,131.70
Payments/Credits	\$0.00
Balance Due	\$6,131.70

SECTION 3

Proposal # : 278

Proposal



Governmental
Management Services - CF

Maintenance Services
Phone: 407-201-1514
Email:
Csmith@gmscfl.com

Bill To/District Towne Park CDD	Prepared By: Governmental Management Services- CF, LLC 219 E. Livingston Street Orlando, FL 32801
Job name and Description	
Pond Signage Installation - Wildlife and Fishing Signs -Deliver and install 19 posts with 2 signs each. 1 sign is a wildlife warning sign, the second sign indicates fishing rules and Resident/Patron use only.	

Qty	Description	Unit Price	Line Total
24	Labor	\$47.50	\$1140.00
1	Mobilization	\$65.00	\$130.00
	Equipment		\$30.00
	Materials		\$2481.38
Total Due:			\$3781.38

This Proposal is Valid for 30 days.

Client Signature: _____

SECTION 4

1. Replace 92 Cypress Trees and Straighten 10 Cypress Trees
New Cypress Tree $\$270 \times 92 = \$24,840.00$
Straighten 10 Cypress Tree $\$175 \times 10 = \$1,750.00$
Total $\$26,590.00$
2. Replace 100 Cypress Trees
New Cypress Tree $\$270 \times 100 = \$27,000.00$
Remove Old Trees $\$100 \times 100 = \$10,000.00$
Total $\$37,000.00$
3. Straighten and stake Cypress Trees (There is no guarantee for these trees)
 $\$175 \times 100 = 17,500.00.$



SECTION 5

SERVICES CONTRACT

CUSTOMER NAME: Towne Park CDD

SUBMITTED TO: Clayton Smith

CONTRACT DATE: January 13, 2023

SUBMITTED BY: Jason Jaszczak

SERVICES: Aquatic Planting

This agreement (the "Agreement") is made as of the date indicated above, and is by and between SOLitude Lake Management, LLC ("Solitude" or the "Company") and the customer identified above (the "Customer") on the terms and conditions set forth in this Agreement.

1. The Services. SOLitude will provide services at the Customer's property as described in Schedule A attached hereto:

2. PAYMENT TERMS. The fee for the Services is **\$3,131.00**. The Customer shall pay 50% of this service fee upon execution of this Agreement. The balance (remaining 50% of fee) will be invoiced to Customer by SOLitude following completion of the Services.

For any work completed or materials in storage on the customer's behalf at the end of each month, the company will invoice and the customer will be responsible for paying the percent of the total work completed as of that date, less any previous deposit paid. Should the work performed be subject to any local, state, or federal jurisdiction, agency, or other organization of authority for sales or other taxes or fees in addition to those expressly covered by this contract, customer will be invoiced and responsible for paying said additional taxes in addition to the fee above. Customer agrees to pay all invoices within thirty (30) days of invoice date. The Customer will be liable for any returned check fees and any collection costs, including reasonable attorney fees and court costs, for any invoices not otherwise timely paid, and interest at the rate of 1% per month may be added to all unpaid invoices. Company shall be reimbursed by the Customer for any non-routine expenses, administrative fees, compliance fees, or any other similar expense that are incurred as a result of requirements placed on the Company by the Customer that are not covered specifically by the written specifications of this contract.

3. TERM AND EXPIRATION. This Agreement is for a one-time service as described in the attached Schedule A. Any additional services will be provided only upon additional terms as agreed to by the parties in writing.

Competitively Sensitive & Proprietary Materials – The information contained herein is the intellectual property of SOLitude Lake Management. Recipient may not disclose to any outside party any proprietary information, processes, or pricing contained in this document or any of its attachments without the prior written consent of SOLitude Lake Management. This document is provided to the recipient in good faith and it shall be the responsibility of the recipient to keep the information contained herein confidential.



4. DISCLAIMER. SOLitude is not responsible for the failure of any treatment, equipment installation, or other work that result from dam or other structural failures, severe weather and storms, flooding, or other acts of God that are outside of the control of SOLitude.

Customer understands and acknowledges that there are irrigation restrictions associated with many of the products used to treat lakes and ponds. The customer is responsible for notifying SOLitude in advance of the contract signing and the start of the contract if they utilize any of the water in their lakes or ponds for irrigation purposes. The customer accepts full responsibility for any issues that may arise from the irrigation of turf, ornamentals, trees, crops, or any other plants as a result of treated water being used by the customer for irrigation without the consent or knowledge of SOLitude.

Although there is rarely direct fish toxicity with the products used for treatment when applied at the labeled rate, or the installation and normal operation of the equipment we install, there is a risk under certain circumstances of significant dissolved oxygen drops. This risk is most severe in times of extremely hot weather and warm water temperatures, as these are the conditions during which dissolved oxygen levels are naturally at their lowest levels. Oftentimes lakes and ponds will experience natural fish kills under these conditions even if no work is performed. Every effort, to include the method and timing of application, the choice of products and equipment used, and the skill and training of the staff, is made to avoid such problems. However, the customer understands and accepts that there is always a slight risk of the occurrence of adverse conditions outside the control of SOLitude that will result in the death of some fish and other aquatic life. The customer also understands and accepts that similar risks would remain even if no work was performed. The customer agrees to hold SOLitude harmless for any issues with fish or other aquatic life which occur as described above, or are otherwise outside the direct control of the SOLitude, unless there is willful negligence on the part of SOLitude.

While SOLitude Lake Management LLC makes every effort to thoroughly inspect the site before providing this contract proposal or beginning any work, it is possible, without fault or negligence, that unforeseen circumstances may arise, or that hidden conditions on the site might be found in the course of the performance of the contract work, which would result in additional time or material costs that exceed this contract pricing. Should this occur, the customer will be notified of these unforeseen circumstances or conditions and be responsible for the costs associated with remedying. By signing this agreement, the customer acknowledges that they have informed SOLitude Lake Management® of all known and relevant current site conditions that would be reasonable to expect could affect our ability to successfully complete the contract work.

5. INSURANCE AND LIMITATION OF LIABILITY. Solitude will maintain general liability and property damage insurance as necessary given the scope and nature of the Services. The Company will be responsible for those damages, claims, causes of action, injuries or legal costs to the extent of its own direct negligence or misconduct, and then only to an amount not to exceed the annual value of this Agreement. In no event will any party to this Agreement be liable to the other for incidental, consequential or purely economic damages.

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6. FORCE MAJEURE. The Company shall not be liable for any delay in performing the Services, nor liable for any failure to provide the Services, due to any cause beyond its reasonable control.

7. ANTI-CORRUPTION AND BRIBERY. Each party represents that neither it nor anyone acting on its behalf has offered, given, requested or accepted any undue financial or other advantage of any kind in entering into this Agreement, and that it will comply with all applicable laws and regulations pertaining to corruption, competition and bribery in carrying out the terms and conditions of this Agreement.

8. GOVERNING LAW. This Agreement shall be governed and construed in accordance with the laws of the state in which the Services are performed.

9. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the parties with respect to the subject matter and replaces any prior agreements or understandings, whether in writing or otherwise. This Agreement may not be modified or amended except by written agreement executed by both parties. In the event that any provision of this Agreement is determined to be void, invalid, or unenforceable, the validity and enforceability of the remaining provisions of this Agreement shall not be affected.

