

**TAMPA PALMS
COMMUNITY DEVELOPMENT DISTRICT**

*Agenda Package
Board of Supervisors Meeting*



Wednesday, October 11, 2017

6:00 P.M.

*Compton Park Recreation Building
16101 Compton Drive, Tampa, Florida*



TAMPA PALMS COMMUNITY DEVELOPMENT DISTRICT

CDD Meeting Advanced Package October 11, 2017

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 - m. Tampa Palms Parks
 - n. NPDES - Annual Report & 5 Year NOI
 - o. Staff Reviews
 - p. Tampa Palms Storm Drainage / Flooding
 - q. Cash Management

Tampa Palms Community Development District

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

October 6, 2017

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, October 11, 2017 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.*

Enclosed for your reviews are the minutes of the September, 2017 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,

Bruce StDenis

Bruce St Denis
District Manager

JD:cs

cc: Maggie Wilson
DPFG (Record Copy)

Tampa Palms CDD Meeting Agenda

**October 11, 2017, 6:00 p.m.
Compton Park Recreation Building
16101 Compton Drive, Tampa, FL 33647**

Revised 10/6/17

1. Welcome & Roll Call
2. Strategic Planning
3. Board Member Discussion Items
4. Public Comments
5. Approval of the September, 2017 Minutes
6. Approval of District Disbursements
7. Consultant Reports
 - Bruce B Downs Update
 - Community Appearance
 - Tampa Palms Parks
 - NPDES - Annual Report & 5 NOI
 - Staff Reviews
 - 2018 Cash Management
 - Tampa Palms Storm Drainage / Flooding
8. Other Matters
9. Public Comments
10. Supervisor comments
11. Adjourn

Ten Months Ending August 31, 2017

Executive Summary

The District had a \$ 4.4 million cash balance, net of liabilities at the end of August.

The District’s proprietary cash planning accounts for Q1 expenses, weather and palm pest reserves, deferred projects, as well as, TP Signature 2017 needs and presently forecasts an unallocated fund balance of approximately \$ 1.7 million. (Details disclosed below)

The District has achieved 100.2% of budgeted collections. No meaningful assessment collections are anticipated during the remainder of the fiscal year. Depending Tax Collector budget attainment, the District may receive “excess fees” in October.

FY 2016-17 Budget Performance

Revenue

Interest income will vary favorably by about \$ 21 K due principally to a favorable negotiated cash management plan.

Expenses

Normal operating expense variations are trending \$160K favorable and judged to be (a) timing, as relates to ABM billing which should self-correct, (b) operational reductions attributable in part to reduced power needs due LED lighting use (c) elimination of property appraiser expenses and (d) elimination of streetlight expense. Other meaningful positive variances should mostly resolve by fiscal year end.

Project-driven expenses appear favorably by \$60-70K K due primarily to timing. Several project completions (tree trimming, and Signature 2017 restoration commencement) were hampered by significant rain events followed by Hurricane Irma

Sources, Uses and Allocations of Funds

District General Fund Cash 8/31/2017	\$4,415
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Revenues

Cash Collections: Balance of FY 2016-17	0
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Expenses & Cost Allocations

District Operations	Balance of FY 2016-17	296	
	First Quarter FY 2017-18	600	
Winter Damage Reserve		200	
Palm Pest Reserve		200	
Wind/Hurricane Damage Reserve		200	(1,496)
<hr/>			
TP Signature 2017 (BBD mitigation)		1,195	(1,195)
<hr/>			
Unallocated General Fund Balance			\$1,724

FAQ *The financial statements display two lines for insurance. Why two and what is covered by each?*

The Tampa Palms CDD insurance is displayed in the financial statements in two separate line items:

- Administrative
- General Overhead

The CDD carries three types of insurance:

- | | | |
|---------------------------------------|---|---------------------------------------|
| 1. Property damage insurance | } | Shown together under General Overhead |
| 2. Liability insurance | | |
| 3. Directors' and officers' insurance | | |

Property damage insurance provides protection against most risks to CDD property such as fire, theft and some weather damage. The policy covers specific and named CDD property assets such the buildings, playground components, pumping stations, ESD cleaning station, tennis courts & fence, and racquetball courts.

Assets are covered at replacement value and no co-insurance applies. There is a general deductible of \$5K with an additional \$3K deductible that applies to windstorm damage (hurricane or tornado).

General liability insurance protects the district from losses stemming from tort claims which are a civil wrong that causes someone else to suffer loss or harm resulting in legal liability for the person or organization that commits the tortious act.

It is the general liability that applies to claims where a person might claim to be injured by or on CDD-owned property. At first glance the Tampa Palms CDD might appear to be a ready target for *get rich quick* lawsuit schemes but that is not true.

As a unit of government, the CDD enjoys **sovereign immunity** which prevents laws suits against a government or government agency. In Florida the state has minimally waived its sovereign immunity to allow suits for damages not to exceed certain thresholds:

- \$200k to a single person
- \$300K total to all parties for a single incident

This is an important safeguard, especially in these litigious times. The language from the Florida statutes is shown below.

The state and its agencies and subdivisions shall be liable for tort claims in the same manner and to the same extent as a private individual under like circumstances, but liability shall not include punitive damages or interest for the period before judgment. Neither the state nor its agencies or subdivisions shall be liable to pay a claim or a judgment by any one person which exceeds the sum of \$200,000 or any claim or judgment, or portions thereof, which, when totaled with all other claims or judgments paid by the state or its agencies or subdivisions arising out of the same incident or occurrence, exceeds the sum of \$300,000.

The Directors' and officers' insurance protects the Board and appointed officers from personal liability in matters concerning decisions made for the CDD. It also protects the Board and appointed officers against “end runs” around sovereign immunity limits.

**Tampa Palms CDD
Balance Sheet
August 31, 2017**

ASSETS:

	<u>GENERAL</u>
CASH - Operating Account	\$ 292,994
PETTY CASH	500
INVESTMENTS:	
Excess Fund Account- Sunshine Bank	4,202,852
ACCOUNTS RECEIVABLE	-
RECEIVABLE FROM TAMPA PALMS HOA	2,969
PREPAID ITEMS	2,100
TOTAL ASSETS	<u><u>\$ 4,501,415</u></u>

LIABILITIES:

ACCOUNTS PAYABLE	\$ 1,272
ACCRUED EXPENSES	85,524

FUND BALANCE:

NON-SPENDABLE	-
RESTRICTED	-
UNASSIGNED:	4,414,619
TOTAL LIABILITIES & FUND BALANCE	<u><u>\$ 4,501,415</u></u>

**Tampa Palms CDD
General Fund
Statement of Revenue, Expenditures and Change in Fund Balance
FY2017 - For the period from October 1, 2016 through August 31, 2017**

		BUDGET	BUDGET	ACTUAL	FAVORABLE (UNFAVORABLE)
		BUDGET	YEAR-TO-DATE	YEAR-TO-DATE	YTD VARIANCE
REVENUES					
SPECIAL ASSESSMENTS ON ROLL (Gross)	93.00%	\$ 2,569,610	\$ 2,569,610	\$ 2,567,787	\$ (1,823)
INTEREST		10,000	9,167	29,996 (a)	20,830
MISCELLANEOUS REVENUE		1,200	1,100	2,487	1,387
DISCOUNT-ASSESSMENTS	4.00%	(102,784)	(102,784)	(96,146)	6,638
TOTAL REVENUES		2,478,026	2,477,093	2,504,125	27,032
EXPENDITURES					
ADMINISTRATIVE:					
PAYROLL - SUPERVISORS COMPENSATION		11,000	10,083	9,400	683
PAYROLL TAXES - FICA		5,810	5,326	5,438	(112)
PAYROLL TAXES - Unempl & W/Comp Ins & Payroll Fee		5,024	4,605	1,755	2,851
CDD MANAGEMENT SERVICES		59,892	54,901	50,759	4,142
AUDITING SERVICES		6,057	5,800	5,800	-
ASSESSMENT ROLL SERVICES		10,050	10,050	10,050	-
TAX COLLECTOR FEES-ASSMTS	2.0%	51,392	51,392	49,474	1,918
PROPERTY APPRAISER'S FEES-ASSMTS	1.0%	25,696	25,696	-	25,696
LEGAL ADVERTISEMENTS		-	-	4,662	(4,662)
LEGAL SERVICES		15,000	13,750	6,588	7,163
MISCELLANEOUS ADMIN.SERVICES (Admin + Filing fees + Bank fees)		11,000	10,083	9,922	161
DIRECTORS & OFFICERS INSURANCE		3,407	3,407	2,818	589
TOTAL ADMINISTRATIVE		204,328	195,094	156,665	38,429
FIELD MANAGEMENT SERVICES:					
ADMIN ASSISTANT		55,446	50,826	45,360	5,466
PARK ATTENDANTS		86,305	79,113	60,410	18,703
PARK PATROL		61,353	56,240	48,278	7,962
FIELD CONSULTANT		99,000	90,750	92,610	(1,860)
FIELD MANAGEMENT CONTINGENCY		20,000	18,333	8,137	10,196
TOTAL FIELD MANAGEMENT SERVICES		322,104	295,262	254,794	40,468
GENERAL OVERHEAD:					
INSURANCE		11,127	11,127	10,277	850
INFORMATION SYSTEMS (TEL & SECURITY)		21,128	19,367	14,962	4,405
WATER-UTILITY		13,000	11,917	12,014	(98)
REFUSE REMOVAL (SOLID WASTE)		6,159	5,646	5,506	140
ELECTRICITY		118,000	108,167	93,737	14,430
STREETLIGHTING EXPENSE (Includes City Portion)		-	-	-	-
STORMWATER FEE		3,500	3,500	3,046	454
MISCELLANEOUS FIELD SERVICES		13,000	11,917	7,959	3,958
TOTAL GENERAL OVERHEAD		185,914	171,640	147,501	24,139
LANDSCAPE MAINTENANCE:					
LANDSCAPING MANAGEMENT FEE		18,000	16,500	17,325	(825)
LANDSCAPE AND POND MAINTENANCE		942,943	864,364	802,033	62,331
LANDSCAPE REPLACEMENT		75,712	69,403	59,552	9,851
NPDES PROGRAM		30,149	27,637	19,182	8,455
TOTAL LANDSCAPE MAINTENANCE		1,066,804	977,904	898,092	79,812
FACILITY MAINTENANCE:					
IRRIGATION MAINTENANCE		88,576	81,195	105,783	(24,588)
R&M FOUNTAIN		22,895	20,987	15,463	5,524
FACILITY MAINTENANCE		75,712	69,403	63,235	6,167
MOTOR FUEL & LUBRICANTS		4,000	3,667	3,308	359
JANITORIAL/SUPPLIES		1,967	1,803	2,307	(504)

**Tampa Palms CDD
General Fund
Statement of Revenue, Expenditures and Change in Fund Balance
FY2017 - For the period from October 1, 2016 through August 31, 2017**

	<u>BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>FAVORABLE (UNFAVORABLE) YTD VARIANCE</u>
PROJECTS :				
<i>R&R & DEFERRED MTC</i>	188,100	172,425	162,557	9,868
<i>NPDES / CLEAN WATER</i>	50,000	45,833	33,522	12,311
<i>SIGNATURE TP 2017</i>	78,526	71,982	23,421	48,561
<i>CAPITAL PROJECTS</i>	188,100	172,425	172,501	(76)
TOTAL FACILITY MAINTENANCE & PROJECTS	697,876	639,720	582,097	57,623
TOTAL EXPENDITURES	2,477,026	2,279,619	2,039,149	240,470
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	1,000	197,473	464,975	267,502
FUND BALANCE - BEGINNING	-	-	3,949,643	3,949,643
FUND BALANCE - ENDING	<u>\$ 1,000</u>	<u>\$ 197,473</u>	<u>\$ 4,414,619</u>	<u>\$ 4,217,145</u>

**TAMPA PALMS CDD
CASH REGISTER
FY 2017**

Date	Num	Name	Memo	Receipts	Disbursements	Balance
07/31/2017			EOM BALANCE	9,215.79	197,529.44	127,298.03
08/01/2017	6845	DPFG MANAGEMENT & CONSULTING, LLC	CDD Mgmt - August		5,337.94	121,960.09
08/01/2017	6846	MARY-MARGARET WILSON	Field Mgmt - August		8,450.00	113,510.09
08/03/2017	6847	A & A DEVELOPMENT, INC	Pond Maint		1,800.00	111,710.09
08/03/2017	6848	ADVANCED ENERGY SOLUTION OF	Misc. Repairs		355.99	111,354.10
08/03/2017	6849	CINTAS	Mats		120.04	111,234.06
08/03/2017	6850	CLEAN SWEEP SUPPLY COMPANY	Park Supplies		165.59	111,068.47
08/03/2017	6851	DOUGLAS CLEANING SERVICES	Amberly Pk Cleaning - August		335.00	110,733.47
08/03/2017	6852	FLORIDA FOUNTAIN MAINTENANCE, INC	Fntn Maint		417.38	110,316.09
08/03/2017	6853	HELENA NOEL	7/24-8/4 - PT Admin		156.00	110,160.09
08/03/2017	6854	HOOVER PUMPING SYSTEMS	Area 2 Pump Station Mtc		1,794.62	108,365.47
08/03/2017	6855	REDI - ROOTER PLUMBING	Hampton Restroom		237.00	108,128.47
08/03/2017	6856	SECURITAS SECURITY SERVICES USA, INC	7/9-7/22 - Amb Pk Security		696.90	107,431.57
08/03/2017	6857	VERIZON	6/24-7/23 - July Svcs		106.26	107,325.31
08/03/2017	6858	XEROX CORPORATION	Usage Overage		12.62	107,312.69
08/03/2017	6859	FRONTIER COMMUNICATIONS	HamptonP Fios		152.67	107,160.02
08/03/2017	6860	FRONTIER COMMUNICATIONS	HP Phone Svcs		202.28	106,957.74
08/04/2017	ACH08042017	PAYCHEX	P/R Fee		51.25	106,906.49
08/04/2017	15105DD	DOROTHY COLLINS	7/17-7/30 - P/R		2,100.44	104,806.05
08/04/2017	ACH08042017	PAYCHEX	7/17-7/30 - P/R		864.76	103,941.29
08/07/2017	15107	ADISA GIBSON	BOS Mtg - 7/14/17		184.70	103,756.59
08/07/2017	15106	EUGENE R. FIELD	BOS Mtg - 7/14/17		184.70	103,571.89
08/07/2017	15109DD	James P. Soley	BOS Mtg - 7/14/17		184.70	103,387.19
08/07/2017	15110DD	Jessica B. Vaughn	BOS Mtg - 7/14/17		184.70	103,202.49
08/07/2017	15108	PATRICIA B. MANEY	BOS Mtg - 7/14/17		184.70	103,017.79
08/07/2017	ACH08072017	PAYCHEX	BOS Mtg- 7/14/17		155.50	102,862.29
08/09/2017	6861	ADVANCED ENERGY SOLUTION OF	RR Light Repairs - Hampton Pk		137.50	102,724.79
08/09/2017	6862	AT&T	Long Distance		83.10	102,641.69
08/09/2017	6863	BUCHANAN INGERSOLL & ROONEY	Legal Svcs		2,565.00	100,076.69
08/09/2017	6864	DOUGLAS CLEANING SERVICES	8/1-8/11 - CDD Cleaning		430.00	99,646.69
08/09/2017	6865	ESD WASTE2WASTER, INC	Pump Maint		300.00	99,346.69
08/09/2017	6866	FRONTIER COMMUNICATIONS	Amber Pk - July		183.79	99,162.90
08/09/2017	6867	IRON MOUNTAIN	8/1-8/31 - Storage		180.00	98,982.90
08/09/2017	6868	LOWE'S	Supplies		34.13	98,948.77
08/09/2017	6869	REPUBLIC SERVICES	8/1-8/31 - Solid Waste		448.80	98,499.97
08/09/2017	6870	SECURITAS SECURITY SERVICES USA, INC	Security		3,351.54	95,148.43
08/09/2017	6871	STAPLES	Office Supplies		473.91	94,674.52
08/09/2017	6872	SUNSHINE STATE ONE CALL F FLORIDA	Dig Tickets		47.02	94,627.50
08/09/2017	6873	TAMPA ELECTRIC	Streetlights - July		6,879.48	87,748.02
08/09/2017	6874	TERMINEX	Pest Control		127.00	87,621.02
08/09/2017	6875	XEROX CORPORATION	Copier Contract		111.11	87,509.91
08/10/2017	6876	ABM Landscape & Turf Services	Landscape		37,728.00	49,781.91
08/15/2017	ACH20170815	PAYCHEX	P/R Fee		51.25	49,730.66
08/17/2017	6877	ADVANCED ENERGY SOLUTION OF	Misc. Repairs		1,830.40	47,900.26
08/17/2017	6878	ARCHITECTURAL FOUNTAINS, INC	Fntn Repairs		3,362.00	44,538.26
08/17/2017	6879	CINTAS	Mats		120.04	44,418.22
08/17/2017	6880	FLIGHT OF ANGELS	Courier Svcs		42.00	44,376.22
08/17/2017	6881	HELENA NOEL	8/7-8/18 - Assisstant		144.00	44,232.22
08/17/2017	6882	HOOVER PUMPING SYSTEMS	Replace A/C - Area 2		4,682.80	39,549.42
08/17/2017	6883	OLM, INC	Landscape Insp - August		1,575.00	37,974.42
08/17/2017	6884	SECURITAS SECURITY SERVICES USA, INC	7/23-8/5 - Security		696.90	37,277.52
08/17/2017	6885	TERMINEX	Pest Control		57.00	37,220.52
08/17/2017	6886	WEX BANK	Fuel - July		439.18	36,781.34
08/18/2017	15111DD	DOROTHY COLLINS	7/31-8/13/17- P/R		2,100.46	34,680.88
08/18/2017	15112	EUGENE R. FIELD	BOS Mtg - 8/9/17		184.70	34,496.18
08/18/2017	15114DD	James P. Soley	BOS Mtg - 8/9/17		184.70	34,311.48
08/18/2017	15115DD	Jessica B. Vaughn	BOS Mtg - 8/9/17		184.70	34,126.78
08/18/2017	15113	PATRICIA B. MANEY	BOS Mtg - 8/9/17		184.70	33,942.08
08/18/2017	ACH08182017	PAYCHEX	BOS Mtg - 8/9/17		989.14	32,952.94
08/21/2017		SUNSHINE BANK	Transfer to operating	326,286.00		359,238.94
08/21/2017	6887	ABM Landscape & Turf Services	Landscape Maint - July		58,416.00	300,822.94
08/21/2017	6888	HARDEMAN KEMPTON AND ASSOCIATES, INC	Design & Consulting		299.28	300,523.66
08/24/2017	6889	CINTAS	Mats		60.02	300,463.64
08/24/2017	6890	DOUGLAS CLEANING SERVICES	8/15-8/29 - CDD Cleaning		525.00	299,938.64
08/24/2017	6891	FRONTIER COMMUNICATIONS	Phone - Aug		519.81	299,418.83
08/24/2017	6892	HARDEMAN KEMPTON AND ASSOCIATES, INC	Design Svcs		299.28	299,119.55
08/24/2017	6893	WEX BANK	Fuel - August		480.82	298,638.73
08/24/2017	6894	ZEE MEDICAL SERVICE	Supplies		124.25	298,514.48
08/29/2017	6895	ADVANCED ENERGY SOLUTION OF	Electrical Repairs & Area 2 Pond Repairs		529.28	297,985.20
08/29/2017	6896	CINTAS	Mats		60.02	297,925.18
08/29/2017	6897	DOUGLAS CLEANING SERVICES	Amberly Pk Cleaning - Sept		335.00	297,590.18
08/29/2017	6898	FRONTIER COMMUNICATIONS	Hampton Pk FIOS		152.67	297,437.51

