

***TAMPA PALMS  
COMMUNITY DEVELOPMENT DISTRICT***

***Agenda Package  
Board of Supervisors Meeting***



***Wednesday, May 13, 2020 6 PM (Zoom Virtual)***

***Join Zoom Meeting***

***<https://us02web.zoom.us/j/81002787506?pwd=USt4bFdPQTLqWVViWUFDTIHVOENnUT09>***

***Meeting ID: 810 0278 7506***

***Password: 8cYDFZ***



DEVELOPMENT PLANNING & FINANCING GROUP, INC.

# TAMPA PALMS COMMUNITY DEVELOPMENT DISTRICT

## CDD Meeting Advanced Package May 13, 2020

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**BOARD  
LETTER**

**Tab 1**

# Tampa Palms Community Development District

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Development Planning and Financing Group  
15310 Amberly Drive, Suite 175, Tampa, Florida 33647  
Phone: 813-374-9102  
Fax: 813-374-9106

May 8, 2020

Board of Supervisors  
**Tampa Palms Community  
Development District**

Dear Board Members:

The Board of Supervisors of the Tampa Palms Community Development District Budget Hearing and Board Meeting is scheduled for Wednesday, May 13, 2020 at **6:00 p.m.** at the Compton Park Recreation Building, 16101 Compton Drive, Tampa, Florida. The advanced copy of the agenda for this meeting is attached.

As this is being written, no decision has been made as to if the Governor's order waiving physical quorum will extend until the 13<sup>th</sup>. If it does not a video meeting will be held via Zoom with the following access:  
Meeting ID: 810 0278 7506  
Password: 8cYDFZ

Enclosed for your reviews are the minutes of the March 11, 2020 Board Meeting and the documents outlined in the table of contents.

Any additional support material will be distributed prior to the meeting, and staff will present their reports at the meeting.

If you have any questions, please do not hesitate to contact me.

Sincerely,

*Lore*

LoreYeira, District Manager  
DPFG

LY;mmw

cc: Maggie Wilson  
DPFG (Record Copy)



# FINANCIALS

Tabo 3

# FINANCIAL ANALYSIS

Tab 3 A

**Executive Summary**

Despite the national and world-wide, uncertainties posed by the current Covid19 crises, the CDD continues to be in sound financial health with funds sufficient to meet the community needs as presently known, as well as, reasonable reserves to deal with future events and unknowns.

The District ended the first six months of the fiscal year with cash balance of \$ 5.3 million, net of liabilities.

The District will collect an additional \$ 91 K by close of business July 31<sup>st</sup> (\$41 K has already been collected.)

The General Fund Budget for Normal Operations reflects a favorable \$ 78 K variance due in part to reduced legal expenses, property mowing and also to the timing of expenditures. There is every expectation that the budget for Normal Operations expenditures for the year will be realized.

The General Fund Projects reflects a favorable variance against budget of \$14 K due to:

- Capital Projects & R&R Projects not yet required which are off-set by
- Restoration expenses associated with *Signature Projects* where the funds have not yet been moved from the balance sheet.

**Cash Flow Outlook for Calendar 2020**

		<u>(Shown in \$ 000s)</u>
<u>Sources of Funds</u>		
Cash Balance 2/29/2020	\$ 5,261	
Collections balance of FY 2016-17	91	
Total Sources of Funds		\$ 5,352
 <u>Uses of Funds</u>		
Balance of FY 2019-20 expenses excluding Signature	( \$1,440)	
TP Signature Projects (unspent)	(468)	
Weather Damage	(400)	
Tree & Palm Replacement	(200)	
Community-Wide Wall & Monument	(100)	
Pond Improvements	(700)	
Infrastructure Replacement Contingency	(135)	
1 <sup>st</sup> Qtr FY 20-21	(679)	( \$ 4,122)
Total Uses of Funds		( \$ 4,122)
 Projected District Unallocated Balance	 December 31, 2020	 \$ 1,230

***FAQ In February the Board Book included a multi-year financial model focused on the needs of the community over a five-year period based on future known events.***

***Given the extent of the corona virus crises does the CDD staff plan to revisit that model and is the proposed 2.2% increase in assessments still viable for FY 2020-2021?***

The multi-year model is not a static document, it is continually examined for relevance to the ongoing and current social, economic and political climate.

At this time the chairman, who has accepted leadership for financial management for the CDD, is currently evaluating the impact of events such as the current interest rates (banks can borrow money at 0%, not likely to gift Tampa Palms with the current rate of 1.3% on deposits) on the multi-year model.

Based on independent conversations with the chairman and others and taking into consideration the existing financial environment, staff will present a FY 2020-21 Budget with no assessment increase.

Staff will provide a revised model when the financial situations become less chaotic.



# FINANCIAL STATEMENTS

Tab 3 B

**Tampa Palms CDD  
Balance Sheet  
March 31, 2020**

**GENERAL**

**ASSETS:**

CASH - Operating Account	\$	87,862
PETTY CASH		500
INVESTMENTS:		
Excess Fund Account- Sunshine Bank		5,152,585
ACCOUNTS RECEIVABLE		-
RECEIVABLE FROM TAMPA PALMS HOA		13,923
PREPAID ITEMS		6,427

**TOTAL ASSETS**

**\$ 5,261,298**

**LIABILITIES:**

ACCOUNTS PAYABLE	\$	94,829
ACCRUED EXPENSES		16,481

**FUND BALANCE:**

NON-SPENDABLE		6,427
RESTRICTED		-
UNASSIGNED:		5,143,560

**TOTAL LIABILITIES & FUND BALANCE**

**\$ 5,261,298**

**Tampa Palms CDD**  
**General Fund**  
**Statement of Revenue, Expenditures and Change in Fund Balance**  
**For the period from October 1, 2019 through March 31, 2020**

	BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) YTD VARIANCE
<b>REVENUES</b>				
SPECIAL ASSESSMENTS ON ROLL (Gross)	\$ 2,737,595	\$ 2,640,634	\$ 2,640,634	\$ -
DISCOUNT-ASSESSMENTS	(109,504)	(103,636)	(103,636)	-
INTEREST	55,000	27,500	29,222	1,722
EXCESS FEES	15,000	6	6	-
MISCELLANEOUS REVENUE	1,200	600	600	-
CARRY FORWARD BALANCE	15,000	-	-	-
<b>TOTAL REVENUES</b>	<b>2,714,291</b>	<b>2,565,104</b>	<b>2,566,827</b>	<b>1,722</b>
<b>EXPENDITURES</b>				
<b>ADMINISTRATIVE:</b>				
<b>PERSONNEL SERVICES</b>				
BOARD OF SUPERVISORS	11,000	5,500	4,400	1,100
FICA	5,810	2,905	6,438	(3,533)
FUTA/SUTA + PAYROLL FEES	5,024	2,512	735	1,777
<i>S/T PERSONNEL SERVICES</i>	<b>21,834</b>	<b>10,917</b>	<b>11,573</b>	<b>(656)</b>
<b>PROFESSIONAL SERVICES</b>				
ATTORNEYS FEES	10,000	5,000	548	4,452
ANNUAL AUDIT	6,813	1,500	1,500	-
MANAGEMENT FEES	67,369	33,685	32,838	846
TAX COLLECTOR	54,752	50,730	50,730	-
ASSESSMENT ROLL	10,050	10,050	10,050	-
<i>S/T PROFESSIONAL SERVICES</i>	<b>148,984</b>	<b>100,965</b>	<b>95,667</b>	<b>5,298</b>
<b>ADMINISTRATIVE SERVICES</b>				
DIRECTORS AND OFFICER INSURANCE	3,685	3,685	2,649	1,036
MISCELLANEOUS ADMINISTRATIVE SERVICE	12,000	6,000	5,171	829
<i>S/T ADMINISTRATIVE SERVICES</i>	<b>15,685</b>	<b>9,685</b>	<b>7,820</b>	<b>1,865</b>
<b>TOTAL ADMINISTRATIVE</b>	<b>186,503</b>	<b>121,567</b>	<b>115,059</b>	<b>6,508</b>
<b>FIELD/OPERATIONS SERVICES:</b>				
<b>FIELD MANAGEMENT SERVICES:</b>				
DISTRICT OPERATING STAFF	172,343	86,172	83,742	2,430
PARK ATTENDANTS	81,000	40,500	31,975	8,525
PARK PATROL	69,014	34,507	28,975	5,532
FIELD MANAGEMENT CONTINGENCY	20,800	10,400	3,083	7,317
<i>S/T FIELD MANAGEMENT SERVICES</i>	<b>343,157</b>	<b>171,579</b>	<b>147,775</b>	<b>23,803</b>
<b>GENERAL OVERHEAD:</b>				
INSURANCE	12,516	12,516	11,121	1,395
INFORMATION SYSTEMS (TEL & SECURITY)	23,766	11,883	8,377	3,506
WATER	14,560	7,280	14,303	(7,023)
REFUSE REMOVAL (SOLID WASTE)	7,280	4,247	6,480	(2,233)
ELECTRICITY	110,000	46,000	46,826	(826)
STORMWATER FEE	3,938	3,938	3,041	897
MISCELLANEOUS FIELD SERVICES	13,000	6,500	4,341	2,159
<i>S/T GENERAL OVERHEAD</i>	<b>185,060</b>	<b>92,364</b>	<b>94,490</b>	<b>(2,126)</b>
<b>LANDSCAPE MAINTENANCE STANDARD</b>				
LANDSCAPE AND POND MAINTENANCE	1,041,153	520,577	494,918	25,659
LANDSCAPE MONITORING FEE	18,720	9,360	9,450	(90)
LANDSCAPE AND REPLACEMENT	93,600	46,800	41,157	5,643
<i>S/T LANDSCAPE MAINTENANCE</i>	<b>1,153,473</b>	<b>576,737</b>	<b>545,525</b>	<b>31,212</b>
<b>LANDSCAPE MAINTENANCE NEW &amp; ENHANCED</b>				
PROPERTY MOWING	94,640	47,320	34,765	12,555
COUNTY POND	26,000	13,000	7,680	5,320
NPDES POND PROGRAM	45,000	22,500	24,910	(2,410)
<i>S/T LANDSCAPE NEW &amp; ENHANCED</i>	<b>165,640</b>	<b>82,820</b>	<b>67,355</b>	<b>15,465</b>

**Tampa Palms CDD**  
**General Fund**  
**Statement of Revenue, Expenditures and Change in Fund Balance**  
**For the period from October 1, 2019 through March 31, 2020**

	<u>BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>FAVORABLE (UNFAVORABLE) YTD VARIANCE</u>
<b>FACILITY MAINTENANCE:</b>				
IRRIGATION SYSTEM	101,148	50,574	49,543	1,031
FOUNTAIN	25,754	12,877	12,149	728
FACILITY MAINTENANCE	85,493	42,747	38,999	3,748
MOTOR FUEL & LUBRICANTS	-	-	-	-
JANITORIAL/PARK SUPPLIES	2,600	1,300	3,395	(2,095)
<i>S/T FACILITY MAINTENANCE</i>	<u>214,995</u>	<u>107,498</u>	<u>104,086</u>	<u>3,411</u>
<b>TOTAL FIELD OPERATIONS/SERVICES</b>	<u>2,062,325</u>	<u>1,030,997</u>	<u>959,231</u>	<u>71,766</u>
<b>TOTAL NORMAL OPERATIONS</b>	<u>2,248,828</u>	<u>1,152,563</u>	<u>1,074,290</u>	<u>78,273</u>
<b>PROJECT DRIVEN EXPENDITURES</b>				
SIGNATURE TP 2017	18,676	9,338	37,982	(28,644)
RENEWAL AND REPLACEMENT & DEFERRED MTC	195,000	97,500	69,928	27,572
CAPITAL PROJECTS	195,000	97,500	83,336	14,164
NPDES/CLEAN WATER	56,787	28,394	27,600	794
<b>TOTAL PROJECT DRIVEN EXPENDITURES</b>	<u>465,463</u>	<u>232,732</u>	<u>218,845</u>	<u>13,886</u>
<b>TOTAL NORMAL OPERATIONS AND PROJECT DRIVEN EXPENDITURES</b>	<u>2,714,291</u>	<u>1,385,295</u>	<u>1,293,135</u>	<u>92,160</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	-	<b>1,179,809</b>	<b>1,273,692</b>	<b>93,884</b>
FUND BALANCE - BEGINNING	-	-	3,876,296	3,876,296
<b>FUND BALANCE - ENDING</b>	<u>\$ -</u>	<u>\$ 1,179,809</u>	<u>\$ 5,149,988</u>	<u>\$ 3,970,179</u>