10. NOTICE. Any written notice provided under this Agreement may be sent via overnight mail, certified mail, hand delivery or electronic mail with delivery confirmation, to the individuals and addresses listed below.

11. BINDING. This Agreement shall inure to the benefit of and be binding upon the legal representatives and successors of the parties.

12. FUEL/TRANSPORTATION SURCHARGE. Like many other companies that are impacted by the price of gasoline, a rise in gasoline prices may necessitate a fuel surcharge. As such, the Company reserves the right to add a fuel surcharge to Customer's invoice for any increase in the cost of fuel as measured above the same time period in the prior year (by the National U.S. Average Motor Gasoline-Regular Fuel Price per Gallon Index reported by the U.S. Department of Energy). The surcharge may be adjusted monthly (up or down) with the price of gasoline.

13. E-Verify. Solitude Lake Management LLC utilizes the federal E-Verify program in contracts with public employers as required by Florida State law, and acknowledges all the provisions of Florida Statute 448.095 are incorporated herein by reference and hereby certifies it will comply with the same.

Competitively Sensitive & Proprietary Materials – The information contained herein is the intellectual property of SÖlitude Lake Management. Recipients may not disclose to any outside party any proprietary information, processes, or pricing contained in this document or any of its attachments without the prior written consent of SÖlitude Lake Management. This document is provided to the recipient in good faith and it shall be the responsibility of the recipient to keep the information contained herein confidential.



ACCEPTED AND APPROVED:

SOLITUDE LAKE MANAGEMENT, LLC.

Towne Park CDD

Signature: _____

Signature: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Please Remit All Payments to:

**1320 Brookwood Drive Suite H
Little Rock AR 72202**

Customer's Address for Notice Purposes:

Please Mail All Contracts to:

**2844 Crusader Circle, Suite 450
Virginia Beach, VA 23453**

Competitively Sensitive & Proprietary Materials – The information contained herein is the intellectual property of SOLitude Lake Management. Recipients may not disclose to any outside party any proprietary information, processes, or pricing contained in this document or any of its attachments without the prior written consent of SOLitude Lake Management. This document is provided to the recipient in good faith and it shall be the responsibility of the recipient to keep the information contained herein confidential.



SCHEDULE A - SERVICES

Planting of 850 Pickerel Weed, 825 Gulf Spike Rush and 850 Duck Potato within the highlighted area. See map below.

AQUATIC VEGETATION INSTALLATION

Aquatic Vegetation Installation:

1. Contractor will install the following aquatic vegetation in 4"- 18" of water:
2. This plant species is suited to live and thrive in water less than 24" in depth.
3. Contractor will plant the vegetation along the perimeter of the highlighted area of the pond.
4. All plants will be spaced 6-12 inches apart.
5. Contractor will clean up after themselves and leave the work site with minimal disturbance to its natural appearance.
6. Contractor will not be responsible for the protection of the plants from predation by deer, geese or any other wildlife.
7. Contractor is responsible for the health of the plants upon arrival to the site and will properly transplant the plants taking the health of the plant into consideration throughout the entire processes.
8. Contractor is not responsible for the health of the plants following the completion of the transplant process. Young plants may be susceptible to trouble early after planting with harsh weather conditions. Contractor will look to the forecasted weather prior to planting to give the plants best odds of survival, but will not be held responsible for environmental factors that may decrease plant survival rates.
9. Customer understands that these plants are designed to live in an aquatic or wetland environment, and as such, shall take full responsibility for supplemental irrigation or any other care and maintenance that may be required due to weather or other environmental conditions. Contractor is not responsible for any ongoing maintenance or care for the newly installed plants following completion of the installation work.

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Permitting (when applicable):

1. SOLitude staff will be responsible for the following:
 - a. Obtaining any Federal, state, or local permits required to perform any work specified in this contract where applicable.
 - b. Attending any public hearings or meetings with regulators as required in support of the permitting process.
 - c. Filing of any notices or year-end reports with the appropriate agency as required by any related permit.
 - d. Notifying the Customer of any restrictions or special conditions put on the site with respect to any permit received, where applicable.

Customer Responsibilities (when applicable):

1. Customer will be responsible for the following:
 - a. Providing information required for the permit application process upon request.
 - b. Providing Certified Abutters List for abutter notification where required.
 - c. Perform any public filings or recordings with any agency or commission associated with the permitting process, if required.
 - d. Compliance with any other special requirements or conditions required by the local municipality.
 - e. Compliance and enforcement of temporary water-use restrictions where applicable.

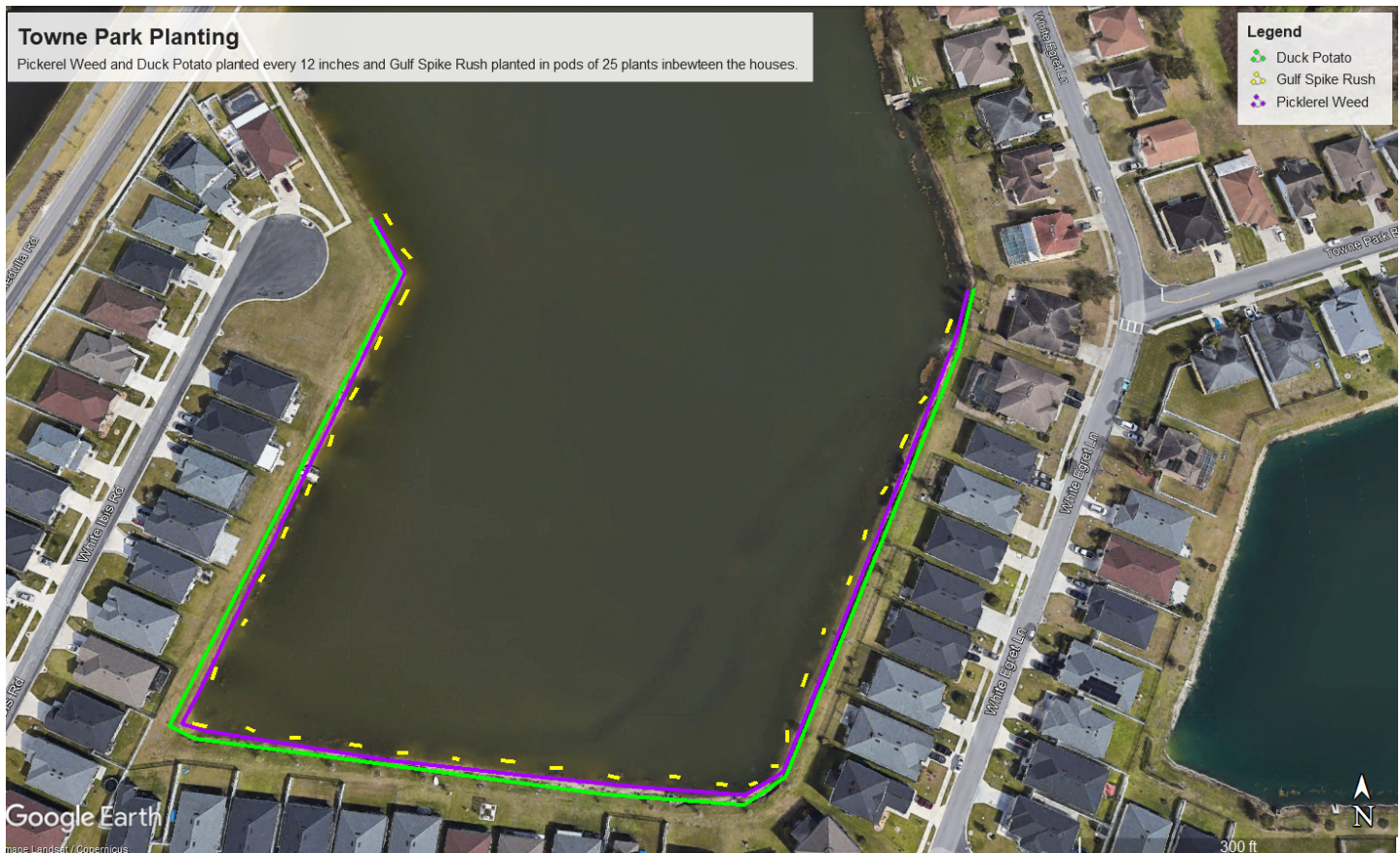
General Qualifications:

1. Company is a licensed pesticide applicator in the state in which service is to be provided.
2. Individual Applicators are Certified Pesticide Applicators in Aquatics, Public Health, Forestry, Right of Way, and Turf/Ornamental as required in the state in which service is to be provided.
3. Company is a SePRO Preferred Applicator and dedicated Steward of Water. Each individual applicator has been trained and educated in the water quality testing and analysis required for prescriptive site-specific water quality management and utilizes an integrated approach that encompasses all aspects of ecologically balanced management. Each applicator has received extensive training in the proper selection, use, and application of all aquatic herbicides, algaecides, adjuvants, and water quality enhancement products necessary to properly treat our Customers' lakes and ponds as part of an overall integrated pest management program.
4. Company guarantees that all products used for treatment are EPA registered and labeled as appropriate and safe for use in lakes, ponds, and other aquatic sites, and are being applied in a manner consistent with their labeling.

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5. All pesticide applications made directly to the water or along the shoreline for the control of algae, aquatic weeds, or other aquatic pests as specified in this contract will meet or exceed all of the Company's legal regulatory requirements as set forth by the EPA and related state agencies for NPDES and FIFRA. Company will perform treatments that are consistent with NPDES compliance standards as applicable in and determined by the specific state in which treatments are made. All staff will be fully trained to perform all applications in compliance with all federal, state, and local law.
6. Company will furnish the personnel, vehicles, boats, equipment, materials, and other items required to provide the foregoing at its expense.



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SECTION 6

Estimate Date: 10/27/2022
Estimate Number: 4143

Hello *Governmental Management Services,

Your estimate for service at 3883 White Ibis Rd. is as follows:

Estimate Description	Quantity	Rate	Amount
Monthly Pest (Com) Pest Service for the Amenity Building	1	1440.00	1440.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
Quarterly Pest Service (Com) For the Play Ground Service. Ants and Wasp service	1	260.00	260.00
• Quarterly Pest Prevention	1	65.00	65.00
• Quarterly Pest Prevention	1	65.00	65.00
• Quarterly Pest Prevention	1	65.00	65.00
• Quarterly Pest Prevention	1	65.00	65.00
Subtotal			\$1,700.00
Sales Tax			\$127.50
Total			\$1,827.50

Press the button below to sign your agreement and accept services

Terms and Conditions: This is a one year agreement automatically renewing itself for a like period. American Lawn & Tree Specialist is hereby authorized and agrees to provide service as noted above. All American Lawn & Tree Specialist is not responsible for plant or sod replacement. The customer agrees to provide proper watering and other maintenance and also to make the premise available to accept service as scheduled (Customer is not required to be present at time of service). This agreement can be cancelled by either party with

Estimate Date: 10/27/2022
Estimate Number: 4142

Hello *Governmental Management Services,

Your estimate for service at 3334 Medulla Rd. is as follows:

Estimate Description	Quantity	Rate	Amount
Monthly Pest (Com) Pest Service for the Amenity Building	1	1440.00	1440.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
• Quarterly Pest Prevention	1	120.00	120.00
Quarterly Pest Service (Com) For the Play Ground Service. Ants and Wasp service	1	260.00	260.00
• Quarterly Pest Prevention	1	65.00	65.00
• Quarterly Pest Prevention	1	65.00	65.00
• Quarterly Pest Prevention	1	65.00	65.00
• Quarterly Pest Prevention	1	65.00	65.00
Subtotal			\$1,700.00
Sales Tax			\$127.50
Total			\$1,827.50

 Press the button below to sign your agreement and accept services

Terms and Conditions: This is a one year agreement automatically renewing itself for a like period. American Lawn & Tree Specialist is hereby authorized and agrees to provide service as noted above. All American Lawn & Tree Specialist is not responsible for plant or sod replacement. The customer agrees to provide proper watering and other maintenance and also to make the premise available to accept service as scheduled (Customer is not required to be present at time of service). This agreement can be cancelled by either party with notice.

Payment Options: Payments by cash and check are accepted. Credit card payments are available upon request with an additional 3% processing fee. Payment by ACH transfer is available upon request with no additional fee.

SECTION D

SECTION 1

Towne Park Community Development District

Summary of Check Register

February 28, 2023 to March 27, 2023

Fund	Date	Check No.'s	Amount
General Fund	3/1/23	524-526	\$ 3,978.90
	3/9/23	527-531	\$ 54,937.25
	3/17/23	532-537	\$ 7,453.29
	3/22/23	538-542	\$ 10,892.69
Total Amount			\$ 77,262.13

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
3/01/23	00077	2/22/23 11579	202302 330-53800-47000	CLEANING SUUPLIES FEB 23	*	118.40	
				E&A CLEANING CO			118.40 000524
3/01/23	00068	2/21/23 5802	202301 310-51300-31500	GENERAL COUNSEL JAN 23	*	3,170.50	
				KILINSKI/VAN WYK, PLLC			3,170.50 000525
3/01/23	00082	2/21/23 8114	202302 320-53800-47300	REPLACE CONTROL BOX	*	690.00	
				PRINCE & SONS INC.			690.00 000526
3/09/23	00085	2/28/23 104580	202302 330-53800-47500	TROUBLESHOOT ACCES/CAMERA	*	170.00	
				CURRENT DEMANDS			170.00 000527
3/09/23	00040	1/30/23 119	202301 320-53800-47500	FENCE REPAIR INSURANCE CL	*	22,595.25	
		1/30/23 120	202301 330-53800-47500	FENCE REPAIR INSURACNE CL	*	1,737.70	
		1/30/23 121	202301 320-53800-47500	GENERAL MAIN JAN 23	*	2,096.48	
		1/30/23 121	202301 330-53800-47500	GENERAL MAIN JAN 23	*	2,096.49	
				GOVERNMENTAL MANAGEMENT SERVICES-			28,525.92 000528
3/09/23	00082	3/01/23 8218	202303 320-53800-46200	LANDSCAPE MAINT MAR 23	*	19,053.33	
				PRINCE & SONS INC.			19,053.33 000529
3/09/23	00071	3/01/23 18652	202303 330-53800-48000	POOL MAINTENANCE MAR 23	*	3,500.00	
				RESORT POOL SERVICES DBA			3,500.00 000530
3/09/23	00024	3/01/23 78052B	202303 320-53800-46400	F	*	3,688.00	
				THE LAKE DOCTORS			3,688.00 000531
3/17/23	00040	3/01/23 117	202303 310-51300-34000	MANAGEMENT FEES MAR 23	*	3,541.67	
		3/01/23 117	202303 310-51300-35200	WEBSITE ADMIN MAR 23	*	100.00	
		3/01/23 117	202303 310-51300-35100	INFORMATION TECH MAR 23	*	150.00	
		3/01/23 117	202303 310-51300-31300	DISSEMINATION SVCS MAR 23	*	833.33	

