Towne Park Community Development District

Agenda

March 5, 2024

# Agenda

## Towne Park Community Development District

219 East Livingston Street, Orlando, Florida 32801 Phone: 407-841-5524 – Fax: 407-839-1526

February 27, 2024

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**, **March 5**, 2024, 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/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 February 6, 2024 Board of Supervisors Meeting
- 4. Consideration of Agreement to Install Dock on Stormwater Parcel
- 5. Consideration of Swim Lessons with SwimKids USA at Amenity Center 2
- 6. Staff Reports
  - A. Attorney
    - i. Discussion of Potential Dates for Ethics Training Workshop
  - B. Engineer
    - i. Discussion of Repaving Work and Close Out Process with the City of Lakeland
    - ii. Ratification of QGS Change Order No. 1
  - C. Field Manager's Report
    - i. Consideration of Proposals for Pool Lifts at Amenity 1 & 2
    - ii. Consideration of Proposal for Pool Furniture Re-strap at Amenity 1
  - D. District Manager's Report
    - i. Approval of Check Register
    - ii. Balance Sheet & Income Statement
- 7. Supervisors Requests
- 8. 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, **February 6, 2024** 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 *by Zoom* Jennifer Tidwell Tom Zimmerman Roger Runyon Zabrina Sides Chairman Vice Chairperson Assistant Secretary Assistant Secretary Assistant Secretary

Also present were:

Tricia Adams	District Manager, GMS
Monica Virgen	District Manager, GMS
Meredith Hammock	District Counsel, KVW Law
Alan Rayl	District Engineer, Rayl Engineering
Allen Bailey	Field Services Staff, GMS

#### FIRST ORDER OF BUSINESS

Ms. Adams called the meeting to order at 4:00 p.m. and called the roll. There were four Board members present in person constituting a quorum and Mr. Jones joined the meeting via Zoom.

**Roll Call** 

### SECOND ORDER OF BUSINESS Public Comment Period

Ms. Adams noted this is an opportunity for any members of the public to make a statement to the Board of Supervisors.

Angelie (5434 Keaton Springs Drive) commented about a drainage issue. She stated that three property owners did not receive information regarding drainage and fence removal. Resident asked if this is this a temporary thing and can the resident install a fence again.

### THIRD ORDER OF BUSINESS

## Approval of Minutes of December 19, 2023, Board of Supervisors Meeting

Ms. Adams presented the minutes from the December 19, 2023 Board of Supervisors meeting. She noted the minutes are included on page 5 of the agenda packet. She noted there is a typo on the top of these that will be corrected. The substance of the meeting minutes has been reviewed by District Management Staff as well as by District Counsel. If Board members have any comments or additional corrections, she would be happy to take those now. The Board had no changes to the minutes.

On MOTION by Ms. Tidwell, seconded by Ms. Sides, with all in favor, the Minutes of December 19, 2023 Board of Supervisors Meeting, were approved.

### FOURTH ORDER OF BUSINESS

### Consideration of Resolution 2024-02 Setting a Public Hearing to Adopt Variance Policies and Rates

Ms. Adams noted that the District was contacted by one of the HOA management companies who approves improvements to private property at Towne Park. They have been having some trouble identifying where easements are and requested there be a process that the District has an additional review for the installation of any private property improvement that would be on an easement in favor of the District for example drainage easements, access easements, or maintenance easements. The HOA would like to have this application come to the District management office. If the Board wants to engage in a process like that, they have the option to do so but would set a public hearing for potentially granting any easement variance and accompanied with that is the hearing for a fee of \$75 application fee which will cover the cost of recording the document. The Board has options. The Board can say no, they don't want any encroachments into any easements or the Board can say yes, they want to look at these on a case-by-case scenario. She noted from past discussion with the District Engineer, they know they do not want to approve any installation of hardscape or fencing into the District's drainage easements. If the Board approves this resolution, it will approve setting a public hearing and the soonest that public hearing could be held would be April 2, 2024, at 4:00 p.m. The resolution and a draft of the variance policies is on page 12 of the agenda packet. Mr. Zimmerman asked if that \$75 is in addition to a fee that the HOA might charge the resident. Ms. Adams noted yes because these would be expenses incurred

by the District for recording the variance which is an important protection for all parties. This would not be retroactive.

Ms. Sides asked if the HOA currently has this information as far as encroachments as ultimately, they are approving fences, etc. Ms. Adams stated they have been sending formal letters to the HOA management team appealing to them to not approve any installation or improvements that would impact an easement in favor of the District. Ms. Sides stated she definitely thinks some kind of procedure needs to be put in place because of what this District is going through on Keaton Springs. She questioned if they have been sending the HOA documentation already, how do they know that the HOA is actually going to participate in this. Ms. Adams noted it would be in good faith that they will recognize when looking at a survey that there is an easement and if it's an easement in favor of the District, they would inform the property owner about the additional application and provide that application and require that be completed before the HOA approves.

Ms. Hammock stated if an improvement, for example a fence, is going to block an access easement, in the license agreement with the property owner the license agreement would require the property owner to install a gate in the fence that is at least wide enough for landscape equipment to get through and remain unlocked at all times, things like that and if for any reason District staff or vendors need to take the fence down to properly access these easements there would be a provision in the license agreement reserving the District's right to take this improvement down in order to maintain or repair District infrastructure. Mr. Zimmerman asked on the Keaton Springs issue, could the Board get clarification from the Engineer or Field Manager since there is some confusion on the homeowner's part about what the remedy is. Mr. Rayl noted at Keaton Springs there are seven lots encumbered by this easement. The grading of these lots is done in such a manner that the rear of the lots is part of the drainage/surface water management system that the District is responsible for maintaining and that is why there is an easement there. The back half of the homes, the lots all drain to the rear and are conveyed through that swale to stormwater ponds. There is a need to maintain the integrity of that swale. If homeowners modify that swale themselves, it creates a drainage issue in every lot there. He has suggested in other communities to make an exhibit of all the places where there could be potential encroachments and places where there are physical actual encroachments and provides that to the HOA to help.

On MOTION by Ms. Sides, seconded by Mr. Zimmerman, with all in favor, Resolution 2024-02 Setting a Public Hearing April 2<sup>nd</sup> at 4 p.m. to Adopt Variance Policies and Rates, was approved.

### FIFTH ORDER OF BUSINESS

### Consideration of Resolution 2024-03 Relating to the General Election Seats and Qualifying Period Notice and Procedure

Ms. Adams noted this resolution is on page 17 of the agenda packet and identifies seat 1, seat 4, and seat 5 are transitioning to the general election process beginning November 2024. There is a qualifying period from June 10<sup>th</sup> through June 14<sup>th</sup>.

On MOTION by Mr. Zimmerman seconded by Ms. Sides, with all in favor, Resolution 2024-03 Relating to the General Election Seats and Qualifying Period Notice and Procedure, was approved.

### SIXTH ORDER OF BUSINESS Consideration of Agreement with Polk County Property Appraiser

Ms. Adams stated this is a contract agreement with Polk County Property Appraisers Office on page 21 of the agenda packet. This is an agreement in order to put the non-ad valorem CDD fees on the property tax bill. There are important dates that the assessment administration team is aware of and agrees to abide by these dates and this schedule. Staff does recommend approval as they collect CDD assessments on the Polk County Property tax bill.

On MOTION by Ms. Tidwell, seconded by Mr. Runyon, with all in favor, the Agreement with Polk County Property Appraiser, was approved.

### SEVENTH ORDER OF BUSINESS

### Consideration of Swim Lessons with SwimKids USA at Amenity Center 2

Ms. Adams stated this is consideration of a license agreement with SwimKids USA. District management staff has been in discussion with the Chairman of the Board on this. She noted one advantage of having this type of program at one of the pools is there is a responsible adult at the pool for about half of the day. Typically swim lessons start on the weekends around Mother's Day weekend and once school is out swim lessons are offered in the morning through lunch hour six days a week. The benefit is it offers programming for residents of the District who

want to improve their child's safety or swim skills. She noted that sometimes in order to meet a minimum attendance, it does require allowing members of the public to attend. In other Districts they have tried to incentify resident participation by offering a reduced fee for residents and then any nonresidents who attend pay a higher fee. A portion of the tuition is remitted back to the District. One negative aspect could be that property owners who do not have children who would be attending would prefer not to have swim lessons when they go to the pool. If the Board wanted to see a license agreement, they would bring back the form of the license agreement with all of the specifics and how much would be remitted back to the District.

Mr. Zimmerman asked if this is for outside people also. Ms. Adams stated yes but typically the goal is to have it at capacity with residents. Sometimes to meet minimum class attendance for the program to work it does need to be offered to those who live outside of the District. SwimKids USA would be responsible for marketing to anyone outside of the District but would give residents the opportunity first. Ms. Sides stated it would be a great benefit to the neighborhood but doesn't want it for people outside. She also would like to have clarification of how many participants are in each of the classes. Ms. Sides asked maybe do a poll within the neighborhood for interest of the program with some kind of mass document through the CDD. Ms. Adams noted they could use the electronic mail message system to send surveys to people who have amenity cards. She noted they could add results and potential license agreement to the March agenda. Mr. Jones asked about the estimated class size and starting time for six days a week. Ms. Adams noted classes start around 8:30 and go until lunch time and would confirm capacity.

#### **EIGHTH ORDER OF BUSINESS**

### **Discussion of 2024 Community Events**

Ms. Adams stated Keren Pagan approached the District and Board members discussed an Easter event and an end of school bash. During the discussion in December, there were some questions about specificity to what end of school bash would entail, types of activities and what age would be targeted. Ms. Pagan sent out an email with a few more details with the Easter event on March 23<sup>rd</sup> with event space and activities offered. She noted June 1<sup>st</sup> for end of school bash and identified the parcels used and types of activities included. Ms. Pagan is requesting use of the clubhouse where she would rent the clubhouse October 12<sup>th</sup> and December 7<sup>th</sup>.

Ms. Adams noted there is an email from Pastor Rick Beavers of Lakeland Family Church looking to do a spring event Easter egg hunt activity on Saturday March 16<sup>th</sup> from 9 a.m. until

5

noon. Ms. Adams noted if the Board does approve these events District Counsel will prepare a license agreement offering protections and indemnification for the District. She noted they work with field management staff so they can communicate with vendors and security regarding any planned activities. Ms. Sides stated she thinks it all seems great. Ms. Tidwell agrees. Ms. Adams noted implicit in the motion is preparation of the license agreements.

On MOTION by Ms. Sides, seconded by Ms. Tidwell, with all in favor, the 2024 Community Events as Presented, were approved.

