

***Towne Park
Community Development District***

Agenda

November 7, 2023

AGENDA

Towne Park

Community Development District

219 East Livingston Street, Orlando, Florida 32801

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

October 31, 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, November 7, 2023**, at **4:00 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/82879873433>

Zoom Call-In Information: 646 931 3860

Meeting ID: 828 7987 3433

Following is the advance agenda for the meeting:

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the October 3, 2023, Board of Supervisors Meeting
4. Consideration of Resolution 2024-01 Amending the Fiscal Year 2023 Budget
5. Consideration of Letters to Property Owners Regarding Encroachment into Drainage Easement
6. Consideration of the Installation of Signage Requested by Towne Park Estates 2 HOA
7. Consideration of Weekly Dance Classes at Amenity Center 2
8. Staff Reports
 - A. Attorney
 - B. Engineer
 - i. Status of Right of Way Repairs
 - C. Field Manager's Report
 - i. Consideration of Proposal from Swim Lifts for Pool Lift Install
 - D. District Manager's Report
 - i. Approval of Check Register
 - ii. Balance Sheet & Income Statement
9. Supervisors Requests
10. ***Closed Security Session***
11. Board Action Related to Security Services Proposal
12. 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, **October 3, 2023**, at 4:00 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
Tom Zimmerman	Assistant Secretary
Roger Runyon	Assistant Secretary
Zabrina Sides	Assistant Secretary

Also present were:

Tricia Adams	District Manager, GMS
Meredith Hammock	District Counsel, Kilinski Van Wyk PLLC
Savannah Hancock	KVW Law
Alan Rayl <i>by Zoom</i>	District Engineer, Rayl Engineering
Allen Bailey	Field Services Staff, GMS

FIRST ORDER OF BUSINESS

Roll Call

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

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. There were no members of the audience wanting to comment at this time, so the next item followed.

THIRD ORDER OF BUSINESS**Approval of Minutes of September 5, 2023,
Board of Supervisors Meeting**

Ms. Adams presented the minutes from the September 5, 2023, Board of Supervisors meeting and asked for any comments, corrections, or questions. Hearing none, she asked for a motion of approval.

On MOTION by Mr. Jones, seconded by Mr. Zimmerman, with all in favor, the Minutes of September 5, 2023, Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS**Review of Survey Report Regarding
Easement Encroachment in the Vicinity of
Keaton Springs**

Ms. Adams noted that the survey results were included in the agenda package and the District engineer had reviewed the survey and would be reviewing the survey the Board at this meeting. Mr. Rayl summarized the survey for the Board and stated that it does represent that the fences were constructed along the rear lot lines within the existing drainage swale. The swale was built in accordance with the approved plans and permits and the rear 20 feet of those lots were intended to be reserved for the purposes of maintenance of that swale and drainage feature. As such, the area does need to be maintained as designed, installed, and permitted and his recommendation would be that the fences be required to be relocated outside the limits of the easements, so it is free to be maintained as needed. Board and staff discussed options at length. Board directed staff to send a letter to HOA manager bringing the encroachment issue to their attention and informing the HOA manager that the District will be reviewing a letter requiring the removal of the encroachment at their next Board meeting. The Board also asked to add *Consideration of Letters to Property Owners Regarding Encroachment into Drainage Easement* to the next month's agenda.

FIFTH ORDER OF BUSINESS**Approval of November 4th Food Truck
Event**

Ms. Adams stated that the Board had previously approved certain special events to be facilitated by Karen Pagan under the form of a license agreement. The Board approved a food truck event in the past. Ms. Pagan is requesting to have another food truck event on November 4, 2023. She also wanted to inform the Board that the movie night that was approved by the Board

will now be canceled due to a scheduling conflict. Ms. Hammock noted there is already a form of agreement from the previous food truck event and if approved by the Board, staff will amend the agreement to reflect the new date.

On MOTION by Mr. Jones, seconded by Ms. Sides, with all in favor, the November 4th Food Truck Event, was approved.

SIXTH ORDER OF BUSINESS

Approval of License Agreement with Riverstone Towne Park Phase 1-6 HOAs to Use Amenity Center for Meetings

Ms. Adams stated that they are asking the Board to consider a license agreement with Riverstone Towne Park Phase 1-6 HOAs to hold HOA meetings at the clubhouse with no fee at dates that will be coordinated with the amenity access control. District counsel is recommending a one-year agreement that automatically renews each year. Having the license agreements in place offers the district indemnification and the protections needed. Ms. Hammock added that she will bring back the similar agreements with other district and HOAs for use of facilities. When these are finalized, they will bring them back to the next Board meeting for review and ratification.

On MOTION by Mr. Jones, seconded by Mr. Runyon, with all in favor, the License Agreement with Riverstone Towne Park Phase 1-6 HOAs to Use Amenity Center for Meetings, was approved.

SEVENTH ORDER OF BUSINESS

Approval of Proposal for FY2023 Auditing Services with McDirmit Davis

Ms. Adams presented the annual engagement letter with McDirmit Davis for auditing services for Fiscal Year 2023. She added that previously the Board had met as the audit committee and the audit committee recommended McDirmit Davis which resulted in a five-year agreement with that auditing firm. The proposed fee for FY2023 is \$4,100 which is in accordance with the amount the District has budgeted for. Ms. Adams offered to answer any questions. Hearing none, she asked for a motion of approval.

On MOTION by Mr. Jones, seconded by Ms. Sides, with all in favor, the FY2023 Auditing Services with McDirmit Davis, was approved.

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

Ms. Hammock had nothing additional to report to the Board. She introduced Ms. Savannah Hancock, a new associate to her firm, to the Board and thanked them for letting Ms. Hancock come to observe the Board meeting.

B. Engineer

Mr. Rayl had nothing new to report on the roadway repairs and stated they are still having some back-and-forth dialogue with the city and the developer. He also stated that they were requested to look at an area with standing water at 5636 Siltstone. He continued to describe the intricacies of the drainage structure and how it is supposed to work. They have surveyed the area and found that a sump is higher than the top of the structure in the wetland and the recommendation is constructing a swale in the area that provides hydraulic connection between the sump and the service water outfall which should reduce the amount of standing water in that sump and bring the wetland down to its appropriate state.

Ms. Adams asked if there was a time sensitivity to the repair, and Mr. Rayl noted that it would have been nice to get the repair done before the wet season but as we are coming towards the end of that there is no time sensitivity at this time. The Board directed staff to gather proposals and bring them back for consideration at a future meeting. There being no other questions for Mr. Rayl, the Chairman excused him from the meeting.

C. Field Manager's Report

Mr. Bailey presented the field manager's report which can be found in the agenda package. Complete items included:

- Pool tile replacements at amenity one.
- The covered lanai at amenity two was cleaned and pressure washed.
- Door closer at amenity two for the women's restroom was replaced.
- Pressure washing of the playground at amenity two.
- Wooden bridge between Siltstone and Arlington River was sealed.
- Erosion on pond bank was repaired to mitigate further damage.
- Fence repairs on Medulla.

Mr. Bailey offered to answer any questions the Board may have, and discussion continued about some of the completed items. There being nothing else for the field manager, the next item followed.

D. District Manager's Report

i. Approval of the Check Register

Ms. Adams presented the check register to the Board from August 23rd through September 19th totaling \$92,660.58 from the general fund. Ms. Adams offered to answer any questions concerning the check register and asked for a motion of approval.

On MOTION by Mr. Jones, seconded by Mr. Runyon, with all in favor, the Check Register for \$92,660.58, was approved.

ii. Balance Sheet and Income Statement

Ms. Adams reviewed the unaudited financial statements through the end of August and the combined balance sheet with a review of the status of the general fund along with the prorated budget compared to the actuals. No action is required, and this is for informational purposes only.

iii. Ratification of Requisition No. 109

Ms. Adams presented the requestion for the Series 2020 project in the amount of \$300. It has been processed and a motion to ratify is requested.

