

**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, **December 3, 2024**, at 6:00 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 phone*
Jennifer Tidwell
Tom Zimmerman
Roger Runyon
Zabrina Sides

Chairman
Vice Chairperson
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Tricia Adams
Meredith Hammock *by Zoom*
Alan Rayl *by Zoom*
Allen Bailey

District Manager, GMS
District Counsel, Kilinski Van Wyk
District Engineer, Rayl Engineering
Field Service Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 6:01 p.m. and called the roll. Four Board members were in attendance in person, constituting a quorum. Supervisor Jones joined the meeting by Zoom.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams opened the public comment period.

- Lynn Thompson (3925 Sandhill Crane) – commented on Black Sheep towing company having negative reviews and towing issues.

Supervisor Jones joined the meeting in person.

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THIRD ORDER OF BUSINESS

Organizational Matters

A. Appointment of Individual to Fulfill Vacancy of Seat 5

Ms. Adams stated Supervisor Tidwell previously expressed her willingness to serve another term.

On MOTION by Ms. Sides, seconded by Mr. Zimmerman, with all in favor, the Appointment of Jennifer Tidwell to Seat 5, was approved.

B. Administration of Oath of Office to Newly Appointed Supervisor

Ms. Adams administered the oath of Office to Jennifer Tidwell. Ms. Hammock reminded the Board members as CDD Supervisors they are government officials in the eyes of the State of Florida and Florida Ethics Laws, Public Records Laws and Sunshine Laws pertain to them. Supervisor Zimmerman and Supervisor Sides started their new terms of office on November 19th. Their oaths were administered outside of the public meeting and are fully sworn in.

C. Consideration of Resolution 2025-02 Electing Officers

Ms. Adams stated that the officers are currently designated as follows: Greg Jones is Chair, Jennifer Tidwell is Vice Chair and the remaining Board members are Assistant Secretaries. Jill Burns and Tricia Adams serve as Assistant Secretaries; George Flint as Treasurer, Katie Costa and Darrin Mossing as Assistant Treasurers.

On MOTION by Mr. Zimmerman, seconded by Mr. Runyon, with all in favor, Resolution 2025-02 Electing Officers – Same Slate of Officers, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the November 5, 2024 Board of Supervisors Meeting

Ms. Adams presented the minutes from the November 5, 2024 Board of Supervisors meeting. These minutes have been reviewed by District Counsel and District Management. The Board had no changes to the minutes.

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On MOTION by Mr. Jones, seconded by Mr. Runyon, with all in favor, the Minutes of the November 5, 2024 Board of Supervisors Meeting, were approved.

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

Ms. Hammock had nothing to report but offered to take questions. Ms. Tidwell asked since the last meeting if anything has come about with Black Sheep and the towing issues. Ms. Adams made sure the vendor understands the right of way is owned and maintained by the City of Lakeland. The Board can cancel agreements or direct staff to find alternative service providers. Ms. Adams will look into regulatory towing companies and review the provisions for terminating the towing agreement by the next meeting.

B. Engineer

Mr. Rayl noted he is assessing the damage from Hurricane Milton at three identified locations. There aren't any significant structural issues that need to be repaired and is mainly earth work and sod. He will work on contractor bids for the Board by the next meeting.

Mr. Rayl will coordinate with representatives of the City of Lakeland to put concrete near the mailbox kiosk as the material would be installed in the City of Lakeland-owned and maintained right of way.

C. Field Manager's Report

Mr. Bailey presented the Field Managers Report on page 15 of the agenda package. Ms. Adams stated the proposals including for Board review and consideration are related to property damage from Hurricane Milton. The District has procured property insurance and has filed a claim with the insurance provider.

i. Consideration of Proposal for Playground Shade Structures

Mr. Bailey presented the Pro Playgrounds proposal to replace the shade structures at both amenities for \$9,589.50.

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On MOTION by Mr. Jones, seconded by Ms. Sides, with all in favor, the Pro Playground Proposal for Playground Shade Structures, was approved.

ii. Consideration of Proposal for Fence Repairs

Mr. Bailey presented a proposal from Danielle Fence for damaged fence repairs due to Hurricane Milton for \$43,948. There will be a 10–12-week lead time.

On MOTION by Mr. Jones, seconded by Mr. Runyon, with all in favor, the Danielle Fence Proposal for Fence Repairs, was approved.

D. District Manager’s Report

i. Approval of the Check Register

Ms. Adams presented the check register from October 20th through November 20th totaling \$101,384.82. Immediately following the check register is a detailed run summary. She offered to take any questions, if not, asked for a motion to approve as presented.

On MOTION by Ms. Sides, seconded by Mr. Zimmerman, with all in favor, the Check Register totaling \$101,384.82, was approved.

ii. Balance Sheet and Income Statement

Ms. Adams presented the unaudited financials through October 2024, noting that this is the first month of the new fiscal year.

SIXTH ORDER OF BUSINESS

Supervisors Requests & Public Comments

There being no comments, the next item followed

SEVENTH ORDER OF BUSINESS

Adjournment

Upon vote by the Board, the meeting was adjourned.

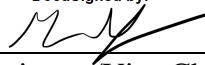
On MOTION by Mr. Jones, seconded by Ms. Sides, with all in favor, the meeting was adjourned at 6:33 p.m..

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Signed by:


Secretary/Assistant Secretary

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Chairman/Vice Chairman