TWPK TOWNE PARK CDD CWRIGHT

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		3/01/23 117	202303 330-57200-11000		*	416.67	
		AMENITY ACCESS MAR 23					
		3/01/23 117	202303 310-51300-51000		*	1.59	
		OFFICE SUPPLIES MAR 23					
		3/01/23 117	202303 310-51300-42000		*	90.88	
		POSTAGE MAR 23					
		3/01/23 117	202303 310-51300-42500		*	31.65	
		COPIES MAR 23					
		3/01/23 118	202303 320-53800-12000		*	1,287.50	
		FIELD MANAGEMENT MAR 23					
				GOVERNMENTAL MANAGEMENT SERVICES-			6,453.29 000532
3/17/23 00080		3/07/23 GJ030720	202303 310-51300-11000		*	200.00	
		BOS MEETING 3/7/23					
				GREGORY M. JONES			200.00 000533
3/17/23 00055		3/07/23 JT030720	202303 310-51300-11000		*	200.00	
		BOS MEETING 3/7/23					
				JENNIFER TIDWELL			200.00 000534
3/17/23 00091		3/07/23 RR030720	202303 310-51300-11000		*	200.00	
		BOS MEETING 3/7/23					
				ROGER RUNYAN			200.00 000535
3/17/23 00092		3/07/23 TZ030720	202303 310-51300-11000		*	200.00	
		BOS MEETING 3/7/23					
				THOMAS ZIMMERMAN			200.00 000536
3/17/23 00088		3/07/23 ZS030720	202303 310-51300-11000		*	200.00	
		BOS MEETING 3/7/23					
				ZABRINA SIDES			200.00 000537
3/22/23 00077		3/20/23 79389	202303 300-15500-10000		*	1,230.00	
		CLEANING APR23					
				E&A CLEANING CO			1,230.00 000538
3/22/23 00068		3/10/23 6035	202302 310-51300-31500		*	4,142.75	
		GENERAL COUNSEL FEB 23					
				KILINSKI/VAN WYK, PLLC			4,142.75 000539
3/22/23 00076		3/15/23 21-188-1	202302 310-51300-31100		*	470.00	
		ENGINEER SERVICES FEB 23					
				RAYL ENGINEERING & SURVEYING LLC			470.00 000540
3/22/23 00087		2/28/23 11189202	202302 330-53800-34500		*	2,263.68	
		SECURITY FEB 23					
				SECURITAS SECURITY SERVICES			2,263.68 000541
				TWPK TOWNE PARK CDD CWRIGHT			

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
3/22/23	00035	3/20/23	03202023 202303 300-20700-10000 ASSESSMENT TSFR S162A		*	180.10	
		3/20/23	03202023 202303 300-20700-10000 ASSESSMENT TSFR S182B		*	210.06	
		3/20/23	03202023 202303 300-20700-10000 ASSESSMENT TSFR S183A		*	846.38	
		3/20/23	03202023 202303 300-20700-10000 ASSESSMENT TSFR S193B		*	541.42	
		3/20/23	03202023 202303 300-20700-10000 ASSESSMENT TSFR S193C		*	363.57	
		3/20/23	03202023 202303 300-20700-10000 ASSESSMENT TSFR S203C		*	644.73	
US BANK AS TRUSTEE FOR TOWNE PARK						2,786.26	000542
TOTAL FOR BANK A						77,262.13	
TOTAL FOR REGISTER						77,262.13	

TWPK TOWNE PARK CDD CWRIGHT

SECTION 2

Towne Park
Community Development District

Unaudited Financial Reporting
February 28, 2023



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Towne Park
Community Development District
Combined Balance Sheet
February 28, 2023

	General Fund	Debt Service Fund	Capital Projects Fund	Capital Reserve Fund	Totals Governmental Funds
Assets:					
Cash:					
Operating Account	\$ 671,349	\$ -	\$ -	\$ -	\$ 671,349
Capital Projects Account	\$ -	\$ -	\$ 1,000	\$ -	\$ 1,000
Capital Reserve Account	\$ -	\$ -	\$ -	\$ 160,883	\$ 160,883
Investments:					
Series 2016 - 2A					
Reserve	\$ -	\$ 111,450	\$ -	\$ -	\$ 111,450
Revenue	\$ -	\$ 120,341	\$ -	\$ -	\$ 120,341
Prepayment	\$ -	\$ 1	\$ -	\$ -	\$ 1
Construction	\$ -	\$ -	\$ 0	\$ -	\$ 0
Series 2018 - 2B					
Reserve	\$ -	\$ 60,538	\$ -	\$ -	\$ 60,538
Revenue	\$ -	\$ 150,121	\$ -	\$ -	\$ 150,121
Prepayment	\$ -	\$ 1	\$ -	\$ -	\$ 1
General	\$ -	\$ 0	\$ -	\$ -	\$ 0
Construction	\$ -	\$ -	\$ 70	\$ -	\$ 70
Series 2018 - 3A					
Reserve	\$ -	\$ 256,678	\$ -	\$ -	\$ 256,678
Revenue	\$ -	\$ 550,945	\$ -	\$ -	\$ 550,945
Prepayment	\$ -	\$ 1	\$ -	\$ -	\$ 1
Series 2019 - 3B					
Reserve	\$ -	\$ 167,922	\$ -	\$ -	\$ 167,922
Revenue	\$ -	\$ 359,377	\$ -	\$ -	\$ 359,377
Construction	\$ -	\$ -	\$ 135,917	\$ -	\$ 135,917
Series 2019 - 3C					
Reserve	\$ -	\$ 112,803	\$ -	\$ -	\$ 112,803
Revenue	\$ -	\$ 222,302	\$ -	\$ -	\$ 222,302
Prepayment	\$ -	\$ 12	\$ -	\$ -	\$ 12
Construction	\$ -	\$ -	\$ 0	\$ -	\$ 0
Series 2020 - 3D					
Reserve	\$ -	\$ 200,003	\$ -	\$ -	\$ 200,003
Revenue	\$ -	\$ 391,191	\$ -	\$ -	\$ 391,191
Construction	\$ -	\$ -	\$ 3,209	\$ -	\$ 3,209
Deposits	\$ 4,500	\$ -	\$ -	\$ -	\$ 4,500
Due from General Fund	\$ -	\$ 2,786	\$ -	\$ -	\$ 2,786
Prepaid Expenses	\$ 3,529	\$ -	\$ -	\$ -	\$ 3,529
Total Assets	\$ 679,378	\$ 2,706,472	\$ 140,195	\$ 160,883	\$ 3,686,929
Liabilities:					
Accounts Payable	\$ 48,288	\$ -	\$ -	\$ -	\$ 48,288
Due to Debt Service	\$ 2,786	\$ -	\$ -	\$ -	\$ 2,786
Total Liabilities	\$ 51,074	\$ -	\$ -	\$ -	\$ 51,074
Fund Balance:					
Nonspendable:					
Prepaid Items	\$ 3,529	\$ -	\$ -	\$ -	\$ 3,529
Restricted for:					
Debt Service - Series 2016 - 2A	\$ -	\$ 231,972	\$ -	\$ -	\$ 231,972
Debt Service - Series 2018 - 2B	\$ -	\$ 210,869	\$ -	\$ -	\$ 210,869
Debt Service - Series 2018 - 3A	\$ -	\$ 808,470	\$ -	\$ -	\$ 808,470
Debt Service - Series 2019 - 3B	\$ -	\$ 527,840	\$ -	\$ -	\$ 527,840
Debt Service - Series 2019 - 3C	\$ -	\$ 335,481	\$ -	\$ -	\$ 335,481
Debt Service - Series 2020 - 3D	\$ -	\$ 591,839	\$ -	\$ -	\$ 591,839
Capital Projects	\$ -	\$ -	\$ 140,195	\$ -	\$ 140,195
Assigned for:					
Capital Reserves	\$ -	\$ -	\$ -	\$ 160,883	\$ 160,883
Unassigned	\$ 624,775	\$ -	\$ -	\$ -	\$ 624,775
Total Fund Balances	\$ 628,304	\$ 2,706,472	\$ 140,195	\$ 160,883	\$ 3,635,854
Total Liabilities & Fund Balance	\$ 679,378	\$ 2,706,472	\$ 140,195	\$ 160,883	\$ 3,686,929