### NINTH ORDER OF BUSINESS Staff Reports

### A. Attorney

### i. Review of Ethics Training Memo

Ms. Hammock stated in the agenda packet is a memo from her firm and sent via email detailing the 4 hours of ethics training required this year by December 31<sup>st</sup>. There is a link in the memo to the Florida Commission on Ethics website with videos and alternatively her firm is hosting some training through workshops if the Board is interested. Starting this year Form 1 is sent electronic at Florida Commission on Ethics website and should be in by July 1. Ms. Adams stated regarding Zoom workshops she would bring back dates next month.

### **B.** Engineer

### i. Consideration of Proposals for Stormwater Repairs Near Siltstone

- a. Consolidated Land Services, Inc.
- b. Level Up Site Development, LLC
- c. Governmental Management Services

Mr. Rayl stated he wanted to bring everyone up to date with the roadway paving repairs which are imminent. There is preconstruction tomorrow morning. A tentative construction start date subject to weather, equipment breakdowns, etc. is Monday 12<sup>th</sup> completing by the 16<sup>th</sup>. There is a schedule of streets to move through during that timeframe to be published to the community. The intent of this is to get that paving work complete and pass inspection of that by the City of Lakeland. These are their streets to own and maintain in perpetuity. When we accomplish this, we will be done with any of these roadway repair responsibilities. Ms. Sides asked if something can be written to publish to the community Facebook page so the people know as well. Ms. Adams

will send that to Supervisor Tidwell. Ms. Adams noted if any homes will have limited ability to access roadway, they will do doorhangers. Mr. Jones asked Alan to bring this up as well.

Mr. Rayl noted the other item is the storm water sump area on Siltstone. He noted on the West side there is a wetland that is inside the loop of the road. The wetland area has a stormwater control structure in it to let that wetland water level rise no higher than a certain elevation. The water enters that control structure and exits a sump. Original construction plans called for that sump to have a shallow "V" shaped swale near the upper elevations of that sump that would connect it to the wetland ditch to the East. The swale was never constructed. The water level on the wetland is right at the control structure control level. Water in the pipe in the sump is six inches lower. The water is about 2 ft below overflowing the sump. This means water could rise 2 ft and get close to the inlet throats and roadway and inundate the wetland above stages it was ever intended to be at before whatever discharges off into the creek.

Mr. Rayl's recommendation is that overall swale be established and basically consists of 25 ft. of a shallow swale probably 2 ft. deep at the most to connect the sump to the wetland creek and let the control structure control. He has three complete quotes for the work – one from Consolidated Land Services for \$3,138.90, and a second from Level of Site Development for \$6,400, and last from GMS for \$2,646. They are all comparable and grasp the work just described. He recommended the Board consider the quote from GMS. Ms. Sides asked whose responsibility it was to handle that swale. Mr. Rayl noted the developer. Ms. Hammock noted she could send a demand letter for reimbursement once the District incurs fees. Ms. Sides asked where the funds would come from. Ms. Adams noted the Board allocated \$15,000 for general repairs and maintenance for field expenses. As of the end of December, zero dollars have been spent in that category.

On MOTION by Mr. Runyon, seconded by Ms. Sides, with all in favor, the Proposal from GMS for Stormwater Repairs near Siltstone, was approved.

### C. Field Manager's Report

Mr. Bailey noted some damaged pickets in the playground fencing were replaced. The amenity wash station activation was fixed. Holes at the dog park were filled in and stones were added to help with erosion from the fountain. The emergency flood light at amenity one was found damaged and has been repaired. The lake on Medulla has seen the Hydrilla die off from the treatment. They have not received an answer on how many fish they can get. The fences along Medulla have been treated for mildew. Ms. Sides asked about trying a different emergency light that won't be as easy to break. Mr. Bailey noted if it becomes a bigger issue, he will start looking into it to solve the issue. Mr. Runyon noted the Hydrilla is coming back but the fish will suppress it.

### i. Consideration of Current Demands Proposal for Magnetic Locks at Amenity Center 1 Restrooms

Mr. Bailey presented a proposal from Current Demands who installed the magnetic lock system at amenity 2. The cost is \$3,720.79 to have that same system installed here. Ms. Adams noted to Board members that they did allocate \$20,000 for amenity repair and maintenance. As of the end of December, about \$4,800 had been spent out of that so funding is available. Ms. Sides noted so many things have been replaced due to vandalism so this is an added expense that needs to be done to help secure the amenity.

On MOTION by Ms. Sides, seconded by Mr. Runyon, with all in favor, the Current Demands Proposal for Magnetic Locks at Amenity Center 1 Restrooms, was approved.

### ii. Consideration of Swim Lifts Proposals for Hydraulic Pool Lifts at Amenity Centers 1 & 2

Mr. Bailey presented the proposals for Hydraulic Chair Lifts for Amenity 1 & 2. The total cost for one lift is \$10,100. If they purchase one now and sign for plan to get one in 2025, the vendor is willing to purchase the other Hydraulic Chair Lift at the current price and they wouldn't be billed until 2025 until the request for it to be fully installed in the next fiscal year. He noted if they don't, it will be at a roughly between 6 to 8% increase yearly. Ms. Adams noted if Board members wanted to approve this, it would be a two-year purchase agreement. This option was asked for due to budget constraints. She noted this is an item to be compliant with ADA Guidelines

for public pools. Mr. Runyon noted people that needed the chair lift could use the pool with the lift so the District would be clear for this year. Ms. Hammock noted that, once installed, there would be one compliant pool that shouldn't be at risk of being shut down for violating ADA guidelines. The other pool would continue to be at risk of that. Mr. Bailey stated the hydraulic lift would be easier and less to fix. Mr. Runyon asked about the warranty. Mr. Bailey noted a one-year warranty and would confirm how far the warranty covers on this. Ms. Tidwell suggested negotiating a longer warranty.

Mr. Bailey stated he has talked with Prince about the hostile vegetation. They would like to get a couple plants to set up a small demonstration to show what that would be. This would be best done in Spring when planting is officially done.

#### **D.** District Manager's Report

Ms. Adams wanted to let Board members know a set of dates that are on radar for the amenity access team which is Spring Break. They have experienced some challenges during Spring Break in the past so do plan to utilize extra security staff during Spring Break week. This was done last year on a limited basis. The Board did budget for additional security during Spring Break, Mother's Day weekend, Fourth of July weekend, and Memorial Day weekend.

She also noted the FEMA grant they have been waiting for, the Federal Government part \$73,971 has been approved and they have requested bank account information to wire the funds. We had been tentatively approved to around \$80,000. There was a state cost share that is still pending information.

### i. Approval of the Check Register

Ms. Adams presented the check register from November 2, 2023 through January 20, 2024 for \$1,736, 022.57 on page 56 of the agenda packet. She noted one of the large transfers on page 59 of the agenda was \$1.6M that was transferred to the Trustee for the debt service account.

On MOTION by Ms. Tidwell, 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.

### **TENTH ORDER OF BUSINESS**

### **Supervisors Requests**

Ms. Adams asked for any Supervisor's requests.

She noted there were some questions regarding the encroachments by Keaton Springs. She will follow up with the property owner and will do an audit of the area. If there is anyone who has not yet removed their encroachment, they will send a second letter. She noted they are requiring those encroachments are removed and the plan is the District Engineer is going to evaluate and provide a scope for the work that needs to be done to restore the swale to design. Homeowners in that area will be notified that the District is doing maintenance of the stormwater system to get that regraded according to specifications and resodded with the intention to get proper drainage before storm season. Ms. Sides asked if they got anywhere on contacting the Sherriff's department or Lakeland police on a crossing guard. Ms. Adams noted that is still a work in progress and officially have an application in with Polk County Sherriff's office who provides crossing guards. They have been in contact with Lakeland Police more of a community policing situation resulting them coming to monitor the bus stop and interact with the juveniles. There are some other requests for proposals for off duty law enforcement patrol of the amenities.

### ELEVENTH ORDER OF BUSINESS Adjournment

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

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

# SECTION IV

After recording, please return to:

District Manager Towne Park Community Development District c/o GMS-CF, LLC 219 East Livingston Street Orlando, Florida 32801

Parcel ID # 23-29-08-139622-005280

#### LICENSE AGREEMENT FOR INSTALLATION OF IMPROVEMENTS

THIS LICENSE AGREEMENT FOR IMPROVEMENTS INSTALLATION ("Agreement") is entered into as of this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_ by and among ERIC RIVERA ("the "Owner") residing at 3832 White Ibis Road, Lakeland, Florida 33811, and the TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT (the "District"), a local unit of special-purpose government created pursuant to Chapter 190, *Florida Statutes*, with a mailing address of 219 East Livingston Street, Orlando, Florida 32801.

#### RECITALS

WHEREAS, Owner is the owner of Lot 28, Block 5, as per the plat ("Plat") of Towne Park Estates Phase 2B recorded in Plat Book 172, Pages 47-53, inclusive, of the Official Records of Polk County, Florida ("Property"); and

WHEREAS, Owner desires to install a dock and related appurtenances ("Improvements") within the District owned lake, which is more particularly described as "Tract C" ("Lake"), with a Parcel ID number 23-29-08-139622-005280, and abutting said Property and as shown on the Plat ("License Area"); and

WHEREAS, due to the District's legal interests in the Lake, among other reasons, Owner requires the DISTRICT's consent before constructing improvements within any portion of the surface water management system, including the Lake; and

WHEREAS, the District has agreed to consent to the installation of the Improvements within the License Area, subject to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of Ten and No/100 Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, it is understood and agreed as follows:

1. **RECITALS**. The recitals set forth above are acknowledged as true and correct and are incorporated herein by reference.

2. LICENSE FOR IMPROVEMENTS INSTALLATION AND MAINTENANCE; LIMITATION. Subject to the terms of this Agreement, the District hereby grants Owner the right, privilege, and permission to install, operate and maintain removable Improvements on the License Area.

**3. OWNER RESPONSIBILITIES.** The Owner has the following responsibilities:

**a.** The Owner shall be fully responsible for the installation, operation and maintenance of the Improvements.

**b.** The Owner shall be responsible for ensuring that the installation, operation and maintenance of the Improvements are conducted in compliance with all applicable laws (including but not limited to building codes, set back requirements, applicable environmental regulations, etc.).

District by entering into this Agreement, does not represent that District has c. authority to provide all necessary approvals for the installation of the Improvements. Instead, the Owner shall be responsible for obtaining any and all applicable permits and approvals relating to the work (including but not limited to any approvals of the [INSERT HOMEONWERS ASSOCIATION NAME] ("Association"), Southwest Florida Water Management District, City of Lakeland, Polk County, Florida, and any and all other necessary permits and approvals).