# FINANCIAL SUMMARY

Tab 3 C

**TAMPA PALMS CDD  
FINANCIAL SUMMARY THRU MARCH 31, 2020  
GENERAL FUND**

(Shown in \$)	<u>Normal Operations</u>	<u>Non-Operating Project Driven</u>	<u>Total As Reported</u>
<b><u>Revenues</u></b>			
Operating	\$2,105,642		\$2,105,643
<b><u>Non Operating</u></b>			
Capital Projects		\$180,711	180,711
Renewal & Rel		\$180,711	180,711
Signature 2017		\$17,308	17,308
NPDES		\$52,626	52,626
Excess Fees	6		6
Interest	29,222		29,222
Misc Rev	600		600
Carry Forward Bal *			
<b>Total</b>	<b>\$ 2,135,470</b>	<b>\$ 431,356</b>	<b>\$ 2,566,827</b>
<b><u>Expenses</u></b>			
Operations	\$ 1,074,490		1,074,490
<b><u>Non Operating</u></b>			
Renewal & Rel		69,728	69,728
NPDES/EPA		27,600	27,600
Capital Projects		83,336	83,336
TP Signature 2017		<u>37,982</u>	<u>37,982</u>
<b>Total</b>	<b>\$1,074,490</b>	<b>\$218,645</b>	<b>\$1,293,135</b>
Excess Revenue Vs Expenses	<b>1,060,980</b>	<b>212,711</b>	<b>\$ 1,273,692</b>

**TAMPA PALMS CDD  
FINANCIAL SUMMARY THRU MARCH 31, 2020  
GENERAL FUND**

<u>General Fund</u>	3/31/2020	(\$000)
Cash		88
Cash Equivalent (Excess Cash ICS)		5,153
Due From TPOA		14
Prepaid Amounts		6
<b>Total</b>		<b>\$ 5,261</b>
Less:		
Payables		95
Accrued Expenses		16
	<b>Net Cash 3/31/2020</b>	<b>\$ 5,149</b>
Allocation for:		
Weather Damage		400
Community-Wide Wall & Monument		200
Tree & Palm Replacement		100
Pond Improvements		700
1st Qtr FY 2020-21 Expenses Operations		679
Infrastructure Replacement Contingency		135
TP Signature Projects (unspent)		468
	<b>Adjusted Net Cash</b>	<b>\$ 2,467</b>
	Forecast	

(\$ 000)	2019-20 Fiscal Year		Monthly Bal
	Receipts	Expenses	
<b><i>Apr</i></b>			
CDD Operations	34	255	
R&R	3	19	
NPDES	1	10	
Signature Projects	0	0	
Capital Projects	3	40	
<b>Total</b>	<b>41</b>	<b>324</b>	<b>\$ 2,185</b>
<b><i>May</i></b>			
CDD Operations	29	195	
R & R	3	22	
NPDES	1	10	
Signature Projects	0	0	
Capital Projects	3	10	
<b>Total</b>	<b>35</b>	<b>237</b>	<b>\$ 1,983</b>
<b><i>Jun</i></b>			
CDD Operations	13	195	
R & R	1	22	
NPDES	0	10	
Signature Projects	0	145	
Capital Projects	1	10	
<b>Total</b>	<b>16</b>	<b>382</b>	<b>\$ 1,617</b>

\* Palm Treatment and Replacement of Both Palms and Trees Identified as Future Liability

**TAMPA PALMS CDD  
MARCH 31, 2020  
GENERAL FUND**

(\$000)	Prior Year Collected	Current Year Collected \$	Current Year Collected %	Variance % Fav (Unfav)
October				
November	14%	376	14%	0%
December	92%	2,388	91%	-1%
January	94%	2,475	94%	0.0%
February	96%	2,512	96%	0.0%
March	97%	2,537	97%	0.0%
April	99%			-
May	99%			-
June	100.2%			-
July	100.2%			-
August	100.3%			-
September	100.3%			
<b>Year End</b>				
<u>Total Assessed (Net Discount)</u>		\$2,628		



**PROJECT  
DRIVEN  
REPORTS**

Tab 3 D

## Summary- Project Driven Expenses

Six Months Ending March 31 , 2020

### Operating Capital Projects (\$000)

#### Sources of Funds

FY 2019-20 Budget \$195

#### Uses of Funds

Spent Thru 3/31/2020 62

Total Funds Under Consideration \$0

**Budget Available as of 3/31/2020 \$133**

### Renewal & Replacement

#### Sources of Funds

FY 2019-20 Budget 195

#### Uses of Funds

Spent Thru 3/31/2020 70

Total Funds Under Consideration \$0

**Budget Available as of 3/31/2020 \$125**

### TP Signature Projects

#### Sources of Funds\*

FY 2019-20 Budget \$19

#### Uses of Funds

Spent Thru 3/31/2020 \$38

Total Funds Under Consideration \$468

**Budget Available as of 9/30/2020\* -\$487**

\* Additional Signature funds \$487K available to be brought forward when needed



31-Mar-20			
(\$000)	Current Projects	Spent 2019-20	Pending Commitments
<b>Tampa Palms Signature Projects (BB Downs)</b>			
Consulting Services	31	7	21
Irrigation	20		20
Main Entry Restorations	173	28	145
Area 2 Pond			15
Bruce B Downs Improvements	267		267
<b><i>Sub-Total TP Signature 2017</i></b>	<b><i>\$506</i></b>	<b><i>\$38</i></b>	<b><i>\$468</i></b>
<b>Capital Projects</b>			
Consulting Services			
Irrigation Systems			
Parks		5	
Landscape & Lighting		58	
Signs, Infrastructure & Lighting			
<b><i>Sub-Total Capital Projects</i></b>	<b><i>\$0</i></b>	<b><i>62</i></b>	<b><i>\$0</i></b>
<b><i>Total TP Signature 2017 &amp; Standard Capital Projects</i></b>		<b><i>\$100</i></b>	<b><i>\$468</i></b>



**Capital Projects Signature Projects  
2019-20 Through February 29, 2020**

<b>Tampa Palms Signature Projects (BB Downs)</b>	<b>Current Projects</b>	<b>Spent A/O 3/31/2020</b>	<b>Pending Commitments</b>
<b>Consulting Services</b>			
Restoration Designs	24,000	10,110	13,890
Survey & Staking	7,000	330	6,670
<i>Sub Total</i>	<u>31,000</u>	<u>10,440</u>	<u>20,560</u>
<b>Irrigation</b>			
Area 1 & 2 Irrigation (Incl BB Downs)	20,000		20,000
<i>Sub Total</i>	<u>20,000</u>		<u>20,000</u>
<b>Main Entry Restorations</b>			
Area 1 Entry Landscape (Phase II)	77,513		77,495
Area 2 Landscape Phase II	20,000	12,239	7,761
Area 2 Landscape (TP Blvd & Amberly Phase II)	25,000		25,000
Area 2 Pond Landscape & Wayfinding	50,000	15,303	34,697
<i>Sub Total</i>	<u>172,513</u>	<u>27,542</u>	<u>144,971</u>
<b>Area 2 Pond</b>			
Littoral Plantings & Noxious Removal			
Area 2 Pond Landscape -Bank Repairs	15,000		15,000
<i>Sub Total</i>	<u>15,000</u>		<u>15,000</u>
<b>Bruce B Downs Improvements</b>			
Area 1 Adl Trees	22,000		22,000
Cypress Creek to Power Corridor ( Walls)	245,000		245,000
<i>Sub Total</i>	<u>267,000</u>		<u>267,000</u>
<b>Sub-Total Tampa Palms Signature</b>	<b>505,513</b>	<b>\$37,981</b>	<b>467,531</b>
<b>Normal Capital Projects</b>			
	<b>Current Projects</b>		<b>Pending Commitments</b>
<b>Irrigation Systems</b>			
<i>Sub Total</i>	<u>0</u>		<u>0</u>
<b>Parks</b>			
Cozy Dome Climber		4,525	-
<i>Sub Total</i>	<u>0</u>	<u>4,525</u>	<u>-</u>
<b>Landscape &amp; Lighting</b>			
Bricks for Sanctuary Wall Bed		11,391	
Drainage Mgmt - Phase I & 2 TP Blvd		46,520	
<i>Sub Total</i>	<u>-</u>	<u>57,911</u>	<u>-</u>
<b>Signs, Infrastructure &amp; Lighting</b>			
<i>Sub Total</i>	<u>0</u>		<u>0</u>
<b>Sub-Total Normal Capital Projects</b>	<b>\$0</b>	<b>\$62,436</b>	<b>\$0</b>
<b>Total TP Signature &amp; Standard Capital Projects</b>		<b>\$100,417</b>	<b>\$467,531</b>