Towne Park
Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 02/28/23	Thru 02/28/23	Variance
<u>Revenues:</u>				
Assessments - Tax Roll	\$ 860,473	\$ 831,354	\$ 831,354	\$ -
Other Income	\$ 2,400	\$ 1,000	\$ 2,380	\$ 1,380
Total Revenues	\$ 862,873	\$ 832,354	\$ 833,734	\$ 1,380
<u>Expenditures:</u>				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 12,000	\$ 5,000	\$ 4,200	\$ 800
Engineering Fees	\$ 10,000	\$ 4,167	\$ 7,142	\$ (2,975)
Attorney	\$ 40,000	\$ 16,667	\$ 24,572	\$ (7,906)
Annual Audit	\$ 4,000	\$ -	\$ -	\$ -
Assessment Roll Services	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Reamortization Schedules	\$ 625	\$ 625	\$ 400	\$ 225
Dissemination	\$ 10,000	\$ 4,167	\$ 4,167	\$ 0
Trustee Fees	\$ 23,867	\$ 20,594	\$ 20,594	\$ -
Management Fees	\$ 42,500	\$ 17,708	\$ 17,708	\$ (0)
Information Technology	\$ 1,800	\$ 750	\$ 750	\$ -
Website Maintenance	\$ 1,200	\$ 500	\$ 500	\$ -
Postage & Delivery	\$ 800	\$ 333	\$ 652	\$ (319)
Insurance	\$ 7,088	\$ 7,088	\$ 6,034	\$ 1,054
Printing & Binding	\$ 1,000	\$ 417	\$ 20	\$ 397
Legal Advertising	\$ 3,500	\$ 1,458	\$ -	\$ 1,458
Other Current Charges	\$ 3,500	\$ 1,458	\$ 232	\$ 1,226
Office Supplies	\$ 200	\$ 83	\$ 7	\$ 76
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Total General & Administrative	\$ 167,255	\$ 86,190	\$ 92,153	\$ (5,963)

Towne Park
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2023

	Adopted Budget	Prorated Budget Thru 02/28/23	Actual Thru 02/28/23	Variance
<u>Operations & Maintenance</u>				
Field Expenditures				
Property Insurance	\$ 20,258	\$ 20,258	\$ 20,583	\$ (325)
Field Management	\$ 15,450	\$ 6,438	\$ 6,438	\$ -
Landscape Maintenance	\$ 263,665	\$ 109,860	\$ 95,267	\$ 14,594
Landscape Enhancements/Replacement	\$ 35,000	\$ 35,000	\$ 36,447	\$ (1,447)
Pond Maintenance	\$ 32,172	\$ 13,405	\$ 17,567	\$ (4,162)
Electric	\$ 5,400	\$ 2,250	\$ 859	\$ 1,391
Streetlighting	\$ 20,000	\$ 8,333	\$ -	\$ 8,333
Water & Sewer	\$ 2,500	\$ 1,042	\$ 372	\$ 670
Irrigation Repairs	\$ 12,500	\$ 5,208	\$ 2,897	\$ 2,311
General Repairs & Maintenance	\$ 15,000	\$ 6,250	\$ 29,082	\$ (22,832)
Contingency	\$ 10,000	\$ 4,167	\$ 2,007	\$ 2,159
Subtotal Field Expenditures	\$ 431,945	\$ 212,211	\$ 211,520	\$ 691
Amenity Expenditures				
Electric	\$ 18,000	\$ 7,500	\$ 9,153	\$ (1,653)
Water	\$ 7,500	\$ 3,125	\$ 1,562	\$ 1,563
Internet & Phone	\$ 3,200	\$ 1,333	\$ 1,065	\$ 269
Playground & Equipment Lease	\$ 23,593	\$ 9,830	\$ 9,830	\$ 0
Pool Service Contract	\$ 36,000	\$ 15,000	\$ 17,950	\$ (2,950)
Janitorial Services	\$ 19,500	\$ 8,125	\$ 9,254	\$ (1,129)
Security Services	\$ 33,800	\$ 14,083	\$ 11,117	\$ 2,967
Pest Control	\$ 4,500	\$ 1,875	\$ -	\$ 1,875
Amenity Access Management	\$ 5,000	\$ 2,083	\$ 2,083	\$ (0)
Amenity Repair & Maintenance	\$ 15,000	\$ 6,250	\$ 18,211	\$ (11,961)
Contingency	\$ 5,000	\$ 2,083	\$ -	\$ 2,083
Subtotal Amenity Expenditures	\$ 171,093	\$ 71,289	\$ 80,224	\$ (8,936)
Total Operations & Maintenance	\$ 603,038	\$ 283,500	\$ 291,744	\$ (8,244)
Total Expenditures	\$ 770,293	\$ 369,690	\$ 383,897	\$ (14,207)
Excess (Deficiency) of Revenues over Expenditures	\$ 92,580		\$ 449,837	
<u>Other Financing Sources/(Uses):</u>				
Transfer In/(Out) - Capital Reserve	\$ (92,580)	\$ (92,580)	\$ (160,883)	\$ (68,303)
Net Change in Fund Balance	\$ -		\$ 288,954	
Fund Balance - Beginning	\$ -		\$ 339,349	
Fund Balance - Ending	\$ -		\$ 628,304	

Towne Park
Community Development District
Debt Service Fund Series 2016 - 2A
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 02/28/23	Thru 02/28/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 111,715	\$ 107,934	\$ 107,934	\$ -
Interest	\$ -	\$ -	\$ 1,224	\$ 1,224
Total Revenues	\$ 111,715	\$ 107,934	\$ 109,157	\$ 1,224
Expenditures:				
Interest - 11/1	\$ 40,375	\$ 40,375	\$ 40,375	\$ -
Principal - 11/1	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
Special Call - 11/1	\$ -	\$ -	\$ 5,000	\$ (5,000)
Interest - 5/1	\$ 39,625	\$ -	\$ -	\$ -
Total Expenditures	\$ 110,000	\$ 70,375	\$ 75,375	\$ (5,000)
Excess (Deficiency) of Revenues over Expenditures	\$ 1,715		\$ 33,782	\$ 6,224
Fund Balance - Beginning	\$ 85,955		\$ 198,190	
Fund Balance - Ending	\$ 87,670		\$ 231,972	