**TAMPA PALMS CDD
CASH REGISTER
FY 2017**

Date	Num	Name	Memo	Receipts	Disbursements	Balance
08/29/2017	6899	HOME DEPOT	Supplies		46.94	297,390.57
08/29/2017	6900	REPUBLIC SERVICES	9/1-9/30 - Solid Waste		563.24	296,827.33
08/29/2017	6901	SECURITAS SECURITY SERVICES USA, INC	8/6-8/19 - Security - Amberly Pk		696.90	296,130.43
08/31/2017	15116DD	DOROTHY COLLINS	8/14-8/27/17 - P/R		2,100.45	294,029.98
08/31/2017	417	CITY OF TAMPA UTILITIES	Water Utilities pmt - SB Aug 2017		1,043.74	292,986.24
08/31/2017		SUNSHINE BANK	Interest		7.90	292,994.14
08/31/2017			EOM BALANCE	326,293.90	160,597.79	292,994.14

**TAMPA PALMS CDD
FINANCIAL SUMMARY THRU AUGUST 31, 2017
GENERAL FUND**

(Shown in \$)	<u>Normal Operations</u>	<u>Non-Operating Project Driven</u>	<u>Total As Reported</u>
<u>Revenues</u>			
Operating	\$1,965,930		\$1,965,930
<u>Non Operating</u>			
Capital Projects		188,467	188,467
Renewal & Rel		188,467	188,467
Signature 2017		78,679	78,679
NPDES		50,098	50,098
Interest	29,996.45		29,996
Misc Rev	2,486.76		2,487
City Payments- Streetlight			-
Carry Forward Bal *			
Total	\$ 1,998,413	\$ 505,711	\$ 2,504,124
<u>Expenses</u>			
Operations	\$ 1,647,148		1,647,148
<u>Non Operating</u>			
Renewal & Rel		162,557	162,557
NPDES/EPA		33,522	33,522
Capital Projects		172,501	172,501
TP Signature 2017		<u>23,421</u>	<u>23,421</u>
Total	1,647,148	392,001	2,039,149
Excess Revenue Vs Expenses	351,265	113,710	\$464,975

**TAMPA PALMS CDD
FINANCIAL SUMMARY THRU AUGUST 31, 2017
GENERAL FUND**

<u>General Fund</u>	8/31/2017	(\$000)
Cash		293
Cash Equivalent (Excess Cash ICS)		4,203
Due From TPOA		3
Prepaid Amounts		2
Total		\$ 4,501
Less:		
Payables		1
Accrued Expenses*		85.5
	Net Cash 8/31/2017	\$ 4,414
Allocation for:		
Winter Damage		200
Wind/Hurricane Damage		200
Palm Pests**		200
Deferred Projects ***		200
TP Signature 2017		1,195
	Adjusted Net Cash	\$ 2,419
	Forecast	

2016-17 Fiscal Year			
(\$ 000)	<u>Receipts</u>	<u>Expenses</u>	<u>Monthly Bal</u>
Sept			
CDD Operations	3	201	
R&R	0	31	
NPDES	0	19	
Signature 2017	0	45	
Capital Projects	0	0	
Total	4	296	\$ 2,127
Oct			
CDD Operations	0	195	
R & R	0	15	
NPDES	0	14	
Signature 2017		65	
Capital Projects	0	17	
Total	0	306	\$ 1,821
Nov			
CDD Operations	0	197	
R & R	0	10	
NPDES	0	4	
Signature 2017		90	
Capital Projects	0	9	
Total	0	310	\$ 1,511

* Park Attendant Billing & ABM Jul Basic Invoice Not Yet Received

** Palm Treatment and Replacement Identified as Future Liability

*** Projects planned but deferred due to three year construction window and other considerations

**TAMPA PALMS CDD
AUGUST 31, 2017**

GENERAL FUND

(\$000)	<u>Prior Year Collected %</u>	<u>Current Year Collected \$</u>	<u>Current Year Collected %</u>	<u>Variance % Fav (Unfav)</u>
October				
November	17%	469	19%	2.0%
December	91%	2211	90%	-1.0%
January	93%	2277	92%	-1.0%
February	94.7%	2337	95%	-
March	95.0%	2369	96%	1.0%
April	98.0%	2428	98.4%	0.4%
May	98.3%	2439	98.9%	0.6%
June	99.7%	2472	100.2%	0.5%
July	99.7%	2472	100.2%	0.5%
August	99.7%	2472	100.2%	0.5%
September *	99.7%			
Year End				
Total Assessed (Net Discount)		\$2,467		

Summary- Project Driven Expenses

11 Months Ending August 31, 2017

Operating Capital Projects	(\$000)
<u>Sources of Funds</u>	
FY 2016-17 Budget	\$188
<u>Uses of Funds</u>	
Spent Thru 7/31/2017	173
8/31/2017 Commitments	<u>8</u>
Total Funds Spent & Committed	\$180
Budget Available as of 8/31/2017	\$8
Renewal & Replacement	
<u>Sources of Funds</u>	
FY 2016-17 Budget	\$188
<u>Uses of Funds</u>	
Spent Thru 8/31/2017	157
8/31/2017 Commitments	<u>0</u>
Total Funds Spent & Committed	\$157
Budget Available as of 8/31/2017	\$31
TP Signature 2017 Capital Projects	
<u>Sources of Funds*</u>	
FY 2016-17 Budget	\$79
<u>Uses of Funds</u>	
Spent Thru 8/31/2017	23
7/31/2017 Commitments*	<u>317</u>
Total Funds Spent & Committed	\$341
Budget Available as of 8/31/2017	-\$262

* Budget amendment will be processed if committed projects complete in FY 2016-17

**Capital Projects 2016-17
Budget Monitor**

As of 8/31/2017

(\$000)	5 Year Model	Current Projects	Spent 2016-17	Committed To Spend
Tampa Palms Signature Projects (BB Downs)				
Consulting Services	75	-	12	12
Irrigation	80	-	4	9
Main Entry Restorations	615	262	7	296
Area 2 Pond	270			
Bruce B Downs Improvements	155	-	-	-
Sub-Total TP Signature 2017	\$1,195	\$262	\$23	\$317
Capital Projects				
Consulting Services			4	
Irrigation Upgrades	150	10	68	0
Parks	250	150	90	0
Landscape & Lighting	175	90	-	-
Signs, Infrastructure & Lighting	275	145	10	7
Sub-Total Capital Projects	850	\$395	\$173	\$8

* Five Year Model

\$1,195 Signature TP 2017
\$850K Capital Projects

**Capital Projects
Signature 2017
Through August 31, 2017**

Tampa Palms Signature Projects (BB Downs)	Planning Model	Current Projects	Spent 2016-17	Committed To Spend
Consulting Services	[50-75]			
Prelim BB Downs Designs			12,000	12,000
<i>Sub Total</i>			12,000	12,000
Irrigation	[50-80]			
Area 1 & 2 Irrigation & Wiring Adjustments			4,121	9,000
<i>Sub Total</i>		-	4,121	9,000
Main Entry Restorations	[475-615]			
Area 1 & 2 Entry Hardscape		120,000		120,000
Area 1 & 2 Landscape & Clean-UP			7,300	-
Amberly Entries (1&2)				
Area 2 Bricks		142,000		142,000
Area 1 & 2 Streetlights		-		34,475
<i>Sub Total</i>		262,000	7,300	296,475
Area 2 Pond	[245-270]			
Littoral Plantings				
Landscape Plus Fence				
Tree Buffer				
Fountain(s)		-		17,000
<i>Sub Total</i>				
Bruce B Downs Improvements	[310-155]			
Landscape- Bridge To Powerlines		-		-
<i>Sub Total</i>		-	-	-
Sub-Total Tampa Palms Signature 2017	[880-1195]	\$ 262,000	\$ 23,421	\$ 317,475
Standard Capital Projects	5 Year Model	Current Projects	Spent 2016-17	Committed To Spend
Consulting Services				
Design Implementation Oversight			4,397	
<i>Sub Total</i>			4,397	
Irrigation Upgrades	[\$150-200]			
Wiring, Upgrades & Additional Zones	150,000	-	10,865	-
Area 1 Pump Station Pond Connections		10,000	3,744	
Toro Sentinel System Upgrade		54,100	53,697	403
<i>Sub Total</i>	150,000	10,000	68,306	403
Parks	[\$200-250]			
Camera Systems (Including CDD)	-	40,000	6,660	-
Amberly Picnic Table/Seats & Trash Cans	-	12,655	1,687	
Amberly Lollipop Umbrellas			41,804	
Waste Disposal (Treated as Hazardous)				
Hampton Safety Surface Replacement		40,000	39,999	
<i>Sub Total</i>	250,000	149,844	90,150	-
Landscape & Lighting	[\$150-200]			
Palm Investments				
<i>Sub Total</i>	175,000	90,000		-
Signs, Infrastructure & Lighting	[\$150-200]			
Amberly Parking Lot & Path				
Misc ROW Sign				-
Monument Structure Enhancements	150,000	-		
Wildlife & Protected Species Signs		20,000	9,649	7,351
<i>Sub Total</i>	\$275,000	\$145,000	\$9,649	\$7,351
Sub-Total Normal Capital Projects	\$850,000	\$394,844	\$172,501	\$7,754
Total TP Signature 2017 & Standard Capital Projects	\$2,045,000	\$656,844	\$195,922	\$325,229
		(\$000)		
	5 Year Model		FY 2016-17	
Signature TP 2017	\$1,195		\$23	
Capital Projects	\$850		\$173	

	<u>Next Step</u>	<u>Date</u>	<u>Responsible</u>
I Bruce B Downs Mitigation Projects- Signature 2017			
1) General Progress & Timeline			
a) Closures & Progress	Report To Board	Nov	Staff
b) County Contract Progress	Report To Board	Nov	Staff
2) Entrance Pond			
a) Littoral Plantings			
Final Pricing	Board Approval	Nov	Staff/H&K
Schedule Plantings	Hold For County Permission	TBD	Staff/H&K
b) Pond Perimeter			
Initial Planting Plans	Board Approval	Nov	Staff/H&K
Schedule Plantings	Hold For County Go-Ahead	TBD	Staff/H&K
c) Trees & Shrubs (Church Buffer)			
Initial Planting Plans	Board Approval	Nov	Staff/H&K
Schedule Plantings	Hold For County Permission	TBD	Staff/H&K
d) CDD Frontage on BB Downs			
Final Pricing- Irrigation	Board Approval	Nov	Staff/H&K
Schedule Work	Hold For Access	TBD	Staff/H&K
e) Pond Site Fountain(s)			
Installation Work	Hold For Access	TBD	Staff/H&K

Tampa Palms CDD

Strategic Planning

October 11, 2017

3) Community Entrances

a) Tampa Palms Blvd - Area 1

Final Approval- Hardscape

Installation - Entry Street Lighting

Represent Landscape Options

Entry Side of Road

Exit Side of Road

Median

Pond Site

Schedule For Approved Improvements

Next Step

Date

Responsible

Prelim Board Approval

Nov

Staff

Installation Update

Oct

Staff

Board Review

Nov

Staff/H&K

Board Review

Nov

Staff/H&K

Install Update

Oct

Staff/Maney

Board Review

Nov

Staff/Maney

Update Board

On Going

Staff

b) Tampa Palms Blvd - Area 2

Final Approval- Hardscape

Final Pricing- Lighting

Represent Landscape Options

Entry Side of Road

Exit Side of Road

Median (Entry)

Amberly Pond ROW Landscape

Landscape Design

Landscape Budget & Installation

Roadway Bricks

Wayfinding Sign

Schedule For Approved Improvements

Prelim Board Approval

Nov

Staff/H&K

Board Approval

Nov

Staff

Board Review

Nov

Staff/H&K

Board Review

Nov

Staff/H&K

Board Approval

Oct

Staff/H&K

Board Review

Nov

Staff/Maney

Board Approval

Nov

Staff/Maney

Update

Nov

Staff/Soley

Board Review

TBD

Staff

Update Board

On-Going

Staff

Tampa Palms CDD

Strategic Planning

October 11, 2017

	<u>Next Step</u>	<u>Date</u>	<u>Responsible</u>
c) Amberly Area 1			
Landscape Clean-up & Prep	Update Board	Oct	Staff/Maney
Landscape Options			
Entry Side of Road	Board Review	Nov	Staff/Maney/H&K
Exit Side of Road	Board Review	Nov	Staff/Maney/H&K
Welcome Monument Area	Board Review	Nov	Staff/Maney/H&K
Roadway Bricks	Update	Nov	Staff/Soley
d) Amberly Area 2			
Landscape Clean-up & Prep	Update Board	Oct	Staff/Maney
Landscape Options			
Entry Side of Road	Board Review	Nov	Staff/Maney/H&K
Exit Side of Road	Board Review	Nov	Staff/Maney/H&K
Monument Area	Board Review	Nov	Staff/Maney/H&K
Roadway Bricks	Update	Oct	Staff/Soley

II Capital Projects

1) Wayfinding & Misc Signs

a) Area 2 Entry (Sig 2017 Area 2 Above) Board Review TBD Staff/Soley

2) LED Landscape Lighting

a) Phase III Future Consideration TBD Staff

3) Irrigation System Upgrades

a) Sentinel System Communication Review Progress Oct Staff/Gibson

	<u>Next Step</u>	<u>Date</u>	<u>Responsible</u>
III Landscape Assets			
1) Assessment YTD Weather Impacts	Report To Board	Ongoing	Staff/Maney
2) Landscape Pests/Problems/			
a) Palm Tree Pests	Report To Board	Nov	Staff/Maney
3) Village Entry & Blvd Restorations			
a) Progress	Report To Board	Ongoing	Staff
<u>IV Park Reviews</u>			
1) Park Updates General	Report To Board	Oct	Staff
2) Wind Sail Replacement	Report To Board	Nov	Staff
3) Amberly Surface	Report To Board	Jan	Staff
<u>V NPDES Projects</u>			
1) Five Year NOI			
a) Submitted Proposed	Board Review	Oct	Staff
2) Year 4 Annual Report	Board Review	Oct	Staff
2) Low Impact Development			
a) Current Projects	Report To Board	Nov	Staff
b) NOI	Report To Board	Nov	Staff
<u>VI. Multi-Model Paths</u>			
a) City Timeline	Report To Board	Nov	Staff

TP CDD Planning Horizon

October 11, 2017

FY 2017 -18 (Busy Year Ahead)

- Area 2 Pond Complete & Turned Over (est Dec)
- Amberly Entrance Improvement
- Southern Segment BBD Complete (Oct-Nov)
- Area 1 Entry Median Revitalized
- Area 1 Entry Hardscape Improvements - Commences
- NPDES Renewal (NOI Development)
- Multi-Modal Path Improvements
- Area 1 Entry Hardscape Improvements
- Area 2 Entry Improvements
- Area 2 Pond Improvements
- Amberly Park Safety Surface
- Landscape Renewal Continues (10 Year Cycle)

FY 2018 -19

- Landscape Renewal Continues (10 Year Cycle)
- City Council / School Board and Mayor Elections

Update BB Downs Mitigation

This report is filed monthly to update the Board Members as to the status of funds - both availability and committed - for the Signature Tampa Palms 2017-18 projects.

Funds Available A/O October, 2017

\$1,195 K

Estimated Timing By Project- Oct, 2017

Opening Balance/Available	Priority Level	Prior Years	FY 2016-17 \$1,195,000	FY 2017-18 \$1,145,000	FY 2018-19 \$182,525
ConsultingSvcs			\$25,000	\$55,000	\$24,000
Irrigation Relocation	Complete	\$93,583			
Irrigation- New Install & Repairs	Complete	\$55,000	\$25,000	\$75,000	\$25,000
Area 1- Entry Streetlights	1			\$20,000	
Area 1 Pillars, Fencing & Lighting	1			\$110,500	
Area 1- Landscape Entry Median	1			\$65,000	
Area 1 Entry - Landscape	1			\$75,000	
Area 2- Entry Streetlights	1			\$14,475	
Area 2 Pillars, Fencing & Lighting	1			\$99,500	
Area 2 Entry - Median Landscape	1			\$55,000	
Area 2 Entry - Landscape	1			\$75,000	
Amberly (1 & 2) Entrances	2				\$45,000
Area 2 Entry Pond - Littoral Plantings	2			\$20,000	
Area 2 Entry Pond - Landscape + Fence	2			\$55,000	\$30,000
Area 2 Entry Pond - Tree Buffer	2			\$50,000	
Area 2 Entry Pond - Fountain	2			\$17,000	
Area 1 - Landscape BB Downs	3			\$15,000	\$15,000
Area 2 - Landscape BB D (Non-pond)	3				\$25,000
Area 2- Landscape Amberly To Bridge	4			\$20,000	
Area 1 Optional Lighting	TBD				\$3,525
Area 2 Entry- Roadway Bricks	TBD			\$141,000	
Area 2 Optional Lighting	TBD				\$15,000
BB Downs Fencing	Complete	286,897			
<i>S/T By Fiscal Year</i>		\$435,480	\$50,000	\$962,475	\$182,525
Total All Projects		Actual	Estimate	Estimate	Estimate

Cost Figures In Blue Have Been Formally Set-Aside or Approved to Proceed By Board

Figures highlighted in yellow should commence in FY 2016-17 - completion is unlikely, portions may be completed.

Cost Figures In Black Are Estimates of Probable Cost

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**MINUTES OF MEETING
TAMPA PALMS
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Tampa Palms Community Development District was held on Wednesday, September 13, 2017 at 6:00 p.m. at the Compton Park Recreation Building, 16101 Compton Drive, Tampa, Florida.

FIRST ORDER OF BUSINESS - Welcome & Roll Call

Mr. Field called the meeting to order.