On MOTION by Mr. Jones, seconded by Mr. Zimmerman, with all in favor, Requisition No. 109, was ratified.

NINTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

Ms. Adams asked for any Supervisor's requests. Mr. Bailey reported that he did walk with Lake Doctors to check the health of the plants and their recommendation is to wait one more month to establish before the lake is treated for invasive species. The Board agreed with the recommendation of Lake Doctors.

The Board asked about the Hurricane payment from FEMA and Ms. Adams stated that they have been notified that the representative that was working on the project has left and there was a new person assigned to their project.

TENTH ORDER OF BUSINESS**Public Comments**

Ms. Adams stated that this was the other section of the agenda where they take audience comments. Mr. Don Stidham (5259 White Egret Ln) had a comment about item number six. He stated that it reads as if Phase 1 HOAs would be meeting at the clubhouse and asked if that was worded wrong. Ms. Adams stated that that verbiage came from Riverstone Towne Park HOA directly. Kim Zimmerman (6233 Dolostone Dr.) asked about the pool chair and the Board discussed different options with Mr. Bailey. Proposals and options will be gathered and brought to a future meeting.

ELEVENTH ORDER OF BUSINESS**Adjournment**

There being no other business, the Board adjourned the meeting.

On MOTION by Mr. Jones, seconded by Ms. Sides with all in favor, the meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION IV

RESOLUTION 2024-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT ADOPTING AN AMENDED GENERAL FUND BUDGET FOR FISCAL YEAR 2022/2023, PROVIDING FOR APPROPRIATIONS; ADDRESSING CONFLICTS AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Towne Park Community Development District (“**Board**”), previously adopted the District’s Fiscal Year 2022/2023 annual budget (“**Budget**”); and

WHEREAS, the District Manager, at the direction of the Board, has prepared an amended Budget, to reflect changes in the actual appropriations of the Budget; and

WHEREAS, Chapters 189 and 190, Florida Statutes, and the resolution adopting the Budget (the “**Adoption Resolution**”) authorize the Board to amend the Budget; and

WHEREAS, the Board finds that it is in the best interest of the District and its landowners to amend the Budget to reflect the actual appropriations; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET AMENDMENT.

- a. The Board has reviewed the District Manager’s proposed amended Budget, copies of which are on file with the office of the District Manager and at the District’s Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The amended Budget attached hereto as **Exhibit A** and incorporated herein by reference as further amended by the Board is hereby adopted in accordance with the provisions of sections 190.008(2)(a) and 189.016(6), *Florida Statutes*; provided, however, that the comparative figures contained in the amended Budget as adopted by the Board (together, “**Adopted Annual Budget**”) may be further revised as deemed necessary by the District Manager to further reflect actual revenues and expenditures for Fiscal Year 2022/2023.

- c. The Adopted Annual Budget shall be maintained in the office of the District Manager and the District Records Office and identified as “The Adopted Budget for the Towne Park Community Development District for the fiscal year ending September 30, 2023, as amended and adopted by the Board of Supervisors effective November 7, 2023.”

SECTION 2. APPROPRIATIONS. There is hereby appropriated out of the revenues of the District, the fiscal year beginning October 1, 2022, and ending September 30, 2023, the sums set forth below, to be raised by special assessments, which sums are deemed by the Board of Supervisors to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND \$ 962,101

SECTION 3. CONFLICTS. This Resolution is intended to amend, in part, the adoption Resolution, which remains in full force and effect except as otherwise provided herein. All terms of the Adoption Resolution that are not amended by this Resolution apply to the Adopted Annual Budget as if those terms were fully set forth herein. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

SECTION 4. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect upon adoption.

PASSED AND ADOPTED THIS 7TH DAY OF NOVEMBER, 2023.

ATTEST:

**TOWNE PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Amended Fiscal Year 2022/2023 Budget

Towne Park
Community Development District

Amended Budget
FY2023



Table of Contents

1-2	<u>General Fund</u>
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Towne Park
Community Development District
Amended Budget
General Fund

	Adopted Budget FY 2023	Increase/ Decrease	Amended Budget FY2023	Total Projected 9/30/23
Revenues				
Assessments	\$ 860,473	\$ 4,518	\$ 864,991	\$ 864,991
Other Income	\$ 2,400	\$ 35,319	\$ 37,719	\$ 37,719
Carry Forward	\$ -	\$ -	\$ 137,147	\$ 59,391
Total Revenues	\$ 862,873	\$ 39,837	\$ 1,039,857	\$ 962,101
Expenditures				
<i>Administrative:</i>				
Supervisor Fees	\$ 12,000	\$ (200)	\$ 11,800	\$ 11,800
Engineering Fees	\$ 10,000	\$ 7,500	\$ 17,500	\$ 15,481
Attorney	\$ 40,000	\$ 10,000	\$ 50,000	\$ 47,647
Annual Audit	\$ 4,000	\$ -	\$ 4,000	\$ 4,000
Assessment Roll Services	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
Reamortization Schedules	\$ 625	\$ -	\$ 625	\$ 400
Dissemination	\$ 10,000	\$ -	\$ 10,000	\$ 10,000
Trustee Fees	\$ 23,867	\$ -	\$ 23,867	\$ 23,867
Management Fees	\$ 42,500	\$ -	\$ 42,500	\$ 42,500
Information Technology	\$ 1,800	\$ -	\$ 1,800	\$ 1,800
Website Maintenance	\$ 1,200	\$ -	\$ 1,200	\$ 1,200
Postage	\$ 800	\$ 1,800	\$ 2,600	\$ 2,506
Insurance	\$ 7,088	\$ (1,054)	\$ 6,034	\$ 6,034
Copies	\$ 1,000	\$ (800)	\$ 200	\$ 76
Legal Advertising	\$ 3,500	\$ 4,000	\$ 7,500	\$ 6,006
Other Current Charges	\$ 3,500	\$ (2,900)	\$ 600	\$ 509
Office Supplies	\$ 200	\$ -	\$ 200	\$ 19
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ 175	\$ 175
Total Administrative	\$ 167,255	\$ 18,346	\$ 185,601	\$ 179,020
<i>Operations & Maintenance</i>				
Field Expenditures				
Property Insurance	\$ 20,258	\$ -	\$ 20,258	\$ 20,583
Field Management	\$ 15,450	\$ -	\$ 15,450	\$ 15,450
Landscape Maintenance	\$ 263,665	\$ -	\$ 263,665	\$ 228,640
Landscape Enhancements/Replacement	\$ 35,000	\$ 15,000	\$ 50,000	\$ 45,133
Pond Maintenance	\$ 32,172	\$ 12,828	\$ 45,000	\$ 43,383
Electric	\$ 5,400	\$ (2,400)	\$ 3,000	\$ 2,369
Streetlighting	\$ 20,000	\$ (18,000)	\$ 2,000	\$ -
Water & Sewer	\$ 2,500	\$ (1,000)	\$ 1,500	\$ 787
Irrigation Repairs	\$ 12,500	\$ (4,500)	\$ 8,000	\$ 5,794
General Repairs & Maintenance	\$ 15,000	\$ 25,000	\$ 40,000	\$ 34,817
Contingency	\$ 10,000	\$ 5,000	\$ 15,000	\$ 13,781
Subtotal Field Expenses	\$ 431,945	\$ 31,928	\$ 463,873	\$ 410,736