Towne Park
Community Development District
Debt Service Fund Series 2018 - 2B
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 02/28/23	Thru 02/28/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 130,304	\$ 125,893	\$ 125,893	\$ -
Interest	\$ -	\$ -	\$ 1,276	\$ 1,276
Total Revenues	\$ 130,304	\$ 125,893	\$ 127,169	\$ 1,276
Expenditures:				
Interest - 11/1	\$ 45,384	\$ 45,384	\$ 45,384	\$ 0
Special Call - 11/1	\$ -	\$ -	\$ 5,000	\$ (5,000)
Principal - 5/1	\$ 30,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 45,384	\$ -	\$ -	\$ -
Total Expenditures	\$ 120,769	\$ 45,384	\$ 50,384	\$ (5,000)
Excess (Deficiency) of Revenues over Expenditures	\$ 9,535		\$ 76,785	
Fund Balance - Beginning	\$ 72,371		\$ 134,084	
Fund Balance - Ending	\$ 81,906		\$ 210,869	

Towne Park
Community Development District
Debt Service Fund Series 2018 - 3A
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 02/28/23	Thru 02/28/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 525,011	\$ 507,242	\$ 507,242	\$ -
Interest	\$ -	\$ -	\$ 4,607	\$ 4,607
Total Revenues	\$ 525,011	\$ 507,242	\$ 511,849	\$ 4,607
Expenditures:				
Interest - 11/1	\$ 194,463	\$ 194,463	\$ 194,463	\$ -
Special Call - 11/1	\$ -	\$ -	\$ 5,000	\$ (5,000)
Principal - 5/1	\$ 125,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 194,463	\$ -	\$ -	\$ -
Total Expenditures	\$ 513,925	\$ 194,463	\$ 199,463	\$ (5,000)
Excess (Deficiency) of Revenues over Expenditures	\$ 11,086		\$ 312,386	
Fund Balance - Beginning	\$ 234,809		\$ 496,084	
Fund Balance - Ending	\$ 245,895		\$ 808,470	

Towne Park
Community Development District
Debt Service Fund Series 2019 - 3B
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 02/28/23	Thru 02/28/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 335,844	\$ 324,477	\$ 324,477	\$ -
Interest	\$ -	\$ -	\$ 3,043	\$ 3,043
Total Revenues	\$ 335,844	\$ 324,477	\$ 327,519	\$ 3,043
Expenditures:				
Interest - 11/1	\$ 117,159	\$ 117,159	\$ 117,159	\$ -
Principal - 5/1	\$ 100,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 117,159	\$ -	\$ -	\$ -
Total Expenditures	\$ 334,319	\$ 117,159	\$ 117,159	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 1,525		\$ 210,360	
Fund Balance - Beginning	\$ 146,617		\$ 317,480	
Fund Balance - Ending	\$ 148,142		\$ 527,840	

Towne Park
Community Development District
Debt Service Fund Series 2019 - 3C
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 02/28/23	Thru 02/28/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 225,524	\$ 217,891	\$ 217,891	\$ -
Interest	\$ -	\$ -	\$ 1,821	\$ 1,821
Total Revenues	\$ 225,524	\$ 217,891	\$ 219,712	\$ 1,821
Expenditures:				
Interest - 11/1	\$ 78,438	\$ 78,438	\$ 78,438	\$ 0
Special Call - 11/1	\$ -	\$ -	\$ 5,000	\$ (5,000)
Principal - 5/1	\$ 70,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 78,438	\$ -	\$ -	\$ -
Total Expenditures	\$ 226,876	\$ 78,438	\$ 83,438	\$ (5,000)
Excess (Deficiency) of Revenues over Expenditures	\$ (1,352)		\$ 136,275	
Fund Balance - Beginning	\$ 87,056		\$ 199,206	
Fund Balance - Ending	\$ 85,705		\$ 335,481	

Towne Park
Community Development District
Debt Service Fund Series 2020 - 3D
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 02/28/23	Thru 02/28/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 399,925	\$ 386,389	\$ 386,389	\$ -
Interest	\$ -	\$ -	\$ 3,136	\$ 3,136
Total Revenues	\$ 399,925	\$ 386,389	\$ 389,525	\$ 3,136
Expenditures:				
Interest - 11/1	\$ 128,334	\$ 128,334	\$ 128,334	\$ -
Principal - 5/1	\$ 145,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 128,334	\$ -	\$ -	\$ -
Total Expenditures	\$ 401,669	\$ 128,334	\$ 128,334	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ (1,743)		\$ 261,191	
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ (2,552)	\$ (2,552)
Net Change in Fund Balance	\$ (1,743)		\$ 258,639	
Fund Balance - Beginning	\$ 130,469		\$ 333,201	
Fund Balance - Ending	\$ 128,725		\$ 591,839	

Towne Park
Community Development District
Capital Projects Funds
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2023

	Series	Series	Series	Series	Series	Series	
	2016 - 2A	2018 - 2B	2018 - 3A	2019 - 3B	2019 - 3C	2020 - 3D	Total
<u>Revenues</u>							
Developer Contributions	\$ -	\$ -	\$ 12,310	\$ -	\$ 419	\$ -	12,729
Interest	\$ -	\$ 1	\$ -	\$ 1,721	\$ -	\$ 21	1,742
Total Revenues	\$ -	\$ 1	\$ 12,310	\$ 1,721	\$ 419	\$ 21	14,471
<u>Expenditures:</u>							
Capital Outlay	\$ -	\$ -	\$ 3,750	\$ -	\$ 419	\$ -	4,169
Total Expenditures	\$ -	\$ -	\$ 3,750	\$ -	\$ 419	\$ -	4,169
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ 1	\$ 8,560	\$ 1,721	\$ -	\$ 21	10,302
<u>Other Financing Sources/(Uses)</u>							
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,552	2,552
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,552	2,552
Net Change in Fund Balance	\$ -	\$ 1	\$ 8,560	\$ 1,721	\$ -	\$ 2,573	12,855
Fund Balance - Beginning	\$ 0	\$ 69	\$ (8,560)	\$ 134,196	\$ 1,000	\$ 636	127,340
Fund Balance - Ending	\$ 0	\$ 70	\$ -	\$ 135,917	\$ 1,000	\$ 3,209	140,195

Towne Park
Community Development District
Capital Reserve Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 02/28/23	Thru 02/28/23	Variance
Revenues:				
Interest	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ -		\$ -	\$ -
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ 92,580	\$ 92,580	\$ 160,883	\$ 68,303
Total Other Financing Sources/(Uses)	\$ 92,580	\$ 92,580	\$ 160,883	\$ 68,303
Net Change in Fund Balance	\$ 92,580		\$ 160,883	
Fund Balance - Beginning	\$ 90,000		\$ -	
Fund Balance - Ending	\$ 182,580		\$ 160,883	