The Board members introduced themselves for the record.

Present and constituting a quorum were:

Gene Field	Chairman
Jim Soley	Vice Chairperson
Patty Maney	Supervisor
Mike Gibson	Supervisor

Also present were:

Maggie Wilson	Consultant
Bud Maney	
Warren Dixon	
Brian Koerber	
Don O'Neal	
Bill Schneider	
Chris Ferguson	

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

Pledge of Allegiance

Ms. Maney led the recitation of the Pledge of Allegiance.

SECOND ORDER OF BUSINESS- - Strategic Planning

Mr. Field reviewed the most current strategic plans, focusing on those issues which have immediate impact. The full strategic plans and significant events were included in the advance Board Package; a copy of which is attached hereto and made a part of the public record.

THIRD ORDER OF BUSINESS - Board Member Discussion Items

There being none, the next item followed.

1 **FOURTH ORDER OF BUSINESS - Public Comments**

2 Mr. Ferguson discussed the traffic signal at Tampa Palms Blvd and BB Downs, and
3 how it did not serve the traffic situation very well. A general discussion of that followed with
4 many noting the same thing. It was also noted that the Intelligent Traffic System (ITS) which
5 will control the signals along BB Downs is not fully installed and there is modest confidence
6 that this situation will clear in the future.

7

8 **FIFTH ORDER OF BUSINESS - Approval of the August 2017 Minutes**

9

10 On MOTION by Mr. Gibson, SECONDED by Mr. Soley, WITH ALL IN FAVOR, the
11 Board approved the Minutes of the August, 2017 Board Meeting

12

13 **SIXTH ORDER OF BUSINESS - Approval of District Disbursements**

14

A copy of the Board Financial Analysis, Financial Statements and Check Register are
15 attached hereto and made a part of the public record. Mr. Field noted that the check register
16 had been reviewed.

17

18 On MOTION by Ms. Maney, SECONDED by Mr. Soley WITH ALL IN FAVOR, the Board
19 approved the Disbursements for the month ending July 31, 2017 in the Amount of
20 \$197,529.44.

21

22 **SEVENTH ORDER OF BUSINESS - Consultant Reports**

23

24 **◆ Bruce B Downs Update**

25

Ms. Wilson reported on the work that is still in progress of
26 note to Tampa Palms, particular the work that was being accelerated
27 which included the completion of the expanded left turn lane at the
28 Area 2 exit, the expansion of the right turn lane at the Area 2 exit
29 and the bricks that were installed as a favor on the “nose” of the Area 2 median.



30

Ms. Wilson reported on a recent inspection of the fencing
31 along BB Downs that was conducted by Eric Rose of KCI, Jason
32 Rinard of Hardeman Kempton and staff.



33

Ms. Wilson showed pictures of a feature, previously
34 unknown: the fence segments are constructed with joints to address heat expansion without
35 buckling.

1 ♦ **Signature 2017 Restoration**

2
3 Ms. Wilson discussed the entry brick the plantings for the
4 Area 2 entrance, more specifically the dead and dying palms and
5 the ligustrum.

6 Each area from the front monument to the drive through
7 from Publix was individually reviewed.

8 Ms. Wilson presented a restoration plan which examined
9 each element of the entry median, described the condition and
10 reason and proposed a detailed restoration plan that included all
11 aspects from irrigation to monument cleaning to removal of dead
12 and dying materials to soil replacement and finally plant
13 replacement.



14
15 On MOTION by Ms. Maney, SECONDED by Mr. Gibson WITH ALL IN FAVOR, the
16 Board approved \$55,000.00 for the Area 1 entry median restoration.

17
18 Next Ms. Wilson brought forward the Area 2 entry portion
19 of the streetlights into the community. This project had previously
20 been discussed and reviewed for completion when construction
21 was sufficiently finished so as not to damage or create conflicts
22 with the new streetlights. Ms. Wilson advised that the streetlight
23 project could now commence safely.



24
25 On MOTION by Mr. Gibson, SECONDED by Mr. Soley WITH ALL IN FAVOR, the Board
26 approved \$14,475.00 for the entry streetlight replacements for the Area 2 Tampa Palms Blvd
27 entry.

28
29 ♦ **Bruce B Downs Pond**

30 Ms. Wilson discussed the Area 2 entry pond, noting its
31 completion and visibility from BB Downs and TP Blvd.

32 Ms. Wilson advised that the final agreement with the
33 County that will allow the CDD to make improvements to the



1 pond had been approved by the Board of County Commissioners on September 7th.

2 Ms. Wilson discussed the number and type of fountains
3 that could reasonably be utilized in this pond. It was noted that
4 while the pond was large, the area that could support a fountain
5 was relative small.



6 Ms. Wilson proposed a single large fountain, noting that
7 additional small fountains could be added in the future.

8

9 On MOTION by Mr. Soley, SECONDED by Ms. Maney WITH ALL IN FAVOR, the Board
10 approved \$17,000.00 for a single large fountain for the Area 2 entry pond.

11

12 ♦ **Community Appearance**

13 Ms. Wilson discussed the heavy rains and the impact on
14 some of the palms (leaching nutrients) from the high water table.



15 Ms. Wilson also discussed the impact on the turf and
16 explosive growth of weeds and weedy vines.

17

18 ♦ **Irrigation System**

19 Ms. Wilson reported on the installation of the new
20 irrigation system, noting that the communications had improved
21 rather substantially.



22 Ms. Wilson noted that two locations were still under
23 consideration for cell support but that this might not be necessary.

24

25 ♦ **Community Newsletter Funding**

26 Ms. Wilson proposed funding for the community newsletter,
27 noting that the newsletter provides information to the community
28 regarding CDD operations and provides notices to residents of
29 meetings. The proposed level of fundng is \$11,000.00, approximately
30 50% of the annual cost. This has been the funding level for a number of years.



31

32 On MOTION by Mr. Gibson, SECONDED by Mr. Soley WITH ALL IN FAVOR, the Board
33 approved funding the Tampa Palms newsletter in the amount of \$11,000.00.

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◆ **CDD Meetings Dates FY 2017-18**

Ms. Wilson stated that each year the Board must approve the meeting dates for the coming year. These dates will be used to publicly notice the CDD meetings. The meetings are consistent with the established routine of the second Wed of each month.



- October 11, 2017
- November 8, 2017
- December 13, 2017
- January 10, 2018
- February 14, 2018
- March 14, 2018
- April 11, 2018
- May 9, 2018
- June 13, 2018
- July 11, 2018
- August 8, 2018
- September 12, 2018

On MOTION by Mr. Soley, SECONDED by Ms. Maney WITH ALL IN FAVOR, the Board approved the meeting dates for FY 2017-18 as proposed for the second Wednesday of each month.

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◆ **Storm Damage Update**

Ms, Wilson reported on the storm damage and the clean up to date, noting that there were many downed trees that would have to be handled.



Additional Advanced Board Package Materials:

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

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EIGHTH ORDER OF BUSINESS – Other Matters

There being none, the next item followed.

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NINTH ORDER OF BUSINESS – Public Comments

Don O’Neal complained about storm debris in the street (sticks) and asked how quickly the streets would be cleaned..

Warren Dixon thanked the Board for the support of the community newsletter.

TENTH ORDER OF BUSINESS - Supervisor Comments

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS - Adjournment

There being no further business,

On MOTION by Mr. Gibson, SECONDED by Mr. Soley, WITH ALL IN FAVOR, the meeting was adjourned.

**These minutes were done in summary format.*

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on _____.

Signature

Printed Name

Title:
 Assistant Secretary
 District Manager

Signature

Gene Field

Printed Name

Title:
 Vice Chairperson
 Chairperson

Bruce B Downs Update

General Updates

There is little substantive news: the substantial rains before Irma and then the wind and rain of Irma caused some upheaval to the final leg of the BB Downs construction.

In addition to the final steps, the contractor and CEI firm have to inspect and in some cases test all of the installed components. This includes drains and inlets, signs, pipes and a whole lot more.

The final steps are underway including

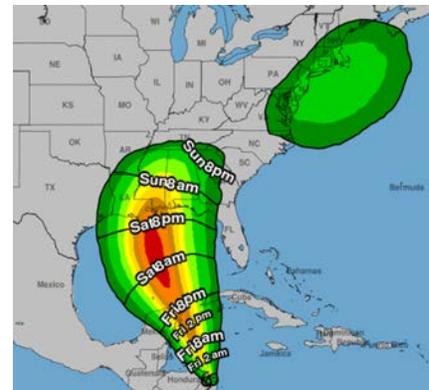
- The final friction course of paving (much - but not all - of this work is being done at night)
- The final ITS component installations
- Installing the last of the safety fencing (there is a good bit missing in Tampa Palms)
- Painting the remaining safety fencing within Tampa Palms

More Delays?

There is modest information that Nate (Tropical Storm or Hurricane) will have little impact on the area. As of Thursday, 7 PM the forecast for Tropical Storm speed winds shows close to but not hitting the Tampa Bay Area.

Storms can redirect quickly and so the construction teams are engaged in hurried completion of the tasks underway and commencing a general battening down the hatched, *just in case*.

There is no project completion date offered as of the last coordination meeting. Certainly storm conditions if they appear will add more delays.



Fountain Placement

Staff would like to return to a matter presented last month and offer some information that may be useful in the consideration of fountains for the Area 2 entry pond. Last month all that was provided for consideration of the limitations for placing fountains were pictures of the filled pond with dotted line estimations of where the depth of the pond would adequately support fountains.

There may be better information available through the use of pictures taken by geosynchronous satellites during the time that the pond bottom was exposed and GIS-based ground measurements of the spaces involved.

The pictures to the right were taken January 1 of this year and show the configuration and location of the deep portion of the pond bottom, as well as, the steep walls that run down the sides of the deep pool. (No fountain could come within 10 feet of the walls.)

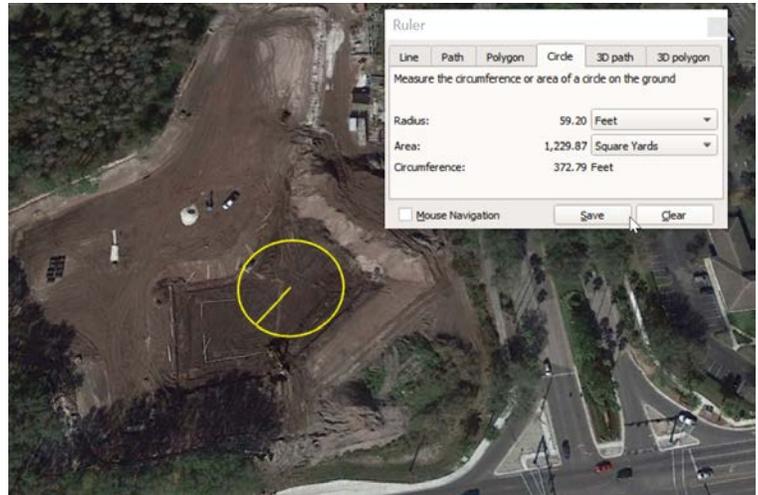
This picture was taken pre-liner installation and the pool is 40 plus feet deep: the final depth is less but the limited area for the deep portion remains consistent. The length is 218 ft and the width at the widest point is 175 ft.



Using the modeling software a circle 120 ft wide (the outside spray limits of a single large fountain) is shown with the fountain lined up at front intersection portion of the pond.

This view permits a clearer understanding of the limited space available with fountain-support depth, despite the fact that the visual impact of the pond is that it is the pond is massive.

There is no question two small fountains could be located in the pond beside a large fountain. The 25 ft spray width (12.5 ft radius) would fit.



The main fountain could be moved slightly to the left and a small fountain installed on either side.

The sole concern is that to the viewer on Bruce B Downs or Tampa Palms Blvd there might be a feeling of the fountains being inexplicably crowded into the middle.

Community Appearance

While Bruce B Downs continues to draw much of the attention vis a vis the unrelenting construction, ABM and Ms. Maney are hard at work to make sure the whole community is kept in a manner that the residents can view with pride.

That has been difficult due to three, inter-related situations/conditions:

- For three years there has been effectively no winter which virtually doubles the effort needed to address pruning, vine management and weed control.
- After a mild drought in the early summer, Tampa Palms experienced flood-quality rain conditions for a period of time - at one point receiving 26 inches in two weeks. This resulted in missed field work days for ABM, flooded ROW's (shown last month and to the right), side of road areas which could not be mowed and damaged turf requiring replacement in areas where any vehicle pulled off the road.
- Hurricane Irma brought wind damage which removed more than 60 trees and major shrubs property-wide. Many were conservation trees that fell into neighboring yards.



The OLM inspection, conducted this Tuesday, resulted in an appraisal score of 90. The feedback focused on the continuing battle against weeds and a lower than normal score on some of the annual plants which were just installed (under-sized).

Tampa Palms has a somewhat unique landscape:

- 75% is right-of-way (ROW), including entrances, along the boulevards
- 15% is in the parks and
- 10 % in cul de sac's

Although the cul de sacs are City-owned and comprise a very small part of the landscape, they are very important because they are essentially “at someone’s front door”.

The portion of the landscape seen by most residents is the ROW. There is a lot of it, both in acreage and more important, in sheer length - more than 16 miles of bed and turf areas.

	Miles
Tampa Palms Blvd Area 2 w/ medians	2.94
Amberly Area 2	1.62
Amberly Area 1	3.8
Tampa Palms Blvd Area 1 w/ medians	5.07
Burchette (beside park)	0.5
Yardley (north end)	0.63
Yardley (south end)	0.68
Compton Dr.	0.68
Halsey Rd	<u>0.1</u>
	16.02

The ROW plantings are made up of foundation plantings along the walls, punctuated by accent plants and trees and bordered by turf and sidewalks. Many walls have ivy-style vine coverings. See below regarding the vines.

All of these plants – including the wall vines - have definite life expectancy and cannot be left in place passed that time if the community is to retain a fresh and inviting look.

To add rigor to the landscape assessment, staff and Ms. Maney have created a matrix which keeps track of the ROW landscape by segment. As an area matures, it is highlighted for inspection by Ms. Maney and Joe Laird and refreshed. (See matrix attached.)

If plants are found to be underperforming, they are first tested for rejuvenation options and then scheduled for replacement.

Storm Impact / Damage - Old Vines On Walls

Vines like almost all plant materials have definite life spans and many vines in Tampa Palms are reaching the end of theirs. Shade and excessive rains such as Tampa Palms has experienced recently quicken the decline of old vines.

Previously dead and declining vines were removed from walls in the Canterbury/Coventry area of Amberly, the walls were white washed and new vines planted.

Vines (the good ones, not the weed vines like potato or stink vines) take a long time to grow but they also last a long time.

There are numerous additional areas that have been identified where the vines needed to be replaced such as along the Cambridge walls, near Asbury on Tampa palms Blvd and between the Westover entries.

As was done in Amberly Area 1:

- The vines will be removed
- The walls will be pressure washed, protecting any nearby plantings
- The walls will be white washed
- Vines will be planted



Storm Impact on Plant Replacements – Including Annuals

The recent storms, both the hurricane and high-volume rain storms, have had a serious detrimental effect on the plant, turf and tree growers making it difficult to get quality products.

The damage to the greenhouses of the growers of annuals was substantial. While Tampa Palms received enough annuals for the Oct change-out, some are not up to the normal standards. The plants are not damaged, they are boom and bud covered; it is just that some are quite small.

Joe Laird agreed to allow them to be planted, to leave them in place for two-three weeks to see if the “take off” (better than leave empty beds) but if the plants do not improve, they will be replaced by the provider at no charge. After only a few days some of the plants seem to have improved.



The turf farms have been flooded for weeks and even when turf is delivered (Tampa Palms has received some) it must be treated with care (fungicides) to make certain it is not harboring fungus such as brown patch.

Tampa Palms needs shrubs for miscellaneous rejuvenation and most important, for the main entries. Damage at the grower sites will impact both availability and cost. Joe Laird is evaluating.

Landscape Replacement Matrix

Current Year 2017

√ = review for attention current year

Location	Annuals	Foundation Plantings				Trees					Notes
		Shrubs	Avg Life	Age	Evaluation 2017	Trees	Planted	Avg Life	Age	Evaluation 2017	
TPB Main Entries- East	Quarterly				Note 1	Trees	1982	25-50	35	Note 1	Note 1
TPB Main Entries- West	Quarterly				Note 1	Trees	1982	25-40	35	Note 1	Note 1
Amberly Main Entry - East	Quarterly				Note 1	Trees	1987	25-40	30	Note 1	Note 1
Amberly Main Entry - West	Quarterly				Note 1	Trees	1990	25-40	27	Note 1	Note 1

Boulevards

Tampa Palms - Area 1

TPB Cambridge - Cambridge II		2014	8-10	3		Trees	1985	25-40	32	√	
TPB Cambridge II to Compton		2008	8-10	9	√ Note 2	Trees	1985	25-40	32	√	
TPB Halsey To Farringham		2004	8-10	13	√	Trees	1985	25-40	32		
TPB Farringham to Powerlines		2004	8-10	13	√	Trees	2006	25-40	11		
TPB Powerlines to TPOST 3		2008	8-10	9		Trees	1985	25-40	32		
TPB Amberly To Club		2010	8-10	7	√	Trees	1985	25-40	32	√	
TPB Sanctuary to Halsey		2004	8-10	13	√	Trees	1985	25-40	32		
TPB Haslsy to Reserve		2009	8-10	8	√	Trees	1985	25-40	32	√	
TPB Reserve to Stonington		2009	8-10	8	√	Trees	1985	25-40	32		
TPB Stonington to Enclave		2010	8-10	7		Trees	1985	25-40	32		

Boulevards

Tampa Palms Area 2

Sterling Manor Berm		2007	8-10	10	√	Trees	1990	25-40	27		
TPB Sterling Manor to Manchester 1		2009	8-10	8	√	Trees	1990	25-40	27		
Manchester 1 to Manchester 2		2014	8-10	3		Trees	1990	25-40	27		
Manchester 2 to Powerlines		2009	8-10	8	√	Trees	1990	25-40	27		
TPB Amberly to Asbury		2015	8-10	2	√ Note 2	Trees	1990	25-40	27		
TPB Asbury to Westover		2011	8-10	6	√ Note 2	Trees	1992	25-40	25	√	
TPB Westover to Huntington		2011	8-10	6		Trees	1990	25-40	27		
TPB Huntington to Wellington		2011	8-10	6		Trees	1992	25-40	25	√	

Boulevards

Amberly Area 1

TPB (west) to Burchette		2003	10	14	√	Trees		30-50			
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Landscape Replacement Matrix

Location	Annuals	Foundation Plantings				Trees					Irrigation
		Shrubs	Avg Life	Age	Evaluation 2017	Trees	Planted	Avg Life	Age	Evaluation 2017	
Burchette To Nottingham		2017	8-10	0		Trees		25-40			
TPB (east) to Burchette		2017	8-10	0		Trees		25-40			
Burchette To Canterbury		2017	8-10	0		Trees		25-40			
Boulevards											
Amberly Area 2											
TPB to Turnbury		2009	8-10	8		Trees		25-40			
Turnbury to Somerset		2009	8-10	8	Note 1	Trees		25-40			
Boulevards											
Compton											
TPB to Powerlines		2013	8-10	4		Trees		25-40			
Major Village Entries											
Area 1											
Reserve	Quarterly	2015	8-10	2		Trees	2006	25-40	11		
Stonington	Quarterly	2009	8-10	8	✓	Trees	1985	25-40	32	✓	
Kensington	Quarterly	2009	8-10	8	✓	Trees	2013	25-40	4		
Sanctuary	Quarterly	2011	8-10	6		Trees	2005	25-40	12		
Wyndham (TPOST 3 Entry)	Quarterly	2012	8-10	5		Trees	2012	25-40	5		
Tremont	Quarterly	2011	8-10	6		Trees	2011	25-40	6		
Commercial Center Amberly/Stonehurst	Quarterly	2009	8-10	8		Trees	2009	25-40	8		
Major Village Entries											
Area 2											
Wellington	Quarterly	2009	8-10	8		Trees	2009	25-40	8		
Huntington	Quarterly	2009	8-10	8		Trees	1988	25-40	29	✓	
Palma Vista	Quarterly	2012	8-10	5		Trees	2012	25-40	5		
Asbury		2008	8-10	9		Trees	2006	25-40	11		
Manchester 1		2015	8-10	2	Note 3	Trees	1988	25-40	29	✓	
Manchester 2		2006	8-10	11	✓	Trees	1988	25-40	29	✓	
Sterling Manor		2014	8-10	3		Trees	2014	25-40	3		
Turnbury	Quarterly	2006	8-10	11	✓	Trees	2001	25-40	16		

Note 1: Area will be reconstructed as part of Signature 2017

Note 2: Wall vines and walls need attention

Note 3: Golden rain trees

Tampa Palms Parks - *The Times They Are A-Changin*

There have been numerous incidents where the right to control access to Tampa Palms parks by park attendants and park guards has been challenged. (Several incidents recently rose to the level of police involvement and many more that were resolved without the police.) Two of the most recent reports are attached.