Towne Park
Community Development District
Amended Budget
General Fund

	Adopted Budget FY 2023	Increase/ Decrease	Amended Budget FY2023	Total Projected 9/30/23
<u>Amenity Expenditures</u>				
Electric	\$ 18,000	\$ 4,000	\$ 22,000	\$ 20,471
Water	\$ 7,500	\$ -	\$ 7,500	\$ 6,394
Internet & Phone	\$ 3,200	\$ -	\$ 3,200	\$ 2,591
Playground & Equipment Lease	\$ 23,593	\$ 2,407	\$ 26,000	\$ 24,086
Pool Service Contract	\$ 36,000	\$ 10,000	\$ 46,000	\$ 43,010
Janitorial Services	\$ 19,500	\$ 2,500	\$ 22,000	\$ 20,742
Security Services	\$ 33,800	\$ -	\$ 33,800	\$ 29,657
Pest Control	\$ 4,500	\$ (2,500)	\$ 2,000	\$ 1,744
Amenity Access Management	\$ 5,000	\$ 7,000	\$ 12,000	\$ 10,601
Amenity Repair & Maintenance	\$ 15,000	\$ 20,000	\$ 35,000	\$ 32,387
Contingency	\$ 5,000	\$ 15,000	\$ 20,000	\$ 19,778
Subtotal Amenity Expenses	\$ 171,093	\$ 58,407	\$ 229,500	\$ 211,461
<u>Total Operations & Maintenance</u>	\$ 603,038	\$ 90,335	\$ 693,373	\$ 622,198
<u>Other Expenditures</u>				
Transfer Out - Capital Reserve	\$ 92,580	\$ 68,303	\$ 160,883	\$ 160,883
<u>Total Other Expenditures</u>	\$ 92,580	\$ 68,303	\$ 160,883	\$ 160,883
Total Expenditures	\$ 862,873	\$ 176,984	\$ 1,039,857	\$ 962,101
Excess Revenues/(Expenditures)	\$ -	\$ (137,147)	\$ -	\$ -

SECTION V

Towne Park

Community Development District

219 E. Livingston St., Orlando, Florida 32801

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

November 7, 2023

Property Owner Name --- if mailing address is different than residential address please mail letter to both addresses

Mailing Address

City St Zip

Re: Encroachment into Towne Park Community Development District Drainage/Maintenance Easement

Dear Property Owner:

It has been brought to the attention of the Towne Park Community Development District (the "District") that the installation of fencing and/or hardscape on the District's Drainage/Maintenance Easement has occurred. The installation of any natural or man-made materials on maintenance easements in favor of the Towne Park Community Development District is strictly prohibited. The purpose of these maintenance easements is to provide perpetual access to District open space, drainage areas and stormwater tracts in order to properly inspect and maintain District property.

Your residential lot includes a drainage swale which is part of the District's stormwater system. As the property owner, you are responsible for the maintenance of your grass drainage swale. A drainage swale is generally an open channel/ditch that collects water for conveyance and percolation. Property owners should not remove or alter the grass drainage swale. Altering the drainage swale could contribute to blocking the flow of rainwater causing local flooding.

The purpose of notifying property owners regarding this issue is to ensure the integrity of this area is not further compromised. **Because the drainage swale is not properly functioning, property owners are required to remove all natural and man-made materials installed within the District's easement(s) at their own expense, including fencing. In an effort to restore the proper drainage in this area, all fences and other encroachments must be removed no later than April 1, 2024.**

If you have questions regarding this issue please do not hesitate to contact me at (407) 841-5524 ext 138. We appreciate your attention to and cooperation in this matter.

Regards,

Tricia L. Adams

District Manager

Governmental Management Services - Central Florida, LLC

Office Telephone: (407) 841-5524 ext. 138

Cellular Telephone: (863) 241-8050

Email: tadams@gmscfl.com

SECTION VI

----- Forwarded message -----

From: Lynn Thompson <robinandlynn78@yahoo.com>

Date: Tue, Oct 31, 2023 at 9:17 AM

Subject: No Soliciting signs

To: Tricia Adams <tadams@gmscfl.com>

Hello Tricia,

For some time now, our HOA homeowners have stated many complaints about strangers approaching their homes as door-to-door salespeople, religious group representatives, and candidate canvassers. This problem severely affects in-home employees, day sleepers like young children and night-shift workers and recovering patients, alert sensitive pets, and vulnerable residents.

The HOA Board of Towne Park Estates 2 has been discussing the No Soliciting signs for the neighborhoods. There has always been a sign at both of the TPE entrances on Pipkin (although is it partially hidden by landscaping) and Yates. The sign on Yates was removed for construction demolition and needs reposted somewhere at that entrance. There should be one added at the Riverstone entrance.

We also want 2 improvements to the signs, to make them larger and to add "No Canvassing".

We also request the CDDs lawyer clarify the enforcement of no door-to-door contacting in our neighborhood based on the posted signs at the neighborhood entrances.

Can this item be added to the agenda of the next CDD meeting?

Lynn Thompson
TPE2 HOA Board Member

--

Tricia L. Adams
District Manager
Governmental Management Services - Central Florida, LLC
219 E Livingston St
Orlando, FL 32801
O: 407.841.5524 ext. 138
C: 863.241.8050



SECTION VII

From: Ajosh John <ajoshjohn7@gmail.com>
Date: Tue, Oct 31, 2023 at 1:41 PM
Subject: Re: Amenity Access to Club House on Riverstone Lakeland
To: Amenity Access <amenityaccess@gmscfl.com>
Cc: Tricia Adams <tadams@gmscfl.com>

Thank you. Yes, please add to the agenda for the next board meeting.

Interested to see what next steps are to get this moving forward.

Ajosh

On Tue, Oct 31, 2023, 8:47 AM Amenity Access <amenityaccess@gmscfl.com> wrote:

Good morning Ajosh,

Thank you for reaching out to Towne Park Community Development District regarding use of the Clubhouse Amenity Center for Dance classes. The Board of Supervisors has adopted policies that govern use of the amenity center. The Board has the ability to approve the request to hold instructional classes and enter into a License Agreement with you for that purpose. The License Agreement would address liability and insurance requirements among other pertinent terms. If you are interested we can add this to an upcoming agenda for the December 2023 agenda.

| | | | | | | | | | | | | | | |

On Mon, Oct 30, 2023 at 8:36 PM Ajosh John <ajoshjohn7@gmail.com> wrote:

Hello,

There have been a few requests from the Indian community within riverstone to teach Indian dance classes for an hour during the weekends. The request is about gaining access to the Club House to do so.

At the moment, there will be no fees but if we see an increase in requests we might think about a nominal fee. I wasn't sure if I needed a space and thought I could utilize the club house if it's available.

Thanks
Ajosh

On Mon, Oct 30, 2023, 11:12 AM Amenity Access <amenityaccess@gmscfl.com> wrote:
Good morning Ajosh,

Could you please elaborate exactly what you would like to use the clubhouse for? Additionally how frequently are you wishing to reserve the clubhouse? Would residents pay for these classes and what type of classes would be offered?

Thank you!

On Sat, Oct 28, 2023 at 12:13 PM Ajosh John <ajoshjohn7@gmail.com> wrote:
Hello,

My name is Ajosh John and I am a homeowner at 5631 Siltstone St, Lakeland, FL 33811 since July 2022, requesting access to the Club House at Riverstone, Lakeland to conduct weekly tuition classes. I am ready to bear the rental cost that is attached to it.

Please advise as to what you require from me to make this possible.