Towne Park
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Assessments - Tax Roll	\$ -	\$ 25,555	\$ 786,860	\$ 17,552	\$ 1,387	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 831,354
Other Income	\$ 160	\$ 480	\$ 1,400	\$ 90	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,380
Total Revenues	\$ 160	\$ 26,035	\$ 788,260	\$ 17,642	\$ 1,637	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 833,734
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ 800	\$ 800	\$ 800	\$ 1,000	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,200
Engineering Fees	\$ 2,429	\$ 2,693	\$ 1,350	\$ 200	\$ 470	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,142
Attorney	\$ 2,395	\$ 3,458	\$ 11,407	\$ 3,171	\$ 4,143	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,572
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assessment Roll Services	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Reamortization Schedules	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400
Dissemination	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,167
Trustee Fees	\$ 14,533	\$ -	\$ -	\$ 6,061	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,594
Management Fees	\$ 3,542	\$ 3,542	\$ 3,542	\$ 3,542	\$ 3,542	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,708
Information Technology	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750
Website Maintenance	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
Postage & Delivery	\$ 39	\$ 21	\$ 473	\$ 23	\$ 95	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 652
Insurance	\$ 6,350	\$ -	\$ -	\$ (316)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,034
Printing & Binding	\$ 6	\$ 3	\$ 0	\$ 11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20
Legal Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Current Charges	\$ 39	\$ 39	\$ 75	\$ 39	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 232
Office Supplies	\$ 2	\$ 1	\$ 2	\$ 1	\$ 2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
Total General & Administrative	\$ 36,793	\$ 11,640	\$ 18,731	\$ 14,815	\$ 10,174	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 92,153

Towne Park
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<u>Operations & Maintenance</u>													
Field Expenditures													
Property Insurance	\$ 20,583	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	20,583
Field Management	\$ 1,288	\$ 1,288	\$ 1,288	\$ 1,288	\$ 1,288	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	6,438
Landscape Maintenance	\$ 19,053	\$ 19,053	\$ 19,053	\$ 19,053	\$ 19,053	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	95,267
Landscape Enhancements/Replacement	\$ 4,260	\$ 31,647	\$ -	\$ -	\$ 540	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	36,447
Pond Maintenance	\$ 2,815	\$ 3,688	\$ 3,688	\$ 3,688	\$ 3,688	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	17,567
Electric	\$ 56	\$ 223	\$ 155	\$ 203	\$ 222	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	859
Streetlighting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Water & Sewer	\$ 86	\$ 83	\$ 86	\$ 57	\$ 59	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	372
Irrigation Repairs	\$ 758	\$ 143	\$ 391	\$ 94	\$ 1,511	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,897
General Repairs & Maintenance	\$ 581	\$ -	\$ 352	\$ 24,692	\$ 3,458	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	29,082
Contingency	\$ 2,007	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,007
Subtotal Field Expenditures	\$ 51,487	\$ 56,125	\$ 25,013	\$ 49,074	\$ 29,819	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	211,520
Amenity Expenditures													
Electric	\$ 854	\$ 3,140	\$ 2,974	\$ 1,422	\$ 763	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	9,153
Water	\$ 179	\$ 621	\$ 434	\$ 171	\$ 157	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1,562
Internet & Phone	\$ 193	\$ 218	\$ 218	\$ 218	\$ 218	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1,065
Playground & Equipment Lease	\$ 1,966	\$ 1,966	\$ 1,966	\$ 1,966	\$ 1,966	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	9,830
Pool Service Contract	\$ 3,500	\$ 3,950	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	17,950
Janitorial Services	\$ 2,414	\$ 1,645	\$ 2,118	\$ 2,958	\$ 118	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	9,254
Security Services	\$ 2,533	\$ 2,102	\$ 1,739	\$ 2,479	\$ 2,264	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	11,117
Pest Control	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Amenity Access Management	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,083
Amenity Repair & Maintenance	\$ 2,350	\$ 3,110	\$ 2,618	\$ 3,834	\$ 6,299	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	18,211
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Subtotal Amenity Expenditures	\$ 14,405	\$ 17,169	\$ 15,983	\$ 16,965	\$ 15,702	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	80,224
Total Operations & Maintenance	\$ 65,892	\$ 73,294	\$ 40,996	\$ 66,039	\$ 45,521	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	291,744
Total Expenditures	\$ 102,685	\$ 84,934	\$ 59,728	\$ 80,855	\$ 55,696	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	383,897
Excess (Deficiency) of Revenues over Expenditures	\$ (102,525)	\$ (58,899)	\$ 728,532	\$ (63,212)	\$ (54,058)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	449,837
Other Financing Sources/Uses:													
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -	\$ (160,883)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	(160,883)
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ -	\$ (160,883)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	(160,883)
Net Change in Fund Balance	\$ (102,525)	\$ (58,899)	\$ 728,532	\$ (63,212)	\$ (214,941)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	288,954

Towne Park
COMMUNITY DEVELOPMENT DISTRICT
Special Assessment Receipts
Fiscal Year 2023

Gross Assessments	\$	925,245.00	\$	120,123.23	\$	140,111.40	\$	564,528.08	\$	361,122.13	\$	242,499.36	\$	430,027.32	\$	2,783,656.52
Net Assessments	\$	860,477.85	\$	111,714.60	\$	130,303.60	\$	525,011.11	\$	335,843.58	\$	225,524.40	\$	399,925.41	\$	2,588,800.56

ON ROLL ASSESSMENTS

							33.24%	4.32%	5.03%	20.28%	12.97%	8.71%	15.45%	100.00%
Date	Distribution	Gross Amount	Discount/Penalty	Commission	Interest	Net Receipts	O&M Portion	2016 2-A Debt Service	Series 2018 2-B Service	Series 2018 3-A Service	Series 2019 3-B Service	Series 2019 3-C Service	Series 2020 3-D Service	Total
11/16/22	10/1-10/31/22	\$9,156.36	(\$366.26)	(\$175.80)	\$0.00	\$8,614.30	\$2,863.26	\$371.73	\$433.59	\$1,746.99	\$1,117.53	\$750.44	\$1,330.76	\$8,614.30
11/25/22	Interest	\$0.00	\$0.00	\$0.00	\$188.79	\$188.79	\$62.75	\$8.15	\$9.50	\$38.29	\$24.49	\$16.45	\$29.16	\$188.79
11/25/22	11/1-11/6/22	\$36,533.87	(\$1,461.31)	(\$701.45)	\$0.00	\$34,371.11	\$11,424.44	\$1,483.22	\$1,730.02	\$6,970.49	\$4,458.94	\$2,994.25	\$5,309.75	\$34,371.11
11/25/22	11/7-11/13/22	\$35,829.45	(\$1,433.14)	(\$687.93)	\$0.00	\$33,708.38	\$11,204.15	\$1,454.62	\$1,696.66	\$6,836.09	\$4,372.97	\$2,936.52	\$5,207.37	\$33,708.38
12/12/22	11/14-11/23/22	\$189,384.81	(\$7,575.15)	(\$3,636.19)	\$0.00	\$178,173.47	\$59,222.15	\$7,688.73	\$8,968.11	\$36,133.74	\$23,114.34	\$15,521.65	\$27,524.75	\$178,173.47
12/21/22	11/24-11/30/22	\$2,188,194.85	(\$86,516.64)	(\$42,033.56)	\$0.00	\$2,059,644.65	\$684,594.49	\$88,879.92	\$103,669.29	\$417,697.81	\$267,196.50	\$179,426.77	\$318,179.87	\$2,059,644.65
12/23/22	12/01-12/15/22	\$166,979.29	(\$6,433.13)	(\$3,210.92)	\$0.00	\$157,335.24	\$52,295.84	\$6,789.49	\$7,919.25	\$31,907.73	\$20,411.01	\$13,706.32	\$24,305.60	\$157,335.24
12/31/22	1% adj	(\$27,836.57)	\$0.00	\$0.00	\$0.00	(\$27,836.57)	(\$9,252.46)	(\$1,201.23)	(\$1,401.12)	(\$5,645.28)	(\$3,611.22)	(\$2,424.99)	(\$4,300.27)	(\$27,836.57)
01/13/23	12/16-12/31/22	\$55,691.51	(\$1,806.89)	(\$1,077.69)	\$0.00	\$52,806.93	\$17,552.21	\$2,278.78	\$2,657.97	\$10,709.29	\$6,850.61	\$4,600.30	\$8,157.77	\$52,806.93
02/16/23	1/1-1/31/23	\$56,032.82	(\$51,774.20)	(\$85.17)	\$0.00	\$4,173.45	\$1,387.19	\$180.09	\$210.06	\$846.38	\$541.42	\$363.57	\$644.73	\$4,173.44
TOTAL		\$ 2,709,966.39	\$ (157,366.72)	\$ (51,608.71)	\$ 188.79	\$ 2,501,179.75	\$ 831,354.02	\$ 107,933.50	\$ 125,893.33	\$ 507,241.53	\$ 324,476.59	\$ 217,891.28	\$ 386,389.49	\$ 2,501,179.74