Most situations begin with an outright refusal to show ID. “You can’t make me, go ahead and call the police.”

- The incidents are upsetting to other residents
- These incidents are upsetting to Tampa Palms park and guard staffs
- These incidents have the ability to diminish the reputation (value) of Tampa Palms, especially if misrepresented on social media.

Tampa Palms cannot ignore the fact that the social media space has been weaponized into a place where facts are not required and misstatements have no consequences.

Tampa Palms CDD has the most “gentle” approach to dealing with those who attempt to use the parks but are not residents of any community in New Tampa.

- Non-residents names and addresses are noted
- The reasons the parks are private is explained to the non-residents.
- Non-residents are provided with information about public parks in the area
- Non-residents are allowed to remain in the park (though no use of the tennis courts) for one day.
- Residents whose ID shows an address not Tampa Palms but say they live in Tampa Palms (frequently college students) may stay for the day or weekend while their residency is confirmed and thereafter are permitted unrestricted access.

Staff has checked with all the communities that have any park-based staff. Not one allows the non-resident to remain **even a minute, never mind a day**; not one provides information on public parks.

Still these are angry times and an approach by a park attendant or guard asking for ID often gives rise to anger and resentment. Anything that Tampa Palms can do to reduce chances for misunderstandings regarding park access will improve the experience for residents in the parks and reduce the confrontations by those who do not have access and might try to sully the Tampa Palms reputation publicly.

Today there are signs that say “Private for residents of Tampa Palms Areas 1 & 2”. Many legitimately have no idea what are Areas 1 & 2 (such as many police officers); some would like to pretend they do not because the definition is not clear.

Suggestion: Place signs that clearly state the villages in Tampa Palms.

- At the entrances to parks
- At the entrances to pavilions
- Attached to the buildings

Suggestion: Make “ID Required” a prominent part of the signs.

Reducing any ambiguity to a minimum regarding who can use Tampa Palms parks will go a long way to (a) defusing situations where non-residents think they have access and (b) make it clear to the police who is allowed.



NPDES Annual Report



The NPDES Annual Report for the period ending 2017 was submitted by staff to FDEP. Staff also submitted a proposed NOI (notice of intent) to use portions of the generic permit for the period 2018 – 2022.

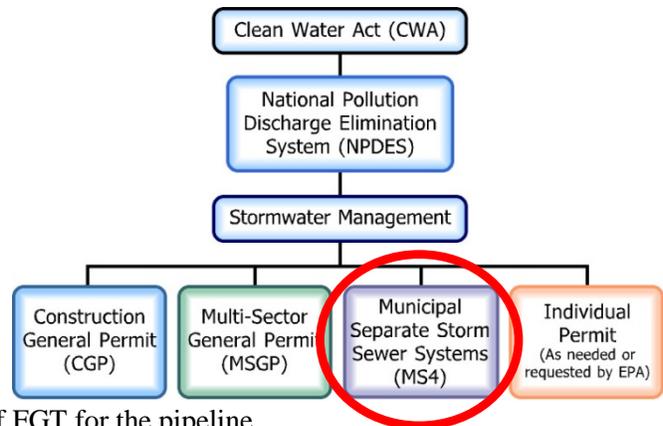
It is anticipated that FDEP will complete an on-site audit of the Tampa Palms storm water system and the records and files of the District from this report period sometime in early 2018.

FDEP will review the application (NOI) for the next NPDES permit (2018-2022). The District has not received any feedback regarding the NOI as of this time.

This NPDES permit is necessary due to the requirements of the Clean Water Act, which in part mandates standards for any water released into the environment. Stormwater is one of the types of releases into the environment which are covered.

There are several types of stormwater permits:

- Large construction, such as was required of FGT for the pipeline
- Mixed stormwater and sewer systems (not present in Tampa Bay area)
- Municipal Separate Storm Sewer Systems (MS4) the type for which Tampa Palms is applying.
- Individual site construction projects (new building projects over 1 acre)



The focus is on actively restricting the entry of pollutants (biological, such as fecal coliform, and nutrient based minerals such as phosphorus and nitrogen). Tampa Palms stormwater drains into waters determined to be impaired and the District’s stormwater plan- as represented in the NOI- must articulate what steps the District is taking to reduce the load of these pollutants in the impaired waters.

A plan was presented, now the District waits for FDEP to examine the plan for sufficiency. Staff essentially re-presented the plan previously approved with some slight modifications that more clearly align with changes in the generic NPDES MS4 permit and the addition of a greater social media component.

In the following pages the Year 4 Report is provided, along with the proposed NOI.



NOTICE OF INTENT TO USE GENERIC PERMIT FOR DISCHARGE OF STORMWATER FROM PHASE II MUNICIPAL SEPARATE STORM SEWER SYSTEMS (RULE 62-621.300(7)(b), F.A.C.)

For FDEP Internal Use Only
Permit ID: FLR _____

INSTRUCTIONS:

- This NOI must be completed and submitted to the Department to authorize use of the Generic Permit for Discharge of Stormwater from Phase II Municipal Separate Storm Sewer Systems ("MS4 GP"), provided in Rule 62-621.300(7)(a), F.A.C.
- The type of municipal separate storm sewer system that qualifies for coverage under the MS4 GP and the applicable Phase II MS4 stormwater management program requirements are specified in the permit. You should familiarize yourself with the MS4 GP before completing this NOI.
- Submit this fully completed NOI, permit fee, and required attachments by mail to the address in the box at right. **DO NOT SUBMIT any materials not in the checklist in Section V. of this NOI.**
- **Please print or type information in the appropriate areas below and complete each section.**

Submit NOI, permit fee, and required attachments to:
 NPDES Stormwater Notices Center
 M.S. #2510
 Florida Department of Environmental Protection
 2600 Blair Stone Road
 Tallahassee, FL 32399-2400

SECTION I. PHASE II MS4 OPERATOR INFORMATION			
A.	Name of the Phase II MS4 Operator: Tampa Palms Community Development District		
B.	Name of the Phase II MS4 Responsible Authority: Mary-Margaret Wilson & Bruce StDenis		
	Title: Assistant Secretary & District Manager, Tampa Palms CDD		
	Mailing Address: 16311 Tampa Palms Blvd West		
	City: Tampa	Zip Code: 33647	County: Hillsborough
	Telephone Number: 813 977-3933		
C.	Name of the Designated Phase II MS4 Stormwater Management Program Contact: Mary-Margaret (Maggie) Wilson		
	Title: District Consultant & Assistant Secretary		
	Department: Not Applicable		
	Mailing Address: 16311 Tampa Palms Blvd West		
	City: Tampa	Zip Code: 33647	County Hillsborough
	Telephone Number: 813 977-3933		
	E-mail Address: cdd.tampa@verizon.net		
D.	Location of the Phase II MS4 (if different than the mailing address in Section I.C. above): Same		
	Street Address: Same		
	City: Same	Zip Code: Same	County: Same
E.	Approximate center of the Phase II MS4: Latitude: 28 ° 5 ' 40 " Longitude: 82 ° 23 ' 54 "		
F.	Phase II MS4 ownership status (check one): <input checked="" type="checkbox"/> Public <input type="checkbox"/> State <input type="checkbox"/> Federal		
G.	Total resident population of the Phase II MS4: Estimate 7,500		
H.	Name of the urbanized area(s) the Phase II MS4 is located within (if applicable): Tampa/St. Petersburg		
I.	Name of the Water Management District the Phase II MS4 is located within (check all that apply): Northwest Florida Water Management District <input checked="" type="checkbox"/> Southwest Florida Water Management District Suwannee River Water Management District <input type="checkbox"/> St. John's River Water Management District South Florida Water Management District		

SECTION II. SHARING RESPONSIBILITY

You may rely on another entity to satisfy some or all of your permit obligations if the conditions in Part IX of the MS4 GP are met. Another entity may implement one or more of the measures and/or a component of a measure on your behalf. You may rely on another entity to satisfy all permit obligations (including annual reporting) but only if the entity is permitted under Chapter 62-624, F.A.C. Note the following:

- You will remain responsible for compliance with your permit obligations if the other entity(ies) fails to implement the control measure(s) or a component thereof on your behalf. You must establish a written agreement with the other entity(ies) before submitting this NOI.
- Relying on another entity, or entities, either partially or fully does not preclude you from the obligation to fully complete this NOI, including the information required in Section IV.

A.	1.	Has another entity, regulated under Chapter 62-624, F.A.C., agreed to implement <u>all</u> of your permit obligations on your behalf? Yes X No		
	If yes, complete Section II.A.2. If no, skip to Section II.B.			
	2.	Name of Entity:		
		Contact Name:		
		Title:		
		Department:		
		Mailing Address:		
		City:	Zip Code:	County:
Telephone Number:				
E-mail Address:				

B.	1.	Has another entity agreed to implement one or more of the minimum control measures (or a component thereof) on your behalf? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
	If yes, complete Sections II.B.2. and II.B.3. (See the note below for any additional entities)			
	2.	Control measure(s) or component of a control measure to be implemented by the other entity:		
		- Illicit Discharge Detection/Elimination (Ordinance Creation and Enforcement Components <i>due to legal limitations</i>),		
		- Construction Site Stormwater Runoff (All <i>due to legal limitations of a CDD</i>)		
		- Post-construction Stormwater Management in New Development and Re-development (All <i>due to legal limitations</i>)		
		3.		
		Name of Entity: City of Tampa		
		Contact Name: Heather Maggio		
		Title of Contact: Supervisor, Planning and Environmental Section		
Department: City of Tampa Stormwater Department				
Mailing Address: 306 East Jackson Street 6E				
City: Tampa	Zip Code: 33602	County: Hillsborough		
Telephone Number: 813 272-8371				
E-mail Address: Heather.Maggio@tampagov.net				

Note: For each additional entity sharing stormwater management program responsibilities with you, provide on a separate sheet the information requested in Sections II.B.2. and II.B.3. Title the sheet "Section II.B: Additional Entities Information" and attach it to this NOI.

SECTION III. RECEIVING WATERS

Identify the named receiving water bodies to which your Phase II MS4 discharges. Include all such waterbodies known to you at the time of this application:

Discharge to Tampa Palms wetlands: _____

Then to Hillsborough River WBID 41 _____

Or Cypress Creek WBID 88 _____

SECTION IV. MINIMUM CONTROL MEASURES

A. Complete the Phase II MS4 Stormwater Management Program (SWMP) Elements Form in Appendix A for each minimum control measure described in Part VI. of the MS4 GP, except the Post-construction Stormwater Management in New Development and Redevelopment minimum control measure if you have chosen the qualifying alternative program option for this measure under Part X. of the permit. If you choose, however, to implement BMPs for the Post-construction measure, please complete a SWMP Elements Form for the measure.

Include in the SWMP Elements Form all best management practices (BMPs) currently in place or planned for each element of each minimum control measure. There is no limit to the number of BMPs you may include. Make copies of the form as necessary to accommodate all of your BMPs. The completed forms, in their entirety, will be considered by the Department to be the outline of your proposed stormwater management program. Attach all completed forms to this NOI.

B. Provide the total number of pages of SWMP Elements Forms that are attached to this NOI for each minimum control measure:

<u>Minimum Control Measure</u>	<u># of Pages</u>
Public Education and Outreach as to Stormwater Impacts	1
Public Involvement/Public Participation	1
Illicit Discharge Detection and Elimination	4
Construction Site Stormwater Runoff Control	1
Post-construction Stormwater Management in New Development and Redevelopment	0
Pollution Prevention/Good Housekeeping for Municipal Operations	8

SECTION V. MATERIALS TO BE SUBMITTED WITH THIS NOI

Only the following materials are to be submitted to the Department along with your fully completed and signed NOI (check the appropriate box to indicate whether the item is attached or is not applicable):

<u>Attached</u>	<u>N/A</u>	
<input checked="" type="checkbox"/>		The permit application fee, as prescribed by Rule 62-4.050(4)(d)(6), F.A.C. Make all check and money orders payable to the Florida Department of Environmental Protection.
<input checked="" type="checkbox"/>		A fully completed Phase II MS4 Stormwater Management Program Elements Form (see Appendix A) for <u>each</u> minimum control measure except the Post-construction Stormwater Management in New Development and Redevelopment minimum control measure if you have chosen the qualifying alternative program option for this measure under Part X. of the MS4 GP.
	X	Additional entities information, as required under the note in Section II.B. of this NOI.

DO NOT SUBMIT ANY OTHER MATERIALS
(such as your complete Stormwater Management Plan, ordinances, storm sewer map, public outreach, etc.)

SECTION VI. CERTIFICATION STATEMENT AND SIGNATURE

The Responsible Authority listed in Section I.B. of this NOI must sign the following certification statement:¹

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based upon my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name of Phase II MS4 Responsible Authority (type or print): Mary-Margaret Wilson

Title: Assistant Secretary, Tampa Palms Community Development District

Signature: Mary-Margaret Wilson Date: 9/30/17

**APPENDIX A
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

SECTION A.II. BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form					
<input checked="" type="checkbox"/> 1. Public Education and Outreach		<input type="checkbox"/> 3. Illicit Discharge Detection/Elimination		<input type="checkbox"/> 5. Post-construction Stormwater Management (optional)	
<input type="checkbox"/> 2. Public Involvement/Participation		<input type="checkbox"/> 4. Construction Site Stormwater Runoff Control		<input type="checkbox"/> 6. Pollution Prevention/Good Housekeeping	
Element ID	BMP Number	A Description of BMP	B Measurable Goal(s)	C Schedule for Implementation/Completion	D Responsible Entity/Department
1a	01	<u>Newsletter</u>	1. Document & report the manner of distribution.	1. Permit Years 1-5	CDD Consultant
		Using community-based newsletter, distribute information to each residential owner regarding <ul style="list-style-type: none"> - The operation of the storm water system, the proper use of the storm system, and the impact on surrounding wetlands of careless disposal of household items. - Landscaping techniques to save and protect water sources. - The value of healthy water sources to owners. 	2. Document & report the number of owners receiving newsletters.	2. Permit Years 1-5	CDD Consultant
			3. Document & report the number of articles published containing stormwater related information	3. Permit Years 1-5	CDD Consultant
			4. Document & report the titles of newsletter articles related to stormwater.	4. Permit Years 1-5	CDD Consultant
1a	02	<u>Social Media Presence</u>	1. Document & report the completion of the web page & Facebook presence	1. Permit Years 1-5	CDD Consultant
		The TP CDD will create an environment-focused social media presence (website – Facebook) focused on preserving the environment and providing useful information about <ul style="list-style-type: none"> - The Tampa Palms stormwater system. - Florida Friendly Landscape options - Proper disposal of household chemicals Include YouTube and other on-point videos to attract & educate residents	2. Document & report the titles or subjects of the announcements on website & Facebook	2. Permit Years 1-5	CDD Consultant
			3. Document and report web site visits (page views).	3. Permit Years 1-5	CDD Consultant
1a	03	<u>Stormwater Information Posters.</u>	1. Document the number of posters used and the frequency of updates.	1. Permit Years 1-5	CDD Consultant
		Place informational posters related to protection of the stormwater system at strategic locations within community, locations such as lobby bulletin board at Compton Park.	2. Document the titles /subject matter of posters	2. Permit Years 1-5	CDD Consultant

**APPENDIX A
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

SECTION A.I. MINIMUM CONTROL MEASURE (check only one)

- | | | |
|---|---|--|
| <input type="checkbox"/> 1. Public Education and Outreach | <input type="checkbox"/> 3. Illicit Discharge Detection/Elimination | <input type="checkbox"/> 5. Post-construction Stormwater Management (optional) |
| <input checked="" type="checkbox"/> 2. Public Involvement/Participation | <input type="checkbox"/> 4. Construction Site Stormwater Runoff Control | <input type="checkbox"/> 6. Pollution Prevention/Good Housekeeping |