Thanks in advance
Ajosh

SECTION VIII

SECTION C

Towne Park CDD

Field Management Report



November 7th, 2023
Allen Bailey – Field Services Manager
GMS

Completed

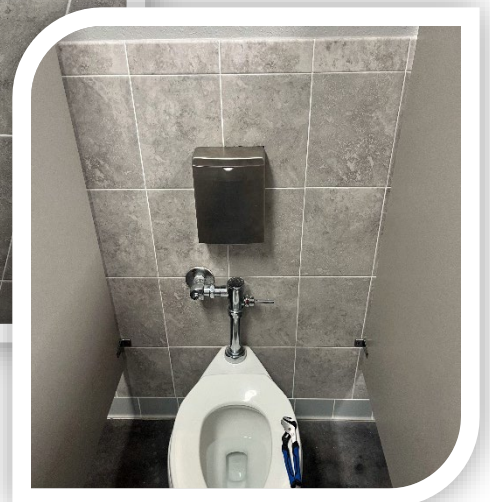
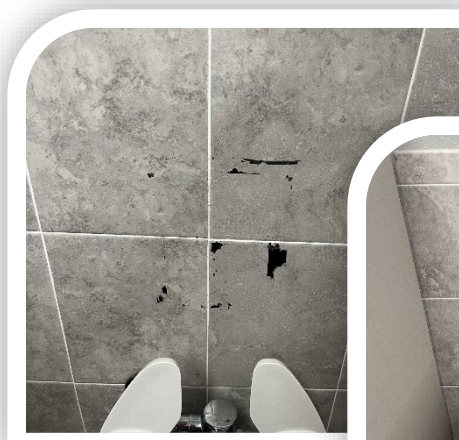
Men's Restroom Sink Replacement



✚ The men's restroom sink in amenity one was shattered. GMS staff replaced the sink at Amenity One.

Women's Restroom Hygiene Trash

✚ One of the women's restroom hygiene trash receptacle was torn from the wall. GMS staff secured it back to the wall.



Completed

Amenity One Women's Restroom



✚ The door closer was damaged at Amenity one women's restroom. GMS staff were able to fix the issue and get the door working properly.

Amenity Clubhouse

✚ Amenity clubhouse has interior had minor paint damage. GMS staff preformed paint touch ups on damaged areas.



Complete

R Monument



✚ The R monument had weathering and cracking damage. GMS staff cleaned up and repaired the damage.

Trash at the End of Medulla

✚ Trash was left at the end of Medulla Rd. GMS staff cleaned the area.



Complete

Breeze Way Gate Installed

- ✚ The amenity one breeze way gate has been installed.
- ✚ The gate is stronger than the previous gate and is expected to aid in preventing mischief and vandalism.



Conclusion

For any questions or comments regarding the above information, please contact me by phone at 407-460-4424, or by email at abailey@gmscfl.com. Thank you.

Respectfully,
Allen Bailey

SECTION 1

SWIM LIFTS
14525 JOHNS LAKE ROAD
CLERMONT
FL 34711

Cell: 321 576 2701
Email: swimlifts1@gmail.com

October, 5 2023

POOL LIFT SUPPLY AND INSTALL AT TOWN PARK CCD

Provide two 'Water Activated Pool Lifts' one to each pool, complete with a water supply from the nearest point (shower or pool pack).

- Supply 2 x Aquatic Access IGAT 180 Pool Lifts at \$6,634.00 each \$13,268.00
- Lift existing paviors and excavate for new 12inch concrete slab and replace it with a designed foundation slab set below the existing paviors. Supply and install ¾inch schedule 40 plastic water supply. Install re-bar, earth bond, extended length anchor and call for an inspection. Return to site and concrete foundation slab and relay paviors over the slab. 2 x required. \$ 3,500.00
- To provide drawings for 2 x permit and submission to Building Control \$ 3,000.00

TOTAL PRICE \$19,768.00

Yours sincerely

Gary McDonnell
Operations manager

Please sign and return via email to swimlifts1@gmail.com to approve work.

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SECTION D

SECTION 1

Towne Park Community Development District

Summary of Check Register

September 20, 2023 to October 20, 2023

Fund	Date	Check No.'s	Amount
General Fund			
	9/26/23	660-665	\$ 61,162.52
	10/5/23	666-670	\$ 1,000.00
	10/12/23	671-677	\$ 24,679.79
	10/20/23	678	\$ 5,000.00
Total Amount			\$ 91,842.31

*** CHECK DATES 09/20/2023 - 10/20/2023 ***
TOWNE PARK CDD GENERAL FUND
BANK A GENERAL FUND

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
9/26/23	00067	8/31/23 00058153	202308 310-51300-48000		*	330.51	
		NOT FY24 MTG DTS 8/16/23		CA FLORIDA HOLDINGS, LLC			330.51 000660
9/26/23	00085	9/18/23 106529	202309 330-57200-11000		*	380.27	
		INSTALL HARD DISK DRIVE					
		9/18/23 106530	202309 330-57200-11000		*	532.60	
		INSTALL HARD DISK DRIVE		CURRENT DEMANDS			912.87 000661
9/26/23	00077	9/14/23 11891	202309 330-53800-47000		*	70.37	
		CLEANING SUPPLIES SEPT 23					
		9/20/23 79882	202309 300-15500-10000		*	1,230.00	
		CLEANING OCT 23		E&A CLEANING CO			1,300.37 000662
9/26/23	00010	9/21/23 20040	202309 300-15500-10000		*	36,683.00	
		FY24 ANNUAL INSURANCE		EGIS INSURANCE ADVISORS LLC			36,683.00 000663
9/26/23	00082	9/01/23 9979	202309 320-53800-46200		*	19,053.33	
		LANDSCAPE MAINT SEPT 23					
		9/12/23 10095	202309 320-53800-47300		*	198.80	
		REPAIR BREAK/DRIP LINE		PRINCE & SONS INC.			19,252.13 000664
9/26/23	00087	8/31/23 11417391	202308 330-53800-34500		*	2,683.64	
		SECURITY AUG 23		SECURITAS SECURITY SERVICES			2,683.64 000665
10/05/23	00080	10/03/23 GJ100320	202310 310-51300-11000		*	200.00	
		BOS MEETING 10/3/23		GREGORY M. JONES			200.00 000666
10/05/23	00055	10/03/23 JT100320	202310 310-51300-11000		*	200.00	
		BOS MEETING 10/3/23		JENNIFER TIDWELL			200.00 000667
10/05/23	00091	10/03/23 RR100320	202310 310-51300-11000		*	200.00	
		BOS MEETING 10/3/23		ROGER RUNYAN			200.00 000668
10/05/23	00092	10/03/23 TZ100320	202310 310-51300-11000		*	200.00	
		BOS MEETING 10/3/23		THOMAS ZIMMERMAN			200.00 000669

TWPK TOWNE PARK CDD CWRIGHT

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
10/05/23	00088	10/03/23	ZS100320 202310 310-51300-11000 BOS MEETING 10/3/23		*	200.00	
				ZABRINA SIDES			200.00 000670
10/12/23	00009	10/02/23	89154 202310 310-51300-54000 SPECIAL DISTRICT FEE FY24		*	175.00	
				DEPARTMENT OF ECONOMIC OPPORTUNITY			175.00 000671
10/12/23	00099	3/22/23	1874 202309 330-53800-47500 CHAISE LOUNGE RE-SLING		*	1,040.00	
				GEORGE'S PATIO SHOP, INC			1,040.00 000672
10/12/23	00040	9/01/23	139 202309 320-53800-12000 FIELD MANAGEMENT SEPT 23		*	1,287.50	
		9/01/23	139 202309 330-53800-47500 EMERGENCY BACKFLOW SEPT23		*	3,290.00	
		9/01/23	139 202309 330-53800-47500 EMERGENCY LEAK DETECTION		*	566.50	
		10/01/23	141 202310 310-51300-34000 MANAGEMENT FEES OCT 23		*	3,754.17	
		10/01/23	141 202310 310-51300-35200 WEBSITE ADMIN OCT 23		*	100.00	
		10/01/23	141 202310 310-51300-35100 INFORMATION TECH OCT 23		*	150.00	
		10/01/23	141 202310 310-51300-31300 DISSEMINATION SVC OCT 23		*	833.33	
		10/01/23	141 202310 330-57200-11000 AMENITY ACCESS OCT 23		*	750.00	
		10/01/23	141 202310 310-51300-51000 OFFICE SUPPLIES OCT 23		*	.99	
		10/01/23	141 202310 310-51300-42000 POSTAGE OCT 23		*	26.93	
		10/01/23	141 202310 310-51300-42500 COPIES OCT 23		*	1.80	
		10/01/23	142 202310 320-53800-12000 FIELD MANAGEMENT OCT 23		*	1,750.00	
				GOVERNMENTAL MANAGEMENT SERVICES-			12,511.22 000673
10/12/23	00068	10/09/23	7793 202309 310-51300-31500 GENERAL COUNSEL SEPT 23		*	2,367.81	
				KILINSKI/VAN WYK, PLLC			2,367.81 000674
10/12/23	00076	10/02/23	RES21-18 202309 310-51300-31100 ENGINEER SVCS SEPT 23		*	1,538.45	
				RAYL ENGINEERING & SURVEYING LLC			1,538.45 000675
				TWPK TOWNE PARK CDD CWRIGHT			