# CHECK REGISTER

Tab 3 E



**TAMPA PALMS CDD  
CASH REGISTER  
FY 2020**

Date	Num	Name	Memo	Receipts	Disbursements	Balance
01/31/2020			<b>EOM BALANCE</b>	<b>61.13</b>	<b>128,589.57</b>	<b>151,623.86</b>
02/04/2020	8285	Forestry Resources LLC	Mulch		5,730.00	145,893.86
02/06/2020	8286	AT&T	Long Distance - January		75.41	145,818.45
02/06/2020	8287	CINTAS	Safety Mats		123.14	145,695.31
02/06/2020	8288	CORE & MAIN LP	Irrigation Parts		774.63	144,920.68
02/06/2020	8289	DPFG MANAGEMENT & CONSULTING, LLC	CDD Mgmt - February		6,337.61	138,583.07
02/06/2020	8290	FEDEX	Shipping		24.04	138,559.03
02/06/2020	8291	Forestry Resources LLC	Pinebark Nuggets		6,120.00	132,439.03
02/06/2020	8292	FRONTIER COMMUNICATIONS	Hampton Pk Phone - 01/05-01/18		201.52	132,237.51
02/06/2020	8293	METZGER & WILLARD, INC	Obtaining Info for Right-of-Way / Property Lines		330.00	131,907.51
02/06/2020	8294	REP SERVICES, INC	Amberly Park Cozy Dome		4,525.00	127,382.51
02/06/2020	8295	SECURITAS SECURITY SERVICES USA, INC	1/5-1/18 - Security Guard		2,482.50	124,900.01
02/06/2020	8296	Straley Robin Vericker	Legal Services thru 01/15/2020		152.00	124,748.01
02/06/2020	8297	VERIZON	12/24/19-01/23/2020 - Phone		116.25	124,631.76
02/06/2020	8298	WELCH TENNIS COURTS, INC	Tyraps		18.98	124,612.78
02/06/2020	8299	Zeno Office Solutions, Inc.	Contract ovg charge 12/25-01/24		30.95	124,581.83
02/13/2020	8300	CINTAS	Void		0.00	124,581.83
02/13/2020	8301	ADVANCED ENERGY SOLUTION OF	Void		0.00	124,581.83
02/13/2020	8302	FRONTIER COMMUNICATIONS	Void		0.00	124,581.83
02/13/2020	8303	HARDEMAN KEMPTON AND ASSOCIATES, IN	Void		0.00	124,581.83
02/13/2020	8304	IRON MOUNTAIN	Void		0.00	124,581.83
02/13/2020	8305	STAPLES	Void		0.00	124,581.83
02/13/2020	8306	TAMPA ELECTRIC	Void		0.00	124,581.83
02/13/2020	8307	TERMINEX	Void		0.00	124,581.83
02/13/2020	8308	FLORIDA FOUNTAIN MAINTENANCE, INC	Void		0.00	124,581.83
02/13/2020	8309	SECURITAS SECURITY SERVICES USA, INC	Void		0.00	124,581.83
02/13/2020	8310	CINTAS	Safety Mats - 2/10/20		61.57	124,520.26
02/13/2020	8311	ADVANCED ENERGY SOLUTION OF	Res - Rep lights		429.90	124,090.36
02/13/2020	8312	FRONTIER COMMUNICATIONS	Amberly Pk Phone - February		221.87	123,868.49
02/13/2020	8313	HARDEMAN KEMPTON AND ASSOCIATES, IN	Prof Design Cons Servs		2,950.00	120,918.49
02/13/2020	8314	IRON MOUNTAIN	2/1 - 2/29 - Records Storage		238.21	120,680.28
02/13/2020	8315	STAPLES	Office Supplies		41.52	120,638.76
02/13/2020	8316	TAMPA ELECTRIC	VOID: Summary Bill		0.00	120,638.76
02/13/2020	8317	TERMINEX	Pest Control - January		137.00	120,501.76
02/13/2020	8318	FLORIDA FOUNTAIN MAINTENANCE, INC	new gaskets & install motorpump, Fntn Maint - February		6,912.38	113,589.38
02/13/2020	8319	SECURITAS SECURITY SERVICES USA, INC	12/22 - 1/04 - Security Guard		2,301.94	111,287.44
02/14/2020	8320	TAMPA ELECTRIC	Summary Bill - 1/2020		8,718.34	102,569.10
02/14/2020	073068ACH	Innovative Employer Solutions	12/30-1/12 - D. Collins P/R		906.11	101,662.99
02/14/2020	726611DD	DOROTHY COLLINS	12/30-1/12 - D. Collins P/R		2,259.90	99,403.09
02/20/2020		Center State	Funds Transfer	189,495.00		288,898.09
02/20/2020	8321	ABM Landscape & Turf Services	Projects for October-November, Jan, Mowing - October-N		196,186.00	92,712.09
02/20/2020	8322	CINTAS	Safety Mats - 2/17/20		61.57	92,650.52
02/20/2020	8323	ESD WASTE2WASTER, INC	Pump Maint - Feb		300.00	92,350.52
02/20/2020	8324	OLM, INC	Landscape Insp - 02/10/2020		1,575.00	90,775.52
02/20/2020	8325	SECURITAS SECURITY SERVICES USA, INC	VOID		0.00	90,775.52
02/20/2020	8326	SEFFNER ROCK & GRAVEL	Fill Dirt		2,248.00	88,527.52
02/20/2020	8327	Straley Robin Vericker	Legal Services thru 10/15/2020		244.00	88,283.52
02/20/2020	8328	WELCH TENNIS COURTS, INC	Tennis Wall Vents		2,082.78	86,200.74
02/20/2020	8329	XEROX CORPORATION	Copier Lease - December		135.31	86,065.43
02/21/2020	8330	SECURITAS SECURITY SERVICES USA, INC	01/19-02/01 - Security Guard		2,542.74	83,522.69
02/21/2020	073295ACH	Innovative Employer Solutions	02/01/2020 - 02/09/2020 - D. Collins P/R &BOS Mtg. 2/12		171.40	83,351.29
02/21/2020	17	Eugene R. Field	BOS Mtg. 2/12/2020		184.70	83,166.59
02/21/2020	18	Adisa Gibson	BOS Mtg. 2/12/2020		184.70	82,981.89
02/21/2020	729463DD	James P. Soley	BOS Mtg. 2/12/2020		184.70	82,797.19
02/21/2020	729464DD	Jessica B. Vaughn	BOS Mtg. 2/12/2020		184.70	82,612.49
02/24/2020		Center State	Funds Transfer	205,375.00		287,987.49
02/27/2020	8331	CINTAS	Safety Mats		123.14	287,864.35
02/28/2020	8332	Arete Industries	Replace street signs & stop signs		1,635.00	286,229.35
02/28/2020	8333	CINTAS	Safety Mats - 2/24/20		61.57	286,167.78
02/28/2020	8334	DOUGLAS CLEANING SERVICES	02/1 - 02/29 - CDD Cleaning		1,290.00	284,877.78
02/28/2020	8335	GILL, WAYNE	deposit for wood/metal repairs		2,100.00	282,777.78
02/28/2020	8336	REPUBLIC SERVICES	2/1-2/29 - Solid Waste		1,087.03	281,690.75
02/28/2020	8337	SUNSHINE STATE ONE CALL F FLORIDA	Dig Tickets - 01/2020		27.13	281,663.62
02/28/2020	8338	TAMPA ELECTRIC	Electricity - 211014900248 - 2/14/2020		60.53	281,603.09
02/28/2020	8339	TURNBURY WOOD HOA	CDD Shared Electricity		541.19	281,061.90
02/28/2020	8340	XEROX FINANCIAL SERVICES	Copier Lease - January - March		272.70	280,789.20
02/28/2020	730274DD	DOROTHY COLLINS	2/10/2020 - 2/23/2020 - D. Collins P/R		2,259.92	278,529.28
02/28/2020	073356ACH	Innovative Employer Solutions	2/140/2020 - 2/23/2020 - D. Collins P/R &BOS Mtg. 2/12/2		863.56	277,665.72
02/29/2020	534	CITY OF TAMPA UTILITIES	Water Utilities - Feb		2,400.58	275,265.14
02/29/2020		Center State	Interest	43.88		275,309.02
02/29/2020			<b>EOM BALANCE</b>	<b>394,913.88</b>	<b>271,228.72</b>	<b>275,309.02</b>
03/02/2020	8341	MARY-MARGARET WILSON	Field Mgmt - March		8,995.00	266,314.02

**TAMPA PALMS CDD  
CASH REGISTER  
FY 2020**

Date	Num	Name	Memo	Receipts	Disbursements	Balance
03/03/2020	8342	ADVANCED ENERGY SOLUTION OF	Res - Rep lights		4,841.98	261,472.04
03/03/2020	8343	FRONTIER COMMUNICATIONS	CDD Phone - 1/16-2/15		689.94	260,782.10
03/03/2020	8344	HOME DEPOT	Supplies	1,150.69		259,631.41
03/03/2020	8345	OLM, INC	Landscape Insp -1/8/20	1,575.00		258,056.41
03/03/2020	8346	REP SERVICES, INC	Amberly Park Cozy Dome	578.81		257,477.60
03/03/2020	8347	WELCH TENNIS COURTS, INC	4 All Star nets	835.71		256,641.89
03/05/2020	8348	DPFG MANAGEMENT & CONSULTING, LLC	CDD Mgmt - March	6,337.61		250,304.28
03/09/2020	8349	GILL, WAYNE	balance due for wood/metal repairs	2,075.00		248,229.28
03/10/2020	8350	AT&T	VOID: Long Distance - February		0.00	248,229.28
03/10/2020	8351	CINTAS	Safety Mats -3/2/20		61.57	248,167.71
03/10/2020	8352	CLEAN SWEEP SUPPLY COMPANY	Supplies 2/24/20		140.97	248,026.74
03/10/2020	8353	FEDEX	Shipping		87.28	247,939.46
03/10/2020	8354	FLORIDA FOUNTAIN MAINTENANCE, INC	Ftnn Maint - March	3,117.38		244,822.08
03/10/2020	8355	FRONTIER COMMUNICATIONS	Hampton Pk FIOS - 2/22 - 3/27	522.46		244,299.62
03/10/2020	8356	REPUBLIC SERVICES	3/1 - 3/31 - Solid Waste	1,034.76		243,264.86
03/10/2020	8357	SECURITAS SECURITY SERVICES USA, INC	11/10-11/23, 2/2-2/15 - Security Guard	4,664.00		238,600.86
03/10/2020	8358	STAPLES	Office Supplies	226.51		238,374.35
03/10/2020	8359	VERIZON	1/24 - 2/23 - Phone	111.25		238,263.10
03/10/2020	8360	Zeno Office Solutions, Inc.	VOID: Contract ovg charge 1/25 - 2/24		0.00	238,263.10
03/10/2020	8361	AT&T	Long Distance - February		76.01	238,187.09
03/11/2020	8362	ABM Landscape & Turf Services	December mowing and winter annuals, December Projec	69,563.85		168,623.24
03/11/2020	8363	FRONTIER COMMUNICATIONS	Phone - March	772.40		167,850.84
03/11/2020	8364	IRON MOUNTAIN	3/1 - 3/31 - Records Storage	238.21		167,612.63
03/11/2020	8365	SUNSHINE STATE ONE CALL F FLORIDA	Dig Tickets - 02/2020	27.13		167,585.50
03/11/2020	8366	TAMPA ELECTRIC	Summary Bill - 2/2020	9,285.99		158,299.51
03/11/2020	8367	TERMINEX	Pest Control - February	142.00		158,157.51
03/11/2020	8368	CINTAS	Safety Mats -3/9		61.57	158,095.94
03/11/2020	8369	CLEAN SWEEP SUPPLY COMPANY	Supplies		201.00	157,894.94
03/11/2020	8370	FR LLC Mulch & Soil	mulch	5,880.00		152,014.94
03/13/2020	734442DD	DOROTHY COLLINS	2/24 -3/8 - D. Collins P/R	2,259.92		149,755.02
03/13/2020	73674ACH	Innovative Employer Solutions	12/30-1/12 - D. Collins P/R & BOS Mtg. 1/8/20	1,016.56		148,738.46
03/13/2020	734443DD	James A. Schoolfield	BOS Mtg. 3/11/2020	184.70		148,553.76
03/13/2020	734444DD	James P. Soley	BOS Mtg. 3/11/2020	184.70		148,369.06
03/13/2020	734445DD	Jessica B. Vaughn	BOS Mtg. 3/11/2020	184.70		148,184.36
03/13/2020	20	Adisa Gibson	BOS Mtg. 3/11/2020	184.70		147,999.66
03/13/2020	19	Eugene R. Field	BOS Mtg. 3/11/2020	184.70		147,814.96
03/16/2020	736066DD	DOROTHY COLLINS	D. Collins P/R RETRO PAY	496.17		147,318.79
03/16/2020	73824ACH	Innovative Employer Solutions	DORTHY COLLINS RETRO PAY	278.85		147,039.94
03/18/2020		Center State Bank	Funds Transfer	212,637.00		359,676.94
03/18/2020	8371	ABM Landscape & Turf Services	VOID:		0.00	359,676.94
03/18/2020	8372	CINTAS	Safety Mats -3/16		61.57	359,615.37
03/18/2020	8373	HAPPINESS FARMS, INC	Plant Material	720.00		358,895.37
03/18/2020	8374	OLM, INC	Landscape Insp- 3/4	1,575.00		357,320.37
03/18/2020	8375	SECURITAS SECURITY SERVICES USA, INC	2/16-2/29 - Security Guard - Hampton Park	1,828.24		355,492.13
03/18/2020	8376	SOLITUDE LAKE MANAGEMENT	Remove & Haul Away Aquatic Weeds @ New Pond REI	2,920.00		352,572.13
03/18/2020	8377	STAPLES	Office Supplies	237.22		352,334.91
03/18/2020	8378	ABM Landscape & Turf Services	Landscape Maint - January-Feb, Mowing - February, Refir	172,958.20		179,376.71
03/24/2020	8379	ABM Landscape & Turf Services	Landscape Maint - March	62,294.10		117,082.61
03/24/2020	8380	ADVANCED ENERGY SOLUTION OF	Res - Rep lights		857.43	116,225.18
03/24/2020	8381	CINTAS	Safety Mats -3/23		61.57	116,163.61
03/24/2020	8382	DOUGLAS CLEANING SERVICES	CDD Cleaning - March	1,387.00		114,776.61
03/24/2020	8383	EEI SECURITY	Monitoring - 2nd Qtr - 2020	89.85		114,686.76
03/24/2020	8384	ESD WASTE2WASTER, INC	Pump Maint - March	300.00		114,386.76
03/24/2020	8385	SECURITAS SECURITY SERVICES USA, INC	2/16-2/29 - Security Guard - Amberly Park	714.50		113,672.26
03/24/2020	8386	SEFFNER ROCK & GRAVEL	Fill Dirt	796.00		112,876.26
03/24/2020	8387	STAPLES	Office Supplies	58.32		112,817.94
03/24/2020	8388	TAMPA ELECTRIC	Electricity - 2/11 - 3/10	28.91		112,789.03
03/27/2020	738664DD	DOROTHY COLLINS	3/9 - 3/22 - D. Collins P/R	2,309.17		110,479.86
03/27/2020	74006ACH	Innovative Employer Solutions	3/9 - 3/22 - D. Collins P/R	880.32		109,599.54
03/30/2020	8389	DPFG MANAGEMENT & CONSULTING, LLC	CDD Mgmt - April	6,337.61		103,261.93
03/30/2020	8390	MARY-MARGARET WILSON	Field Mgmt - April	8,995.00		94,266.93
03/30/2020	8391	CLEAN SWEEP SUPPLY COMPANY	VOID: Supplies 3/20		0.00	94,266.93
03/30/2020	8392	FRONTIER COMMUNICATIONS	CDD Phone - 3/16 - 4/15	550.08		93,716.85
03/30/2020	8393	REPUBLIC SERVICES	4/1 - 4/30 - Solid Waste	1,033.97		92,682.88
03/30/2020	8394	SECURITAS SECURITY SERVICES USA, INC	3/1- 3/14- Security Guard	2,482.50		90,200.38
03/30/2020	8395	XEROX FINANCIAL SERVICES	Copier Lease - April		1.04	90,199.34
03/31/2020	8396	Zeno Office Solutions, Inc.	Contract ovg charge 1/25 - 2/24		43.88	90,155.46
03/31/2020	537	CITY OF TAMPA UTILITIES	Water Utilities - Mar		2,345.93	87,809.53
03/31/2020		Center State Bank	Interest		52.70	87,862.23
03/31/2020			<b>EOM BALANCE</b>	<b>212,689.70</b>	<b>400,136.49</b>	<b>87,862.23</b>