SECTION A.II. BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form

Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Responsible Entity/Department
2a	01	<p align="center"><u>CDD Public Meetings</u></p> <p>Public meetings of the CDD where storm water is an item for discussion will be noticed in an effort to attract as much of the public interest as possible. This will include at a minimum the budget workshop, budget hearing and any CDD meeting where stormwater is a topic.</p> <p>Opportunities for notice to include:</p> <ul style="list-style-type: none"> - Notice in newspaper of general circulation - Notice in CDD newsletter - Notice on web site - Notice on Tampa Palms Facebook 	1. Document and report the number of meetings held.	Permit Years 1-5	CDD Consultant
			2. Document and report the manner and number of notices completed.	Permit Years 1-5	CDD Consultant
			3. Document and report the number of attendees.	Permit Years 1-5	CDD Consultant
2a	02	<p align="center"><u>Website- Public Opportunities</u></p> <p>Utilizing the TP CDD web space dedicated to the environment, the CDD will provide timely links to government and educational institution sites announcing or featuring opportunities for public involvement in topic of stormwater such as City of Tampa, Hillsborough County or EPC meetings.</p>	1. Document and report links provided to include: Meeting type Meeting date Sponsor	Permit Years 1-5	CDD Consultant
			2. Document and report web site visits (page views) to links.	Permit Years 1-5	CDD Consultant
2a	03	<p align="center"><u>Stormwater Inlet Marking</u></p> <p>The CDD will develop and fund a multiphase stormwater inlet marking project. The CDD will offer the project to local groups such as the Scouts or elementary school science classes as means to involve children and families in a learning experience regarding the SWS and the environment in general.</p>	1. Document and report project creation and funding.	Permit Years 1-5	CDD Consultant
			2. Document the number of inlets marked and the number of participants involved in the project(s).	Permit Years 1-5	CDD Consultant

**APPENDIX A
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

SECTION A.I. MINIMUM CONTROL MEASURE (check only one)

- | | | |
|--|--|--|
| <input type="checkbox"/> 1. Public Education and Outreach | <input checked="" type="checkbox"/> 3. Illicit Discharge Detection/Elimination | <input type="checkbox"/> 5. Post-construction Stormwater Management (optional) |
| <input type="checkbox"/> 2. Public Involvement/Participation | <input type="checkbox"/> 4. Construction Site Stormwater Runoff Control | <input type="checkbox"/> 6. Pollution Prevention/Good Housekeeping |

SECTION A.II. BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form

Element ID	BMP Number	A Description of BMP	B Measurable Goal(s)	C Schedule for Implementation/Completion	D Responsible Entity/Department
3a	01	<p><u>Detection Program - Establish Base Line Information for Storm Water System</u></p> <p>The CDD shall develop and maintain an on-site inventory of all storm water elements under management of the Tampa Palms CDD, and update as changes or repairs might dictate.</p> <p>This inventory shall include at a minimum:</p> <ul style="list-style-type: none"> - The number of outfalls, along with the location (GPS) of all outfalls - including the receiving waters of the state for the system. - The number of inlets and catch basins - The number of stormwater retention ponds - The number of dams, or other inter-pond connections - The linear feet of stormwater conveyances (both swales, and piping- if any) owned or maintained by the CDD. <p>Update on-site information to reflect all modifications, changes, improvements and repairs and examine system to insure operability.</p> <p>Update on-site information to reflect any and all modifications, changes, improvements and repairs.</p>	1. Document and report number of outfalls that are owned by the TP CDD and the receiving waters of the State of Fla into which they discharge.	1. Permit Year 1-5	CDD Consultant
		2. Document and report the inlets and catch basins owned and/or maintained by the CDD.	2. Permit Years 1-5	CDD Consultant	
		3. Document and report the number of stormwater retention ponds owned by the CDD.	3, Permit Years 1-5	CDD Consultant	
		4. Document and report the number of dams or other inter-pond connections	4, Permit Years 1-5	CDD Consultant	
		5. Document and report the linear feet of swales located on public ROW (City of Tampa) which are maintained by TP CDD.	5, Permit Years 1-5	CDD Consultant	
		6. Document and report the linear feet of any underground stormwater conveyances (pipes) owned or maintained by the CDD- if any.	6. Permit Years 1-5	CDD Consultant	

**APPENDIX A
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

SECTION A.I. MINIMUM CONTROL MEASURE (check only one)

- | | | |
|--|--|--|
| <input type="checkbox"/> 1. Public Education and Outreach | <input checked="" type="checkbox"/> 3. Illicit Discharge Detection/Elimination | <input type="checkbox"/> 5. Post-construction Stormwater Management (optional) |
| <input type="checkbox"/> 2. Public Involvement/Participation | <input type="checkbox"/> 4. Construction Site Stormwater Runoff Control | <input type="checkbox"/> 6. Pollution Prevention/Good Housekeeping |

SECTION A.II. BEST MANAGEMENT PRACTICES (BMP's) For The Minimum Control Measure Identified In Section A.I. Of This Form

Element ID	BMP Number	A	B	C	D
3a	02	<p style="text-align: center;"><u>Baseline Information- Inventory of Local Conditions</u></p> <p>The CDD's stormwater system discharges into local wetlands but ultimately makes its way into both Cypress Creek and the Hillsborough River Basin, identified as an impaired water with an adopted BMAP (fecal coliform) and nutrient load totals under development. The CDD was not identified as a pollutant source in the BMAP.</p> <p>The TP CDD will access water quality testing results available from HC EPC for sites in and/or near Tampa Palms. These results will be presented at public meetings to reinforce the need for and results of TP CDD's SWP.</p> <p>The results will be presented in graph form to the CDD Board and made available on-line on the web site created vis a vis Element ID 2b, 02.</p>	<p>1. Document and report ID number of sample sites used and number of results presented.</p> <p>2. Document and report the number of articles containing information regarding water quality were included in newsletters and on the web site.</p>	<p>Permit Years 1-5</p> <p>Permit Years 1-5</p>	<p>CDD Consultant</p> <p>CDD Consultant</p>

**APPENDIX A
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

SECTION A.I. MINIMUM CONTROL MEASURE (check only one)

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| <input type="checkbox"/> 1. Public Education and Outreach | <input checked="" type="checkbox"/> 3. Illicit Discharge Detection/Elimination | <input type="checkbox"/> 5. Post-construction Stormwater Management (optional) |
| <input type="checkbox"/> 2. Public Involvement/Participation | <input type="checkbox"/> 4. Construction Site Stormwater Runoff Control | <input type="checkbox"/> 6. Pollution Prevention/Good Housekeeping |

SECTION A.II. BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form

Element ID	BMP Number	A Description of BMP	B Measurable Goal(s)	C Schedule for Implementation/Completion	D Responsible Entity/Department
3b-c	01	<u>Illicit Discharge Elimination Ordinance Creation and Enforcement</u>			
		<p>Due to a statutory inability to create legislation and lack of enforcement powers, the TP CDD relies entirely on the City of Tampa (COT) ...Permit Number: FLS000008.</p>	<p>1 Document and report update of City confirmation of illicit discharge elimination responsibility for the citizens of Tampa Palms.</p>	<p>Permit Years 1-5</p>	<p>CDD Consultant</p>
		<p>The TP CDD maintains signed conformation with the City of Tampa, updated as necessary, detailing the minimum control measures for which the City of Tampa assumes responsibility.</p>	<p>2. Document & report the creation of SOP's for subcontractor use to inspect facilities for evidence of illicit discharge or dumping.</p>	<p>Permit Years 1-5</p>	<p>CDD Consultant</p>
		<p>The CDD will develop SOP's for illicit discharge inspection and detection to be used by TP CDD sub-contractor.</p> <p>The CDD will maintain a log of any findings of illicit discharge and report those findings to the City of Tampa for action.</p>	<p>3 Document and report the number of incidences of illegal dumping observed by CDD personnel and reported to the City of Tampa</p>	<p>Permit Years 1-5</p>	<p>CDD Consultant</p>

**APPENDIX A
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

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Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Responsible Entity/Department
3d	01	<u>Illicit Discharge- Detection and Reporting - Citizens</u>	1. Document & report the manner of information distribution.	Permit Years 1-5	CDD Consultant
		Distribute information to all residential owners regarding the proper use of the storm system along with information on how to report evidence of illicit discharge or dumping into the system. The City of Tampa stormwater hotline number to be provided to report observed misuse of systems. Information distributed via - Website notice - Newsletter articles - Facebook updates	2. Document & report the number of owners receiving newsletters.	Permit Years 1-5	CDD Consultant
			3. Document & report the number of articles published containing illicit discharge related information	Permit Years 1-5	CDD Consultant
			4. Document & report the titles of newsletter articles	Permit Years 1-5	CDD Consultant
			5. Document the number of visitors to web pages and Facebook related to illicit discharge.	Permit Years 1-5	CDD Consultant
3d	02	<u>Illicit Discharge- Detection and Reporting - Contractor Training</u>	1. Document and report the number of review meetings held and the number of employees reached.	Permit Years 1-5	CDD Consultant
		Distribute information to all subcontractors working for the in CDD regarding the proper use of the storm system along with information on how to report to the CDD any evidence observed of illicit discharge or dumping into the system. Information distributed via - Reviews w/ contractor management - Strategically placed posters	2. Document and report the number of illicit discharge reports made by contractors and referred to the City of Tampa	Permit Years 1-5	CDD Consultant
			3. Document and report the numbers and titles of posters displayed.	Permit Years 1-5	CDD Consultant

**APPENDIX A
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

SECTION A.I. MINIMUM CONTROL MEASURE (check only one)

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SECTION A.II. BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form

Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Responsible Entity/Department
4a-d & f	01	<p><u>Construction Permitting to Minimize Discharge of Pollutants and Control Erosion For New Construction</u></p> <p>By law the Tampa Palms CDD is without authority to regulate or enforce construction permitting. The TP CDD relies entirely on the City of Tampa for all activities within this minimum control measure.</p> <p>The TP CDD benefits from the City of Tampa's robust permitting and inspection organization supported by ordinances. COT NDPEs reporting ...Permit Number: FLS000008</p> <p>The TP CDD will report the number of site plan reviews that were performed by the City of Tampa during the reporting year for the construction sites within the boundaries of the TP CDD.</p> <p>The CDD will report the number of construction site inspections that were performed by the City of Tampa during the reporting year for the construction sites within the boundaries of the TP CDD.'</p>	<p>1. Document & report the number of site plans performed by City of Tampa in CDD.</p>	<p>Permit Years 1-5</p>	<p>CDD Consultant</p> <p>CDD Consultant</p>
		<p>The TP CDD will report the number of site plan reviews that were performed by the City of Tampa during the reporting year for the construction sites within the boundaries of the TP CDD.</p> <p>The CDD will report the number of construction site inspections that were performed by the City of Tampa during the reporting year for the construction sites within the boundaries of the TP CDD.'</p>	<p>2. Document & report the number of construction site inspections performed by City of Tampa in TP CDD, if COT systems are upgraded to provide CDD-specific information</p>	<p>Permit Years 1-5</p>	<p>CDD Consultant</p>
		<p><u>Enforcement Referrals</u></p> <p>Document and report all storm water system-related incidents (observed by CDD personnel or reported by residents to the CDD) on construction sites within the boundaries of the TP CDD referred to the City of Tampa for investigation and enforcement. Such incidents could include track-out of sediment that is not swept up daily, a lack of pollution protection for nearby inlets, or litter/ debris in runoff.</p> <p>Report referrals to the City of Tampa in newsletter to increase resident awareness of the importance to water quality of maintaining construction site cleanliness</p>	<p>1. Document & report the number of incidents reported to the City of Tampa for action.</p>	<p>Permit Years 1-5</p>	<p>CDD Consultant</p>
4e	01	<p><u>Enforcement Referrals</u></p> <p>Document and report all storm water system-related incidents (observed by CDD personnel or reported by residents to the CDD) on construction sites within the boundaries of the TP CDD referred to the City of Tampa for investigation and enforcement. Such incidents could include track-out of sediment that is not swept up daily, a lack of pollution protection for nearby inlets, or litter/ debris in runoff.</p> <p>Report referrals to the City of Tampa in newsletter to increase resident awareness of the importance to water quality of maintaining construction site cleanliness</p>	<p>2. Report number of newsletters where construction site referrals were reported and number of recipients of the newsletters.</p>	<p>Permit Years 1-5</p>	<p>CDD Consultant</p>

**APPENDIX A
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

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| <input type="checkbox"/> 1. Public Education and Outreach | <input type="checkbox"/> 3. Illicit Discharge Detection/Elimination | <input type="checkbox"/> 5. Post-construction Stormwater Management (optional) |
| <input type="checkbox"/> 2. Public Involvement/Participation | <input type="checkbox"/> 4. Construction Site Stormwater Runoff Control | <input checked="" type="checkbox"/> 6. Pollution Prevention/Good Housekeeping |

SECTION A.II. BEST MANAGEMENT PRACTICES (BMP's) For The Minimum Control Measure Identified In Section A.I. Of This Form

Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Responsible Entity/Department
6a	01	<p align="center"><u>Swale Maintenance SOP</u></p> <p>Revise as need SOP for swale maintenance and inspection, and estimation of trash removed.</p>	1. Document & report SOP created/ modified as needed by circumstances.	Permit Year 1 -5	CDD Consultant
6a	02	<p align="center"><u>Swale Maintenance Routines</u></p> <p>Maintain swales by careful mowing, and periodic aeration of the soil to promote percolation rates.</p> <ul style="list-style-type: none"> - Examine 32K ft of swales to make sure mowing does not damage swale blocks, if any, that grass and clippings are not directed into the storm water system and that soil is properly aerated to support percolation. - Patrol swales along boulevards and remove any litter and / or landscape debris found in the swale area. Objective is that swales will be maintained 100% debris-free. - Examine all swales and re-sod if necessary. - Inspect landscape materials growing in or along swales to make certain that there is no interference with gravity drain to swale bottom inlets or any interference with inlet structures. 	<p>1. Document and report number of and frequency of mowing.</p> <p>2. Document and report the number of inspections and estimates as to the CF trash removed.</p> <p>3. Document and report the square ft of sod replaced, if any.</p> <p>4. Document and report gravity drain and landscape improvements, if any.</p>	<p>Permit Years 1-5</p> <p>Permit Years 1-5</p> <p>Permit Years 1-5</p> <p>Permit Years 1-5</p>	<p>CDD Consultant</p> <p>CDD Consultant</p> <p>CDD Consultant</p> <p>CDD Consultant</p>

**APPENDIX A
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

SECTION A.I. MINIMUM CONTROL MEASURE (check only one)

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|--|---|--|
| <input type="checkbox"/> 1. Public Education and Outreach | <input type="checkbox"/> 3. Illicit Discharge Detection/Elimination | <input type="checkbox"/> 5. Post-construction Stormwater Management (optional) |
| <input type="checkbox"/> 2. Public Involvement/Participation | <input type="checkbox"/> 4. Construction Site Stormwater Runoff Control | <input checked="" type="checkbox"/> 6. Pollution Prevention/Good Housekeeping |

SECTION A.II. BEST MANAGEMENT PRACTICES (BMP's) For The Minimum Control Measure Identified In Section A.I. Of This Form

Element ID	BMP Number	A	B	C	D
6a	03	<p align="center"><u>Swale Operability Inspections</u></p> <p>The TP CDD will execute a program to assess operability of TP CDD maintained ROW swales to assure properly handling of roadway runoff.</p> <p>Program to include:</p> <ul style="list-style-type: none"> - Inspection of the edge of roadways and ribbon curbs along boulevards post storm events for back-up indicating swale impermeability. - Evaluate swale ponding 72 hours after any major storm (3+ inches of rain) to make certain percolation is working properly. <p>Inspection of swale areas to make certain that no undesirable dams or checks have been established.</p>	1. Document and report number of inspections of swale areas for evidence of impermeability.	Permit Years 1-5	CDD Consultant
			2. Report number of post-storm inspections and number of swale areas.	Permit Years 1-5	CDD Consultant
6a	04	<p align="center"><u>Swale Bottom Inlet Structure Monitoring</u></p> <p>Inspect for and report any swale bottom inlets that appear to have structural damage.</p> <p>Inspect all swale-bottom inlets along managed boulevards (62) for structure deterioration and report any damage to City of Tampa for repair.</p> <p>Maintain a log with location and status of any damaged swale bottom inlets. Report activity on NPDES AR.</p>	1. Document number and frequency of inspections	Permit Years 1-5	CDD Consultant
			2. Report number of damages inlets reported to City of Tampa for repair/replacement.	Permit Years 1-5	CDD Consultant

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PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

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| <input type="checkbox"/> 1. Public Education and Outreach | <input type="checkbox"/> 3. Illicit Discharge Detection/Elimination | <input type="checkbox"/> 5. Post-construction Stormwater Management (optional) |
| <input type="checkbox"/> 2. Public Involvement/Participation | <input type="checkbox"/> 4. Construction Site Stormwater Runoff Control | <input checked="" type="checkbox"/> 6. Pollution Prevention/Good Housekeeping |

SECTION A.II. BEST MANAGEMENT PRACTICES (BMP's) For The Minimum Control Measure Identified In Section A.I. Of This Form

Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Responsible Entity/Department
6a	05	<p align="center"><u>Wet Retention Pond Maintenance SOP</u></p> <p>Develop SOP for pond maintenance and inspection, and estimation of trash removed.</p>	1. Document and report SOP in place and used by subcontractors to direct activities.	Permit Years 1	CDD Consultant
6a	06	<p align="center"><u>Wet Retention Pond Maintenance</u></p> <p>Maintain water quality by:</p> <ul style="list-style-type: none"> - Mowing surrounding areas frequently enough to promote healthy turf. - Making certain that grass clippings are not allowed to litter ponds or pond banks. - Limit fertilizer use around the ponds; no fertilizer within 20 ft of bank, no rainy season fertilizer. - Keeping outfall structures clear of debris and vegetation - Keep noxious plant materials in ponds under control <p>Mow non-conservation areas surrounding ponds.</p> <p>Inspect pond banks in primary mow areas (CDD-owned and non- conservation) to make certain no build-up of grass clippings.</p> <p>Reduce number of annual fertilizer applications on pond land tracts by 40%. Inspect pond control structures for debris build up and remove.</p> <p>Inspect ponds for build-up of noxious weeds and treat if needed.</p>	1. Document and report number and frequency of mowing.	Permit Year 1-5	CDD Consultant
			2. Document and report the number of inspections of primary mow areas.	Permit Years 1-5	CDD Consultant
			3. Document and report % achievement of fertilizer reduction.	Permit Years 1-2	CDD Consultant
			4. Document and report inspections for debris removal	Permit Years 1-5	CDD Consultant
			5. Document and report inspections of water quality (noxious weed control) and treatment.	Permit Years 1-5	CDD Consultant

**APPENDIX A
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

SECTION A.I. MINIMUM CONTROL MEASURE (check only one)

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| <input type="checkbox"/> 1. Public Education and Outreach | <input type="checkbox"/> 3. Illicit Discharge Detection/Elimination | <input type="checkbox"/> 5. Post-construction Stormwater Management (optional) |
| <input type="checkbox"/> 2. Public Involvement/Participation | <input type="checkbox"/> 4. Construction Site Stormwater Runoff Control | <input checked="" type="checkbox"/> 6. Pollution Prevention/Good Housekeeping |

SECTION A.II. BEST MANAGEMENT PRACTICES (BMP's) For The Minimum Control Measure Identified In Section A.I. Of This Form

Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Responsible Entity/Department
6a	07	<p align="center"><u>Control Structure Maintenance SOP</u></p> <p>Develop SOP for pond control structure maintenance and inspection, and estimation of trash removed.</p>	1. Document and report SOP in place and used by subcontractors to direct activities.	Permit Year 1	CDD Consultant
6a	08	<p align="center"><u>Pond Control Structure Maintenance</u></p> <p>Maintain water control structures in operating condition by removing debris and monitoring for structure failures. Activities to include:</p> <ul style="list-style-type: none"> - Inspect and repair as needed each of the water control structures in the CDD's 70 ponds. - Document any repairs and or changes made to control structures as the result of repairs. Notify City of Tampa NPDES of any changes/repairs. - Rake or scarify sand filter banks to keep area clear of weeds. (9 sand filters) - Inspect and clean grates on 45 outfalls. Rotate grates if designed to rotate. - Inspect area in front of the outfall control structure for built-up sediments and vegetation that may block or impair the operation of the structure - Inspect and re-sod any bank areas where there is evidence of erosion or dead grass. 	1, Document and report the number of structure inspections completed.	Permit Year 1-5	CDD Consultant
			2. Document and report number of repairs made to structures and any changes made and reported to COT.	Permit Year 1-5	CDD Consultant
			3. Document and report the number of sand filter maintenance routines performed.	Permit Year 1-5	CDD Consultant
			4. Document and report the number of inspections to outfalls areas.	Permit Year 1-5	CDD Consultant
			5. Document and report SF of sod replacements made to pond banks	Permit Year 1-5	CDD Consultant

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PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

ACTION A.I. MINIMUM CONTROL MEASURE (check only one)

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Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Responsible Entity/Department
6a	09	<u>Street Cleaning</u>			
		There exists demonstrable value to the surface water systems in making certain that the streets are kept clean of dirt and silt and that any particulate matter associated with landscape activities is promptly removed.	1. Document and report the manner and frequency of turf litter removal.	Permit Years 1-5	CDD Consultant
		The Tampa Palms CDD does not own or operate any roadways (City of Tampa property). The CDD does however provide landscape services adjacent to the roadways and will take steps to reduce to the maximum it is able all landscape-based particulate matter that might collect on the roadways.	2. Document and report the manner and frequency of fertilizer removal.	Permit Years 1-5	CDD Consultant
		<ul style="list-style-type: none"> - All turf litter caused by mowing will be promptly blown out of the streets so as not to enter the storm drains. - Landscape staff will follow fertilization operations to make certain and stray fertilizer that might collect on the sidewalks or roadways is promptly removed. - - During periods of heavy leaf dropping, leaves will be removed from the roadways and 	3. Document the manner and frequency of leaf removal.	2 Permit Years 1-5	CDD Consultant
			4. Document and report the frequency of COT street sweeping in Tampa Palms and the estimate nutrient load removal. Report the manner and frequency of distributing the information to the citizens of Tampa Palms.	3. Permit Years 1-5	CDD Consultant

**APPENDIX A
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

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		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Responsible Entity/Department
6a	09	<p align="center"><u>Street Cleaning</u></p> <p><i>Continued</i></p> <p>Utilizing the street sweeping schedules of the City of Tampa for sweeping occurring solely in Tampa Palms and the FSA assessment tool, the CDD will report to the citizens an approximation of the value of these activities in removing nutrient loads that would have otherwise polluted the waterways.</p> <p>Report will be made via newsletter articles.</p>	4. Document and report the frequency of COT street sweeping in Tampa Palms and the estimate nutrient load removal. Report the manner and frequency of distributing the information to the citizens of Tampa Palms.	Permit Years 1-5	CDD Consultant
6a	10	<p align="center"><u>Fleet Maintenance</u></p> <p>The CDD landscape subcontractor utilizes a fleet made up of mid duty utility carts, pick-up trucks, a dump truck, as well as numerous pieces of landscape equipment such zero turn radius mowers, standard mowers and a self-contained spray rig.</p> <p>The CDD has installed a closed system, biologically based, vehicle wash system to make certain fertilizers, oils and fuels and other pollutants are cleaned from the vehicles and not tracked onto the landscape and into the storm drains.</p> <p>All vehicles are washed weekly, mowers are washed daily – when used.</p>	1. Document and report number of pieces of equipment washed and frequency.	Permit Years 1-5	CDD Consultant

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		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Responsible Entity/Department
6b	01	<p align="center"><u>Subcontractor Training</u></p> <p>All CDD landscape and pond management subcontractor employees will receive training with specific focus on</p> <ul style="list-style-type: none"> ▪ Good housekeeping practices ▪ Material management ▪ Spill detection and reporting <p>The CDD requires semi-annual training and monthly follow-up sessions. To serve as a reminder of this training, environment protection posters will be placed in work areas.</p> <p>CDD landscape subcontractor will be required to utilize appropriate EPA and other posters prominently displayed in work area to remind employees of compliance issues</p> <p>CDD will mandate that landscape monitoring company takes into consideration stormwater system when requiring fertilization and other practices so as not to conflict with reduction strategies. This will be reviewed twice a year with the monitoring company.</p>	1. Document and report the number of employees trained and the number of training session completed.	Permit Years 1-5	CDD Consultant
			2. Document and report number and titles of posters used.	Permit Years 1-5	CDD Consultant
			3. Document and report number of reviews with monitoring company and outcomes. The City of Tampa provides street sweeping services on a routine basis but does not have a way to report to the citizens as to the effectiveness of this activity.	Permit Years 1-5	CDD Consultant

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Element ID	BMP Number	A Description of BMP	B Measurable Goal(s)	C Schedule for Implementation/Completion	D Responsible Entity/Department
6b	02	<p style="text-align: center;"><u>Contractor / Operator Certification</u></p> <p>All contractors who apply any fertilizer products must be certified as having completed the University of Florida Institute of Food and Agricultural Sciences (IFAS)-approved BMP training program.</p> <p>All subcontractor IPM operations will be under the direct supervision of a holder of a properly licensed</p> <p>The CDD subcontractors will certify that all employees will adhere to the Florida-Friendly Best Management Practices for Protection of Water Resources by the Green Industries at all times</p>	<p>1. Document and report the number of applicators certified as having completed appropriate IFAS course(s).</p> <p>2. Document and report number of applicator licensees by Dept of Agriculture for both the landscape and aquatic subcontractors.</p> <p>3. Document and report number of subcontractor employees made familiar with <i>Florida-Friendly Best Management Practices for Protection of Water Resources</i>.</p>	<p>Permit Years 1-5</p> <p>Permit Years 1-5</p> <p>Permit Years 1-5</p>	<p>CDD Consultant</p> <p>CDD Consultant</p> <p>CDD Consultant</p>

NPDES ANNUAL REPORT
Phase II MS4 Permit ID # FLR04E070

PHASE II MS4 ANNUAL REPORT for Permit Year : 1 2 3 4 5 Other: _____

Instructions for completing this form:

- Complete Sections I through V and submit to the Department to fulfill the annual reporting requirement under the Generic Permit for Discharge of Stormwater from Phase II Municipal Separate Storm Sewer Systems, Rule 62-621.300(7)(a), F.A.C.
- The numbering and references to Best Management Practices (BMPs) on the Annual Report Form should reflect the information given in the MS4's Notice of Intent (NOI) form previously submitted to the Department. **PLEASE REFER TO ORIGINAL AND APPROVED PHASE II MS4 NOI SUBMITTAL WHILE COMPLETING SECTION II OF THIS FORM.** Proposed changes to the approved SWMP shall be indicated in Section III of this form.
- When complete, submit this Annual Report form to the following address:
 NPDES Stormwater Section
 Florida Department of Environmental Protection
 2600 Blair Stone Road
 M.S. 2500
 Tallahassee, FL 32399-2400.
- Do **NOT** include any attachments **EXCEPT** for Monitoring Data in Section IV, if applicable.

SECTION I. PHASE II MS4 OPERATOR INFORMATION

A.	Name of the Phase II MS4 Operator: Tampa Palms Community Development District		
B.	Name of the Phase II MS4 Responsible Authority: Mary-Margaret Wilson & Bruce St Denis		
	Title: District Manager		
	Mailing Address: 16311 Tampa Palms Blvd W		
	City: Tampa	Zip Code: 33647	County: Hillsborough
	Telephone Number: 813 977-3933		
C.	Name of the Designated Phase II MS4 Stormwater Management Program Contact: Mary-Margaret Wilson		
	Title: Consultant		
	Department:		
	Mailing Address: 16311 Tampa Palms Blvd W		
	City: Tampa	Zip Code: 33647	County: Hillsborough
	Telephone Number: 813 977-3933		
	E-mail Address: CDD.Tampa@verizon.net		
D.	Location of the Phase II MS4 (if different than the mailing address in Section I.C. above):		
	Street Address: Same		
	City:	Zip Code:	County:

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SECTION II. SUMMARY OF STORMWATER MANAGEMENT PROGRAM ACTIVITIES

Indicate the Phase II MS4 status of compliance in terms of progress toward each of the measurable goals described in the generic permit. Refer to the NOI for a list of the specific BMPs and Measurable Goals the Phase II MS4 committed to perform and track. Changes which will result in deviation from the NOI should be listed in Section III of this form. Include activities for all reporting periods (permit years) in this section. A summary of results is expected for the current reporting period but may be added to results from previous annual report periods. A summary of results is not expected for future reporting periods, but the anticipated BMPs, measurable goals and schedules for future reporting periods should be provided in this section.

Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/ Completion	Summary of Results
1a	01	<p><u>Public Education and Outreach Minimum Control Measures</u></p> <p><u>Newsletter</u></p> <p>Using District newsletter, distribute information to each residential owner regarding</p> <ul style="list-style-type: none"> - The operation of the storm water system, the proper use of the storm system, and the impact on surrounding wetlands of careless disposal of household items. - Landscaping techniques to save and protect water sources. - The value of healthy water sources to owners. 	1. Document & report the manner of distribution.	Cycle 3, Permit Year 4	Newsletters (1) emailed, (2) placed at Clubhouse, (3) available online and (4) sent US Mail to owners.
			2. Document & report the number of owners receiving newsletters.	Cycle 3, Permit Year 4	2,297 mailed U S Mail 5 times 546 emailed 5 times (2,730) 200 in clubhouse
			3. Document & report the number of articles published containing stormwater related information	Cycle 3, Permit Year 4	5 articles published related to storm water or wetlands or wildlife
			4. Document & report the titles of newsletter articles related to stormwater.	Cycle 3, Permit Year 4	Five articles. Article titles <ul style="list-style-type: none"> • "Help Keep Our Ponds Clean" • "Florida Friendly Works In Tampa Palms " • "Hillsborough County & City Work To Control Mosquitos – What Can You Do?" • "Herbicide Use In The Tampa Palms" • "Tampa Palms A Polluter? Say It Ain't So "

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1a	02	<u>Website</u>	1. Document & report the completion of the web page.	Cycle 3, Permit Year 4	Page(s) created http://www.tpoa.net/Green.html
		The TP CDD will create an environment-focused web page as part of the existing CDD web site. The page will be dedicated to preserving the environment and providing useful information about <ul style="list-style-type: none"> - The Tampa Palms stormwater system. - Florida Friendly Landscape options - Proper disposal of household chemicals 	2. Document & report the titles or subjects of the announcements on website	Cycle 3, Permit Year 4	Topics Addressed <ul style="list-style-type: none"> - <i>Clean Water</i> - <i>Local Watersheds</i> - <i>Landscape Seminars For Tampa Palms</i> - <i>City of Tampa Goes Green</i> - <i>Tour of the Hillsborough River Watershed</i> - <i>Protecting Our Resources</i>
			3. Document and report web site visits (page views).	Cycle 3, Permit Year 4	2,967 page views
1a	03	<u>Stormwater Information Posters.</u>	1. Document the number of posters used and the frequency of updates.	Cycle 3, Permit Year 4	Four posters used, updated quarterly.
		Place informational posters related to protection of the stormwater system at strategic locations within community, locations such as lobby bulletin board at Compton Park.	2. Document the titles /subject matter of posters	Cycle 3, Permit Year 4	<i>Collecting Oil For Recycle</i> Modified EPA Poster <i>Storm Drains Are Just For the Rain</i> Modified EPA Poster <i>Cleaning Up- Not Down the Drain</i> Modified EPA Poster <i>Keep Grass Off The Streets</i> Modified EPA Poster

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Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/ Completion	Summary of Results
2a	01	<u>Public Involvement/Participation</u> <u>CDD Public Meetings</u>	1. Document and report the number of meetings held.	Cycle 3, Permit Year 4	5 meetings held where stormwater issues were a formal agenda item.
		Public meetings of the CDD where storm water is an item for discussion will be noticed in an effort to attract as much of the public interest as possible. This will include at a minimum the budget workshop, budget hearing and any CDD meeting where stormwater is a topic. Opportunities for notice to include: <ul style="list-style-type: none"> - Notice in newspaper of general circulation - Notice in CDD newsletter - Notice on web site 	2. Document and report the manner and number of notices completed.	Cycle 3, Permit Year 4	Budget meeting notice placed was placed in the Tampa Bay Times (circulation 152,000). Newsletter with agenda that addressed the budget hearing time and date and CDD meeting times & dates where pond / clean water listed mailed to 2297 owners. <ul style="list-style-type: none"> - 11,485 (total for 5 newsletters) sent US Mail - 2,297 public notices for budget hearing mailed - Available on web page
			3. Document and report the number of attendees.	Cycle 3, Permit Year 4	59 meeting attendees

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2a	02	<p align="center"><u>Website- Public Opportunities</u></p> <p>Utilizing the TP CDD web space dedicated to the environment, the CDD will provide timely links to government and educational institution sites announcing or featuring opportunities for public involvement in topic of stormwater such as City of Tampa, Hillsborough County or EPC meetings.</p>	<p>1. Document and report links provided to include: Meeting type Meeting date Sponsor</p>	<p>Cycle 3, Permit Year 4</p>	<p>#1 Clean-Up Event <i>Great American Cleanup</i> Sat, April 22, 2016 Keep Tampa Bay Beautiful</p> <p>#2 Workshop <i>Compost Happens- Eat My Garbage</i> Sat Nov 5, 2016 Hills County Extension</p>
			<p>2. Document and report web site visits (page views) to links.</p>	<p>Cycle 3, Permit Year 4</p>	<p>724 page views #1 <i>Clean Up</i> 249 views #2 <i>Compost</i> 475 views</p>
2a	03	<p align="center"><u>Stormwater Inlet Marking</u></p> <p>The CDD will develop and fund a multiphase stormwater inlet marking project. The CDD will offer the project to local groups such as the Scouts or elementary school science classes as means to involve children and families in a learning experience regarding the SWS and the environment in general.</p>	<p>1. Document and report project creation and funding.</p>	<p>Cycle 3, Permit Year 4</p>	<p>No active project Year 4 – next project scheduled Nov 2017</p> 
			<p>2. Document the number of inlets marked and the number of participants involved in the project(s).</p>	<p>Cycle 3, Permit Year 4</p>	<p>No project Year 4- next scheduled Nov 2017</p>

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Element ID	BMP Number	A Description of BMP	B Measurable Goal(s)	C Schedule for Implementation/ Completion	D Summary of Results
3a	01	<p><u>Detection Program - Establish Base Line Information for Storm Water System</u></p> <p>The CDD shall develop and maintain an on-site inventory of all storm water elements under management of the Tampa Palms CDD, and update as changes or repairs might dictate.</p> <p>This inventory shall include at a minimum:</p> <ul style="list-style-type: none"> - The number of outfalls, along with the location (GPS) of all outfalls - including the receiving waters of the state for the system. - The number of inlets and catch basins - The number of stormwater retention ponds - The number of dams, or other inter-pond connections - The linear feet of stormwater conveyances (both swales, and piping- if any) owned or maintained by the CDD. <p>Update on-site information to reflect all modifications, changes, improvements and repairs and examine system to insure operability.</p> <p>Update on-site information to reflect any and all modifications, changes, improvements and repairs.</p>	1. Document and report number of outfalls that are owned by the TP CDD and the receiving waters of the State of Fla into which they discharge.	Cycle 3, Permit Year 4	41 outfalls mapped, including outfall GPS locations and receiving waters.
			2. Document and report the inlets and catch basins owned and/or maintained by the CDD.	Cycle 3, Permit Year 4	4 Inlets CDD-owned (parking lot)
			3. Document and report the number of stormwater retention ponds owned by the CDD.	Cycle 3, Permit Year 4	Inventory Updated - 70 Storm Water Ponds - 1 Stormwater Sump - 9 Sand Filters - 45 Control Structures
			4. Document and report the number of dams or other inter-pond connections	Cycle 3, Permit Year 4	2 dams 17 inter-pond connections
			5. Document and report the linear feet of swales located on public ROW (City of Tampa) which are maintained by TP CDD.	Cycle 3, Permit Year 4	- 32,000 L FT swale City of Tampa owned- voluntarily maintained by CDD
			6. Document and report the linear feet of any underground stormwater conveyances (pipes) owned or maintained by the CDD- if any.	Cycle 3, Permit Year 4	Tampa Palms CDD owns no ROW – all ROW, including drainage conveyances, are owned and maintained by City of Tampa.

