

**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 3, 2026**, 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:

Jennifer Tidwell	Vice Chairperson
Tom Zimmerman	Assistant Secretary
Roger Runyon	Assistant Secretary
Zabrina Sides	Assistant Secretary

Also present were:

Tricia Adams	District Manager, GMS
Patrick Collins	District Counsel, Kilinski Van Wyk
Alan Rayl <i>by Zoom</i>	District Engineer, Rayl Engineering
Allen Bailey	Field Services Manager, GMS
Kim Albert <i>by Zoom</i>	PoolSkool

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 4:00 p.m. and called the roll. Four Board members were present in person constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams opened the public comment period. There being no comments, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the December 2,
2025 Board of Supervisors Meeting**

Ms. Adams presented the minutes of the December 2, 2025 Board of Supervisor meeting. She noted that the draft meeting minutes have been reviewed by District Manager and District Counsel. The Board had no changes to the minutes.

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On MOTION by Ms. Tidwell, seconded by Mr. Runyon, with all in favor, the Minutes of the December 2, 2025 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Revised License Agreement with PoolSkool to Host Swim Lessons

Ms. Adams reviewed the Revised License Agreement with PoolSkool to Host Swim Lessons. The Board did not have any questions and moved forward with approval.

On MOTION by Ms. Sides, seconded by Ms. Tidwell, with all in favor, the Revised License Agreement with PoolSkool to Host Swim Lessons, was approved.

FIFTH ORDER OF BUSINESS

Consideration of License Agreement for Spring Event

Ms. Adams presented the request for a license agreement for a spring event. An email from Karen Pagan, included in the agenda packet on page 14, requested approval to host an Easter egg hunt at the Riverside pool and dog park on March 28 from 11:00 a.m. to 1:00 p.m. It was noted that Ms. Pagan has hosted similar community events in prior years, and that if approved District Counsel would prepare a standard license agreement including the necessary approvals and protections for the District. A motion was made to approve the request under the same conditions as previous years.

On MOTION by Ms. Sides, seconded by Mr. Zimmerman, with all in favor, the License Agreement for Spring Event, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Proposal for Pipkin Wall Maintenance

Ms. Adams explained that the adjacent wall section owned by the HOA had recently been repaired and repainted, and the HOA inquired about the District’s plan for the remaining wall section. Staff reviewed historical records and determined that while no specific bill of sale was found, the wall is located within a landscape easement dedicated to the District and has historically been treated as a District-maintained asset, including being listed on insurance schedule and

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previously being repaired by the District following storm damage. A proposal in the amount of \$7,900 was presented to power wash, repair stucco cracks, seal, and repaint the wall. Board members expressed concern regarding the cost and requested that staff obtain additional comparable bids before proceeding. The item was deferred to a future meeting pending additional competitive proposals.

SEVENTH ORDER OF BUSINESS

Consideration of Proposals for Peregrine Way Enhancements

Ms. Adams explained that the City of Lakeland recently asserted that the District is required to replace the landscape buffer in accordance with the originally approved construction plans. The trees had been removed between April and June 2023 following hurricane damage. Ms. Adams reviewed the applicable City ordinance and confirmed that it requires one-for-one replacement of trees removed due to accidental damage, and therefore the District is obligated to comply.

Ms. Adams reported that the City provided a list of acceptable species and that proposals were obtained. A proposal from Prince was initially received; however, a competitive proposal from Floralawn was later obtained in the amount of \$51,700.08 for 104 replacement trees (30-gallon size), which may be more cost-effective. Staff noted that irrigation repairs may increase the total cost, as the irrigation system may need to be replaced. Additional proposals and clarification regarding irrigation costs will be pursued.

The Board discussed potential options, including requesting flexibility from the City regarding tree species, height, spacing, wind resistance, visibility concerns, and the possibility of phasing the project over multiple budget cycles. Staff will continue discussions with the City to explore allowable alternatives and timeline flexibility. No action was taken at this time pending further information and additional proposals.