# STRATEGIC PLANNING



# STRATEGIC PLANNING

Tab 4F

	<u>Next Step</u>	<u>Date</u>	<u>Responsible</u>
<b>I. Signature Projects</b>			
<b>1) General Progress &amp; Timeline</b>			
a) Progress	Report To Board	May	Staff
<b>2) Entrance Pond</b>			
a) Pond Perimeter Platings / Pod Levels	Review Progress	May	Staff
<b>3) Community Entrances</b>			
a) Tampa Palms Blvd - Area 1 Propose Planting Plan	Board Approval	Jun	Staff
b) Wayfinding Sign (Grace) Provide Update	Progress Report	May	Staff/Soley
<b>II Capital Projects</b>			
<b>1) Wayfinding &amp; Misc. Signs</b>			
a) Area 2 Entry (Sig 2017 Area 2 Above)	Update Board	Future	Staff/Soley

2) Lake Fountain Review

- a) Board update

<u>Next Step</u>	<u>Date</u>	<u>Responsible</u>
Review	Apr	Staff / Soley

III Landscape Assets

1) Assessment YTD Weather Impacts

Report To Board	May	Staff
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2) Village Entry & Blvd Restorations

- a) Plans / Direction
- b) Palm Tree Pests
- c) Sanctuary Wall

Report To Board	Jun	Staff
Report To Board	Aug	Staff
Report To Board	May	Staff

3) LED Landscape Lighting

- a) Phase III

Future Consideration	TBD	Staff
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IV Park Reviews

1) Park Inspections & Restorations

- a) Park Status Report
- b) Improvements During Shut-down

Report	May	Staff
Board Review	May	Staff

V. Misc and Local Government

- a) CDD Covid19 Response
- b) Paving- Tampa Palms Blvd [COT]
- c) New Lanes I-75 [FDOT]
- d) Multi-Modal Path Repaving [COT]

Report To Board	May	Staff
Monitor	May	Staff
Announce PD&E Public Meeting	Future	FDOT Staff
Report To Board	Future	Staff



# 2020 FOCUS

Tab 4C

## Focus For 2020

- Secure Community For (1) Initial Covid 19 Crises and (2) Possible Re-emergence in Fall
- Complete Signature projects restoring and rebranding Tampa Palms.
- Maximize cash management model to achieve greatest safe return for community.
- Maintain involvement in the City of Tampa progress toward restoration of Tampa Palms Blvd. (Design FY 2019-20 / work FY 2020-21).
- Monitor plans for expansion of I-75 adjacent to Tampa Palms to understand and find means to mitigate damage to the community.



FY 2019 -20

- **Covid19 Crises**
- Landscape Renewal Continues (10 Year Cycle)
- Possible Express Lanes For I-75 Adjacent To Tampa Palms (Next Meeting May 2020)
- ADA Review For CDD Parks
- Repave TP Blvd w/ Complete Streets Design (Project Design)
- Expansion New Tampa Rec Center (In Progress)
- New Sensory Friendly Park –? Location
- USF School of Public Affairs Study of New Tampa Business Climate - Feedback
- Additional Jogging Path Repairs
- General Election Primary (March 2020) [Complete]

FY 2020-21

- Prepare Covid19 Re-emergence (Fall & Winter)
- Additional Jogging Path Repairs
- Repave TP Blvd w/ Complete Streets Design (? Delayed)
- SWWMD Permit (WUP) Due
- **General Election**

SIGNATURE  
SPENDING  
PLAN

Tab 41

## Update Signature Mitigation Projects

This report is filed monthly to update the Board Members as to the status of funds - both availability and commitment - for the Signature Tampa Palms projects.

**Funds Available A/O Fiscal Year 2019 -20**

**\$ 506K**

Work in Progress or Anticipated A/O May, 2020 Meeting



Opening Balance/Available	FY 2013-14 \$1,330,480	FY 2014-15 \$1,043,490 \$300,000	FY 2016-18 \$1,287,907	FY 2018-19 781762	FY 2019-20 \$505,513 In Progress
Consulting Svcs			\$32,005	\$7,809	\$31,000
Irrigation Relocation	\$93,000				
Irrigation- New Install & Repairs		\$55,000	\$95,000	\$19,472	\$20,000
Area 1- Entry Streetlights			\$20,000	Complete	
Area 1 & 2 Pillars, Fencing & Lighting			\$882	\$73,534	
Area 1- Landscape Entry Median (Phase 1)				Complete	
Area 1 Entry - Landscape Phase II)				\$71,632	\$77,513
Area 2- Entry Streetlights			\$14,475	Complete	
Area 2 Pillars, Fencing & Lighting			\$26,323		
Area 2 Entry - Median Landscape (Phase 1)			\$55,000	Complete	
Area 2 Entry - Landscape (Phase II)			\$33,000		\$45,000
Area 1 & 2 Median Electrical Restoration			\$36,000	Complete	
Area 1 & 2 Wall Replacements/Repairs			\$15,000		\$245,000
Amberly (1) Entrances (Monument Area)			\$55,000	\$47,447	
Area 2 Entry Pond Area					\$37,000
Area 2 Entry Pond - Landscape Phase 2				\$50,425	
Area 2 Entry Pond - Tree Buffer			\$85,000	Complete	
Area 2 Entry Pond - Fountain & Fountain Lights			\$21,460	Complete	
Area 1 - Landscape & Irr Welcome -Amberly			\$55,000	Complete	
Area 2 - Landscape BB D (Incl Wayfinding)					\$50,000
Area 2- Landscape Amberly To Bridge			\$20,000	\$5,930	
Optional Lights					
Area 2 Entry- Roadway Bricks*			\$142,000	Complete*	
BB Downs Fencing Upgrade (Black)*	193,990				
<i>S/T By Fiscal Year</i>	<i>\$286,990</i>	<i>\$55,583</i>	<i>\$706,145</i>	<i>\$276,249</i>	<i>\$505,513</i>
<b>Total All Projects</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>



# MINUTES

1  
2  
3 **MINUTES OF MEETING**  
4 **TAMPA PALMS**  
5 **COMMUNITY DEVELOPMENT DISTRICT**

6 The Regular Meeting of the Board of Supervisors of the Tampa Palms Community  
7 Development District was held on Wednesday, March 11, 2020 at 6:00 p m at the Compton  
8 Park Recreation Building, 16101 Compton Drive, Tampa, Florida.

9  
10 **FIRST ORDER OF BUSINESS - Welcome & Roll Call**

11 Mr. Field called the meeting to order.

12 The Board members and staff introduced themselves for the record.

13  
14 Present and constituting a quorum were:

15 Gene Field	Chairman
16 Jim Soley	Vice Chairman
17 Jessica Vaughn	Supervisor
18 Jake Schoolfield	Supervisor

19  
20 Also present were:

21 Lore Yiera	District Manager
22 Maggie Wilson	Consultant/Resident
23 Warren Dixon	TPOA Business Consultant
24 Brian Koerber	TPOA Property Manager

25  
26  
27 Mr. Field established that a quorum of the Board was present.

28  
29 **Pledge of Allegiance**

30 Mr. Schoolfiels led the recitation of the Pledge of Allegiance.

31  
32 **SECOND ORDER OF BUSINESS – Strategic Planning Review**

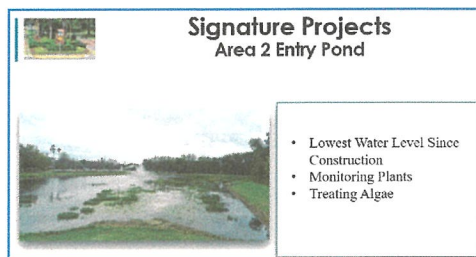
33  
34 Mr. Field reviewed the most current strategic plans, noting that the focus is on those  
35 issues which have the most immediate impact.

36 The full strategic plans and significant events were included in the advance Board  
37 Package; a copy of which is attached hereto and made a part of the public record.

38  
39 **THIRD ORDER OF BUSINESS - Supervisor Comments.**

40 There being none, the next item followed.

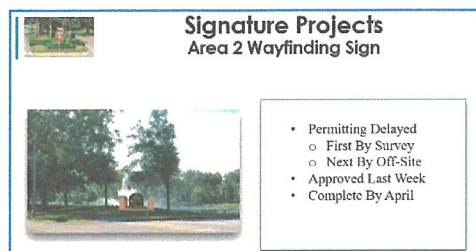
1 Ms. Wilson reviewed the condition of the Area  
2 2 main entry pond and noted that the water level was  
3 the lowest since the pond was created and filled.  
4 She also discussed what had to be done continually to  
5 make certain that algae and weeds did not take over.



**Signature Projects**  
Area 2 Entry Pond

- Lowest Water Level Since Construction
- Monitoring Plants
- Treating Algae

6  
7 Ms. Wilson advised that after a second survey and  
8 executive appeal, the permit for the wayfinding sign  
9 had finally been approved for construction.



**Signature Projects**  
Area 2 Wayfinding Sign

- Permitting Delayed
  - First By Survey
  - Next By Off-Site
- Approved Last Week
- Complete By April

10 .  
11 ♦ **Community Appearance**

12 Ms. Wilson noted that the Tampa Palms  
13 landscape is doing well and that it was rated 92 during  
14 the most current OLM inspection.



**Community Appearance**

- OLM Rating 92
- Leaf Collection & Cutbacks
  - Normal Median & ROW
  - Power Corridor Complete
- SG Cable Damage Repaired
  - Drainage Restored
  - Turf Replaced

15  
16 Ms. Wilson reviewed the weeping bottle brush  
17 tree at the entrance to Sterling Manor and the efforts to  
18 keep it safe by propping up the branches most in  
19 conflict with the sidewalk. She further noted that the  
20 palm replacements, including the two at the main Area  
21 1 entry median and several along Tampa Palms Blvd,  
22 had been made.



**Community Appearance**  
Tree & Palm

- Bottle Brush In Bloom
  - Sterling Manor Specimen Made Safer
- Palms Being Replaced
  - Main Entry
  - Medians
- Recovering Palm ?

23 Ms. Wilson reviewed some action that the  
24 Reserve Board wanted to take to provide a different  
25 level of maintenance than the general property receives  
26 along the boulevards.



**Community Appearance**  
Reserve Center Fountain

- Good Idea Gone Astray
  - Reserve Board Wanted Increased Attention
  - ROW Style – Tampa Palms vs Resort Style Disney
- Reserve Private Company
  - Inside Village Plus
  - Twice /Year Center Island
  - Obj: Show More Brick

27 The initial efforts by the Reserve's landscape company  
28 did not go well as they intruded onto areas maintained  
29 by the CDD and over-pruned, nearly causing OLM to  
30 fail the CDD inspection. It was accidental and ABM  
31 feels certain that with feeding and care all will recover.



**Community Appearance**  
Reserve Center Fountain

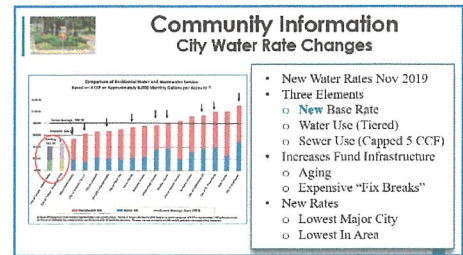
- Good Idea Gone Astray
  - More Brick Good
  - Execution Bad
- Reviewed Last Fall
  - Hollies Old
  - Never Shear / Hand Prune
  - Replace Spring 2020
- Reserve Left A Mess
  - Hacked Bushes
  - Left Clippings
- Replace On Schedule



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◆ **City of Tampa Community Meeting – Water Rates**

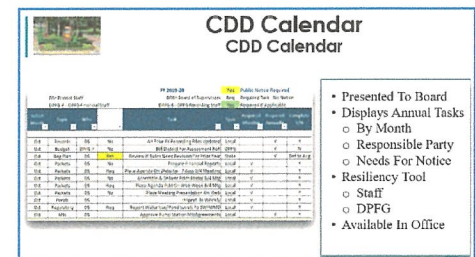
Ms. Wilson reported the results of the City meeting and feedback session held at Compton Park regarding the new water rates and rate structure.



She noted that while some residents expressed concern that Tampa had far higher water rates than other jurisdictions, the facts were opposite, Tampa rates are far lower than the county, other nearby counties and other cities in Florida.

◆ **CDD Calendar**

Ms. Wilson reviewed the CDD annual calendar that displays the tasks that must be accomplished each year.