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
10/12/23	00087	9/30/23 11460028	202309 330-53800-34500	SECURITY SEPT 23	*	3,006.68	
				SECURITAS SECURITY SERVICES			3,006.68 000676
10/12/23	00037	9/25/23 7068891	202309 310-51300-32300	TRUSTEE FEE SER19 FY23	*	336.72	
		9/25/23 7068891A	202310 310-51300-32300	TRUSTEE FEE SER19 FY24	*	3,703.91	
				US BANK			4,040.63 000677
10/20/23	00040	9/30/23 143	202310 310-51300-31700	ASSESSMENT ROLL CERT FY24	*	5,000.00	
				GOVERNMENTAL MANAGEMENT SERVICES-			5,000.00 000678
TOTAL FOR BANK A						91,842.31	
TOTAL FOR REGISTER						91,842.31	

TWPK TOWNE PARK CDD CWRIGHT

SECTION 2

Towne Park
Community Development District

Unaudited Financial Reporting
September 30, 2023



Table of Contents

1	<u>Balance Sheet</u>
2-3	<u>General Fund</u>
4	<u>Series 2016 - 2A Debt Service Fund</u>
5	<u>Series 2018 - 2B Debt Service Fund</u>
6	<u>Series 2018 - 3A Debt Service Fund</u>
7	<u>Series 2019 - 3B Debt Service Fund</u>
8	<u>Series 2019 - 3C Debt Service Fund</u>
9	<u>Series 2020 - 3D Debt Service Fund</u>
10	<u>Combined Capital Projects Funds</u>
11	<u>Capital Reserve Fund</u>
12-13	<u>Month to Month</u>
14	<u>Assessment Receipt Schedule</u>

Towne Park
Community Development District
Combined Balance Sheet
September 30, 2023

	General Fund	Debt Service Fund	Capital Projects Fund	Capital Reserve Fund	Totals Governmental Funds
Assets:					
Cash:					
Operating Account	\$ 244,297	\$ -	\$ -	\$ -	\$ 244,297
Capital Projects Account	\$ -	\$ -	\$ 823	\$ -	\$ 823
Capital Reserve Account	\$ -	\$ -	\$ -	\$ 81,824	\$ 81,824
Investments:					
Series 2016 - 2A					
Reserve	\$ -	\$ 111,063	\$ -	\$ -	\$ 111,063
Revenue	\$ -	\$ 89,947	\$ -	\$ -	\$ 89,947
Prepayment	\$ -	\$ 394	\$ -	\$ -	\$ 394
Construction	\$ -	\$ -	\$ 0	\$ -	\$ 0
Series 2018 - 2B					
Reserve	\$ -	\$ 60,400	\$ -	\$ -	\$ 60,400
Revenue	\$ -	\$ 84,592	\$ -	\$ -	\$ 84,592
Prepayment	\$ -	\$ 140	\$ -	\$ -	\$ 140
General	\$ -	\$ 0	\$ -	\$ -	\$ 0
Construction	\$ -	\$ -	\$ 71	\$ -	\$ 71
Series 2018 - 3A					
Reserve	\$ -	\$ 256,541	\$ -	\$ -	\$ 256,541
Revenue	\$ -	\$ 269,433	\$ -	\$ -	\$ 269,433
Prepayment	\$ -	\$ 140	\$ -	\$ -	\$ 140
Series 2019 - 3B					
Reserve	\$ -	\$ 167,922	\$ -	\$ -	\$ 167,922
Revenue	\$ -	\$ 166,483	\$ -	\$ -	\$ 166,483
Construction	\$ -	\$ -	\$ 68,620	\$ -	\$ 68,620
Series 2019 - 3C					
Reserve	\$ -	\$ 112,688	\$ -	\$ -	\$ 112,688
Revenue	\$ -	\$ 89,730	\$ -	\$ -	\$ 89,730
Prepayment	\$ -	\$ 130	\$ -	\$ -	\$ 130
Construction	\$ -	\$ -	\$ 0	\$ -	\$ 0
Series 2020 - 3D					
Reserve	\$ -	\$ 200,003	\$ -	\$ -	\$ 200,003
Revenue	\$ -	\$ 140,244	\$ -	\$ -	\$ 140,244
Construction	\$ -	\$ -	\$ 5,632	\$ -	\$ 5,632
Deposits	\$ 4,500	\$ -	\$ -	\$ -	\$ 4,500
Prepaid Expenses	\$ 49,020	\$ -	\$ -	\$ -	\$ 49,020
Total Assets	\$ 297,817	\$ 1,749,849	\$ 75,146	\$ 81,824	\$ 2,204,636
Liabilities:					
Accounts Payable	\$ 13,434	\$ -	\$ -	\$ -	\$ 13,434
Total Liabilities	\$ 13,434	\$ -	\$ -	\$ -	\$ 13,434
Fund Balance:					
Nonspendable:					
Prepaid Items	\$ 49,020	\$ -	\$ -	\$ -	\$ 49,020
Restricted for:					
Debt Service - Series 2016 - 2A	\$ -	\$ 201,404	\$ -	\$ -	\$ 201,404
Debt Service - Series 2018 - 2B	\$ -	\$ 145,132	\$ -	\$ -	\$ 145,132
Debt Service - Series 2018 - 3A	\$ -	\$ 526,114	\$ -	\$ -	\$ 526,114
Debt Service - Series 2019 - 3B	\$ -	\$ 334,405	\$ -	\$ -	\$ 334,405
Debt Service - Series 2019 - 3C	\$ -	\$ 202,547	\$ -	\$ -	\$ 202,547
Debt Service - Series 2020 - 3D	\$ -	\$ 340,247	\$ -	\$ -	\$ 340,247
Capital Projects	\$ -	\$ -	\$ 75,146	\$ -	\$ 75,146
Assigned for:					
Capital Reserves	\$ -	\$ -	\$ -	\$ 81,824	\$ 81,824
Unassigned	\$ 235,363	\$ -	\$ -	\$ -	\$ 235,363
Total Fund Balances	\$ 284,384	\$ 1,749,849	\$ 75,146	\$ 81,824	\$ 2,191,202
Total Liabilities & Fund Balance	\$ 297,817	\$ 1,749,849	\$ 75,146	\$ 81,824	\$ 2,204,636