**d.** The Owner shall ensure that the installation, operation and maintenance of the Improvements does not damage any property of District or any third party's property, and, in the event of any such damage, the Owner shall immediately repair the damage or compensate the DISTRICT for such repairs, at the District's option.

e. Owner's exercise of rights hereunder shall not interfere with District's rights under the Lake, or with any other applicable permits or rights. For example, if the Improvements include a dock, such dock shall be installed within the Lake so as not to impede the flow of water. Further, the Improvements shall be installed in such a manner as to not interfere with or damage any District owned assets, including but not limited to District lake banks, littorals, lake floor and contour, and any Lake improvements that may be located within the Lake, or any utilities within the public utility easement, if any. It shall be Owner's responsibility to relocate littoral plantings, and to locate and identify any such stormwater improvements and/or utilities. Further, the Owner shall pay a licensed and insured professional contractor to mark any existing improvements and/or utilities prior to installation of the Improvements.

**f.** Upon completion of the installation, the Improvements shall be owned by the Owner. Owner shall be responsible for the operation, maintenance and repair of any such Improvements, and agrees to maintain the Improvements in good and working condition.

**g.** Additionally, the Owner shall keep the License Area free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Owner's exercise of rights under this Agreement, and the Owner shall immediately discharge any such claim or lien.

4. **REMOVAL AND/OR REPLACEMENT OF IMPROVEMENTS.** The permission granted herein is given to Owner as an accommodation and is revocable at any time. Owner acknowledges the legal interest of the District in the Lake described above and agrees never to deny such interest or to interfere in any way with District's use. Owner shall exercise the privilege granted herein at Owner's own risk and agrees that Owner shall never claim and hereby waives any such claim of damages against District for any injuries or damages suffered on account of the exercise of such privilege, regardless of the fault or negligence of the District. Owner shall be obligated to remove, repair or replace abandoned or damaged Improvements. Should Owner fail to remove, repair or replace abandoned or damaged Improvements, Owner acknowledges that, without notice, the District may remove all, or any portion or portions, of the Improvements installed upon the License Area at Owner's expense, and that the District is

not obligated to re-install the Improvements to its original location and is not responsible for any damage to the Improvements, or its supporting structure as a result of the removal. Failure to abide by any of the foregoing conditions may constitute grounds for termination of this Agreement, in the District's sole discretion, and the District may terminate this Agreement upon a written notice to the Owner and recording such termination notice in the Official Records of Polk County, Florida. In the event the Owner removes the Improvements in their entirety, Owner may terminate this Agreement upon written notice to the District to the District of the Official Records of Polk County, Florida.

5. INSURANCE. The Owner shall keep and maintain general comprehensive liability insurance coverage, in an amount acceptable to the District, throughout the term of this Agreement. The District and its supervisors, officers, staff, representatives and agents shall be named as additional insured parties on such policy. Upon the District's request, the Owner shall furnish the District with written evidence that such insurance coverage is in full force and effect.

6. INDEMNIFICATION. Owner agrees to indemnify, defend and hold harmless the City of Lakeland, Polk County, the District, Southwest Florida Water Management District, the Association, and any property management company of the Association, as well as any officers, supervisors, staff, agents and representatives, and successors and assigns, of the foregoing, against any and all liability and/or damages and expenses resulting from, arising out of, or in any way connected with, this Agreement or the exercise of the privileges granted hereunder.

7. SOVEREIGN IMMUNITY. Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the doctrine of sovereign immunity or by operation of law.

**8. ATTORNEY'S FEES AND COSTS.** The prevailing party in any litigation to enforce the terms of this Agreement shall be entitled to reasonable attorney's fees and costs.

9. **DESIGNATION.** The District hereby designates the District Manager to act as the District's representative, who shall be given authority to execute this Agreement.

**10. COUNTERPARTS**. This Agreement may be executed in any number of counterparts. Any party hereto may join into this Agreement by executing any one counterpart. All counterparts when taken together shall constitute but one and the same instrument constituting this Agreement.

[Signature pages follow]

IN WITNESS THEREOF, parties have caused these presents to be executed on the day and year first written above.

WITNESSES:	OWNER
Ву:	Eric Rivera
Print Name	
By:	
Print Name	
STATE OF FLORIDA ) COUNTY OF)	

The foregoing instrument was acknowledged before me by means of  $\Box$  physical presence or  $\Box$  online notarization, on this \_\_\_\_\_\_day of \_\_\_\_\_\_, 2024, by Eric Rivera.

(Official Notary Signature & Seal) Name:

Name:	
Personally Known	
OR Produced Identification	
Type of Identification	

WITNESSES:

#### TOWNE PARK COMMUNITY DEVELOPMENT DISTRICT

By:\_\_\_\_\_

\_\_\_\_\_

Print Name

Greg Jones, Chairperson Board of Supervisors

By:\_\_\_\_\_

Print Name

STATE OF FLORIDA	)
COUNTY OF	)

The foregoing instrument was acknowledged before me by means of  $\Box$  physical presence or  $\Box$  online notarization, this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by Greg Jones, Chairperson of the Board of Supervisors for Towne Park Community Development District.

(Official Notary Signature & Seal)

Name: \_\_\_\_\_ Personally Known \_\_\_\_\_ OR Produced Identification \_\_\_\_\_ Type of Identification \_\_\_\_\_

## Highland Community Management

Application Processing Fee of <u>\$25.00 will be charged</u> to your account and must be paid within 10 days of application being submitted. Payments can be made online via your homeowner portal, please visit <u>www.hcmanagement.org</u> to register if you have not already.

OCCK

### DECK ALTERATION APPLICATION

OWNER'S NAME: ERIC RIVERA	DATE: 2/5/24
ADDRESS: 3832 White FBIS Rd	PHONE: 786-299-1763
EMAIL ADDRESS: rivera 2025 C. yahoo.com	SUBDIVISION: TPE II
DESCRIBE IN DETAIL, TYPE OF SHED ALTERATION:	
DOCK Installation	

### PLEASE INCLUDE THE FOLLOWING ITEMS ALONG WITH THIS APPLICATION:

- A picture of the deck you will be installing to include the materials, color and size
- A copy of the contractor's estimate to confirm the deck to be installed
- o A sketch of the proposed installation to be done on a survey of your lot
- If your HOA requires a deck to be installed in a yard with a privacy fence, please include a picture of your fence yard or the application for the fence to be done in conjunction with the shed installation.

\*Any missing documents can delay the review of your application.

(IF MORE SPACE IS REQUIRED, PLEASE ATTACH TO THIS FORM. THANK YOU)

If approval is granted, it is not to be construed to cover approval of any County or City Code Requirements. A building permit from the appropriate building department is needed on most property alterations and/or improvements. The Architectural Review Committee shall have no liability or obligation to determine whether such improvement, alteration and addition comply with any applicable law, rule, regulation, code or ordinance.

Homeowner Signature: <u>2/2/24</u> \_\_\_\_\_Approved \_\_\_\_\_Approved with changes (see attached) \_\_\_\_\_Denied: see reasons

HOA Signature:

Date:

### \*Please return form by email: admin@hcmanagement.org

4110 SOUTH FLORIDA AVE, SUITE 200• LAKELAND/FLORIDA • 33813 Phone: 863-940-2863 • Email: admin@hcmanagemenr.org

### StrawNix Docks and Seawalls, LLC 863-934-6218

Date: 1/26/24 Proposal submitted to: Name: ERIC RIVERA Address: 3832 WHITE FBIS RD Phone No: 786-299-1763

PARCEL # 23-29-09-13962205251

We hereby propose to furnish the materials and perform the labor necessary for the

PLAT FORM X PMITTNG THILU ON CPOSIN COLLECTEN 0KT

All construction techniques will be to current building code/hurricane ratings. All lumber will be Southern Yellow Pine treated to the maximum allowable by D.E.P. (no box store lumber). All hardware will be galvanized or stainless steel. Sod/landscaping is not included in this proposal. All material is be specified, and the above work to be performed in accordance and specifications submitted for above work and completed in a substantial workmanlike manner

\$2,000 non-refundable deposit. 50% Materials Deposit one (1) week before with payments to be made as follows: commencement: \$

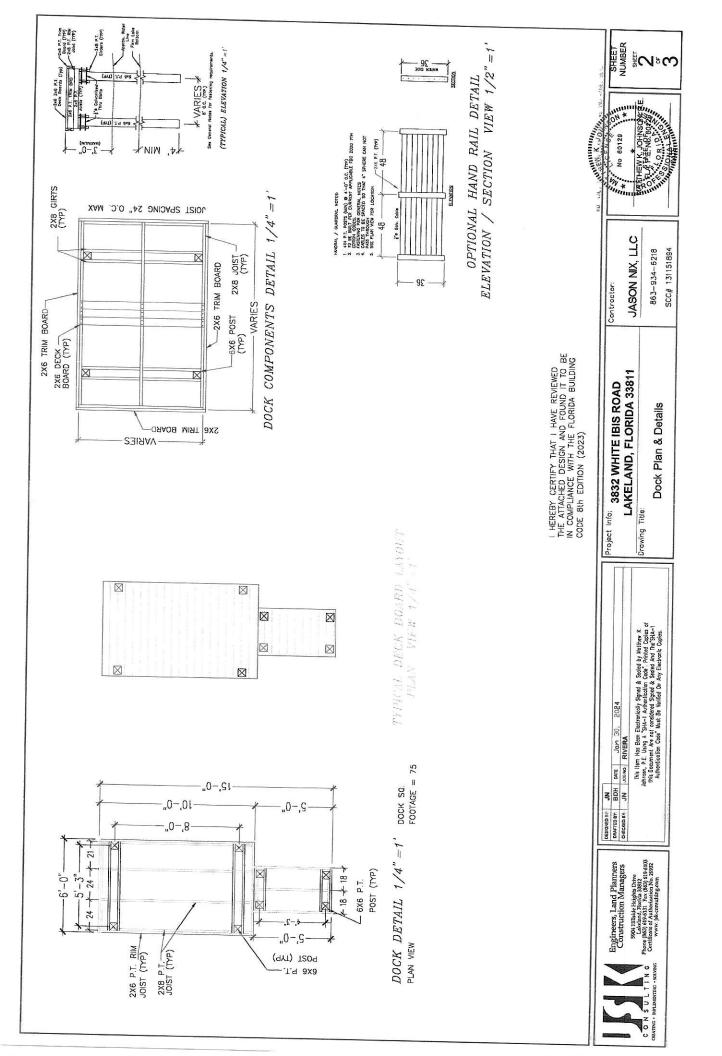
until completed. Balance due upon completion of work. \$3,500/week Respectfully submitted \*this proposal may be withdrawn by us if not accepted within