EIGHTH ORDER OF BUSINESS

Ratification of Data Sharing and Usage Agreement with Polk County Property Appraiser

Ms. Adams reviewed the Data Sharing Usage Agreement with the Polk County Property Appraiser. The agreement is the District's annual agreement regarding the handling of confidential and exempt public records provided by the Property Appraiser. The only update to the agreement

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is the calendar year designation for 2026. The District agrees not to disclose any confidential or exempt information received. The agreement was executed by the District Manager on December 8, 2025 to ensure timely submission prior to the start date.

On MOTION by Ms. Sides, seconded by Mr. Zimmerman, with all in favor, the Data Sharing and Usage Agreement with Polk County Property Appraiser, was ratified.

NINTH ORDER OF BUSINESS

Ratification of Non-Ad Valorem Assessment Agreement with Polk County Property Appraiser

Ms. Adams stated this agreement authorizes the collection of the District’s CDD assessments on the annual Polk County property tax bill. The agreement includes required statutory deadlines for submission of assessment information. District assessment administration staff reviewed the agreement and confirmed it is consistent with prior years, with only the dates updated for 2026. The agreement was executed by the Ms. Adams. On January 20, 2026 to ensure compliance with submission deadlines.

On MOTION by Ms. Sides, seconded by Mr. Zimmerman, with all in favor, the Non-Ad Valorem Assessment Agreement with Polk County Property Appraiser, was ratified.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Collins had nothing additional to report.

B. Engineer

Mr. Rayl reported that a SWFWMD Statement of Inspection had come due and required certain maintenance items to be completed prior to submission. Staff addressed the required maintenance items and provided supporting photographs. Mr. Rayl also conducted a site visit and confirmed the items were satisfactorily completed. He indicated the inspection statement would be submitted to SWFWMD within the next few days.

Mr. Rayl provided an update on the previously repaired floodplain compensation area spillway. He noted that some minor settlement continues to occur in the same area where the initial

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failure took place. He explained that the issue appears related to less-than-ideal original design conditions rather than a construction defect. The Board discussed observed cracking in the concrete weir structure near the roadway. Mr. Rayl was not previously aware of the increased cracking and requested photographs to evaluate the condition and determine whether corrective action is needed. The Board agreed to provide photos for review.

The Board inquired about potential recourse with the original contractor; however, Mr. Rayl noted that the contractor is no longer in business and that the settlement does not appear to be attributable to defective repair work. He recommended continued monitoring and incremental stabilization efforts rather than a full reconstruction.

C. Field Manager's Report

Mr. Bailey reviewed his report, which was included in the agenda packet beginning on page 30. Mr. Bailey reported that repairs were completed to the women's restroom stall and Shower #2. He noted that contract vendors are performing well overall, landscaping is being maintained appropriately, fence lines are in good condition, and ponds are not overgrown. He also confirmed that irrigation at the dog park is operational.

Regarding recent cold weather impacts, Mr. Bailey stated that landscaping had been recovering from prior water loss before the recent cold snap. The District will allow approximately one month to evaluate plant recovery before determining whether replacement is necessary. A final assessment of plant loss will likely occur in March.

Mr. Bailey also referenced Peregrine Way, noting that the area currently consists of a fence line with existing trees that are not within District property. Any proposed planting would occur along the fence line adjacent to certain homes.

Board members inquired about a previously reported exposed pipe at the dog park, and Mr. Bailey confirmed that it has been addressed and that more durable repair options are being considered. Additional discussion occurred regarding potential future landscaping improvements at the community entrance, with proposals still pending.

The Board clarified that fencing along Peregrine Way is homeowner-owned, with only a landscape easement held by the District.

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D. District Manager’s Report

i. Approval of the Check Register

Ms. Adams presented the check register from November 21, 2025 through January 23, 2026 totaling \$2,422,398.93. A significant portion of the total reflected required debt service transmittals to the trustee. It was also noted that \$650,000 was transferred to an interest-bearing account to maximize earnings.

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

ii. Balance Sheet and Income Statement

Ms. Adams stated the unaudited financials through December 31, 2025. The District remains in a strong cash position, assessment collections are on track, and all debt service payments were made timely and in accordance with the budget.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

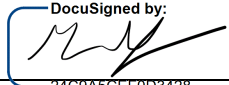
Adjournment

Ms. Adams adjourned the meeting.

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

Signed by:

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Secretary/Assistant Secretary

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Chairman/Vice Chairman