Towne Park
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/23	Thru 09/30/23	Variance
<u>Revenues:</u>				
Assessments - Tax Roll	\$ 860,473	\$ 860,473	\$ 864,991	\$ 4,518
Other Income	\$ 2,400	\$ 2,400	\$ 37,719	\$ 35,319
Total Revenues	\$ 862,873	\$ 862,873	\$ 902,710	\$ 39,837
<u>Expenditures:</u>				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 12,000	\$ 12,000	\$ 11,800	\$ 200
Engineering Fees	\$ 10,000	\$ 10,000	\$ 15,481	\$ (5,481)
Attorney	\$ 40,000	\$ 40,000	\$ 47,647	\$ (7,647)
Annual Audit	\$ 4,000	\$ 4,000	\$ 4,000	\$ -
Assessment Roll Services	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Reamortization Schedules	\$ 625	\$ 625	\$ 400	\$ 225
Dissemination	\$ 10,000	\$ 10,000	\$ 10,000	\$ 0
Trustee Fees	\$ 23,867	\$ 23,867	\$ 23,867	\$ -
Management Fees	\$ 42,500	\$ 42,500	\$ 42,500	\$ (0)
Information Technology	\$ 1,800	\$ 1,800	\$ 1,800	\$ -
Website Maintenance	\$ 1,200	\$ 1,200	\$ 1,200	\$ -
Postage & Delivery	\$ 800	\$ 800	\$ 2,506	\$ (1,706)
Insurance	\$ 7,088	\$ 7,088	\$ 6,034	\$ 1,054
Printing & Binding	\$ 1,000	\$ 1,000	\$ 76	\$ 924
Legal Advertising	\$ 3,500	\$ 3,500	\$ 4,006	\$ (506)
Other Current Charges	\$ 3,500	\$ 3,500	\$ 509	\$ 2,991
Office Supplies	\$ 200	\$ 200	\$ 19	\$ 181
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Total General & Administrative	\$ 167,255	\$ 167,255	\$ 177,020	\$ (9,765)

Towne Park
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/23	Thru 09/30/23	Variance
<u>Operations & Maintenance</u>				
Field Expenditures				
Property Insurance	\$ 20,258	\$ 20,258	\$ 20,583	\$ (325)
Field Management	\$ 15,450	\$ 15,450	\$ 15,450	\$ -
Landscape Maintenance	\$ 263,665	\$ 263,665	\$ 228,640	\$ 35,025
Landscape Enhancements/Replacement	\$ 35,000	\$ 35,000	\$ 45,133	\$ (10,133)
Pond Maintenance	\$ 32,172	\$ 32,172	\$ 43,383	\$ (11,211)
Electric	\$ 5,400	\$ 5,400	\$ 2,369	\$ 3,031
Streetlighting	\$ 20,000	\$ 20,000	\$ -	\$ 20,000
Water & Sewer	\$ 2,500	\$ 2,500	\$ 787	\$ 1,713
Irrigation Repairs	\$ 12,500	\$ 12,500	\$ 5,794	\$ 6,706
General Repairs & Maintenance	\$ 15,000	\$ 15,000	\$ 34,817	\$ (19,817)
Contingency	\$ 10,000	\$ 10,000	\$ 13,781	\$ (3,781)
Subtotal Field Expenditures	\$ 431,945	\$ 431,945	\$ 410,736	\$ 21,209
Amenity Expenditures				
Electric	\$ 18,000	\$ 18,000	\$ 20,471	\$ (2,471)
Water	\$ 7,500	\$ 7,500	\$ 6,394	\$ 1,106
Internet & Phone	\$ 3,200	\$ 3,200	\$ 2,591	\$ 609
Playground & Equipment Lease	\$ 23,593	\$ 23,593	\$ 24,086	\$ (493)
Pool Service Contract	\$ 36,000	\$ 36,000	\$ 43,010	\$ (7,010)
Janitorial Services	\$ 19,500	\$ 19,500	\$ 20,742	\$ (1,242)
Security Services	\$ 33,800	\$ 33,800	\$ 29,657	\$ 4,143
Pest Control	\$ 4,500	\$ 4,500	\$ 1,319	\$ 3,181
Amenity Access Management	\$ 5,000	\$ 5,000	\$ 10,601	\$ (5,601)
Amenity Repair & Maintenance	\$ 15,000	\$ 15,000	\$ 32,387	\$ (17,387)
Contingency	\$ 5,000	\$ 5,000	\$ 17,778	\$ (12,778)
Subtotal Amenity Expenditures	\$ 171,093	\$ 171,093	\$ 209,036	\$ (37,943)
Total Operations & Maintenance	\$ 603,038	\$ 603,038	\$ 619,773	\$ (16,735)
Total Expenditures	\$ 770,293	\$ 770,293	\$ 796,793	\$ (26,500)
Excess (Deficiency) of Revenues over Expenditures	\$ 92,580		\$ 105,917	
<u>Other Financing Sources/(Uses):</u>				
Transfer In/(Out) - Capital Reserve	\$ (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	\$ -		\$ (54,966)	
Fund Balance - Beginning	\$ -		\$ 339,349	
Fund Balance - Ending	\$ -		\$ 284,384	

Towne Park
Community Development District
Debt Service Fund Series 2016 - 2A
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/23	Thru 09/30/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 111,715	\$ 111,715	\$ 112,301	\$ 586
Interest	\$ -	\$ -	\$ 5,769	\$ 5,769
Total Revenues	\$ 111,715	\$ 111,715	\$ 118,070	\$ 6,355
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	\$ 39,625	\$ 39,481	\$ 144
Total Expenditures	\$ 110,000	\$ 110,000	\$ 114,856	\$ (4,856)
Excess (Deficiency) of Revenues over Expenditures	\$ 1,715		\$ 3,214	\$ 11,212
Fund Balance - Beginning	\$ 85,955		\$ 198,190	
Fund Balance - Ending	\$ 87,670		\$ 201,404	

Towne Park
Community Development District
Debt Service Fund Series 2018 - 2B
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/23	Thru 09/30/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 130,304	\$ 130,304	\$ 130,987	\$ 683
Interest	\$ -	\$ -	\$ 5,693	\$ 5,693
Total Revenues	\$ 130,304	\$ 130,304	\$ 136,680	\$ 6,376
Expenditures:				
Interest - 11/1	\$ 45,384	\$ 45,384	\$ 45,384	\$ 0
Special Call - 11/1	\$ -	\$ -	\$ 5,000	\$ (5,000)
Principal - 5/1	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
Interest - 5/1	\$ 45,384	\$ 45,384	\$ 45,247	\$ 138
Total Expenditures	\$ 120,769	\$ 120,769	\$ 125,631	\$ (4,862)
Excess (Deficiency) of Revenues over Expenditures	\$ 9,535		\$ 11,048	
Fund Balance - Beginning	\$ 72,371		\$ 134,084	
Fund Balance - Ending	\$ 81,906		\$ 145,132	

Towne Park
Community Development District
Debt Service Fund Series 2018 - 3A
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/23	Thru 09/30/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 525,011	\$ 525,011	\$ 527,765	\$ 2,754
Interest	\$ -	\$ -	\$ 21,052	\$ 21,052
Total Revenues	\$ 525,011	\$ 525,011	\$ 548,817	\$ 23,806
Expenditures:				
Interest - 11/1	\$ 194,463	\$ 194,463	\$ 194,463	\$ -
Special Call - 11/1	\$ -	\$ -	\$ 5,000	\$ (5,000)
Principal - 5/1	\$ 125,000	\$ 125,000	\$ 125,000	\$ -
Interest - 5/1	\$ 194,463	\$ 194,463	\$ 194,325	\$ 138
Total Expenditures	\$ 513,925	\$ 513,925	\$ 518,788	\$ (4,863)
Excess (Deficiency) of Revenues over Expenditures	\$ 11,086		\$ 30,030	
Fund Balance - Beginning	\$ 234,809		\$ 496,084	
Fund Balance - Ending	\$ 245,895		\$ 526,114	