**Additional Advanced Board Package Materials:**

Information regarding financial reports were included in the Advance Board package; copy of which is attached hereto and made a part of the public record.

**EIGHTH ORDER OF BUSINESS – Other Matters**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS – Public Comments**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS - Supervisor Comments**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS - Adjournment**

# CONSULTANT REPORTS

# CDD COVID RESPONSE

April 14, 2020

I. Consultant, Employee & Contract Associates Care

- Safety measures to protect most critical staff
  - Admin Asst (Dede Collins)  
Working from home w/ email connection and messenger delivery as needed.
  - Consultant (Maggie Wilson)  
Working both from home and the CDD  
Not entering ABM common areas when occupied by any workers  
Not allowing ABM staff in office  
Workspace doors in and out of office area sterilized three times a day by ABM  
Restrooms sanitized daily by CDD cleaning person
- ABM Tampa Palms
  - Manager Joe Laird
  - Asst Manager James Wright
- ABM associates
  - Protective gear
  - Individual vehicles and equipment for each worker
  - Team work distancing assignments

II. Community Care

- Landscape maintenance:
  - Homeland Security (CISA) rules essential service
  - State rules an essential service
- Critical Outside Vendors
  - Hardeman Kempton Landscape Architects
- Hoover Pump
  - Consider critical spare parts on-site inventory
- Advance Energy Solutions
  - Established critical spare parts inventory, locally available
  - Maintains parts for land-based fountains as back-up
  - Maintains spare parts for irrigation system electronics

- Lake Masters
  - On-call numbers
  
- Florida Fountain Maintenance
  - Advanced Energy provides back-up support for fountains

### III. Community Resources Care

- District financial reserves secured in a (QPD)
  - A Florida State Qualified Public Depository
  - Guaranteed by a consortium of major Florida and US FDIC banks.

### IV Community Park Safety

- Hampton Park
  - Hours adjusted for County Curfew
  - Social distancing closed Tennis, Racquetball, Basketball, Pavilions, Restrooms, And Playground
  - Tennis & Basketball lighting off
  - Park open for walking
  - Guard on site to oversee proper use
  
- Amberly Park
  - Social distancing closed Playground, Pavilion & Restrooms
  - Guard on site to oversee proper use

### V. Resident Communication

- Web-based tampapalmscdd.com
  - Budgets, Financial Statements, Minutes of last CDD Board Meeting And other related community information
  - Newsletter and special notifications available
  
- TPOA Newsletter 6 X per year
  - May Board Meeting.....online
  
- Tampa Palms-TPOA Facebook
  - Community Announcements

# COMMUNITY APPEARANCE



## Community Appearance

The portion of the CDD mission regarding *protection and maintenance of CDD assets* translates directly into property appearance.

The appearance of Tampa Palms is crucial during this time of social upheaval, as the community appearance is both reassuring to many that at least some elements of life are functioning in what is an almost normal fashion, and contributory to property value commiserate with the fees paid by the owners. Paul Woods, the OLM inspector, made a comment that “this landscape is creating a normal in the absence of almost anything else being normal”.



The community was inspected last Wednesday (5/6/20) by OLM and the property received a 92% rating.



The Spring annual plantings and contrasting deep green shrubs and turf at the main entries continue to provide a bright welcoming array for both our Tampa Palms residents and guests, as well as, an attractive signpost for those who pass through the community on Bruce B Downs, even if at 55 MPH.



The Spring annuals have presented a challenge to the landscapers as marigolds are not normally subjected to the high heat and humidity that were present most of April. Fungicides combined with care kept them attractive.

The new Area 2 landscape along the sides of road provides a clean look, punctuated by colorful Maui ixora in front of each pillar, that does not obstruct the view of the major pond fountain behind it. John Stack of Architectural Fountains says that he receives numerous inquiries about copying “the Tampa Palms fountain” but most ponds either lack the breath of view or depth or both.



Both day and night the Area 2 entry fountain is an eye catcher, performing well the task of commanding view and reducing attention to the pond itself.

The flood plain in front of the entry fountain continues to serve as a pre-processor of stormwater but as the turf establishes, what a change from eighteen months ago.





For the last two months ABM has intensified focus on the medians along Tampa Palms Blvd, shaping the



existing plants for better show and replacing plantings that have failed or are slow to “pop out” of the winter doldrums.

Shore juniper was installed between Hampton Park and Manchester. The Maui ixora used in medians between the Cambridge II and TP Elementary is starting to elaborately bloom. In medians, Maui ixora is more of a perennial than a long-lasting plant.



By late summer last year the bouganvillia in the raised planters across from the Reserve was doing what the plant is programmed to do, put out runners/spikes.

If these spikes are trimmed off, the bloom is lost. Still the spike-look is not attractive and the decision was made to remove and replace most of the bouganvillia.

This was not an easy decision, as many of you will remember that bouganvillia is one of Ms. Maney’s favorite plants and she is very involved in property inspection. About 75% of the bouganvillia was replaced with copper plants. The copper plants were allowed to “grow-in” over the winter and in the last weeks they were shaped to establish fullness.



A portion of the bouganvillia was retained and heavily pruned into a low hedge-like shrub. This does remove many of the bloom runners but some color is retained, just not the natural shape of the plant. Ms. Maney has agreed to let staff and Joe Laird live.

The total look is much improved. ABM will be plantings additional ficus vines at the rear of this planter and the plan includes careful pressure washing of the planter front to remove irrigation water stains.







The power crossing landscape along Tampa Palms Blvd has just been cutback and refreshed for the summer.

This includes both the medians and the side-of-road berms that reduce view into the corridor for folks driving along the boulevard and to some degree protects owners along the corridor from intrusion (trash dumping is always a problem).



The Reserve entry is improving, in fact thanks to ABM feeding and the warm weather the hacked-up holly are almost back to their original shape and height.



Ms. Maney, the OLM inspector and Joe Laird all maintain that these mature plants have a “natural height” and will grow quickly to re-attain it.

The right answer is to replace the old hollies with podocarpus as was planned. That plan has been deferred.



The raised planters on the exit and entry sides of the Reserve gate (on CDD-owned property inside the gate) have been replanted.

At the request of a member of the Reserve board, copper plants, that reflect the planters across the street from the Reserve, and ginger were used.

Joe Laird has a minor concern about there being too much sunlight on the ginger on one side and the plants are being watched carefully.





The Reserve has suffered the loss of additional Canary Isle palms inside the gate. The Reserve board wishes to replace two of these palms.

Canary Isle palms are very expensive and after a long history of replacing them at the Reserve entry and other places in Tampa Palms (and expenditures exceeding \$500,000 approved by prior boards), along with the the strong recommendation of Dr. Monica Elliot, this board mandated no further use of the Canary Isle palm by the CDD.



The Reserve board understands this and approached their private landscaper replace these palms. Note; while the CDD takes care of the landscape inside the gates to the end of the entry, it does not own the ROW or center median where these palms were located. These new palms would be on Reserve-owned property.

The problem with the Reserve’s landscape company providing the palms is that the only water at the entry is (1) served by the CDD’s mainline and (2) controlled by the CDD’s irrigation system. Giving any third party access is a mistake and not something acceptable to the CDD.

The Reserve has offered to pay the CDD to have the palms installed by ABM. The CDD provided similar services that were reimbursed by the Reserve when the second tier was added to the entry center median. Staff advised the Reserve that approval to proceed by the CDD Board was required and staff is requesting board authority to proceed.

The ABM teams have also been engaged in cul de sac and land tract landscape pre-summer improvements.

There are 54 cul de sac’s and 40 landtracts in Tampa Palms. They vary tremendously in size, shape, and design. Some are long almost medians lining the entry to a cul de sac such as in Stonington, Canterbury and Asbury while many are round, small and filled with utility meters such as in Tremont and the Enclave.



The cul de sacs are owned by the City and there is no CDD irrigation water available to them so the CDD must use (and pay for) potable water.



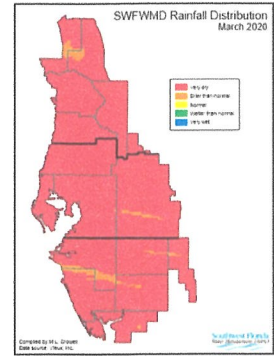
While most residents and visitors never see these areas, they are “Tampa Palms landscape” to the residents who live adjacent to them and care of them is a critical element to enjoyment of many owners’ for their homes.





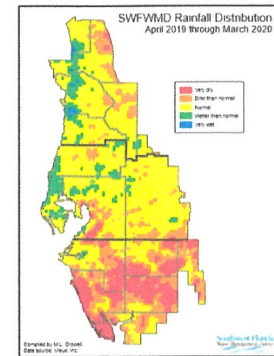
Board members may be aware that Hillsborough County has just enacted water restrictions for portions of southern Hillsborough County brought about by water deficits in that area. It has been discussed at the county level that these restrictions, which limit certain hours when irrigation can take place, are occurring for two rather different reasons;

1. First the south county area has been heavily developed in the last few years and supporting the potable needs is problematic - which does apply to Tampa Palms which has City water service - and
2. Second the dry period that the entire area has experienced in 2020, through April.



Rainfall for Tampa Palms and the multi-county SWFWMD area looks grim for Mar. as depicted above.

The twelve month results for the area do not display a rainfall deficit, in fact for the small Tampa area, the results show “wetter than normal”.



April results are not yet published (March and April are typically the two driest months of the year).

So far in May which is only a week old, Tampa Palms has had nine inches of rain.

Despite the recent rainfall, it is imperative that the Tampa Palms irrigation systems be kept in good working order. In April the second of the two VFD’s (variable frequency drives) in the Area 1 pump station failed. The other drive failed last fall and was replaced. The new failure was replaced two weeks ago.

Joe Laird and team performed an assessment of both stations (Area 1 and Area 2) in order to determine if any components were reaching their end of useful life or showing undue wear. Both systems appeared in good working order with two exceptions:

- The float for the Area 1 pond fill showed deterioration and was replaced.
- It was determined that the filtration system disks for the Area 2 pump station needed to be cleaned. That work will be completed next week.



It is far better to take care of these repair items at a time when Hoover Pumping is not terribly busy and there is no need to shut down systems in summer heat.

In May, in advance of the summertime ban on fertilizing, ABM will replenished the turf fertilizer with a 15-0-15 w/ 25% sulfur coated urea product to allow for a slower release of nitrogen.



In addition the shrubs and trees received a 6-6-6 mixture that also includes a minor element package. The filler will be milorganite\*.

Joe Laird is adding an extra level of liquid fertilizer to the new tarrow palms that take quite a bit of time to establish.

\* Milorganite is an ultra- slow release solid fertilizer which is very nitrogen rich. It was created 100 years ago by the Milwaukee Sewage District as a byproduct of slug.



# PROPOSED FY 2021 BUDGET

**Tampa Palms CDD****FY 2020-21 General Fund Budget**Executive Summary

The FY 2020-21 General Fund Budget is the first year of the Five-Year Financial Model in your Board Book of March 13<sup>th</sup> with the following changes:

- 1) Assessments have been maintained at current year levels vs a 2.2 % increase in the Model.  
This is recognition of the financial impact of the coronavirus on our economy and our residents.  
This is a \$ 58 K reduction from the model.
- (2) Interest Income is included at only \$ 10 K vs the previous \$ 55 K; a \$ 45 K reduction. The Federal Reserve has taken treasury yields close to zero.
- (3) Carry-forward funds are transferred from our bank reserves to cover the above two changes.

Constituent Perspective

No assessment increases, but we still assure the citizens that the District maintains the ability to preserve and protect approximately \$ 20.0 million in community assets. The FY 2020-21 assessments equate to FY 2007-08 assessment levels.

Assumptions

Signature TP 2017 to be completed this year; is not included in the model.

The following economics were used in the model:

- No change in Assessment levels, they are equal to the current year.
- Interest Income reduced to recognize Federal Reserve rate reductions.
- Expense inflation of 3.0 % on ABM and 4.0 % on all other expenses.