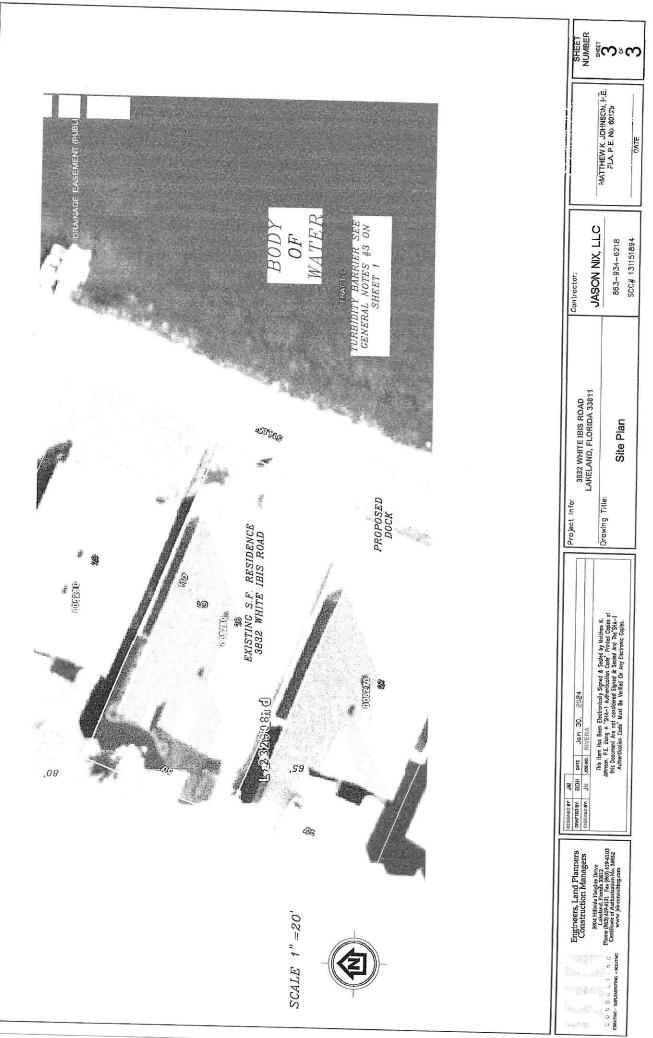
The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do

Date

Signature

GENERAL NOTES 1. ALL LUMBER IS P.T. THAT IS TREATED TO MAXIMUM 2. ALL UNMBER IS P.T. THAT IS TREATED TO MAXIMUM 2. ALLOWABLE BY DEP. 3. THOMMARE TO BE CALVANIZED OR STAINLESS (TYP) 3. IURBIDITY CURTAIN IS TO BE PLACED IN THE LAKE THE BARRIER FALL NOT BE REMOVED MAND COMPLETELY ENCLOSE THE PROJECT AT ALL MAND COMPLETELY ENCLOSE THE PROVED INTIL ALL DISTURBED SEDIMENT WITHIN THE BARRIER HAS SETTLED AND THE WATER HAS CLEARED. 4. ALL BEET MANAGEMENT PRACTICES WILL REMAIN IN PLACE DURING CONSTRUCTION.	<ul> <li>DOCK / DECK / STEP NOTES</li> <li>1. 2x6 2x6 COMPOSITE DECK BOARDS ATTACHED TO EACH JOIST / STRINGER PER MFG INSTALLATION INSTRUCTIONS.</li> <li>2. 2x8 GIRDERS FASTENED TO POLES w/ ½ GALVANIZED THRU</li> <li>3. 6" POSTS ARE BURIED 4' MINIMUM INTO FIRM BOTTOM &amp; SPACED 8' O.C. TYPICAL UNLESS NOTED OTHERWISE.</li> <li>4. ALL JOISTS ARE 2X8 P.I. 24" O.C. MAX U.N.O.</li> <li>5. EEE STAIR DETALLS FOR ALL STAIR CONSTRUCTION AND INSTALLATION.</li> </ul>	SHEET INDE SHEET 1 SHEET 2 SHEET 2 SHEET 3 SHEET 3 SHEET 3 SHEET 5 SHEET 5 SHEET 5 SHEET 5 SHEET 5 SHEET 10 SHEET 20 SHEET 20 SHE	Contractor: JASON NIX, LLC B6.3-934-6218 SCC# 131151894 SCC# 131151894 B6.3-934-6218 SCC# 131151894 SCC# 131151894
ABBREVIATIONS NTS ADBREVIATIONS NTS NOT 5CALE UNO UNLESS NOT 5D OTHERWISE P.T. PRESS URE TREATED S.S. STAINLESS STEEL TYP TYPICAL EQ. O.C. ON CENTER MINIMUM MAXIMUM EA. EACH		SIFILICTURAL DESIGN CRITERIA 1. FBC / FBCR 2023 BN EDITION 2. CHAPTER 1609 FOR 140mab WI 3. STRUCTURE RISK CATEGRY = II 4. EXPOSURE FACTOR = C 5. INTERNAL PRESSURE COFFICIENT = .18 4. EXPOSURE FACTOR = C 5. INTERNAL PRESSURE 6. COMPONENT & CLADDING DESIGN AN WALL (ZOWE 5) 30.11 / -40.34 PSF RODE BIL EDITION (2023)	Project Info: 3832 WHITE IBIS ROAD LAKELAND, FLORIDA 33811 Drowing Title: General Notes / Design Criteria
Model       Property Description         Image: Description       Image: Description         Image: Description			Explorences, Land Plannters     Inversion of the second seco
Protection Conversion Provided Protection Pr			





# ${\sf S}{\sf E}{\sf C}{\sf T}{\sf I}{\sf O}{\sf N}\;{\sf V}$

CALL US TODAY! (352) 394-3040



CURRICULU	ЛМ	LOG IN	SCHEDULES	& PRICING	LOCATIONS	ABOUT US
SI	GN UP NO	WI IN	STRUCTOR APPL			
51						

We have been teaching children to swim since 1985! Originally founded by Alan Messing, we teach everything from Infant Swimming, to Survival Swimming, to Stroke Technique.

Unfortunately, in the state of Florida, drowning is the leading cause of death for children under the age of five. The best way to prevent drownings, is to teach children to swim! We feel there should be a swim school accessible to every family – all over the state. How we are able to accomplish this, is by contracting with communities, gyms, and country clubs to provide swim lessons at their pools. With this business structure, we are able to reach more families in more zip codes and bring the amenity of swim lessons to a pool near you!

One of the biggest things that we pride ourselves on, is results. We are the only swim program that can tell you exactly what your child will be able to accomplish by the end of each level. We do not just work on skills, we master them! Each of our levels, or as we call them, "Parts," has a specific purpose. We focus on the basics, master the skill, and then move on to more advanced skills; all while having a great time! Be sure to check out our "Curriculum" page to see our complete curriculum!

Training is something that is hugely important to us. Our teachers go through an extremely intense training programs so that we can provide you with the best swim instructors in the country! Not only are they able to teach your children to swim (a skill that will last a lifetime), but it is also a goal of ours that you as the parent feels comfortable with what your child is learning. If you have questions, our instructors are of course there to help, but as owners we are here too. We at SwimKids USA are parents too, and know that sometimes as parents, you just have questions and need to talk! If you have more questions, or if we can help you in any way, feel free to give us a call!

We look forward to being your family's Swim School!

Swimcerely,

Kim Albert

President, SwimKids USA – Central Florida



Phone: (352) 394-3040



### CALL US TODAY! (352) 394-3040



CURRICULUM	LOG IN	SCHEDULES & PRICING	LOCATIONS	ABOUT US
SIGN UP	NOW! INS	TRUCTOR APPLICATION		

## SwimKids USA Curriculum

At SwimKids USA, our curriculum is broken up into what we call "SCHOOLS." This is similar to how the school system is structured. We have a "SCHOOL" that is appropriate for every age and skill level! Within each "SCHOOL" there are 3 "PARTS," which are like the grade levels of the "SCHOOL."

There are 8 classes within each "PART."

We are a very results oriented swim school. So you will see that each "PART" has a specific purpose! Children are placed in a class based their ability.

## **Infant Swim School**

~For children ages 1 & 2 who are beginners!

**Part 1:** The parent is in the pool. We will teach water acclimation and begin teaching you how to teach your child how to swim.

**Part 2:** Your child will learn how to swim to the wall from a distance of 5 feet away with you in the pool.

**Part 3:** Your child will learn how to survive a typical drowning situation with the parent in the pool.

## **Toddler School**

~Children who are 2 years old and have completed Infant School!

**Part 1:** Your child will be transitioned from working with a parent, to working with a teacher in a class setting.

**Part 2:** Your child will begin to learn how to float on their back.

**Part 3:** Your child will learn to float on their back by themselves and gain confidence in the water.

## **Basic Swim School**

~For children age 3 and older who are beginners!

**Part 1:** Your child will be able to swim and survive a typical drowning situation.

**Part 2:** Your child will learn to float and glide on their stomach and back by themselves.

**Part 3:** Your child will perform each of these skills independently without anyone in the water and gain confidence while swimming.

### **Survival School**

~Survival Swimming for those who have mastered the basic swimming skills!

**Part 1:** Your child will learn to roll on their back to float and breathe should they fall in the pool.

Part 2: Your child will perform this survival technique multiple times while swimming.

Part 3: Your child will perform this survival swimming technique 25 yards with no one in the pool.

### **Breathing School**

~For children 5 and older with a focus on form, technique, and strokes!

Part 1: Your child will learn to pop-up breathe while swimming 25 yards across the pool.

Part 2: Your child will learn to rhythmically breathe while swimming and improve their endurance.

**Part 3:** Your child will learn how to swim a proper freestyle stroke.

### **Stroke School**

~For children who can swim a proper Freestyle Stroke and are ready to learn more strokes!

Part 1: Your child will learn how to swim a proper backstroke.

**Part 2:** Your child will learn how to swim a proper breaststroke.

Part 3: We will refine your child's strokes they have learned thus far.

### **Adult Lessons**

~8 classes in a session. We move at your pace!