Towne Park
Community Development District
Debt Service Fund Series 2019 - 3B
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/23	Thru 09/30/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 335,844	\$ 335,844	\$ 337,605	\$ 1,761
Interest	\$ -	\$ -	\$ 13,638	\$ 13,638
Total Revenues	\$ 335,844	\$ 335,844	\$ 351,243	\$ 15,399
Expenditures:				
Interest - 11/1	\$ 117,159	\$ 117,159	\$ 117,159	\$ -
Principal - 5/1	\$ 100,000	\$ 100,000	\$ 100,000	\$ -
Interest - 5/1	\$ 117,159	\$ 117,159	\$ 117,159	\$ -
Total Expenditures	\$ 334,319	\$ 334,319	\$ 334,319	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 1,525		\$ 16,924	
Fund Balance - Beginning	\$ 146,617		\$ 317,480	
Fund Balance - Ending	\$ 148,142		\$ 334,405	

Towne Park
Community Development District
Debt Service Fund Series 2019 - 3C
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/23	Thru 09/30/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 225,524	\$ 225,524	\$ 226,707	\$ 1,183
Interest	\$ -	\$ -	\$ 8,393	\$ 8,393
Total Revenues	\$ 225,524	\$ 225,524	\$ 235,101	\$ 9,576
Expenditures:				
Interest - 11/1	\$ 78,438	\$ 78,438	\$ 78,438	\$ 0
Special Call - 11/1	\$ -	\$ -	\$ 5,000	\$ (5,000)
Principal - 5/1	\$ 70,000	\$ 70,000	\$ 70,000	\$ -
Interest - 5/1	\$ 78,438	\$ 78,438	\$ 78,322	\$ 116
Total Expenditures	\$ 226,876	\$ 226,876	\$ 231,759	\$ (4,883)
Excess (Deficiency) of Revenues over Expenditures	\$ (1,352)		\$ 3,341	
Fund Balance - Beginning	\$ 87,056		\$ 199,206	
Fund Balance - Ending	\$ 85,705		\$ 202,547	

Towne Park
Community Development District
Debt Service Fund Series 2020 - 3D
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/23	Thru 09/30/23	Variance
Revenues:				
Assessments - Tax Roll	\$ 399,925	\$ 399,925	\$ 402,023	\$ 2,098
Interest	\$ -	\$ -	\$ 14,485	\$ 14,485
Total Revenues	\$ 399,925	\$ 399,925	\$ 416,508	\$ 16,583
Expenditures:				
Interest - 11/1	\$ 128,334	\$ 128,334	\$ 128,334	\$ -
Principal - 5/1	\$ 145,000	\$ 145,000	\$ 145,000	\$ -
Interest - 5/1	\$ 128,334	\$ 128,334	\$ 128,334	\$ -
Total Expenditures	\$ 401,669	\$ 401,669	\$ 401,669	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ (1,743)		\$ 14,839	
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ (7,793)	\$ (7,793)
Net Change in Fund Balance	\$ (1,743)		\$ 7,047	
Fund Balance - Beginning	\$ 130,469		\$ 333,201	
Fund Balance - Ending	\$ 128,725		\$ 340,247	

Towne Park
Community Development District
Capital Projects Funds
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 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	\$ -	\$ 3	\$ -	\$ 4,925	\$ -	\$ 114	5,042
Total Revenues	\$ -	\$ 3	\$ 12,310	\$ 4,925	\$ 419	\$ 114	17,771
<u>Expenditures:</u>							
Capital Outlay	\$ -	\$ -	\$ 3,750	\$ 66,001	\$ 419	\$ 7,411	77,581
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ 177	\$ -	177
Total Expenditures	\$ -	\$ -	\$ 3,750	\$ 66,001	\$ 596	\$ 7,411	77,758
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ 3	\$ 8,560	\$ (61,076)	\$ (177)	\$ (7,297)	(59,987)
<u>Other Financing Sources/(Uses)</u>							
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ (4,500)	\$ -	\$ 12,293	7,793
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ (4,500)	\$ -	\$ 12,293	7,793
Net Change in Fund Balance	\$ -	\$ 3	\$ 8,560	\$ (65,576)	\$ (177)	\$ 4,996	(52,195)
Fund Balance - Beginning	\$ 0	\$ 69	\$ (8,560)	\$ 134,196	\$ 1,000	\$ 636	127,340
Fund Balance - Ending	\$ 0	\$ 71	\$ -	\$ 68,620	\$ 823	\$ 5,632	75,146

Towne Park
Community Development District
Capital Reserve Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/23	Thru 09/30/23	Variance
Revenues:				
Interest	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ 79,059	\$ -
Total Expenditures	\$ -	\$ -	\$ 79,059	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ -		\$ (79,059)	\$ -
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		\$ 81,824	
Fund Balance - Beginning	\$ 90,000		\$ -	
Fund Balance - Ending	\$ 182,580		\$ 81,824	

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	\$ 8,064	\$ 12,279	\$ 7,535	\$ 5,726	\$ 33	\$ -	\$ -	\$ 864,991
Other Income	\$ 160	\$ 480	\$ 1,400	\$ 90	\$ 250	\$ 340	\$ 1,120	\$ 1,987	\$ 29,132	\$ 680	\$ 770	\$ 1,310	\$ 37,719
Total Revenues	\$ 160	\$ 26,035	\$ 788,260	\$ 17,642	\$ 1,637	\$ 8,404	\$ 13,399	\$ 9,521	\$ 34,858	\$ 713	\$ 770	\$ 1,310	\$ 902,710
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ 800	\$ 800	\$ 800	\$ 1,000	\$ 800	\$ 1,800	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 800	\$ 11,800
Engineering Fees	\$ 2,429	\$ 2,693	\$ 1,350	\$ 200	\$ 470	\$ 448	\$ 270	\$ 586	\$ 1,584	\$ 766	\$ 3,148	\$ 1,538	\$ 15,481
Attorney	\$ 2,395	\$ 3,458	\$ 11,407	\$ 3,171	\$ 4,143	\$ 3,764	\$ 3,233	\$ 4,811	\$ 3,314	\$ 2,983	\$ 2,604	\$ 2,368	\$ 47,647
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ -	\$ -	\$ -	\$ 4,000
Assessment Roll Services	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Reamortization Schedules	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400
Dissemination	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 10,000
Trustee Fees	\$ 14,533	\$ -	\$ -	\$ 6,061	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,936	\$ 337	\$ 23,867
Management Fees	\$ 3,542	\$ 3,542	\$ 3,542	\$ 3,542	\$ 3,542	\$ 3,542	\$ 3,542	\$ 3,542	\$ 3,542	\$ 3,542	\$ 3,542	\$ 3,542	\$ 42,500
Information Technology	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 1,800
Website Maintenance	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 1,200
Postage & Delivery	\$ 39	\$ 21	\$ 473	\$ 23	\$ 95	\$ 91	\$ 127	\$ 36	\$ 88	\$ 1,449	\$ 35	\$ 28	\$ 2,506
Insurance	\$ 6,350	\$ -	\$ -	\$ (316)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,034
Printing & Binding	\$ 6	\$ 3	\$ 0	\$ 11	\$ -	\$ 32	\$ 5	\$ 5	\$ 5	\$ 4	\$ -	\$ 6	\$ 76
Legal Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,159	\$ 331	\$ -	\$ -	\$ 2,186	\$ 331	\$ -	\$ 4,006
Other Current Charges	\$ 39	\$ 39	\$ 75	\$ 39	\$ 40	\$ 39	\$ 39	\$ 40	\$ 40	\$ 40	\$ 39	\$ 40	\$ 509
Office Supplies	\$ 2	\$ 1	\$ 2	\$ 1	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 1	\$ 19
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
Total General & Administrative	\$ 36,793	\$ 11,640	\$ 18,731	\$ 14,815	\$ 10,174	\$ 11,958	\$ 9,631	\$ 11,104	\$ 14,657	\$ 13,055	\$ 14,719	\$ 9,743	\$ 177,020