97%	Net Percent Collected
\$87,620.81	Balance Remaining to Collect

SECTION 3

**BOARD OF SUPERVISORS MEETING DATES
TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023**

The Board of Supervisors of the Towne Park Community Development District will hold their regular meetings for the remainder of Fiscal Year 2023 at 3:00 PM at the Towne Park Amenity Center #1, 3883 White Ibis Road, Lakeland, FL 33811, unless otherwise indicated as follows:

May 2, 2023 at 6:00 p.m.

June 6, 2023

July 11, 2023, at 6:00 p.m.

August 1, 2023 at 6:00 p.m.

September 5, 2023

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for these meetings may be obtained from Governmental Management Services – Central Florida, LLC, 219 E. Livingston Street, Orlando, Florida 32801 or by calling (407) 841-5524.

There may be occasions when one or more Supervisors or staff will participate by telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (407) 841-5524 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

A person who decides to appeal any decision made at the meeting 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.

Tricia Adams
District Manager

SECTION 4

EXHIBIT C

FORMS OF REQUISITIONS

TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT SPECIAL ASSESSMENT BONDS, SERIES 2020 (ASSESSMENT AREA 3D PROJECT)

(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 dated as of June 1, 2016, as supplemented by that certain Sixth Supplemental Trust Indenture dated as of December 1, 2020 (collectively, the "Assessment Area 3D Indenture") each by and between the District and U.S. Bank National Association, as trustee (all capitalized terms used herein shall have the meaning ascribed to such term in the Assessment Area 3D Indenture):

- (A) Requisition Number: 106
- (B) Identify Acquisition Agreement, if applicable;
- (C) Name of Payee pursuant to applicable Acquisition Agreement: HUB International Midwest West
- (D) Amount Payable: \$2,517.00
- (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): Invoice # 3084806 - New Business
- (F) Fund or Account and subaccount, if any, from which disbursement to be made:

X Assessment Area 3D Acquisition and Construction Account.

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:
 - X Assessment Area 3D Acquisition and Construction Account;
- 3. each disbursement set forth above was incurred in connection with:
 - X the Costs of the Assessment Area 3D 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 or on file with the District are copies of the invoice(s) or applicable contracts from the vendor of the property acquired or the services rendered, as well as applicable conveyance instruments (e.g. deed(s), bill(s) of sale, easement(s), etc.) with respect to which disbursement is hereby requested.

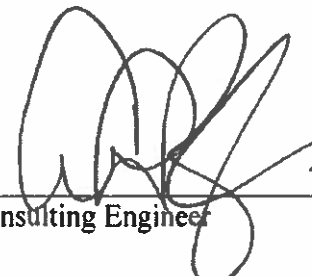
**TOWNE PARK
COMMUNITY DEVELOPMENT DISTRICT**

By: 
Responsible Officer

Date: 3/24/23

**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 Assessment Area 3D Project and is consistent with: (i) the Acquisition Agreement; (ii) the plans and specifications for the portion of the Assessment Area 3D Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof. The Consulting Engineer further certifies and agrees that for any acquisition: (a) the portion of the Assessment Area 3D Project that is the subject of this requisition is complete, and (b) the purchase price to be paid by the District for the portion of the Assessment Area 3D Project to be acquired with this disbursement is no more than the lesser of (i) the fair market value of such improvements and (ii) the actual cost of construction of such improvements.


Consulting Engineer 3/23/23

#106
HUB International
\$ 2,517.00
New Business

Hub International Midwest West

Phone: 630-468-5600

Fax:

RECEIVED

By beberline at 3:52:12 PM, 2/28/2023

APPROVE

By Iroden at 11:10:21 AM, 3/13/2023

**Town Park Community Development District
Highland - Cassidy LLC
c/o Governmental Management Services - CF, LLC
6200 Lee Vista Blvd., Suite 300
Orlando, FL 32822**

Invoice # 3084806

Page 1 of 1

ACCOUNT NUMBER	DATE
HIGHLLC-01	02/28/2023
BALANCE DUE ON	AMOUNT DUE
02/28/2023	\$2,517.00

Mr. Brown on 3/14/23 - 10:00 a.m. to 11:00 a.m.

Pay My Bill Online

Visit our online portal to easily and securely pay your HUB invoice using your banking information (ACH)

www.hubinternational.com/paymybill

Reasoning - Reasoning questions

Bond (Renewable)	PolicyNumber: LICX1974044	Effective: 02/28/2023 to 02/28/2024
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Item #	Trans Eff Date	Due Date	Trans	Description	Amount
35915092	02/28/2023	02/28/2023	NEWB	Maint. Lakeland, FL. Riverstone, Phases 1- 5.	\$2,517.00
Maint. Lakeland, FL.	Riverstone, Phases 1- 5.	\$251,723.06		Policy Invoice Balance:	\$2,517.00

Policy Invoice Balance: **\$2,517.00**

SENT TO CDD

By jannis at 9:56:43 AM, 3/20/2023

Total Invoice Balance:	\$2,517.00
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ADDITIONAL PAYMENT OPTIONS

PAY BY CHECK

Please remit your payment to:

HUB International

55 East Jackson Boulevard

Suite 14th Floor

Chicago, IL 60604

***** PREMIUM FINANCING OPTIONS MAY BE AVAILABLE UPON REQUEST; PLEASE CONTACT YOUR HUB REPRESENTATIVE *****

*** PLEASE RETURN A COPY OF THIS INVOICE WITH YOUR CHECK, AND REFERENCE ON THE PAYMENT YOUR INVOICE # 3084806 ***

Phase 1: \$1,829.92

Phase 2: \$378.97

Phase 3/4: \$143.56

Phase 5: \$164.55

SECTION VII

*provided under separate
cover*