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<p align="center">3a</p>	<p align="center">02</p>	<p align="center"><u>Baseline Information- Inventory of Local Conditions</u></p> <p>The CDD's stormwater system ultimately discharges into both Cypress Creek and the Hillsborough River Basin, identified as an impaired water with an adopted BMAP (fecal coliform) and nutrient load totals under development. The CDD was not identified as a pollutant source in the BMAP.</p> <p>The TP CDD will access water quality testing results available from HC EPC for sites in and/or near Tampa Palms (three sites are available). These results will be presented at public meetings to reinforce the need for and results of TP CDD's SWP</p> <p>The results will be presented in graph form to the CDD Board and made available on-line on the web site created vis a vis Element ID 2b, 02.</p>	<p>1. Document and report ID number of sample sites used and number of results presented.</p> <p>2. Document and report the number of articles containing information regarding water quality were included in newsletters and on the web site.</p>	<p>Cycle 3, Permit Year 4</p> <p>Cycle 3, Permit Year 4</p>	<p>Impairment definitions, results and adopted plans for improvement for the Hillsborough River and Bay referenced on web page with link to documentation and presentation. http://www.tpoa.net/Green.html</p> <p>Two articles directly on point</p> <ul style="list-style-type: none"> • <i>"Keep Our Ponds Clean"</i> • <i>Tampa Palms A Polluter? Say It isn't So</i>
<p align="center">3b-c</p>	<p align="center">01</p>	<p align="center"><u>Illicit Discharge Elimination Ordinance Creation and Enforcement</u></p> <p>Due to a statutory inability to create legislation and lack of enforcement powers, the TP CDD relies entirely on the City of Tampa (COT) ...Permit Number: FLS000008.</p> <p>The TP CDD maintains signed conformation with the City of Tampa, updated as necessary, detailing the minimum control measures for which the City of Tampa assumes responsibility.</p> <p>The CDD will develop SOP's for illicit discharge inspection and detection to be used by TP CDD sub-contractor.</p> <p>The CDD will maintain a log of any findings of illicit discharge and report those findings to the City of Tampa for action.</p>	<p>1 Document and report update of City confirmation of illicit discharge elimination responsibility for the citizens of Tampa Palms.</p> <p>2. Document & report the creation of SOP's for subcontractor use to inspect facilities for evidence of illicit discharge or dumping.</p> <p>3 Document and report the number of incidences of illegal dumping observed by CDD personnel and reported to the City of Tampa</p>	<p>Cycle 3, Permit Year 4</p> <p>Cycle 3, Permit Year 4</p> <p>Cycle 3, Permit Year 4</p>	<p>Open-ended confirmation received from COT NPDES coordinator and copied to City Attorney.</p> <p>SOP created for facility inspections.</p> <p>No incidences observed or reported for Permit Year 4</p>

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3d	01	<p align="center"><u>Illicit Discharge- Detection and Reporting – Citizens (cont’d)</u></p> <p>Distribute information to all residential owners regarding the proper use of the storm system along with information on how to report evidence of illicit discharge or dumping into the system. The City of Tampa stormwater hotline number to be provided to report observed misuse of systems. Information distributed via - Website notice - Newsletter articles</p>	1. Document & report the manner of information distribution.	Cycle 3, Permit Year 4	Newsletter via US Mail Newsletter via email Newsletter on web page
			2. Document & report the number of owners receiving newsletters.	Cycle 3, Permit Year 4	13,782 newsletters mailed - 6 newsletters w/ ‘who to call’ - US Mail to 2,297 residences
			3. Document & report the number of articles published containing illicit discharge related information	Cycle 3, Permit Year 4	6 newsletter w/to call for dumping” 1 article directly on point
			4. Document & report the titles of newsletter articles	Cycle 3, Permit Year 4	<ol style="list-style-type: none"> 1. “Help Keep Our Ponds Clean” 2. “Florida Friendly” Works In Tampa Palms “Making Your Yard Shine” 3. Hillsborough County & City Work To Control Mosquitos – What Can You Do?” 4. “Herbicide Use In The Tampa Palms” 5. “Tampa Palms A Polluter?”
			5. Document the number of visitors to web pages related to illicit discharge.	Cycle 3, Permit Year 4	251 viewed “Green” pages 790 viewed newsletters
3d	02	<p align="center"><u>Illicit Discharge- Detection and Reporting - Contractor Training</u></p> <p>Distribute information to all subcontractors working for the in CDD regarding the proper use of the storm system along with information on how to report to the CDD any evidence observed of illicit discharge or dumping into the system. Information distributed via - Reviews w/ contractor management - Strategically placed posters</p>	1. Document and report the number of review meetings held and the number of employees reached.	Cycle 3, Permit Year 4	<ul style="list-style-type: none"> • 21 meetings held (24-26 attendees each meeting - CDD maintenance sub-contractor - ABM • 4 meetings (quarterly) for 5 employees)- Pond Maintenance sub-contractor
			2. Document and report the number of illicit discharge reports made by contractors and referred to the City of Tampa	Cycle 3, Permit Year 4	No reports Permit Year 4

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3d	02	<p align="center"><u>Illicit Discharge- Detection and Reporting - Contractor Training (Cont'd)</u></p>	<p>3. Document and report the numbers and titles of posters displayed.</p>	<p>Cycle 3, Permit Year 4</p>	<ul style="list-style-type: none"> • <i>Collecting Oil For Recycle</i> • <i>Storm Drains are Not Trash Cans</i> • <i>Nothing But Rain In the Drains</i> • <i>Keep Grass off the Streets</i>
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Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/ Completion	Summary of Results
4a-d & f	01	<p><u>Construction Permitting to Minimize Discharge of Pollutants and Control Erosion For New Construction</u></p> <p>By law the Tampa Palms CDD is without authority to regulate or enforce construction permitting. The TP CDD relies entirely on the City of Tampa for all activities within this minimum control measure.</p> <p>The TP CDD benefits from the City of Tampa's robust permitting and inspection organization supported by ordinances. COT NDPEs reporting ...Permit Number: FLS000008</p> <p>The TP CDD will report the number of site plan reviews that were performed by the City of Tampa during the reporting year for the construction sites within the boundaries of the TP CDD.</p>	<p>1. Document & report the number of site plans performed by City of Tampa in CDD.</p>	<p>Cycle 3, Permit Year 4</p>	<p>Tampa Palms CDD-specific site plan review data not available from City of Tampa (COT) for Permit Year 4.</p> <p>COT reporting as a Phase I permittee.</p>
		<p>The CDD will report the number of construction site inspections that were performed by the City of Tampa during the reporting year for the construction sites within the boundaries of the TP CDD.'</p> <p align="center"><u>Enforcement Referrals</u></p> <p>Document and report all storm water system-related incidents (observed by CDD personnel or reported by residents to the CDD) on construction sites within the boundaries of the TP CDD referred to the City of Tampa for investigation and enforcement. Such incidents could include track-out of sediment that is not swept up daily, a lack of pollution protection for nearby inlets, or litter/ debris in runoff.</p> <p>Report referrals to the City of Tampa in newsletter to increase resident awareness of the importance to water quality of maintaining construction site cleanliness.</p>	<p>2. Document & report the number of construction site inspections performed by City of Tampa in TP CDD.</p>	<p>Cycle 3, Permit Year 4</p>	<p>Tampa Palms CDD-specific construction inspection data not available from City of Tampa for Permit Year 4.</p> <p>Tampa Palms CDD "built out"; no major development in progress.</p>
4e	01		<p>1. Document & report the number of incidents reported to the City of Tampa for action.</p>	<p>Cycle 3, Permit Year 4</p>	<p>No incidents observed and reported for Permit Year 4</p>
			<p>2. Report number of newsletters where construction site referrals were reported and number of recipients of the newsletters.</p>	<p>Cycle 3, Permit Year 4</p>	<p>No incidents observed and reported for Permit Year 4 so no newsletter articles created.</p>

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Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/ Completion	Summary of Results
6a	01	<p align="center"><u>Swale Maintenance SOP</u></p> <p>Develop SOP for swale maintenance and inspection, and estimation of trash removed.</p>	1. Document & report SOP created.	Cycle 3, Permit Year 4	SOP in place for swale maintenance.
6a	02	<p align="center"><u>Swale Maintenance Routines</u></p> <p>Maintain swales by careful mowing, and periodic aeration of the soil to promote percolation rates.</p> <ul style="list-style-type: none"> - Examine 32K ft of swales to make sure mowing does not damage swale blocks, if any, that grass and clippings are not directed into the storm water system and that soil is properly aerated to support percolation. - Patrol swales along boulevards and remove any litter and / or landscape debris found in the swale area. Objective is that swales will be maintained 100% debris-free. - Examine all swales and re-sod if necessary. - Inspect landscape materials growing in or along swales to make certain that there is no interference with gravity drain to swale bottom inlets or any interference with inlet structures. 	1. Document and report number of and frequency of mowing.	Cycle 3, Permit Year 4	<ul style="list-style-type: none"> - 47 swale mowing's completed Permit Year 4 - 1,504,000 linear feet swale mowed Permit Year 4
			2. Document and report the number of inspections and estimates as to the CF trash removed.	Cycle 3, Permit Year 4	<ul style="list-style-type: none"> - 12 inspections completed - 32, 000 linear ft of swale inspected - 2,700 CF trash collected
			3. Document and report the square ft of sod replaced, if any.	Cycle 3, Permit Year 4	7 Deficient turf areas observed 78,000 SF turf replaced Permit Year 4
			4. Document and report gravity drain and landscape improvements, if any.	Cycle 3, Permit Year 4	Bio-swales approved and designed for two selected areas in Year 4. (Actual construction completed Year 5)

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6a	03	<u>Swale Operability Inspections</u>			
		<p>The TP CDD will execute a program to assess operability of TP CDD maintained ROW swales to assure properly handling of roadway runoff.</p> <p>Program to include:</p> <ul style="list-style-type: none"> - Inspection of the edge of roadways and ribbon curbs along boulevards post storm events for back-up indicating swale impermeability. - Evaluate swale ponding 72 hours after any major storm (3+ inches of rain) to make certain percolation is working properly. <p>Inspection of swale areas to make certain that no undesirable dams or checks have been established.</p>	<p>1. Document and report number of inspections of swale areas for evidence of impermeability.</p>	Cycle 3, Permit Year 4	12 inspections performed during Permit Year 4
			<p>2. Report number of post-storm inspections and number of swale areas.</p>	Cycle 3, Permit Year 4	30 post-storm inspections of the 32,000 linear ft of swale.
6a	04	<u>Swale Bottom Inlet Structure Monitoring</u>			
		<p>Inspect for and report any swale bottom inlets that appear to have structural damage.</p> <p>Inspect all swale-bottom inlets along managed boulevards (62) for structure deterioration and report any damage to City of Tampa for repair.</p> <p>Maintain a log with location and status of any damaged swale bottom inlets. Report activity on NPDES AR.</p>	<p>1. Document number and frequency of inspections</p>	Cycle 3, Permit Year 4	12 routine inspections (monthly) Permit Year 4.
			<p>2. Report number of damages inlets reported to City of Tampa for repair/replacement.</p>	Cycle 3, Permit Year 4	No damage observed and reported during Permit Year 4.

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6a	05	<p align="center"><u>Wet Retention Pond Maintenance SOP</u></p> <p>Develop SOP for pond maintenance and inspection, and estimation of trash removed.</p>	1. Document and report SOP in place and used by subcontractors to direct activities.	Cycle 3, Permit Year 4	Pond Maintenance SOP created and in use.
6a	06	<p align="center"><u>Wet Retention Pond Maintenance</u></p> <p>Maintain water quality by:</p> <ul style="list-style-type: none"> - Mowing surrounding areas frequently enough to promote healthy turf. - Making certain that grass clippings are not allowed to litter ponds or pond banks. - Limit fertilizer use around the ponds; no fertilizer within 20 ft of bank, no rainy season fertilizer. - Keeping outfall structures clear of debris and vegetation - Keep noxious plant materials in ponds under control <p>Mow non-conservation areas surrounding ponds.</p> <p>Inspect pond banks in primary mow areas (CDD-owned and non- conservation) to make certain no build-up of grass clippings.</p> <p>Reduce number of annual fertilizer applications on pond land tracts by 40%. Inspect pond control structures for debris build up and remove.</p> <p>Inspect ponds for build-up of noxious weeds and treat if needed.</p>	1. Document and report number and frequency of mowing.	Cycle 3, Permit Year 4	31 mowing's of non-conservation pond bank areas in Permit Year 4.
			2. Document and report the number of inspections of primary mow areas.	Cycle 3, Permit Year 4	12 inspections of primary mow areas completed.
			3. Document and report % achievement of fertilizer reduction.	Cycle 3, Permit Year 4	100% achieved fertilizer-use reduction - 20 ft no fertilizer zone around ponds
			4. Document and report inspections for debris removal	Cycle 3, Permit Year 4	2,100 pond debris inspections by CDD contractor - 24 bi-monthly inspections of 70 ponds. - 6 major post rain event inspections of 70 ponds
			5. Document and report inspections of water quality (noxious weed control) and treatment.	Cycle 3, Permit Year 4	- 1,260 inspections for water quality completed by pond biology contractor - 750 treatments for non-desirables.

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6a	07	<p align="center"><u>Control Structure Maintenance SOP</u></p> <p>Develop SOP for pond control structure maintenance and inspection, and estimation of trash removed.</p>	1. Document and report SOP in place and used by subcontractors to direct activities.	Cycle 3, Permit Year 4	SOP created and in-place for subcontractor guidance
6a	08	<p align="center"><u>Pond Control Structure Maintenance</u></p> <p>Maintain water control structures in operating condition by removing debris and monitoring for structure failures. Activities to include:</p> <ul style="list-style-type: none"> - Inspect and repair as needed each of the water control structures in the CDD's 70 ponds. - Document any repairs and or changes made to control structures as the result of repairs. Notify City of Tampa NPDES of any changes/repairs. - Rake or scarify sand filter banks to keep area clear of weeds. (9 sand filters) - Inspect and clean grates on 45 outfalls. Rotate grates if designed to rotate. - Inspect area in front of the outfall control structure for built-up sediments and vegetation that may block or impair the operation of the structure - Inspect and re-sod any bank areas where there is evidence of erosion or dead grass. 	1, Document and report the number of structure inspections completed.	Cycle 3, Permit Year 4	280 total inspections - 70 ponds inspected each quarter, completed in Permit Year 4
			2. Document and report number of repairs made to structures and any changes made and reported to COT.	Cycle 3, Permit Year 4	No repairs made. No system changes reported to COT
			3. Document and report the number of sand filter maintenance routines performed.	Cycle 3, Permit Year 4	36 sand filters cleaned/raked - 9 filters quarterly (routine)
			4. Document and report the number of inspections to outfalls areas.	Cycle 3, Permit Year 4	765 outfall inspections - 45 outfalls/control structures 12 times (routine) - 45 outfalls/control structures 6 times after major rain events.
			5. Document and report SF of sod replacements made to pond banks	Cycle 3, Permit Year 4	1 pond bank- sod replaced and rip rap installed for erosion control \$5,100

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6a	09	<u>Street Cleaning</u>			
		<p>There exists demonstrable value to the surface water systems in making certain that the streets are kept clean of dirt and silt and that any particulate matter associated with landscape activities is promptly removed.</p> <p>The Tampa Palms CDD does not own or operate any roadways (City of Tampa property). The CDD does however provide landscape services adjacent to the roadways and will take steps to reduce to the maximum it is able all landscape-based particulate matter that might collect on the roadways.</p> <ul style="list-style-type: none"> - All turf litter caused by mowing will be promptly blown out of the streets so as not to enter the storm drains. - Landscape staff will follow fertilization operations to make certain and stray fertilizer that might collect on the sidewalks or roadways is promptly removed. - During periods of heavy leaf dropping, leaves will be removed from the roadways and 	<p>1. Document and report the manner and frequency of turf litter removal.</p>	Cycle 3, Permit Year 4	<p>Litter blown from streets after each mowing.</p> <ul style="list-style-type: none"> - 47 times litter blown from boulevards
		<ul style="list-style-type: none"> - All turf litter caused by mowing will be promptly blown out of the streets so as not to enter the storm drains. - Landscape staff will follow fertilization operations to make certain and stray fertilizer that might collect on the sidewalks or roadways is promptly removed. - During periods of heavy leaf dropping, leaves will be removed from the roadways and 	<p>2. Document and report the manner and frequency of fertilizer removal.</p>		<p>Manual fertilizer removal w/ blowers immediately after each applications four fertilizations per year.</p> <p>All maintenance vehicles washed weekly using self-contained, recycle wash station (10 trucks and six carts)</p>
<ul style="list-style-type: none"> - All turf litter caused by mowing will be promptly blown out of the streets so as not to enter the storm drains. - Landscape staff will follow fertilization operations to make certain and stray fertilizer that might collect on the sidewalks or roadways is promptly removed. - During periods of heavy leaf dropping, leaves will be removed from the roadways and 	<p>3. Document the manner and frequency of leaf removal.</p>	<p>General leaf removal from all landscaped areas was completed once during permit year 4.</p> <p>150 acres total acres cleared.</p>			

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6a	09	<p align="center"><u>Street Cleaning</u></p> <p><i>Continued</i></p> <p>Utilizing the street sweeping schedules of the City of Tampa for sweeping occurring solely in Tampa Palms and the FSA assessment tool, the CDD will report to the citizens an approximation of the value of these activities in removing nutrient loads that would have otherwise polluted the waterways.</p> <p>Report will be made via newsletter articles.</p>	4. Document and report the frequency of COT street sweeping in Tampa Palms and the estimate nutrient load removal. Report the manner and frequency of distributing the information to the citizens of Tampa Palms.	Cycle 3, Permit Year 4	<p>Street sweeping provided by COT quarterly</p> <ul style="list-style-type: none"> - 81 route miles traveled* - 4.21 tons removed** <ul style="list-style-type: none"> 48 lbs phosphorous*** 75 lbs nitrogen *** <p>* Miles adjusted to report only spine roads which CDD voluntarily maintains. ** Calculated based on COT average collection per mile. *** Calculated using MS4 load reduction tool.</p>
6a	10	<p align="center"><u>Fleet Maintenance</u></p> <p>The CDD landscape subcontractor utilizes a fleet made up of mid duty utility carts, pick-up trucks, a dump truck, as well as numerous pieces of landscape equipment such zero turn radius mowers, standard mowers and a self-contained spray rig.</p> <p>The CDD has installed a closed system, biologically based, vehicle wash system to make certain fertilizers, oils and fuels and other pollutants are cleaned from the vehicles and not tracked onto the landscape and into the storm drains.</p> <p>All vehicles are washed weekly, mowers are washed daily – when used.</p>	1. Document and report number of pieces of equipment washed and frequency.	Cycle 3, Permit Year 4	<p>There are ten trucks and six carts used that are deployed for landscape maintenance on Tampa Palms property.</p> <p>Seven mowers per day average (mower quantities varies by season) are in use.</p> <ul style="list-style-type: none"> • All mowers are washed daily • Carts are washed daily when engaged in fertilizing activities. • Carts and trucks are routinely washed weekly.

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6b	01	<u>Subcontractor Training</u>			
		<p>All CDD landscape and pond management subcontractor employees will receive training with specific focus on</p> <ul style="list-style-type: none"> ▪ Good housekeeping practices ▪ Material management ▪ Spill detection and reporting <p>The CDD requires semi-annual training and monthly follow-up sessions. To serve as a reminder of this training, environment protection posters will be placed in work areas.</p> <p>CDD landscape subcontractor will be required to utilize appropriate EPA and other posters prominently displayed in work area to remind employees of compliance issues</p> <p>CDD will mandate that landscape monitoring company takes into consideration stormwater system when requiring fertilization and other practices so as not to conflict with reduction strategies. This will be reviewed twice a year with the monitoring company.</p>	<p>1. Document and report the number of employees trained and the number of training session completed.</p>	Cycle 3, Permit Year 4	<p>546 total training opportunities</p> <ul style="list-style-type: none"> - 21 meetings - 26 employees
		<p>2. Document and report number and titles of posters used.</p>	Cycle 3, Permit Year 4	<p>Same as in 3d 02 above</p> <ul style="list-style-type: none"> • <i>Collecting Oil For Recycle</i> • <i>Storm Drains are Not Trash Cans</i> • <i>Nothing But Rain In the Drains</i> • <i>Keep Grass off the Streets</i> 	
		<p>3. Document and report number of reviews with monitoring company and outcomes. The City of Tampa provides street sweeping services on a routine basis but does not have a way to report to the citizens as to the effectiveness of this activity.</p>	Cycle 3, Permit Year 4	<ul style="list-style-type: none"> - 12 CDD consultant reviews with landscape company area manager regarding training and outcomes. - 12 CDD consultant reviews w/ landscape monitoring and rating company – written reports required. - 1 annual meeting of the HOA where 65 attended and COT street cleaning effectiveness was reviewed. 	