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	\$ 1,288	\$ 1,288	\$ 1,288	\$ 1,288	\$ 1,288	\$ 1,288	\$ 1,288	15,450
Landscape Maintenance	\$ 19,053	\$ 19,053	\$ 19,053	\$ 19,053	\$ 19,053	\$ 19,053	\$ 19,053	\$ 19,053	\$ 19,053	\$ 19,053	\$ 19,053	\$ 19,053	228,640
Landscape Enhancements/Replacement	\$ 4,260	\$ 31,647	\$ -	\$ -	\$ 540	\$ -	\$ -	\$ 8,133	\$ 552	\$ -	\$ -	\$ -	45,133
Pond Maintenance	\$ 2,815	\$ 3,688	\$ 3,688	\$ 3,688	\$ 3,688	\$ 3,688	\$ 3,688	\$ 3,688	\$ 3,688	\$ 3,688	\$ 3,688	\$ 3,688	43,383
Electric	\$ 56	\$ 223	\$ 155	\$ 203	\$ 222	\$ 193	\$ 246	\$ 233	\$ 225	\$ 227	\$ 216	\$ 169	2,369
Streetlighting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Water & Sewer	\$ 86	\$ 83	\$ 86	\$ 57	\$ 59	\$ 60	\$ 59	\$ 60	\$ 59	\$ 59	\$ 59	\$ 59	787
Irrigation Repairs	\$ 758	\$ 143	\$ 391	\$ 94	\$ 1,511	\$ -	\$ 213	\$ -	\$ -	\$ 1,602	\$ 884	\$ 199	5,794
General Repairs & Maintenance	\$ 581	\$ -	\$ 352	\$ 24,692	\$ 3,458	\$ -	\$ -	\$ -	\$ 3,727	\$ 2,007	\$ -	\$ -	34,817
Contingency	\$ 13,781	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	13,781
Subtotal Field Expenditures	\$ 63,260	\$ 56,125	\$ 25,013	\$ 49,074	\$ 29,819	\$ 24,282	\$ 24,547	\$ 32,455	\$ 28,593	\$ 27,924	\$ 25,188	\$ 24,456	410,736
Amenity Expenditures													
Electric	\$ 854	\$ 3,140	\$ 2,974	\$ 1,422	\$ 763	\$ 2,567	\$ 729	\$ 2,411	\$ 1,588	\$ 705	\$ 2,498	\$ 820	20,471
Water	\$ 179	\$ 621	\$ 434	\$ 171	\$ 157	\$ 630	\$ 227	\$ 1,252	\$ 819	\$ 243	\$ 1,458	\$ 204	6,394
Internet & Phone	\$ 193	\$ 218	\$ 218	\$ 218	\$ 218	\$ 218	\$ 218	\$ 218	\$ 218	\$ 218	\$ 218	\$ 218	2,591
Playground & Equipment Lease	\$ 1,966	\$ 1,966	\$ 1,966	\$ 1,966	\$ 1,966	\$ 1,966	\$ 1,966	\$ 2,065	\$ 2,065	\$ 2,065	\$ 2,065	\$ 2,065	24,086
Pool Service Contract	\$ 3,500	\$ 3,950	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 4,060	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	43,010
Janitorial Services	\$ 2,414	\$ 1,645	\$ 2,118	\$ 1,728	\$ 1,348	\$ 1,278	\$ 1,600	\$ 1,830	\$ 2,152	\$ 1,954	\$ 1,374	\$ 1,300	20,742
Security Services	\$ 2,533	\$ 2,102	\$ 1,739	\$ 2,479	\$ 2,264	\$ 2,048	\$ 2,694	\$ 2,479	\$ 2,614	\$ 3,015	\$ 2,684	\$ 3,007	29,657
Pest Control	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 185	\$ 425	\$ 319	\$ 390	\$ -	1,319
Amenity Access Management	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 1,422	\$ 4,100	\$ 1,330	10,601
Amenity Repair & Maintenance	\$ 2,350	\$ 3,110	\$ 2,618	\$ 3,834	\$ 6,299	\$ -	\$ -	\$ 2,875	\$ 6,405	\$ -	\$ -	\$ 4,897	32,387
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,560	\$ 11,509	\$ 4,565	\$ -	\$ -	\$ 144	\$ -	17,778
Subtotal Amenity Expenditures	\$ 14,405	\$ 17,169	\$ 15,983	\$ 15,735	\$ 16,932	\$ 14,184	\$ 22,860	\$ 22,356	\$ 20,202	\$ 13,440	\$ 18,429	\$ 17,340	209,036
Total Operations & Maintenance	\$ 77,666	\$ 73,294	\$ 40,996	\$ 64,809	\$ 46,751	\$ 38,466	\$ 47,407	\$ 54,811	\$ 48,795	\$ 41,364	\$ 43,617	\$ 41,796	619,773
Total Expenditures	\$ 114,459	\$ 84,934	\$ 59,728	\$ 79,625	\$ 56,926	\$ 50,424	\$ 57,038	\$ 65,915	\$ 63,451	\$ 54,419	\$ 58,336	\$ 51,539	796,793
Excess (Deficiency) of Revenues over Expenditures	\$ (114,299)	\$ (58,899)	\$ 728,532	\$ (61,982)	\$ (55,288)	\$ (42,020)	\$ (43,639)	\$ (56,393)	\$ (28,593)	\$ (53,706)	\$ (57,566)	\$ (50,229)	105,917
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	\$ (114,299)	\$ (58,899)	\$ 728,532	\$ (61,982)	\$ (216,171)	\$ (42,020)	\$ (43,639)	\$ (56,393)	\$ (28,593)	\$ (53,706)	\$ (57,566)	\$ (50,229)	(54,966)

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	\$180.10	\$210.06	\$846.38	\$541.42	\$363.57	\$644.73	\$4,173.45
03/17/23	2/1-2/28/23	\$25,139.15	(\$383.10)	(\$495.12)	\$0.00	\$24,260.93	\$8,063.96	\$1,046.93	\$1,221.14	\$4,920.14	\$3,147.36	\$2,113.50	\$3,747.90	\$24,260.93
04/11/23	3/1-3/31/23	\$37,696.20	\$0.00	(\$753.92)	\$0.00	\$36,942.28	\$12,279.05	\$1,594.17	\$1,859.44	\$7,491.93	\$4,792.50	\$3,218.24	\$5,706.95	\$36,942.28
05/11/23	4/1-4/30/23	\$18,568.34	\$0.00	(\$371.37)	\$0.00	\$18,196.97	\$6,048.40	\$785.25	\$915.92	\$3,690.36	\$2,360.68	\$1,585.24	\$2,811.12	\$18,196.97
05/24/23	3/31/23	\$4,471.09	\$0.00	\$0.00	\$0.00	\$4,471.09	\$1,486.12	\$192.94	\$225.05	\$906.74	\$580.03	\$389.50	\$690.71	\$4,471.09
06/29/23	6/1/23-6/30/23	\$17,579.81	\$0.00	(\$351.60)	\$0.00	\$17,228.21	\$5,726.39	\$743.45	\$867.16	\$3,493.90	\$2,235.01	\$1,500.84	\$2,661.46	\$17,228.21
07/31/23	4/1-6/30/23	\$0.00	\$0.00	\$0.00	\$100.18	\$100.18	\$33.29	\$4.32	\$5.04	\$20.32	\$13.00	\$8.73	\$15.48	\$100.18
TOTAL		\$ 2,813,420.98	\$ (157,749.82)	\$ (53,580.72)	\$ 288.97	\$ 2,602,379.41	\$ 864,991.23	\$ 112,300.57	\$ 130,987.08	\$ 527,764.92	\$ 337,605.17	\$ 226,707.33	\$ 402,023.11	\$ 2,602,379.41

101%	Net Percent Collected
\$0.00	Balance Remaining to Collect

CLOSED SECURITY SESSION