**TAMPA PALMS CDD  
PROPOSED BUDGET SUMMARY REPORT - FY 2020-21**

	FY 2019-20 Adopted	FY 2019-20 Outlook	FY2020-21 Proposed	\$ INCR (DCR) VS 2019-20 Budget	% INCR (DCR) VS 2019-20
<b>REVENUE- ALL SOURCES</b>					
Assessments Non-Advalorem	2,737,595	2,737,595	2,737,595	-	0.0%
Early Payment Discount	-109,504	-109,504	-109,504	-	0.0%
Interest Income	55,000	55,000	10,000	(45,000)	-82%
Excess Fees	15,000	15,000	15,000	-	0.0%
Misc. Rev	1,200	1,200	1,200	-	0.0%
Carry Forward (Signature Funds) <sup>1</sup>	15,000	500,257	85,000	70,000	466.7%
<b>Total Revenue</b>	<b>\$2,714,291</b>	<b>\$3,199,548</b>	<b>\$2,739,291</b>	<b>25,000</b>	<b>1%</b>
<b>EXPENDITURES</b>					
<b>Administrative Expenditures</b>					
<i>S/T Personnel Services</i>	21,834	21,834	21,834	-	0%
<i>S/T Professional Services</i>	148,984	146,984	148,984	0	0%
<i>S/T Administrative Services</i>	15,685	15,685	15,685	0	0%
<b>Total Administrative</b>	<b>186,503</b>	<b>184,503</b>	<b>186,503</b>	<b>0</b>	<b>0%</b>
<b>Field/ Operations Services</b>					
<i>S/T Field Management Svcs</i>	343,156	343,156	342,175	-981	-0.3%
<i>S/T General Overhead</i>	185,060	191,720	198,830	13,770	7%
<i>S/T Landscape Maintenance</i>	1,153,473	1,150,873	1,157,960	4,487	0%
<i>S/T Landscape New &amp; Enhanced</i>	165,640	162,000	163,743	-1,897	-1%
<i>S/T Facility Maintenance</i>	214,995	214,995	223,595	8,600	4%
<b>Total Field Operations/Services</b>	<b>2,062,325</b>	<b>2,062,745</b>	<b>2,086,303</b>	<b>23,978</b>	<b>1%</b>
<b>Total Normal Operations</b>	<b>2,248,828</b>	<b>2,247,248</b>	<b>2,272,806</b>	<b>23,978</b>	<b>1%</b>
<b>Project Driven Expenses</b>					
<b>Total Project Driven Expenses</b>	<b>465,463</b>	<b>952,300</b>	<b>466,485</b>	<b>\$1,022</b>	<b>0.2%</b>
<b>Total Normal Operations and Project Driven Expenses</b>	<b>\$2,714,291</b>	<b>\$3,199,548</b>	<b>\$2,739,291</b>	<b>\$25,000</b>	<b>1%</b>
<b>Excess Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<sup>1</sup> Fund previously allocated for Signature restoral and brought into the budget as required.					

**TAMPA PALMS CDD**  
**PROPOSED BUDGET FY 2020-21 DETAIL**

	FY 2019-20	FY 2019-20	FY 2020-21	\$ INCR (DCR)	% INCR (DCR)
	Adopted	Outlook	Proposed	VS 2019-20 Budget	VS 2019-20
<b>REVENUE- ALL SOURCES</b>					
Assessments Non-Advalorem	2,737,595	2,737,595	2,737,595	-	0.0%
Early Payment Discount	-109,504	-109,504	-109,504	-	0.0%
Interest Income	55,000	55,000	10,000	(45,000)	-81.8%
Excess Fees	15,000	15,000	15,000	-	0.0%
Misc. Rev	1,200	1,200	1,200	-	0.0%
Carry Forward	<u>15,000</u>	<u>500,257</u>	<u>85,000</u>	<u>70,000</u>	466.7%
<b>Total Revenue</b>	<b>\$2,714,291</b>	<b>\$3,199,548</b>	<b>\$2,739,291</b>	<b>25,000</b>	<b>1%</b>
<b>EXPENDITURES</b>					
<b>Administrative Expenditures</b>					
Personnel Services					
Board of Supervisors	11,000	11,000	11,000	-	0%
FICA	5,810	5,810	5,810	-	0%
FUTA/SUTA + Payroll Fees	<u>5,024</u>	<u>5,024</u>	<u>5,024</u>	-	0%
<i>S/T Personnel Services</i>	<b>21,834</b>	<b>21,834</b>	<b>21,834</b>	-	<b>0%</b>
Professional Services					
Attorneys Fees	10,000	8,000	10,000	-	0%
Annual Audit	6,813	6,813	6,813	-	0%
Management Fees	67,369	67,369	67,369	-	0%
Tax Collector	54,752	54,752	54,752	-	0%
Assessment Roll	<u>10,050</u>	<u>10,050</u>	<u>10,050</u>	-	0%
<i>S/T Professional Services</i>	<b>148,984</b>	<b>146,984</b>	<b>148,984</b>	<b>0</b>	<b>0%</b>
Administrative Services					
Directors and Officers Insurance	3,685	3,685	3,685	-	0%
Miscellaneous Administrative Services	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>	-	0%
<i>S/T Administrative Services</i>	<b>15,685</b>	<b>15,685</b>	<b>15,685</b>	<b>0</b>	<b>0%</b>
<b>Total Administrative</b>	<b>186,503</b>	<b>184,503</b>	<b>186,503</b>	<b>0</b>	<b>0%</b>
<b>Field/ Operations Services</b>					
Field Management Services					
District Operating Staff	172,343	172,343	174,601	2,258	1%
Park Attendants	81,000	81,000	75,000	(6,000)	-7%
Park Patrols (Security Co)	69,014	69,014	71,774	2,760	4%
Field Management Contingency	<u>20,800</u>	<u>20,800</u>	<u>20,800</u>	-	0%
<i>S/T Field Management Svcs</i>	<b>343,156</b>	<b>343,156</b>	<b>342,175</b>	<b>-981</b>	<b>0%</b>



**TAMPA PALMS CDD**  
**PROPOSED BUDGET FY 2020-21 DETAIL**

	FY 2019-20 Adopted	FY 2019-20 Outlook	FY 2020-21 Proposed	\$ INCR (DCR) VS 2019-20 Budget	% INCR (DCR) VS 2019-20
General Overhead					
Insurance	12,516	12,516	13,017	501	4%
Information Systems (Tel and Security)	23,766	23,766	24,717	951	4%
Water	14,560	19,000	21,000	6,440	44%
Refuse Removal	7,280	9,500	13,000	5,720	79%
Electricity	110,000	110,000	110,000	-	0%
Stormwater Fee	3,938	3,938	4,096	158	4%
Misc. Field Services	<u>13,000</u>	<u>13,000</u>	<u>13,000</u>	-	0%
<i>S/T General Overhead</i>	<b>185,060</b>	<b>191,720</b>	<b>198,830</b>	<b>13,770</b>	<b>7%</b>
Landscape Maintenance Standard					
Landscape and Pond Maintenance	1,041,153	1,041,153	1,044,980	3,827	0%
Landscape Monitoring Fee	18,720	18,720	18,900	180	1%
Landscape and Replacement	<u>93,600</u>	<u>91,000</u>	<u>94,080</u>	<u>480</u>	1%
<i>S/T Landscape Maintenance</i>	<b>1,153,473</b>	<b>1,150,873</b>	<b>1,157,960</b>	<b>4,487</b>	<b>0%</b>
Landscape Maintenance New & Enhanced					
Property Mowing	94,640	91,000	98,426	3,786	4%
County Pond	26,000	26,000	18,517	(7,483)	-29%
NPDES Pond Program	<u>45,000</u>	<u>45,000</u>	<u>46,800</u>	<u>1,800</u>	4%
<i>S/T Landscape New &amp; Enhanced</i>	<b>165,640</b>	<b>162,000</b>	<b>163,743</b>	<b>(1,897)</b>	<b>-1%</b>
Facility Maintenance					
Irrigation System	101,148	101,148	105,194	4,046	4%
Fountain	25,754	25,754	26,784	1,030	4%
Facility Maintenance	85,493	85,493	88,913	3,420	4%
Janitorial/Park Supplies	<u>2,600</u>	<u>2,600</u>	<u>2,704</u>	<u>104</u>	4%
<i>S/T Facility Maintenance</i>	<b>214,995</b>	<b>214,995</b>	<b>223,595</b>	<b>8,600</b>	<b>4%</b>
<b>Total Field Operations/Services</b>	<b>2,062,325</b>	<b>2,062,745</b>	<b>2,086,303</b>	<b>\$23,978</b>	<b>1%</b>
<b>Total Normal Operations</b>	<b>2,248,828</b>	<b>2,247,248</b>	<b>2,272,806</b>	<b>23,978</b>	<b>1%</b>

**TAMPA PALMS CDD  
PROPOSED BUDGET FY 2020-21 DETAIL**

	FY 2019-20	FY 2019-20	FY 2020-21	\$ INCR (DCR)	% INCR (DCR)
	Adopted	Outlook	Proposed	VS 2019-20 Budget	VS 2019-20
<b>Project Driven Expenses</b>					
Signature TP 2017	18,676	505,513	0	(18,676)	-100.0%
Renewal and Replacement & Deferred Mtc	195,000	195,000	207,426	12,426	6.4%
Capital Projects	195,000	195,000	200,000	5,000	2.6%
NPDES/Clean Water	<u>56,787</u>	<u>56,787</u>	<u>59,059</u>	2,272	4.0%
<b>Total Project Driven Expenses</b>	<b>465,463</b>	<b>952,300</b>	<b>466,485</b>	<b>1,022</b>	<b>0.2%</b>
<b>Total Normal Operations and Project Driven Expenses</b>	<b>\$2,714,291</b>	<b>\$3,199,548</b>	<b>\$2,739,291</b>	<b>\$25,000</b>	<b>1%</b>
<b>Excess Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<sup>1</sup> Fund previously allocated for BB Downs restoral and brought into the budget as required.					

**TAMPA PALMS COMMUNITY DEVELOPMENT DISTRICT CDD  
PROPOSED FY 2020-21 RESIDENTIAL ASSESSMENTS**

Total Revenue Assessed		FY 2019-20		FY 2019-20		Increase \$		% Incr	
		\$2,737,595		\$2,737,595		\$0		0.0%	
	Avg Lot Size	Acreage	Units	Per Unit FY 2019-20	Assessment FY 2020-21	Per Unit 2020-21	\$ Incr Vs 2019-20	% Incr 2019-20	FY 2019-20
<b>Single Family Villages</b>									
Asbury	0.4234	47.42	112	1,153.32	129,172	\$1,153	\$0	0.0%	
Ashmont	0.3485	9.06	26	985.25	25,617	\$985	\$0	0.0%	
Cambridge 1	0.4028	14.50	36	1,107.08	39,855	\$1,107	\$0	0.0%	
Cambridge 2	0.3723	29.78	80	1,038.61	83,089	\$1,039	\$0	0.0%	
Cambridge 3	0.3639	11.28	31	1,019.81	31,614	\$1,020	\$0	0.0%	
Canturbury	0.5185	14.00	27	1,366.70	36,901	\$1,367	\$0	0.0%	
Coventry	0.4137	19.03	46	1,131.57	52,052	\$1,132	\$0	0.0%	
Enclave	0.2611	43.34	166	789.26	131,017	\$789	\$0	0.0%	
Estates at River Park	0.7700	8.47	11	1,930.78	21,239	\$1,931	\$0	0.0%	
Huntington	0.4693	19.71	42	1,256.26	52,763	\$1,256	\$0	0.0%	
Kensington	0.4681	22.00	47	1,253.57	58,918	\$1,254	\$0	0.0%	
Manchester	0.2641	33.80	128	795.94	101,880	\$796	\$0	0.0%	
Nottingham	0.2000	11.40	57	652.24	37,178	\$652	\$0	0.0%	
Palma Vista II	0.0637	5.10	80	346.63	27,730	\$347	\$0	0.0%	
Reserve	0.7651	87.22	114	1,919.76	218,853	\$1,920	\$0	0.0%	
Sanctuary	0.1453	11.48	79	529.59	41,837	\$530	\$0	0.0%	
Sterling Manor	0.1350	13.90	103	506.34	52,153	\$506	\$0	0.0%	
Stonington	0.4615	27.23	59	1,238.86	73,093	\$1,239	\$0	0.0%	
Thomont	0.3691	44.29	120	1,031.51	123,781	\$1,032	\$0	0.0%	
Thomont Wood	0.7700	3.08	4	1,930.78	7,723	\$1,931	\$0	0.0%	
Wellington	0.2788	20.91	75	829.00	62,175	\$829	\$0	0.0%	
Westover	0.5446	33.22	61	1,425.18	86,936	\$1,425	\$0	0.0%	
Wyndham	0.2807	49.97	178	833.33	148,332	\$833	\$0	0.0%	
<b>Apartments</b>									
5100 LIVE OAKS BLVD LLC	0.0600	46.20	770	338	260,427	\$338	\$0	0.0%	
JWC TAMPA BP LLC	0.0597	20.30	340	338	114,770	\$338	\$0	0.0%	
HENLEY	0.0729	23	315	367	115,668	\$367	\$0	0.0%	
<b>Remote Site Apartments</b>									
EAGLES POINT VENTURES LLC	0.0617	11.84	192	204	39,098	\$204	\$0	0.0%	
LANDMARK AT GRAYSON PARK LP	0.1696	69.21	408	204	83,083	\$204	\$0	0.0%	
<b>Condo's</b>									
Faircrest	0.0725	19.13	264	366	96,669	\$366	\$0	0.0%	
Palma Vista I	0.0725	2.90	40	366	14,650	\$366	\$0	0.0%	
<b>Subtotal Single Family</b>					\$1,643,907				
<b>Subtotal Apartments</b>					\$490,865				
<b>Subtotal Condo's</b>					\$111,319				
<b>Subtotal Remote Site</b>					\$122,181				
<b>Subtotal Commercial</b>					\$368,906				
<b>Total Assessed</b>					\$2,737,177				
<b>Total Budget</b>					\$2,737,595				
<b>Rounding Error</b>					-\$418				