# SECTION VI

# SECTION B

# SECTION 2



1450 S. Park Road Plant City, FL Ph: (813) 634-3326 Fax: (813) 634-1733

## **Proposal-Request for CO**

Work To Be Performed At Proposal Submitted To: To: **Towne Park CDD** Riverstone c/o GMSCFL, LLC 219 E. Livingston Street Orlando, FL 32801 QGS WO #7-5850 Date: 2/20/2024 Proposal/Request for CO No.: 1 Units UOM **Unit Price** Additional Paving & Milling Areas\*

Milling	319.44	SY	\$ 14.04	\$ 4,484.94
Paving	319.44	SY	\$ 41.60	\$ 13,288.70
Total for Additional Paving and Mill	ing Areas			\$ 17,773.64
Additional Black Base Area:				
4014 Spruce Creek				
4" Black Base	1	LS	\$ 2,788.50	\$ 2,788.50
Total for Additional Black Base Area	i i			\$ 2,788.50
Total Proposal/Request for CO Tota	I			 20,562.14

Notes: Areas for Milling and Paving:

Medulla Near Lift Station - 51.67 SY

Near Brighton Beach 1: 733.33 SY

Near Brighton Beach 2: 117.78 SY

Clubhouse: 76.67 SY

With payments made as follows: Per Contract

Any alteration or deviation from the above specifications involving extra costs will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control.

The Purchaser: Hereby agrees that the contractor shall, at any time after ten (10) days of Purchaser's default in payment as hereby above provided, have the right to place liens and hire attorneys for the collection of the past due amount. All costs in collection and the additional cost of 10% APR interest will be due.

Note this proposal may be withdrawn by us if not accepted within 10 days.

#### ACCEPTANCE OF PROPOSAL/REQUEST FOR CHANGE ORDER

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature:	$\bigcirc$ $\land$ $\sim$
/	Owner/or Representative
Signature:	Karaya thogan Leara
1	QQS Development, Inc.

Date:	
Date:	2/20/2024

Amount

# SECTION C

# Towne Park CDD Field Management Report



# March 5<sup>th</sup>, 2023 Allen Bailey – Field Services Manager GMS

# Completed

# Amenity Two Fencing



Repaired damage to the fence at amenity two. After a picket was found broken.

## **Amenity Fence Repair**



The amenity one fence was blown out from high winds. GMS staff restored the fence to its proper section.

# Completed

# Milling and Paving



- The milling and paving of the roads throughout the district have been complete.
- We are now moving towards turn over to the city.





# Complete

# Amenity One Restroom Mag-Locks



The amenity one restroom mag-locks have been installed. This will help lessen the issues of vandalism.

## Amenity One Gate



- The amenity one gate was having issues letting patrons out.
- The issue was found to be the strike. This was adjusted and there have not been reports of patrons being stuck in the amenity since.

# Conclusion

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

Respectfully,

Allen Bailey

# SECTION 1

# SWIM LIFTS 14525 JOHNS LAKE ROAD CLERMONT FL 34711

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

January 29, 2024

### POOL LIFT SUPPLY AND INSTALL AT TOWN PARK CCD SMALL POOL

### This proposal is good for 90 days.

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

- Supply 1 x Aquatic Access IGAT 180 Pool Lifts at \$6,634.00 each \$6,800.00
- 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 <sup>3</sup>/<sub>4</sub>inch 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. \$1,800.00
- To provide drawings for 1 x permit and submission to Building Control \$1500.00

TOTAL PRICE \$10,100

Yours sincerely

Gary McDonnell Operations manager

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

.....

# SWIM LIFTS 14525 JOHNS LAKE ROAD CLERMONT FL 34711

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

January 29, 2024

### POOL LIFT SUPPLY AND INSTALL AT TOWN PARK CCD BIG POOL

### This proposal is good for 90 days.

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

- Supply 1 x Aquatic Access IGAT 180 Pool Lifts at \$6,634.00 each \$6,800.00
- 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. \$1,800.00
- To provide drawings for 1 x permit and submission to Building Control \$1500.00

TOTAL PRICE \$10,100

Yours sincerely

Gary McDonnell Operations manager

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

.....

# SECTION 2



#### FLORIDA PATIO FURNITURE INC.

506 8th Street West Palmetto,FL 34221

#### Name / Address

Towne Park CDD Allen Bailey//407-841-5524 abailey@gmscfl.com 6200 Lee Vista Blvd. Suite 300 Orlando Fl. 32822

## **Estimate**

Date	Estimate #
2/7/2024	27595

#### Ship To

Towne Park Allen Bailey//407-841-5524 abailey@gmscfl.com 3883 White Ibis Rd. Lakeland, Fl. 33811

	Γ	P	.O. No.	Terms	Due Dat	е	Rep		FOB
		27	24Allen	1	Anna	Palmetto			
Item	Quantity	,		Description		Cost		Total	
Restrap Freight			Restrap Only Strap: #201 W Shipping Cha	C-150 Strap Chaise Lou /hite Accent: #216 Ro rge	nge yal Blue			80.00	1,360.00T 150.00
							total		\$1,510.00
						Sale Tot	es Tax (7.5 al	9 <b>%</b> )	\$102.00 \$1,612.00

Phone #	Fax #
941-722-5643	941-723-9223

# SECTION D

# SECTION 1

## Towne Park Community Development District

### Summary of Check Register

January 21, 2024 to February 23, 2024

Fund	Date	Check No.'s	Amount	
General Fund				
General i unu	1/25/24	731-734	\$ 10,485.09	
	2/1/24	735-737	\$ 4,233.64	
	2/6/24	738-739	\$ 37,677.69	
	2/14/24	740-750	\$ 37,411.62	
	2/23/24	751-754	\$ 4,250.50	
		Total Amount	\$ 94,058.54	

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/ *** CHECK DATES 01/21/2024 - 02/23/2024 *** TOWNE PARK CDD GENERAL FUN BANK A GENERAL FUND	COMPUTER CHECK REGISTER RUN 2/27/24 ID	PAGE 1
CHECK VEND#INVOICEEXPENSED TO VENDOR NAME DATE DATE INVOICE YRMO DPT ACCT# SUB SUBCLASS	STATUS AMOUNT	CHECK AMOUNT #
1/25/24 00040 11/30/23 150 202311 320-53800-49000 HOLIDAY LIGHT INSTALL	* 1,667.50	
	SERVICES-	1,667.50 000731
1/25/24 00082 12/12/23 11115 202312 320-53800-47300	* 949.59	
REPLACE SOLENOIDS/ROTORS 12/27/23 11114 202312 320-53800-47300 REPLACE VALVE BACKFLOW	* 480.00	
PRINCE & SONS INC.		1,429.59 000732
1/25/24 00071 1/01/24 21407 202401 330-53800-48000	* 3,500.00	
RESORT POOL SERVICES DB	BA	3,500.00 000733
POOL MAINTENANCE JAN 24 RESORT POOL SERVICES DB 1/25/24 00024 1/02/24 150377B 202401 320-53800-46400 POND MAINTENANCE JAN 24	* 3,888.00	
		3,888.00 000734
2/01/24 00077 1/20/24 80224 202402 330-53800-47000	* 1,230.00	
CLEANING FEB 24 1/20/24 80272 202401 330-53800-47000 CLEAN UP EVENT 1/20/24	* 150.00	
CLEAN OP EVENT 1/20/24 E&A CLEANING CO		1,380.00 000735
2/01/24 00071 1/19/24 21681 202401 330-53800-47500 REPAIR 2 PSI&VAC GAUGES	* 170.00	
REPAIR 2 PSI&VAC GAUGES RESORT POOL SERVICES DB	3A 	170.00 000736
2/01/24 00087 12/31/23 11568900 202312 330-53800-34500 SECURITY DEC 23	* 2,683.64	
SECURITAS SECURITY SERV	VICES	2,683.64 000737
2/06/24 00044 10/19/23 4652050 202310 300-32500-10000	* 29,596.43	
PROPERTY APPRAISER FEE POLK COUNTY PROPERTY AP	PPRAISER	29,596.43 000738
2/06/24 00037 1/25/24 7200596 202401 310-51300-32300	* 3,030.47	
TRUSTEE FEE FY24 1/25/24 7200596 202401 300-15500-10000	* 1,010.16	
TRUSTEE FEE FY25 1/25/24 7201101 202401 310-51300-32300	* 3,030.47	
TRUSTEE FEE FY24 1/25/24 7201101 202401 300-15500-10000	* 1,010.16	
TRUSTEE FEE FY25 US BANK		8,081.26 000739

TWPK TOWNE PARK CDD AGUZMAN

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 2/27/24 PAGE 2 \*\*\* CHECK DATES 01/21/2024 - 02/23/2024 \*\*\* TOWNE PARK CDD GENERAL FUND BANK A GENERAL FUND

CHECK VEND#INVOICEEXPENSED TO DATE DATE INVOICE YRMO DPT ACCT#	VENDOR NAME SUB SUBCLASS	STATUS	AMOUNT	CHECK AMOUNT #
2/14/24 00040 12/31/23 155 202312 330-57200-	49000	*	1,180.71	
GENERAL MAINT DEC 23 2/01/24 153 202402 310-51300- MANAGEMENT FEES FEB 24	34000	*	3,754.17	
2/01/24 153 202402 310-51300-	35200	*	100.00	
2/01/24 153 202402 310-51300-		*	150.00	
INFORMATION TECH FEB 24 2/01/24 153 202402 310-51300- DISSEMINATION SVC FEB 24	31300	*	833.33	
2/01/24 153 202402 330-57200-	11000	*	750.00	
2/01/24 153 202402 310-51300- OFFICE SUPPLIES FEB 24	51000	*	1.14	
2/01/24 153 202402 310-51300-	42000	*	39.92	
POSTAGE FEB 24 2/01/24 153 202402 310-51300-		*	.75	
COPIES FEB 24 2/01/24 154 202402 320-53800-	12000	*	1,750.00	
FIELD MANAGEMENT FEB 24	GOVERNMENTAL MANAGEMENT SERVICES-			8,560.02 000740
2/14/24 00080 2/06/24 GJ020620 202402 310-51300-	11000	*	200.00	
BOS MEETING 2/6/24	GREGORY M. JONES			200.00 000741
2/14/24 00055 2/06/24 JT020620 202402 310-51300-	11000	*	200 00	
BOS MEETING 2/6/24	JENNIFER TIDWELL			200.00 000742
2/14/24 00082 1/21/24 11550 202401 320-53800-	47300	*	344.27	
REPLACE SOLENOIDS/ROTORS 2/01/24 11648 202402 320-53800-		*	19,053.33	
LANDSCAPE MAINT FEB 24	PRINCE & SONS INC.			19,397.60 000743
2/01/24 11648 202402 320-53800- LANDSCAPE MAINT FEB 24 2/14/24 00076 2/06/24 RES 21-1 202401 310-51300- ENGINEER SVCS JAN 24	31100	*	787.50	
ENGINEER SVCS JAN 24	RAYL ENGINEERING & SURVEYING LLC			787.50 000744
2/14/24 00071 2/01/24 21746 202402 330-53800-	48000	*	3,500,00	
POOL MAINTENANCE FEB 24	RESORT POOL SERVICES DBA			3,500.00 000745
2/14/24 00091 2/06/24 RR020620 202402 310-51300-	11000	*	200.00	
BOS MEETING 2/6/24	ROGER RUNYAN			200.00 000746