**PROPOSED FY 2020-21 COMMERCIAL ASSESSMENTS BY ENTITY**

RAYMOND W 16 MATHEWS SR	347555518	2.04	710	11.01	22	0.11%	392	\$0.0	\$278	\$669	\$669	\$0	0.0%
17 CERILLO FAMILY LLC SOMMERSET PARK	347555521	2.57	720	36.13	93	0.45%	1,620	\$0.0	\$278	\$1,897	\$1,897	\$0	0.0%
18 LLC PAUL H AND SUSAN	347555523	2.57	720	36.13	93	0.45%	1,619	\$0.0	\$278	\$1,897	\$1,897	\$0	0.0%
19 M L DUGA CO BEACHDALE	347555529	4.18	720	36.13	151	0.73%	2,628	\$0.0	\$278	\$2,906	\$2,906	\$0	0.0%
20 PROPERTIES L C RODENT REALTY	347555527	4.12	720	36.13	149	0.72%	2,594	\$0.0	\$278	\$2,872	\$2,872	\$0	0.0%
21 INC ROLLI PROPERTY	347555525	2.54	720	36.13	92	0.44%	1,600	\$0.0	\$278	\$1,878	\$1,878	\$0	0.0%
22 INVESTMENTS LLC TAMPA PALMS	347555452	2.69	720	36.13	97	0.47%	1,694	\$0.0	\$278	\$1,972	\$1,972	\$0	0.0%
23 INC ANIMAL HOSPITAL	347555454	2.60	710	11.01	29	0.14%	498	\$0.0	\$278	\$776	\$776	\$0	0.0%
24 ALLMAY INC	347555456	2.60	710	11.01	29	0.14%	498	\$0.0	\$278	\$776	\$776	\$0	0.0%
25 SYLVAN ROAD LLC	347555458	2.64	720	36.13	95	0.46%	1,662	\$0.0	\$278	\$1,940	\$1,940	\$0	0.0%
26 L C GIGINO TAMPA PALMS	347555460	2.64	720	36.13	95	0.46%	1,662	\$0.0	\$278	\$1,940	\$1,940	\$0	0.0%
27 CLUB INC	347560154	92.64	495	22.88	2120	10.2%	36,932	\$0.0	\$278	\$37,210	\$37,210	\$0	0.0%
28 KEVIN MELKER LLC	347555502	2.04	720	36.13	74	0.36%	1,285	\$0.0	\$278	\$1,563	\$1,563	\$0	0.0%
Totals					20727		\$361,131	\$0.0	\$7,775	\$368,906	\$368,906	\$0	0.0%

\* Total Square Feet: Source: Hillsborough County Property Appraiser

\*\* ITE / Land Use Classification Source: Hillsborough County Property Appraiser



BUDGET  
HEARING  
DATE &  
RESOLUTION

## Budget Hearing Dates & Resolution

The proposed budget for the Tampa Palms CDD will be adopted at the May meeting. The date for the Budget Hearing will also be set. Florida statutes require that the proposed budget be adopted, hearing date set and then the proposed budget be submitted to the City and County at least 60 days before the hearing at which the budget is adopted<sup>1</sup>.

Typically, the proposed budget is approved in May and the Budget Hearing is held in July. For the 2020 calendar unfortunately there are not 60 days between the normal May and July meetings.

The Board at its discretion may do one of the following:

1. Move the July meeting to the third week of July (this would require simple notice)
2. Hold the Budget hearing at the August meeting.

The decision should be made based on convenience to the Board members and their post Covid19 plans. Either date will work well for the Tax Collector, and the Compton room reservations have been made for both July dates.

Two resolutions are attached.

<sup>1</sup>FS 190. 008 2(b) At least 60 days prior to adoption, the district board shall submit to the local governing authorities having jurisdiction over the area included in the district, for purposes of disclosure and information only, the proposed annual budget for the ensuing fiscal year and any proposed long-term financial plan or program of the district for future operations.

**RESOLUTION 2020-2**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TAMPA PALMS COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2020/2021; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (“Board”) of the Tampa Palms Community Development District (“District”) prior to June 15, 2020, a proposed operating and maintenance budget for Fiscal Year beginning October 1, 2020 and ending September 30, 2021 (“**Proposed Budget**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TAMPA PALMS COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** are hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: July 15, 2020  
HOUR: 6:00 PM  
LOCATION: Compton Park Meeting Room  
16101 Compton Drive  
Tampa, FL 33647

*\*Please note that pursuant to Governor DeSantis’ Executive Order 20-69 (as it may be extended or amended) relating to the COVID-19 public health emergency and to protect the public and follow the CDC guidance regarding social distancing, such public hearing and meeting may be held telephonically or virtually. Please check on the District’s website for the latest information: <https://www.tpoa.net/>.*

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to the City of Tampa and Hillsborough County at least 60 days prior to the hearing date set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, Florida Statutes, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 13<sup>th</sup> DAY OF MAY, 2020**

ATTEST:

BOARD OF SUPERVISORS OF THE  
TAMPA PALMS COMMUNITY  
DEVELOPMENT DISTRICT

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

Title:  
 Secretary  
 Assistant Secretary

Title:  
 Chairman  
 Vice Chairman

**Exhibit A:** Proposed Budget for Fiscal Year 2020/2021



**RESOLUTION 2020-2**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TAMPA PALMS COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2020/2021; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Tampa Palms Community Development District (“**District**”) prior to June 15, 2020, a proposed operating and maintenance budget for Fiscal Year beginning October 1, 2020 and ending September 30, 2021 (“**Proposed Budget**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TAMPA PALMS COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 12, 2020  
HOUR: 6:00 PM  
LOCATION: Compton Park Meeting Room  
16101 Compton Drive  
Tampa, FL 33647

*\*Please note that pursuant to Governor DeSantis’ Executive Order 20-69 (as it may be extended or amended) relating to the COVID-19 public health emergency and to protect the public and follow the CDC guidance regarding social distancing, such public hearing and meeting may be*

*held telephonically or virtually. Please check on the District's website for the latest information:  
<https://www.tpoa.net/>.*

**3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to the City of Tampa and Hillsborough County at least 60 days prior to the hearing date set above.

**4. POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016 Florida Statutes, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date and shall remain on the website for at least 45 days.

**5. PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

**6. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 13<sup>th</sup> DAY OF MAY, 2020**

ATTEST:

BOARD OF SUPERVISORS OF THE  
TAMPA PALMS COMMUNITY  
DEVELOPMENT DISTRICT

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

Title:

- Secretary
- Assistant Secretary

Title:

- Chairman
- Vice Chairman

**Exhibit A:** Proposed Budget for Fiscal Year 2020/2021

# 2020 GENERAL ELECTION

Tab 6N

## Resolution Placing CDD Seats on the Ballot

In 2020 Tampa Palms CDD has three Board seats that will be part of the election process.

Seat 3, Michael Gibson

Seat 4 Jessica Vaughn

Seat 5 Jim Soley

It is anticipated that information for the Board will be received from the Supervisor of Elections prior to the May meeting. If received, it will be attached. In an abundance of caution, in case there are delays in receiving this information, the following is provided and taken from the Supervisor of Elections web site <https://www.votehillsborough.org>.

The Department of State has issued an emergency rule in response to immediate danger to public health posed by Covid19. Therefore, all candidate qualifying documents may be submitted one of two ways:

- Emailed to [candidate@hcsoc.org](mailto:candidate@hcsoc.org)
- Mailed to Hillsborough County Supervisor of Elections, Attn: Candidate Services, 2514 N. Falkenburg Rd., Tampa, FL 33619 (Make sure to let Candidate Services know by email or phone that you're sending something to the office.)

Qualifying checks may not be emailed and should be mailed to the address above. The pre-qualifying and qualifying dates in effect are as follows.

The date of the election is Tuesday, November 3, 2020

**The qualifying period for candidates begins noon, Monday June 8 2020**

**The qualifying period for candidates ends noon, Friday June 12, 2020**

The Office of the Supervisor of Elections can begin accepting qualifying forms and fees during the pre-qualifying period, which takes place 14 days prior to the official qualifying dates. Prequalifying begins May 5<sup>th</sup>.

The Florida statute FS 190 details the manner in which community development districts must publish the dates for the election of board member seats.

The language reads:

*Elections of board members by qualified electors held pursuant to this subsection shall be nonpartisan and shall be conducted in the manner prescribed by law for holding general elections. The district shall publish a notice of the qualifying period set by the supervisor of elections for each election at least 2 weeks prior to the start of the qualifying period. FS 190.006*

According to the Hillsborough County web site, the qualifying period is **Noon, June 8, 2020 - Noon, June 12, 2020** The CDD notice will have to be published prior to May 25<sup>th</sup>, 2020.

Staff will provide additional information as it is released by the Supervisor of Elections. Staff has been advised by the Supervisor of Elections Office, that CDD candidates may qualify by

1. Qualifying by Fee
2. Qualifying by Petition



The offices of the Supervisor of Elections are closed to the public. To submit documents to the office, or if there are questions about filing or qualifying for office, please contact the Candidate Services Department at (813) 384-3944 or [candidate@hcsoc.org](mailto:candidate@hcsoc.org).

Qualifying by Fee

Candidates with no party affiliation pay 4% of the salary of the office as of July 1, 2019 (\$4,800). The qualifying fee must be paid using a check drawn on your campaign account, made payable to the Supervisor of Elections, and signed by the treasurer. These fees are due the week of qualifying, but can be turned in during the pre-qualifying period.

Qualifying by Petition

The qualifying fee is waived if you qualify by petition. The petition deadline for CDD candidates is noon on May 11, 2020. Please mail petitions and payment to Hillsborough County Supervisor of Elections, Attn: Candidate Services, 2514 N. Falkenburg Rd., Tampa, FL 33619. Petitions can also be emailed to [candidate@hcsoc.org](mailto:candidate@hcsoc.org) in batches of 100. (Do not send petitions individually.)

Substantial information on qualifications is also available on the Supervisor of Elections web site and all questions may be submitted by email to [candidate@hcsoc.org](mailto:candidate@hcsoc.org) or by calling (813) 384-3944.

The Resolution to be approved for notice of the election is attached.

## RESOLUTION 2020-1

### A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TAMPA PALMS COMMUNITY DEVELOPMENT DISTRICT CALLING FOR A GENERAL ELECTION TO BE HELD BY THE HILLSBOROUGH COUNTY SUPERVISOR OF ELECTIONS IN CONJUNCTION WITH THE GENERAL ELECTION TO BE HELD IN NOVEMBER, 2020.

WHEREAS, the Tampa Palms Community Development District ("**District**") is a local unit of special-purpose government established by Florida Land and Water Adjudication Commission, State of Florida on June 13, 1982 pursuant to Chapter 190, F.S.;

WHEREAS, pursuant to Section 190.006(1), Florida Statutes, the District Board of Supervisors consists of five members; and

WHEREAS, Section 190.006(3) Florida Statutes provides for the election of members to specific terms and seat numbers for the District Board of Supervisors and currently calls for the election of three (3) members of the Board of Supervisors of the District for seat numbers and length of terms thereof:

Voting District Seat No. 3,	Length of term: Four-years
Voting District Seat No. 4,	Length of term: Four-years
Voting District Seat No. 5,	Length of term: Four-years

### NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TAMPA PALMS COMMUNITY DEVELOPMENT DISTRICT, that:

**Section 1. General Election.** There is hereby called an election in the County to be held concurrent with the General Election on the first Tuesday of November, which is November 3, 2020, for the purpose of having all of the qualified electors residing within the boundaries of the District to determine **three (3) qualified electors** to serve on the Board of Supervisors of the District.

**Section 2. Qualifying Period.** The period of qualifying as a candidate for a supervisor to the district shall be from Monday noon June 8, 2020 through Friday noon June 12, 2020, pursuant to Section 99.061, Florida Statutes. This Resolution shall serve as the District's notice of the qualifying period, pursuant to Section 190.006(3), Florida Statutes. Interested candidates should contact the Supervisor of Election for the County for further information.

**Section 3. Conduction and Procedure of Election.**

- a. The election shall be conducted according to the requirements of general law and law governing special district elections.
- b. The election shall be held at the precinct polling places designated by the Supervisor of Elections in the County.
- c. The polls shall be opened and closed as provided by law, including, but not limited to Section 100.011, Florida Statutes.
- d. The ballot shall contain the names of the candidates to be voted upon, pursuant to Section 101.151, Florida Statutes.
- e. The Department of State shall make out a notice stating what offices are to be filled at the general election, pursuant to Section 100.021 Florida Statutes.

**Section 4. Election Costs.** The District shall be responsible for paying the District's proportionate share of the regular election costs, if any, pursuant to Section 100.011, Florida Statutes.

**Section 5. Effective Date and Transmittal.** This Resolution shall become effective upon its passage and the District's Secretary is authorized to transmit a copy of this Resolution to the Supervisor of Elections of the County.

This Resolution shall become effective upon its passage and the District's Secretary is authorized to provide the Hillsborough County Supervisor of Elections with a copy of this resolution on or before May 30, 2016.

**THIS RESOLUTION IS DULY PASSED AND ADOPTED this 13th day of May, 2020.**

BOARD OF SUPERVISORS OF THE TAMPA  
PALMS COMMUNITY DEVELOPMENT  
DISTRICT

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

Title:

- Secretary
- Assistant Secretary

Title:

- Chairperson
- Vice Chairperson

# PARK UPDATES



## Park Notes

All three CDD parks are open for enjoying the trails and fields. The following amenities are closed and not available:

- Tennis courts
- Racquetball Court
- Playgrounds
- Pavilions
- Restrooms



This action is consistent with the Safer at Home orders and also with the action of both of the local governments of competent jurisdiction, the City of Tampa and Hillsborough County.

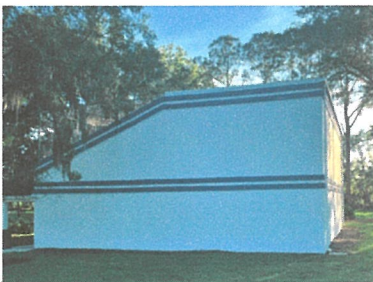
While some CDD's have experienced complaints about closed facilities, there has been very little comment in Tampa Palms, at least to the CDD.

Staff is using this time to complete repairs and improvements in the parks so that when they are re-opened, they will be ready for business.

In Hampton Park the replacement wind shields for the tennis courts arrived surprisingly fast (only ordered right as tennis was stopped). The new wind shields have been installed and are ready for play. In addition, during an inspection a broken net hook (attaches the net to the ground in the middle) was discovered and it has been replaced. New nets are also ready for play.



Similarly, the volleyball net has been replaced; reconditioning the sand and possible sand additions will wait until there is a firmer date for reopening.



The Hampton Park racquet ball court was showing mold and mildew (visible from Tampa Palms Blvd) and it is being pressure washed at this time. In preparing to pressure wash the court some rotting wood was discovered and it is being replaced and painted.

The old benches previously removed from Oak Park (and back ordered for many months) have been reordered using benches made in America that should be here in 60 days or less.

Quit by chance staff found a youtube video of Amberly Park which includes some beautiful shots of the park from overhead and ground level. It was photographed by a local videographer for SOF Surfaces, the company that provided the new surface for Amberly Park a year ago. While they asked for permission for Hampton Park video three years ago, they did not for this video. That said they followed the rules from three years ago, it was shot when there was not a single person visible in the park.

It can be viewed online at

<https://www.youtube.com/watch?v=MMMPULhtfEw>

# TAMPA PALMS BLVD IMPROVEMENTS

Tab 6P

## Tampa Palms Blvd Improvements Delayed

As previously reviewed, the City of Tampa had announced that the City was proceeding with a two-year project to repave and redesign Tampa Palms Blvd in a “complete streets” configuration.



Complete Streets formula includes many aspects already in place (such as sidewalks pace for pedestrians) plus more elements designed to slow traffic and save lives such as bicycle lanes or bicycle routes; appropriately sized travel lanes (narrowed) and median use for traffic flow, safety, and pedestrian refuge.

The project will extend from the power corridor in Area 2 east, across BB Downs and through Area 1 and into TPOST 3circling around to finish at BB Downs. The initial timetable included:

- Design FY 2019-20
- Construction FY 2020-21

The plan was based on funding from the CIT funds for the design component (Estimated \$500,000) and construction funds derived from the All For Transportation Tax approved by the voters in 2018.(estimated \$1M)

The City’s Capital Projects log for 2020 displays the project as a 2020 project (see attached).

Unfortunately, a series of events have placed the project completion in doubt, for date if not for even completion in the foreseeable future.

The first of these is a lawsuit filed by a Hillsborough County Commissioner Stacy White claiming that the *All For Transportation Tax* approved by the voters was unconstitutional. The fortunes of this suit have gone up and down over the last year. As all things do, this seems to have become a political volley ball and the success of the tax is in doubt. The tax was to fund the construction portion of the project.



The next and most obvious hurdle is the result of the financial impact of the covid 19 crises. At this point the financial position of the state, county and municipal governments looks grim, at least in the foreseeable future.

The current plan (see attached) appears to delay the completion by at least one years, and more delays are not out of the question.



## Tampa Palms Blvd Roadway Improvements

Roadway Improvements | City Project No: TBD

### Project Description

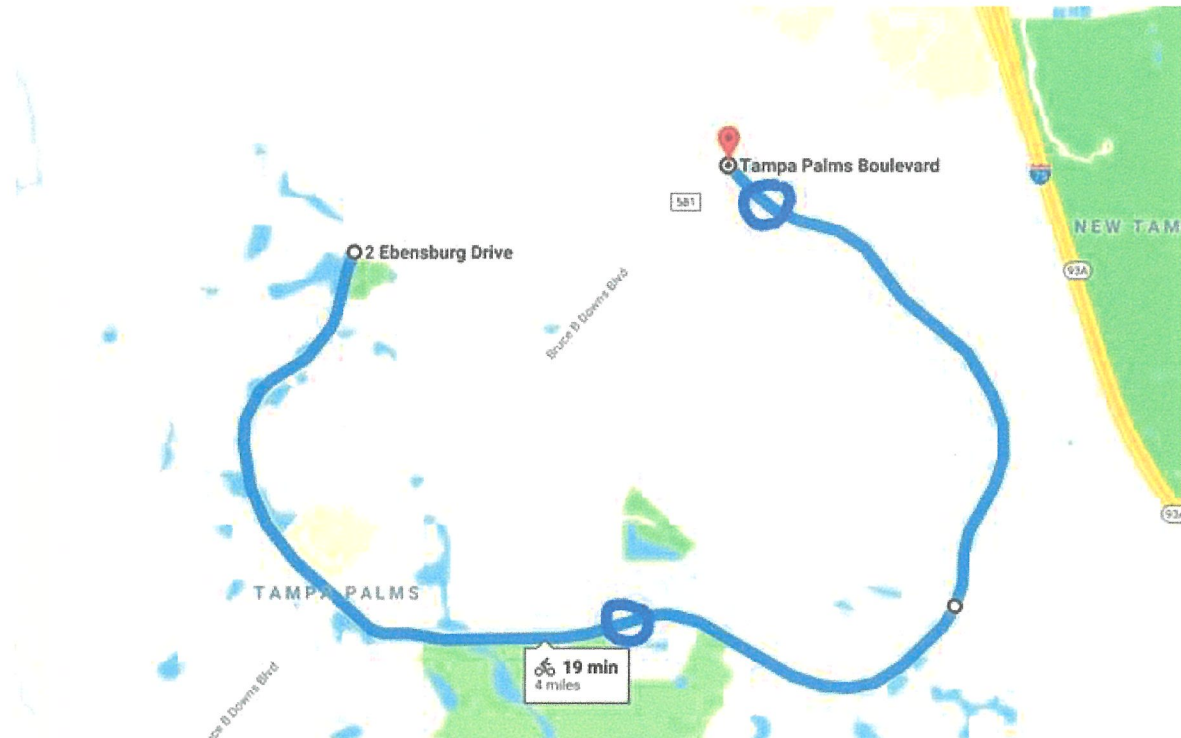
This project provides for operational improvements to the two intersections of Compton Drive and Tampa Palms Blvd and roadway improvements for the remaining 4-mile loop to accommodate bicycle and pedestrian facilities, including enhanced crosswalks, sidewalks, and pavement resurfacing.



## Tampa Palms Blvd Roadway Improvements

Roadway Improvements | City Project No: TBD

### Project Location



### Summary of Project Costs and Schedules

PHASE	FIRM	COST	FUNDING SOURCE	SCHEDULE	
				START	FINISH
Design	TBD	\$500,000	University North Multi-Modal Fees	FY20	FY21
Right-of-Way	NA	NA	University North Multi-Modal Fees	NA	NA
Construction	TBD	TBD	University North Multi-Modal Fees	FY22	FY23



characters) :			
Project Description and/or other Grant Information as applicable (Limit text to 250 characters):	This project provides for operational and safety improvements to the two intersections of Compton Drive and Tampa Palms Blvd and roadway and safety improvements for the remaining 4-mile loop to accommodate bicycle and pedestrian facilities, including enhanced crosswalks, sidewalks, and pavement resurfacing.		
Dept. Project/Grant Manager:	Ben Money, P.E		
Organization:	TRNS_Transportation Dept		
Project Street Address:	Tampa Palms Blvd.		
If no Street Address:	Choose an item.		
Project Start Date:	1-Nov-19	Project End Date:	1-Dec-22

City Council District: Choose an item.

Verify City Council District Here: [http://www.tampagov.net/dept\\_city\\_council/](http://www.tampagov.net/dept_city_council/)

Brownfield: Choose an item.

Impact Fee District: Choose an item.

CRA: Choose an item.

CIE: Choose an item.

Enterprise Zone: Choose an item.

InVision: Choose an item.

Verify your Legislator Here: <http://www.flsenate.gov/Senators/Find>

State House District: Choose an item.

State Senate District: Choose an item.

Congressional District: Choose an item.

**CIP & Grant Task List**

**Expense Type**

**Budget Amount**

CIP & Grant Task List	Expense Type	Budget Amount
31 - Capital Professional Services	CTPA Professional Svcs Capital	\$500,000
Choose an item.	Choose an item.	Click here to enter text.
Choose an item.	Choose an item.	Click here to enter text.
Choose an item.	Choose an item.	Click here to enter text.
Choose an item.	Choose an item.	Click here to enter text.
Choose an item.	Choose an item.	Click here to enter text.
<b>BUDGET TOTAL</b>		<b>\$500,000</b>

**To Be Prepared By Revenue and Finance**

Award Type:	Internal	Purpose:	Capital
CFDA #:	Click here to enter text.	CSFA #:	Click here to enter text.
Award Short Name (30 char)	University North Multi-Modal		
Award Name:	University North District Multi-Modal		
Funder:	City of Tampa		
Funder Contract/Award #:	Click here to enter text.		
Award Manager (Rev & Finance Staff Only):	Michael Cain		
Start Date:	1-Oct-15	End Date:	30-Sep-23
Close Date:	31-Dec-23		

**Award Installment #**

**Amount Expected from Funder**

**Contract Admin # (Internal)**

1	Click here to enter text.
2	Click here to enter text.
3	Click here to enter text.

Click here to enter text.
Click here to enter text.
Click here to enter text.

Award Number

(s): 100162

Click here to enter text.

Revenue Account: 369936

**Account String for Agenda Items**

Fund: 35500

Center: 243000

Account: 560005

Project: 1001772

**Signatures**

Director:

Sign

Date

Budget Operations Manager:

*John Curca*

10/17/19

# 2019 AUDIT REPORT

## 2019 Audit Report

Even with so much of the state and country shut down, work continued on the Tampa Palms CDD audit for last fiscal year, ending 9/30/19.

The auditors (Grau and Company) are putting the final touches on the 2019 Tampa Palms CDD Audit. The work remaining is more housekeeping than financial examination:

- Certification by DPFG that all information provided is accurate
- CDD minutes through the release date (Mar minutes will be approved at the May meeting, no April meeting).



Grau provided staff with the draft copy of the 2019 Audit and it is a no-comment audit; everything is consistent with proper controls and accounting principles.

The final and complete Audit Report should be available for your review at the June meeting.