TWPK TOWNE PARK CDD AGUZMAN

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGI *** CHECK DATES 01/21/2024 - 02/23/2024 *** TOWNE PARK CDD GENERAL FUND BANK A GENERAL FUND	STER RUN 2/27/24	PAGE 3
CHECK VEND#INVOICEEXPENSED TO VENDOR NAME STATUS DATE DATE INVOICE YRMO DPT ACCT# SUB SUBCLASS	AMOUNT	CHECK AMOUNT #
POND MAINT FEB 24	3,888.00	3,888.00 000747
2/14/24 00092 2/06/24 12020020 20051300-11000 BOS MEETING 2/6/24	200.00	200.00 000748
THOMAS ZIMMERMAN 2/14/24 00064 2/14/24 02142024 202402 300-15500-10000 * EOUIPMENT LEASE MAR 24	278.50	
WHFS, LLC		278.50 000749
2/14/24 00088 2/06/24 ZS020620 202402 310-51300-11000 * BOS MEETING 2/6/24		
ZABRINA SIDES		200.00 000750
2/23/24 00095 9/11/23 27579 202309 330-53800-48200 * PEST CONTROL SEPT 23		
10/09/23 28337 202310 330-53800-48200 *	120.00	
PEST CONTROL OCT 23 11/10/23 29086 202311 330-53800-48200 * PEST CONTROL NOV 23	185.00	
12/07/23 29819 202312 330-53800-48200 * PEST CNTROL DEC 23	120.00	
2/06/24 31259 202402 330-53800-48200 * PEST CONTROL FEB 24	185.00	
ALL AMERICAN LAWN & TREE SPECIALIST		750.00 000751
2/23/24 00077 2/11/24 80293 202402 330-53800-47000 * CLEAN UP EVENTS 2/10 2/11	300.00	
E&A CLEANING CO		300.00 000752
2/23/24 00068 2/09/24 8727 202401 310-51300-31500 * GENERAL COUNSEL JAN 24	2,899.50	
KILINSKI/VAN WYK, PLLC		2,899.50 000753
2/23/24 00076 1/02/24 RES 21-1 202312 310-51300-31100 * ENGINEER SVCS DEC 23	301.00	
RAYL ENGINEERING & SURVEYING LLC		301.00 000754
TOTAL FOR BANK A	94,058.54	
TOTAL FOR REGISTER	94,058.54	

TWPK TOWNE PARK CDD AGUZMAN

# SECTION 2

Community Development District

## Unaudited Financial Reporting

January 31, 2024



## Table of Contents

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

**Community Development District** 

Combined Balance Sheet January 31, 2024

			Ja	nuary 31, 2024						
		General Fund	D	ebt Service Fund	Capi	tal Projects Fund	Capi	tal Reserve Fund	Gove	Totals rnmental Funds
Assets:										
Cash:										
Operating Account	\$	1,087,786	\$	-	\$	-	\$	-	\$	1,087,786
Capital Projects Account	\$	-	\$	-	\$	671	\$	-	\$	671
Capital Reserve Account	\$	-	\$	-	\$	-	\$	81,762	\$	81,762
Investments:	Ψ		Ψ		Ψ		Ψ	01,702	Ψ	01,702
<u>Series 2016 - 2A</u>										
Reserve	\$		\$	111,063	\$		\$		\$	111,063
Revenue	\$		\$	129,779	\$ \$		\$	-	\$	129,779
	э \$	-	э \$	401	ъ \$	-	э \$	-	э \$	401
Prepayment	э \$	-				-		-		
Construction	Ф	-	\$	-	\$	0	\$	-	\$	0
<u>Series 2018 - 2B</u>										
Reserve	\$	-	\$	60,400	\$	-	\$	-	\$	60,400
Revenue	\$	-	\$	166,013	\$	-	\$	-	\$	166,013
Prepayment	\$	-	\$	143	\$	-	\$	-	\$	143
General	\$	-	\$	0	\$	-	\$	-	\$	0
Construction	\$	-	\$	-	\$	73	\$	-	\$	73
<u>Series 2018 - 3A</u>										
Reserve	\$	-	\$	256,541	\$	-	\$	-	\$	256,541
Revenue	\$	-	\$	584,484	\$	-	\$	-	\$	584,484
Prepayment	\$	-	\$	143	\$	-	\$	-	\$	143
Series 2019 - 3B	+		+		+		•		+	
Reserve	\$		\$	167,922	\$	_	\$	-	\$	167,922
Revenue	\$	-	\$	375,343	\$	_	\$	-	\$	375,343
	3 \$	-				-				
Construction	Ф	-	\$	-	\$	68,956	\$	-	\$	68,956
<u>Series 2019 - 3C</u>										
Reserve	\$	-	\$	112,688	\$	-	\$	-	\$	112,688
Revenue	\$	-	\$	230,063	\$	-	\$	-	\$	230,063
Prepayment	\$	-	\$	132	\$	-	\$	-	\$	132
Construction	\$	-	\$	-	\$	0	\$	-	\$	0
<u>Series 2020 - 3D</u>										
Reserve	\$	-	\$	200,003	\$	-	\$	-	\$	200,003
Revenue	\$	-	\$	395,746	\$	-	\$	-	\$	395,746
Construction	\$	-	\$	-	\$	9,062	\$	-	\$	9,062
Deposits	\$	4,500	\$	-	\$	· -	\$	-	\$	4,500
Due from General Fund	\$	-	\$	42,363	\$	-	\$	-	\$	42,363
Prepaid Expenses	\$	2,299	\$	-	\$	-	\$	-	\$	2,299
	*			0.000.00 <b>#</b>				04 = 40	*	
Total Assets	\$	1,094,585	\$	2,833,225	\$	78,762	\$	81,762	\$	4,088,334
Liabilities:										
Accounts Payable	\$	46,759	\$	-	\$	-	\$	-	\$	46,759
Due to Debt Service	\$	42,363	\$	-	\$	-	\$	-	\$	42,363
Total Liabilites	\$	89,122	\$	-	\$	-	\$	-	\$	89,122
	Ŧ	07,122	¥		÷		Ÿ		4	07,1==
Fund Balance:										
Nonspendable:										
Prepaid Items	\$	2,299	\$	-	\$	-	\$	-	\$	2,299
Restricted for:										
Debt Service - Series 2016 - 2A	\$	-	\$	243,981	\$	-	\$	-	\$	243,981
Debt Service - Series 2018 - 2B	\$	-	\$	229,750	\$	-	\$	-	\$	229,750
Debt Service - Series 2018 - 3A	\$	-	\$	854,036	\$	-	\$	-	\$	854,036
Debt Service - Series 2019 - 3B	\$	-	\$	551,497	\$	-	\$	-	\$	551,497
Debt Service - Series 2019 - 3C	\$	-	\$	348,411	\$	-	\$	-	\$	348,411
Debt Service - Series 2020 - 3D	\$	-	\$	605,551	\$	-	\$	-	\$	605,551
Capital Projects	\$	-	\$	-	\$ \$	78,762	\$	_	\$	78,762
	ψ	-	φ	-	φ	/0,/02	φ	-	φ	70,702
Assigned for:	*		÷		¢		¢	01760	¢	01 740
Capital Reserves	\$	-	\$	-	\$	-	\$	81,762	\$	81,762
Unassigned	\$	1,003,164	\$	-	\$	-	\$	-	\$	1,003,164
Total Fund Balances	\$	1,005,463	\$	2,833,225	\$	78,762	\$	81,762	\$	3,999,212
Total Liabilities & Fund Balance	\$	1,094,585	\$	2,833,225	\$	78,762	\$	81,762	\$	4,088,334
Fortal Bublindes & Fund Dalance	Ψ	1,001,000	Ψ	<u></u>	Ψ	10,102	Ψ	01,702	Ψ	1,000,334

#### **Community Development District**

#### **General Fund**

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

	Adopted	Pror	ated Budget		Actual		
	Budget	Thr	u 01/31/24	Th	ru 01/31/24	V	ariance
Revenues:							
Assessments - Tax Roll	\$ 1,024,144	\$	997,337	\$	997,337	\$	-
Other Income	\$ 2,400	\$	2,400	\$	3,430	\$	1,030
Total Revenues	\$ 1,026,544	\$	999,737	\$	1,000,767	\$	1,030
Expenditures:							
<u>General &amp; Administrative:</u>							
Supervisor Fees	\$ 12,000	\$	4,000	\$	2,800	\$	1,200
Engineering Fees	\$ 15,000	\$	5,000	\$	3,851	\$	1,149
Attorney	\$ 40,000	\$	13,333	\$	15,055	\$	(1,722)
Annual Audit	\$ 4,100	\$	-	\$	-	\$	-
Assessment Roll Services	\$ 5,000	\$	5,000	\$	5,000	\$	-
Reamortization Schedules	\$ 625	\$	-	\$	-	\$	-
Dissemination	\$ 10,000	\$	3,333	\$	3,333	\$	-
Trustee Fees	\$ 23,867	\$	23,867	\$	20,594	\$	3,273
Management Fees	\$ 45,050	\$	15,017	\$	15,017	\$	-
Information Technology	\$ 1,800	\$	600	\$	600	\$	-
Website Maintenance	\$ 1,200	\$	400	\$	400	\$	-
Postage & Delivery	\$ 1,300	\$	433	\$	631	\$	(197)
Insurance	\$ 6,985	\$	6,985	\$	6,572	\$	413
Printing & Binding	\$ 500	\$	167	\$	19	\$	148
Legal Advertising	\$ 3,500	\$	1,167	\$	709	\$	458
Other Current Charges	\$ 4,000	\$	1,333	\$	158	\$	1,176
Office Supplies	\$ 200	\$	67	\$	4	\$	63
Dues, Licenses & Subscriptions	\$ 175	\$	175	\$	175	\$	-
Total General & Administrative	\$ 175,302	\$	80,877	\$	74,916	\$	5,961

#### **Community Development District**

**General Fund** 

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

		Adopted	Pro	ated Budget		Actual				
		Budget		u 01/31/24	Thr	ru 01/31/24		Variance		
				, ,		, ,				
<u>Operations &amp; Maintenance</u>										
Field Expenditures										
Property Insurance	\$	30,401	\$	30,401	\$	30,111	\$	290		
Field Management	\$	21,000	\$	7,000	\$	7,000	\$	-		
Landscape Maintenance	\$	263,665	\$	87,888	\$	76,213	\$	11,675		
Landscape Enhancements/Replacement	\$	35,000	\$	11,667	\$	-	\$	11,667		
Pond Maintenance	\$	46,656	\$	15,552	\$	15,552	\$	-		
Electric	\$	5,400	\$	1,800	\$	885	\$	915		
Water & Sewer	\$	1,100	\$	367	\$	242	\$	125		
Irrigation Repairs	\$	12,500	\$	4,167	\$	2,583	\$	1,583		
Right Of Way Repairs	\$	180,000	\$	60,000	\$	-	\$	60,000		
General Repairs & Maintenance	\$	15,000	\$	5,000	\$	-	\$	5,000		
Contingency	\$	14,343	\$	4,781	\$	8,118	\$	(3,337)		
Subtotal Field Expenditures	\$	625,065	\$	228,622	\$	140,705	\$	87,917		
Amenity Expenditures										
Electric	\$	26,400	\$	8,800	\$	6,749	\$	2,051		
Water	\$	8,400	↓ \$	2,800	\$	3,379	↓ \$	(579)		
Internet & Phone	\$	3,200	↓ \$	1,067	\$	872	↓ \$	(375)		
Playground & Equipment Lease	\$	26,935	↓ \$	8,978	\$	8,259	↓ \$	719		
Pool Service Contract	φ \$	42,000	↓ \$	14,000	↓ \$	14,000	↓ \$	,1)		
Pool Furniture Repair & Replacement	\$	6,000	↓ \$	2,000	\$	- 11,000	↓ \$	2,000		
Janitorial Services	\$	22,500	↓ \$	7,500	\$	6,889	↓ \$	611		
Security Services	\$	43,000	↓ \$	14,333	\$	7,351	\$	6,982		
Pest Control	\$	3,400	\$	1,133	\$	730	\$	403		
Amenity Access Management	\$	9,000	↓ \$	3,000	\$	3,705	↓ \$	(705)		
Amenity Repair & Maintenance	\$	20,000	↓ \$	6,667	\$	4,956	↓ \$	1,711		
Contingency	↓ \$	14,343	↓ \$	4,781	↓ \$	4,421	↓ \$	360		
Contingency		14,545				7,721		500		
Subtotal Amenity Expenditures	\$	225,177	\$	75,059	\$	61,310	\$	13,749		
Total Operations & Maintenance	\$	850,242	\$	303,681	\$	202,015	\$	101,666		
Total Expenditures	\$	1,025,544	\$	384,558	\$	276,931	\$	107,627		
		,,.		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,						
Excess (Deficiency) of Revenues over Expenditures	\$	1,000			\$	723,836				
Other Financing Sources/(Uses):										
Transfer In/(Out) - Capital Reserve	\$	(1,000)	\$	-	\$	-	\$	-		
Total Other Financing Sources/(Uses)	\$	(1,000)	\$	-	\$	-	\$	-		
Net Change in Fund Balance	\$	-			\$	723,836				
Fund Balance - Beginning	\$	-			\$	281,627				
Fund Balance - Ending	\$	-			\$	1,005,463				
	Ψ				Ψ	1,000,100				

**Community Development District** 

Debt Service Fund Series 2016 - 2A

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

	Adopted		Pror	Prorated Budget		Actual		
	Budget		Thr	Thru 01/31/24		ru 01/31/24	Variance	
Revenues:								
Assessments - Tax Roll	\$	111,715	\$	108,790	\$	108,790	\$	-
Interest	\$	-	\$	-	\$	2,990	\$	2,990
Total Revenues	\$	111,715	\$	108,790	\$	111,781	\$	2,990
Expenditures:								
Interest - 11/1	\$	39,481	\$	39,481	\$	39,481	\$	-
Principal - 11/1	\$	30,000	\$	30,000	\$	30,000	\$	-
Interest - 5/1	\$	38,731	\$	-	\$	-	\$	-
Total Expenditures	\$	108,213	\$	69,481	\$	69,481	\$	-
Excess (Deficiency) of Revenues over Expenditures	\$	3,502			\$	42,299		
Fund Balance - Beginning	\$	88,973			\$	201,681		
Fund Balance - Ending	\$	92,475			\$	243,981		

**Community Development District** 

Debt Service Fund Series 2018 - 2B

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

	Adopted	Pror	ated Budget		Actual		
	Budget		u 01/31/24	Thr	u 01/31/24	Variance	
Revenues:							
Assessments - Tax Roll	\$ 130,304	\$	126,893	\$	126,893	\$	-
Interest	\$ -	\$	-	\$	2,048	\$	2,048
Total Revenues	\$ 130,304	\$	126,893	\$	128,941	\$	2,048
Expenditures:							
Interest - 11/1	\$ 44,647	\$	44,647	\$	44,647	\$	-
Principal - 5/1	\$ 30,000	\$	-	\$	-	\$	-
Interest - 5/1	\$ 44,647	\$	-	\$	-	\$	-
Total Expenditures	\$ 119,294	\$	44,647	\$	44,647	\$	-
Excess (Deficiency) of Revenues over Expenditures	\$ 11,010			\$	84,294		
Fund Balance - Beginning	\$ 84,005			\$	145,456		
Fund Balance - Ending	\$ 95,015			\$	229,750		

**Community Development District** 

Debt Service Fund Series 2018 - 3A

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

	Adopted	Pror	ated Budget		Actual		
	Budget	Thru	u 01/31/24	Thr	ru 01/31/24	Variance	
Revenues:							
Assessments - Tax Roll	\$ 525,011	\$	511,268	\$	511,268	\$	-
Interest	\$ -	\$	-	\$	7,175	\$	7,175
Total Revenues	\$ 525,011	\$	511,268	\$	518,444	\$	7,175
Expenditures:							
Interest - 11/1	\$ 191,825	\$	191,825	\$	191,825	\$	-
Principal - 5/1	\$ 130,000	\$	-	\$	-	\$	-
Interest - 5/1	\$ 191,825	\$	-	\$	-	\$	-
Total Expenditures	\$ 513,650	\$	191,825	\$	191,825	\$	-
Excess (Deficiency) of Revenues over Expenditures	\$ 11,361			\$	326,619		
Fund Balance - Beginning	\$ 267,050			\$	527,417		
Fund Balance - Ending	\$ 278,411			\$	854,036		

**Community Development District** 

Debt Service Fund Series 2019 - 3B

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

	Adopted	Pror	ated Budget		Actual		
	Budget	Thr	u 01/31/24	Thr	ru 01/31/24	V	ariance
Revenues:							
Assessments - Tax Roll	\$ 335,844	\$	327,052	\$	327,052	\$	-
Interest	\$ -	\$	-	\$	4,615	\$	4,615
Total Revenues	\$ 335,844	\$	327,052	\$	331,667	\$	4,615
Expenditures:							
Interest - 11/1	\$ 115,409	\$	115,409	\$	115,409	\$	-
Principal - 5/1	\$ 105,000	\$	-	\$	-	\$	-
Interest - 5/1	\$ 115,409	\$	-	\$	-	\$	-
Total Expenditures	\$ 335,819	\$	115,409	\$	115,409	\$	-
Excess (Deficiency) of Revenues over Expenditures	\$ 25			\$	216,258		
Fund Balance - Beginning	\$ 164,779			\$	335,238		
Fund Balance - Ending	\$ 164,804			\$	551,497		

**Community Development District** 

Debt Service Fund Series 2019 - 3C

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

	Adopted	Pror	ated Budget		Actual		
	Budget	Thr	u 01/31/24	Thr	ru 01/31/24	Variance	
Revenues:							
Assessments - Tax Roll	\$ 225,524	\$	219,621	\$	219,621	\$	-
Interest	\$ -	\$	-	\$	2,736	\$	2,736
Total Revenues	\$ 225,524	\$	219,621	\$	222,357	\$	2,736
Expenditures:							
Interest - 11/1	\$ 77,053	\$	77,053	\$	77,053	\$	-
Principal - 5/1	\$ 70,000	\$	-	\$	-	\$	-
Interest - 5/1	\$ 77,053	\$	-	\$	-	\$	-
Total Expenditures	\$ 224,106	\$	77,053	\$	77,053	\$	-
Excess (Deficiency) of Revenues over Expenditures	\$ 1,418			\$	145,304		
Fund Balance - Beginning	\$ 88,964			\$	203,107		
Fund Balance - Ending	\$ 90,382			\$	348,411		

**Community Development District** 

Debt Service Fund Series 2020 - 3D

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

	Adopted	Pror	ated Budget		Actual		
	Budget	Thru	u 01/31/24	Thr	u 01/31/24	V	ariance
Revenues:							
Assessments - Tax Roll	\$ 399,925	\$	389,457	\$	389,457	\$	-
Interest	\$ -	\$	-	\$	4,601	\$	4,601
Total Revenues	\$ 399,925	\$	389,457	\$	394,058	\$	4,601
Expenditures:							
Interest - 11/1	\$ 126,431	\$	126,431	\$	126,431	\$	-
Principal - 5/1	\$ 145,000	\$	-	\$	-	\$	-
Interest - 5/1	\$ 126,431	\$	-	\$	-	\$	-
Total Expenditures	\$ 397,863	\$	126,431	\$	126,431	\$	-
Excess (Deficiency) of Revenues over Expenditures	\$ 2,063			\$	267,627		
Other Financing Sources/(Uses):							
Transfer In/(Out)	\$ -	\$	-	\$	(3,315)	\$	(3,315)
Net Change in Fund Balance	\$ 2,063			\$	264,311		
Fund Balance - Beginning	\$ 141,226			\$	341,240		
Fund Balance - Ending	\$ 143,289			\$	605,551		

#### **Community Development District**

#### **Capital Projects Funds**

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

	Series		Series		Series			Series	Series	Series	
	2016 - 2A		2018-2B		2018-3A			2019-3B	2019 - 3C	2020 - 3D	Total
Revenues											
Interest	\$	- \$	1	l	\$	-	\$	1,204	\$ -	\$ 115	\$ 1,321
Total Revenues	\$	- \$	1	l	\$	-	\$	1,204	\$ -	\$ 115	\$ 1,321
Expenditures:											
Capital Outlay	\$	- \$		-	\$	-	\$	868	\$ -	\$ -	\$ 868
Miscellaneous	\$	- \$		-	\$	-	\$	-	\$ 152	\$ -	\$ 152
Total Expenditures	\$	- \$		-	\$	-	\$	868	\$ 152	\$ -	\$ 1,020
Excess (Deficiency) of Revenues over Expenditures	\$	- \$	1	1	\$	-	\$	337	\$ (152)	\$ 115	\$ 301
Other Financing Sources/(Uses)											
Transfer In/(Out)	\$	- \$		-	\$	-	\$	-	\$ -	\$ 3,315	\$ 3,315
Total Other Financing Sources (Uses)	\$	- \$		-	\$	-	\$	-	\$ -	\$ 3,315	\$ 3,315
Net Change in Fund Balance	\$	- \$	1	L	\$	-	\$	337	\$ (152)	\$ 3,430	\$ 3,616
Fund Balance - Beginning	\$	0 \$	71	l	\$	-	\$	68,620	\$ 823	\$ 5,632	\$ 75,146
Fund Balance - Ending	\$	0 \$	73	}	\$	-	\$	68,956	\$ 671	\$ 9,062	\$ 78,762

**Community Development District** 

**Capital Reserve Fund** 

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

	A	dopted	Prorat	ed Budget		Actual	
		Budget	Thru (	01/31/24	Thru	01/31/24	Variance
Revenues:							
Interest	\$	-	\$	-	\$	-	\$ -
Total Revenues	\$	-	\$	-	\$	-	\$ -
Expenditures:							
Miscellaneous Expense	\$	-	\$	-	\$	62	\$ -
Total Expenditures	\$	-	\$	-	\$	62	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$	-			\$	(62)	\$ -
Other Financing Sources/(Uses):							
Transfer In/(Out)	\$	1,000	\$	-	\$	-	\$ -
Total Other Financing Sources/(Uses)	\$	1,000	\$	-	\$	-	\$ -
Net Change in Fund Balance	\$	1,000			\$	(62)	
Fund Balance - Beginning	\$	81,824			\$	81,824	
Fund Balance - Ending	\$	82,824			\$	81,762	

#### **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	\$ (11,012) \$	34,946 \$	937,288 \$	36,115 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	997,337
Other Income	\$ 870 \$	30 \$	1,030 \$	1,500 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	3,430
Total Revenues	\$ (10,142) \$	34,976 \$	938,318 \$	37,615 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	1,000,767
Expenditures:													
<u>General &amp; Administrative:</u>													
Supervisor Fees	\$ 1,000 \$	1,000 \$	800 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	2,800
Engineering Fees	\$ 2,461 \$	301 \$	301 \$	788 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	3,851
Attorney	\$ 4,862 \$	3,068 \$	4,225 \$	2,900 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	15,055
Annual Audit	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Assessment Roll Services	\$ 5,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	5,000
Reamortization Schedules	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Dissemination	\$ 833 \$	833 \$	833 \$	833 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	3,333
Trustee Fees	\$ 14,533 \$	- \$	- \$	6,061 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	20,594
Management Fees	\$ 3,754 \$	3,754 \$	3,754 \$	3,754 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	15,017
Information Technology	\$ 150 \$	150 \$	150 \$	150 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	600
Website Maintenance	\$ 100 \$	100 \$	100 \$	100 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	400
Postage & Delivery	\$ 27 \$	23 \$	74 \$	506 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	631
Insurance	\$ 6,572 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	6,572
Printing & Binding	\$ 2 \$	3 \$	5 \$	9 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	19
Legal Advertising	\$ 455 \$	- \$	254 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	709
Other Current Charges	\$ 40 \$	40 \$	40 \$	39 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	158
Office Supplies	\$ 1 \$	1 \$	1 \$	1 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	4
Dues, Licenses & Subscriptions	\$ 175 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	175
Total General & Administrative	\$ 39,966 \$	9,274 \$	10,537 \$	15,139 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	74,916

#### Towne Park Community Development District

Month to Month

		Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Operations &amp; Maintenance</b>														
Field Expenditures														
Property Insurance	\$	30,111 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	30,111
Field Management	\$	1,750 \$	1,750 \$	1,750 \$	1,750 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	7,000
Landscape Maintenance	\$	19,053 \$	19,053 \$	19,053 \$	19,053 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	76,213
Landscape Enhancements/Replacement	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Pond Maintenance	\$	3,888 \$	3,888 \$	3,888 \$	3,888 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	15,552
Electric	\$	208 \$	115 \$	295 \$	266 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	885
Water & Sewer	\$	60 \$	61 \$	61 \$	60 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	242
Irrigation Repairs	\$	- \$	426 \$	1,813 \$	344 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	2,583
Right Of Way Repairs	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
General Repairs & Maintenance	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Contingency	\$	8,118 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	8,118
Subtotal Field Expenditures	\$	63,189 \$	25,293 \$	26,861 \$	25,362 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	140,705
Amenity Expenditures														
Electric	\$	1,624 \$	1,554 \$	1,429 \$	2,142 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	6,749
Water	\$	831 \$	801 \$	697 \$	1,050 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	3,379
Internet & Phone	\$	218 \$	218 \$	218 \$	218 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	872
Playground & Equipment Lease	\$	2,065 \$	2,065 \$	2,065 \$	2,065 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	8,259
Pool Service Contract	\$	3,500 \$	3,500 \$	3,500 \$	3,500 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	14,000
Pool Furniture Repair & Replacement	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Janitorial Services	\$	1,550 \$	1,580 \$	2,329 \$	1,429 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	6,889
Security Services	\$	2,414 \$	2,253 \$	2,684 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	7,351
Pest Control	\$	240 \$	370 \$	120 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	730
Amenity Access Management	\$	750 \$	1,455 \$	750 \$	750 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	3,705
Amenity Repair & Maintenance	\$	3,955 \$	501 \$	330 \$	170 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	4,956
Contingency	\$	- \$	3,241 \$	1,181 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	4,421
Subtotal Amenity Expenditures	\$	17,148 \$	17,538 \$	15,302 \$	11,323 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	61,310
Total Operations & Maintenance	\$	80,337 \$	42,830 \$	42,163 \$	36,686 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	202,015
Total Expenditures	\$	120,302 \$	52,104 \$	52,700 \$	51,825 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	276,931
Excess (Deficiency) of Revenues over Expenditures	\$	(130,445) \$	(17,128) \$	885,618 \$	(14,210) \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	723,836
Other Financing Sources/Uses:														
Transfer In/(Out)	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Total Other Financing Sources/Uses	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
	*	(400.445)	(48.420)	005 (10	(11040)				*	*				<b>7</b> 00 00 1
Net Change in Fund Balance	\$	(130,445) \$	(17,128) \$	885,618 \$	(14,210) \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	723,836

#### COMMUNITY DEVELOPMENT DISTRICT

Special Assessment Receipts

Fiscal Year 2024

				ON ROLL ASSES	SMENTS	Gross Assessments Net Assessments	<pre>\$ 1,101,231.50 \$ 1,024,145.30</pre>	\$ 120,123.2 \$ 111,714.6		140,111.40 130,303.60	\$ 564,528.08 \$ 525,011.11	\$ 361,122.13 \$ 335,843.58	\$ 242,499.36 \$ 225,524.40	\$ 430,027.32 \$ 399,925.41	\$ 2,959,643.02 \$ 2,752,468.01
					-		37.21%	4.06%		4.73%	19.07%	12.20%	8.19%	14.53%	100.00%
Date	Distribution	Gross Amount	Discount/Penalty	Commission	Interest	Net Receipts	O&M Portion	2016 2-A Debt Service		es 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
10/19/23	1% Fee	(\$29,596.43)	\$0.00	\$0.00	\$0.00	(\$29,596.43)	(\$11,012.31)	(\$1,201.2	3)	(\$1,401.11)	(\$5,645.28)	(\$3,611.24)	(\$2,424.99)	(\$4,300.27)	(\$29,596.43)
11/10/23	10/13-10/14/23	\$850.89	(\$19.14)	(\$16.64)	\$0.00	\$815.11	\$303.29	\$33.0	8	\$38.59	\$155.48	\$99.46	\$66.78	\$118.43	\$815.11
11/14/23	10/1-10/31/23	\$3,319.28	(\$132.79)	(\$63.73)	\$0.00	\$3,122.76	\$1,161.92	\$126.7	4	\$147.83	\$595.64	\$381.02	\$255.88	\$453.73	\$3,122.76
11/17/23	11/1-11/5/23	\$44,059.13	(\$1,762.32)	(\$845.94)	\$0.00	\$41,450.87	\$15,423.15	\$1,682.3	7	\$1,962.31	\$7,906.42	\$5,057.65	\$3,396.28	\$6,022.69	\$41,450.87
11/24/23	11/6-11/12/23	\$51,584.73	(\$2,063.44)	(\$990.43)	\$0.00	\$48,530.86	\$18,057.48	\$1,969.7	3	\$2,297.48	\$9,256.87	\$5,921.51	\$3,976.40	\$7,051.39	\$48,530.86
12/09/23	11/13-11/22/23	\$222,430.45	(\$8,897.15)	(\$4,270.67)	\$0.00	\$209,262.63	\$77,862.97	\$8,493.3	6	\$9,906.63	\$39,915.16	\$25,533.27	\$17,146.00	\$30,405.24	\$209,262.63
12/21/23	11/23-11/30/23	\$2,434,115.29	(\$97,365.58)	(\$46,734.99)	\$0.00	\$2,290,014.72	\$852,074.50	\$92,944.9	8 3	\$108,410.77	\$436,801.87	\$279,417.14	\$187,633.14	\$332,732.32	\$2,290,014.72
12/29/23	12/01-12/15/23	\$20,909.24	(\$750.36)	(\$403.18)	\$0.00	\$19,755.70	\$7,350.75	\$801.8	3	\$935.25	\$3,768.24	\$2,410.50	\$1,618.69	\$2,870.44	\$19,755.70
01/10/24	12/16-12/31/24	\$95,397.30	(\$3,616.31)	(\$1,835.62)	\$0.00	\$89,945.37	\$33,467.10	\$3,650.6	2	\$4,258.08	\$17,156.36	\$10,974.72	\$7,369.70	\$13,068.79	\$89,945.37
01/16/24	10/01-12/31/23	\$0.00	\$0.00	\$0.00	\$7,116.72	\$7,116.72	\$2,647.99	\$288.8	5	\$336.92	\$1,357.46	\$868.35	\$583.11	\$1,034.04	\$7,116.72
	TOTAL	\$ 2,872,666.31	\$ (114,607.09) \$	(55,161.20) \$	7,116.72	\$ 2,710,014.74	\$ 997,336.84	\$ 108,790.3	3 \$	126,892.75	\$ 511,268.22	\$ 327,052.38	\$ 219,620.99	\$ 389,456.80	\$ 2,680,418.31
										[	98% \$ 42,453.27				Percent Collected emaining to Collect