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6b	02	<u>Contractor / Operator Certification</u>			
		<p>All contractors who apply any fertilizer products must be certified as having completed the University of Florida Institute of Food and Agricultural Sciences (IFAS)-approved BMP training program.</p> <p>All subcontractor IPM operations will be under the direct supervision of a holder of a properly licensed</p> <p>The CDD subcontractors will certify that all employees will adhere to the Florida-Friendly Best Management Practices for Protection of Water Resources by the Green Industries at all times</p>	<p>1. Document and report the number of applicators certified as having completed appropriate IFAS course(s).</p>	Cycle 3, Permit Year 4	Five certified – all employees of landscape sub- contractor
		<p>2. Document and report number of applicator licensees by Dept of Agriculture for both the landscape and aquatic subcontractors.</p>	Cycle 3, Permit Year 4	One licenses by State of Fla Dept of Ag- .landscape.[ABM] Five licensed for aquatic applications. [LakeMasters]	
		<p>3. Document and report number of subcontractor employees made familiar with <i>Florida-Friendly Best Management Practices for Protection of Water Resources.</i></p>	Cycle 3, Permit Year 4	26 employees of landscape sub-contractor have been made familiar with FFBM Practices..	

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SECTION III. CHANGES TO STORMWATER MANAGEMENT PROGRAM

Assess the appropriateness of each BMP that has been implemented and provide a list of changes in the space below. Include proposed changes to BMPs, Measurable Goals, or Implementation Schedules, and justification for changes. Also report new BMPs that have been added to the Stormwater Management Program in this section. Add pages if more room is needed. Include the Element ID as it is listed on the submitted NOI. BMP Number should be indicated as listed on the NOI, unless a new BMP is being proposed. Include Element ID on all extra pages, include BMP number for all changes to BMPs previously listed on NOI.

Element ID	BMP Number (where applicable)	Proposed Change or New BMP Description and Justification
		No New BMPs Year 4

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SECTION IV. INDEPENDENT MONITORING AND RELIANCE ON ANOTHER ENTITY

A. Please indicate whether the Phase II MS4 performed independent monitoring. If yes, please attach monitoring data collected during reporting period.

The MS4 performed independent monitoring during the reporting period, (Attach monitoring results to this Annual Report form).
 The MS4 did **NOT** perform independent monitoring during the reporting period.

B. Please indicate which elements of the Stormwater Management Plan the Phase II MS4 is relying on another entity to satisfy. Include New or revised BMP activities that met this criteria. NOTE: These elements should also be listed in Sections II or III of this form.

Element #	BMP #	Name of Responsible Entity
3b-c	01	The Tampa Palms CDD is within the City of Tampa and falls within the scope of the COT NPDES reporting Permit Number: FLS000008
4 a-f	01	The Tampa Palms CDD is within the City of Tampa and falls within the scope of the COT NPDES reporting Permit Number: FLS000008

**NPDES ANNUAL REPORT
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SECTION V. CERTIFICATION STATEMENT AND SIGNATURE

The Responsible Authority listed in Section I.B. of the Annual Report form must sign the following certification statement:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based upon my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name of Phase II MS4 Responsible Authority (type or print):		Mary-Margaret Wilson	
Title:	Assistant Secretary, Tampa Palms Community Development District		
Signature:	<i>Mary-Margaret Wilson</i>	Date:	9 / 27 / 17

CDD Staff Reviews

In the following pages please find the Chairman's analysis of salary administration for FY 2017-18 for the two CDD-compensated positions; the administrative assistant position and the consultant position.

Included in the attached are:

- Chairman's analysis for the administrative assistant position
- The consultant's assessment of the administrative assistant
- Chairman's analysis for the consultant position
- The Chairman's review of District Value Created
- Two independent assessments of salary increases this year

If the actions recommended meet with your approval, they should be formally approved by motion at the CDD meeting.

Position: Administrative Assistant

***15 years in this position

Tampa Palms Business Model

The District staff has created and maintains a Tampa Palms CDD image that is professional, competent, and respected by both our public and private constituencies. The staff accomplishes superior results, without costly outside management consulting. Our residents benefit from lower assessments.

Compensation Strategy

The District’s private-sector business model produces favorable outcomes come from repeatable, reliable business systems, processes...and dedicated, capable staff. Success of the model is built on private-sector initiatives, experience, broad skill sets and “do-what-it-takes attitude”. Staff compensation must be competitive with the private sector.

Compensation Trends

Industry surveys, enclosed, indicate 2017 salary budgets that average 3.0 % increases, contingent on the employees’ relative position in the job grade range.

*** Please find attached results-based performance appraisal for the Key Success Factors.

Administrative Assistant Compensation

				<u>Total</u>
Effective Sept 30, 2010				\$ 49,137
Allowance: Health Insurance				<u>9,000</u>
Total				\$ 58,137
Effective Oct 1, 2010	+ 2,000	3.4% %	Total	\$ 60,137
Effective Oct 1, 2011	+ 2,000	3.3 %	Total	\$ 62,137
Effective Oct. 1, 2012	+ 2,500	4.0 %	Total	\$ 64,237
Effective Oct. 1, 2013	+ 2,113	3.3 %	Total	\$ 66,350
Effective Oct. 1, 2014	+ 1,700	3.0 % on salary	Total	\$ 68,050
Effective Oct. 2, 2015	+ 1,700	2.9 % on salary	Total	\$ 69,750
Effective Oct, 2, 2016	+ 1,500	2.5 % on salary	Total	\$ 71,250
Proposed Oct. 2, 2017	+ 1,500	2.5 % on salary	Total	\$ 72,750

The proposal includes a \$ 62,450 salary, with a \$ 10,300 health insurance allowance & three weeks vacation.

The position works 75 % for the CDD and 25 % for the TPOA (\$ 54,563 and \$ 18,187 of payroll costs, are budgeted by each organization, respectively).

The proposed compensation is within the 2017-18 CDD budget.

PERFORMANCE REVIEW ADMIN POSITION- ACHIEVEMENTS DURING FY 2016-17

Name Dorothy Collins (Dede)

Position Staff Administrative Assistant

Appointed To Position September 2002 (Severn Trent)

Period Covered October 2016 - September 2017

Rating 5

RATING GUIDELINES:

1 = Unacceptable
2 = Needs Improvement
3 = Meets Standard
4 = Exceeds Standard
5 = Substantially Exceeds Standard
All ratings must be related to the performance of job functions

Remarks

The essential elements of Dede's performance can be detailed with a few key phrases:

- Reliability
- Initiative
- Quality of output
- Communication skills

Dede requires only a bare minimal amount of supervision to fulfill her responsibilities. She displays an outstanding understanding of the interrelationship between her job and the success of the CDD and the TPOA. Those things are very difficult to quantify, and yet they are absolutely exceptional.

Dede does not hesitate to make decisions on both day to day and very challenging matters and in these decisions, displays confidence in her own decision-making abilities. Her choices for action are on target and reflect her **reliable, sound judgment skills**. She clearly articulates her reasoning process and in so doing makes those who act on her conclusions confident in what they must do.

Examples:

- Suspension of all invoice payment to a vendor who was ill performing (US Securities) until all invoices correctly reflected work completed.
- Closing of restrooms at CDD, management of temporary use of Park facilities for employees when noise from lift station was observed and BEFORE sewage back-up could occur.
- How and where to locate debris pending collection. (Rear of the park)

Dede displays creativity and **innovative** thinking beyond the expectations for her position. She constantly creates new usable and resourceful processes for (a) improving the organization of CDD data (b) stream lining invoice payment and approval and (c) providing an easy path for others.

- Water-bill invoicing (65 invoices automatically processed eliminating improper payment application by the City while still retaining w/ back-up provided for inspection.)
- Packet management -spare monthly copy filed w/ approved minutes when received with notice information included creating a FULL and complete copy locally [even in color] of the records of the District.

Dede researches extensively, staying on top of current developments that might impact the District such as insurance law changes for public entities, changes or improvements in banking and audit requirements and unscheduled/unplanned activities in the area (such as come about with the ongoing construction). She imaginatively puts the resources and tools available to her to maximum use with the resulting **quality** demonstrated in the work she performs.

PERFORMANCE REVIEW ADMIN POSITION- ACHIEVEMENTS DURING FY 2016-17

- CDD insurance (property / liability / directors) renewed. Each asset reviewed for coverage along with extensive discussions with underwriters that are required each year to establish that Tampa Palms has no liability for roads. Result: 2017-18 insurance costs increased \$340.00.
- TPOA insurance (property / liability / auto / umbrella/ directors) renewed. Equal attention to detail with a minimal <1/2% increase.
- More the 5,000 notifications of digging sent by Sunshine OneCall processed for the protection of Tampa Palms facilities and resulting in not a single unmarked facility damaged by workers.
- Oversight of County tax collection deposits to District bank services during a period of changes by the County without a single missed deposit or notification.
- Processing and average of 120 invoices monthly (66 plus 54 water bills), retaining all necessary documentation for audit questions and managing record retention to meet State requirements.

Ded has earned the respect and trust of others through her uncompromising integrity, openness and ability to **communicate** in a manner that is both frank and considerate. She exhibits a high degree of confidence in herself, as well as in others and she tolerates a great deal of pressure. Dede influences others to perform better.

District Value Created

Tampa Palms CDD District

15 Year History ending Sept., 2017

**** Rev. 9/20/17**

Major Key-Success Factors with associated metrics, including, but not limited to the following....

Transition of Landscape Maintenance Craft Partnership & Outsource vs Community-Owned Save \$ 300 K/Yr
Bring landscape to Premier Community status with defined metrics
Develop & document systems & practices for consistent community benefit
Establish monthly independent landscape audit with community rating

Board Professionalism And Effectiveness Advanced Board Book.....Professionally Informed Board
Power Point Presentations Improved Meeting Communications

Financial Stewardship Private Sector Financial Reporting Standards Budget Totals \$ 32 M
Major Project financial management, cost & internal controls \$ 9 M
 Including: Community Development \$ 1.5 M
 TP Visioning 2015 5.0 M
 Signature TP 2017 1.7 M

Cash Management QPD protection Interest income over..... **\$ 325 K
Multi-Year Financial Models Longer-term Vision
15 years of "No Comment" independent audit s

Eminent Domain Florida Gas Transmissiontaking of CDD Property \$ 400 K
Area I exit to Bruce B Downs...taking of CDD Property ** \$ 497 K
** ..In addition, negotiated new pavers for area 1 entrance ** 90 K

**Public Relations Community Relations Develop, train & implement professional & compassionate protocol for park attendant & security personnel to handle non-resident use. Formal audit trail of interim validation. Record of improved communication tools to help demonstrate consistent, non-biased implementation of rules.

Mitigation BBD Expansion Negotiate Design Changes...to avoid Tampa Palms mitigation costs and preserve TP Signature and Brand including, but not limited to:
 - Area II Median (not eminent domain) Cost Avoidance \$ 50 K
 - Eliminate 6 ft berm around pond topped by w/ 12 ft chain-link fence (**Compare to fence-enclosed Pond opposite Acropolis)
 - EPA release of flagship corner "dry" wetlands for community use
 - Re-design pond to orient to BBD & permit littoral planting shelf and
 - Eliminate gravity-wall to preserve Amberly entrance monument
 **Negotiate aesthetic brick installation for pork chops & medians
 **Negotiate Decorative Protective fencing for Bruce B Downs

Research Deed for Grace Church with specific, limited Land Use Provisions
Avoidance : Cell Tower and Commercial Use of TP Flagship Corner Priceless

<u>Environmental Compliance</u>	<p>Establish “Environmental Conscious” of Tampa Palms</p> <p>NPDES: Plan, Implement and Audit w/o Outside Consultant Savings \$ 30 K</p> <p>**Revise plan & secure new NPDES approval of every 5 years. \$ 30 K</p> <p>SWFWMD partnership water savings plan & monitoring</p> <p>** Negotiate no TP quota charge for filling area 2 flagship pond ??</p>						
<u>Government Relations</u>	<p>Establish Consultant as “Voice of Tampa Palms” to all constituents</p> <p>Initiate and Maintain constructive & co-operative relationships</p> <p>Secures all public services possible for TP CDD</p> <p>Transfer Street Light cost & responsibility to COT</p> <p>**Recruited by Luis Viera for his New Tampa Community Council</p>						
<u>Project Management</u>	<p>Research and present to Board over \$ 9.0 M in community projects</p> <p>Quote, source and manage all projects approved by Board</p> <p>Including, but not limited to:</p> <table border="0" style="margin-left: 40px;"> <tr> <td>Community Development</td> <td style="text-align: right;">\$ 1.5 M</td> </tr> <tr> <td>TP Visioning 2015</td> <td style="text-align: right;">5.0 M</td> </tr> <tr> <td>Signature TP 2017</td> <td style="text-align: right;">1.7 M</td> </tr> </table>	Community Development	\$ 1.5 M	TP Visioning 2015	5.0 M	Signature TP 2017	1.7 M
Community Development	\$ 1.5 M						
TP Visioning 2015	5.0 M						
Signature TP 2017	1.7 M						
<u>District Conversion to Non-Ad-Valorem</u>	<p>Developed and Implemented TP Assessment Process Savings \$ 30 K</p> <p>Research: Florida Supreme Court Cases on Assessment Process</p> <p>Develop resident education & communications program</p>						
<u>Resident Communication</u>	<p>Initiated and maintains TP CDD & TPOA websites required by State of Florida</p> <p>Posts all documents required to maintain informed residents</p> <p>Author community newsletter for resident education</p>						
<u>Allocation of Resources</u>	<p>Sets priorities for total of \$ 11.0 M ABM/One Source landscape services</p> <p>Establish Hardeman-Kempton relationship and co-ordinate with Board Agenda</p>						
<u>Public Relations</u>	<p>Develop, train & implement professional and compassionate protocols for park attendants & security personnel behavior in handling non-resident use of all Tampa Palms private parks.</p> <p>Formal written documentation with supporting validation of training , re-training and incident reporting and review.</p> <p>Feedback records for ideas improving clarity of communications tools employees and agents to demonstrate the consistent, non-biased, fairhanded implementation of Park rules.</p>						

Tampa Palms Storm Drainage / Flooding

Below Supervisors will find information regarding:

- Questions directed to the CDD regarding flooding and flood insurance
- Information about the Tampa Palms drainage plan and watersheds
- Background information including the semi-vulnerable location of Tampa Palms and the Army Corp of Engineers plan to prevent catastrophic flooding for the City of Tampa
- **Questions to the CDD regarding flooding and flood insurance**

During the two weeks that preceded Hurricane Irma, when the Tampa Palms area received more than 26 inches of rain and the Houston tragedy was all over the newspapers, many residents called to the CDD to ask if they should buy flood insurance. The number of callers increased as Irma lumbered our way.

Staff advised callers that the CDD is not able to give advice on such a matter. Callers were provided with public information available that would show in what flood zone their home was located. (FEMA data available directly and through a link on the Hillsborough County website.)

- <http://hillsboroughcounty.org/en/residents/property-owners-and-renters/homeowners-and-neighborhoods/find-my-flood-zone#/0347581794/flood-zone>
- <https://msc.fema.gov/portal>

The designations on FEMA Flood Maps are in reality *insurance rating indicators* and the actual title of the maps is **Flood Insurance Rate Maps (FIRM)**. Most of Tampa Palms is in Zone X (which is the old B & C). The excerpt below is from the County/FEMA information:

Zone A: The Special Flood Hazard Area (SFHA), except coastal V Zones, shown on a community's Flood Insurance Rate Map (FIRM). There are five types of A Zones:

- A □: SFHA where no base flood elevation is provided.
- A#: Numbered A Zones (e.g., A7 or A14), SFHA where the FIRM shows a base flood elevation in relation to NAVD.
- AE □: SFHA where base flood elevations are provided. AE Zone delineations are now used on new FIRMs instead of A# Zones.
- AO: SFHA with sheet flow, ponding, or shallow flooding. Base flood depths (feet above grade) are provided.
- AH: Shallow flooding SFHA. Base flood elevations in relation to NAVD are provided.

Zone B: Area of moderate flood hazard, usually depicted on Flood Insurance Rate Maps as between the limits of the base and 500-year floods. B Zones are also used to designate base floodplains of little hazard, such as those with average depths of less than 1 foot.

Zone C: Area of minimal flood hazard, usually depicted on Flood Insurance Rate Maps as above the 500-year flood level. B and C Zones may have flooding that does not meet the criteria to be mapped as a Special Flood Hazard Area, especially ponding and local drainage problems.

Zone D: Area of undetermined but possible flood hazard.

Zone V : The Special Flood Hazard Area subject to coastal high hazard flooding. There are three types of V Zones: V, V#, and VE, and they correspond to the A Zone designations.

Zone X: Newer Flood Insurance Rate Maps show Zones B and C (see above) as Zone X.

- Information about the Tampa Palms drainage plan and watersheds

It's Always Location, Location, Location

Tampa Palms sits at a unique position in that it is literally at the junction of three watersheds:

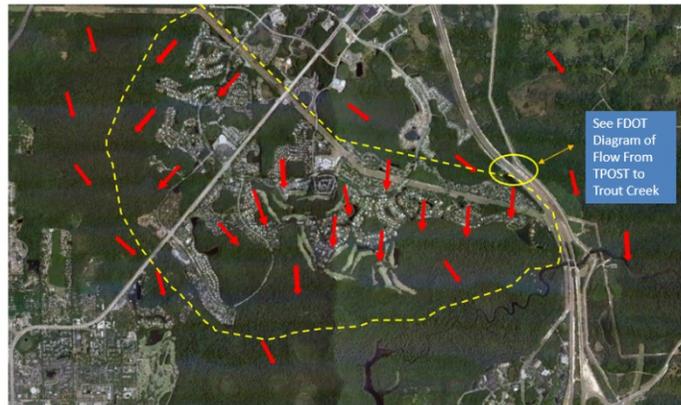
- The Cypress Creek
- The Trout Creek
- The Hillsborough River

Both the Cypress Creek and Trout Creek watersheds drain into the Hillsborough River, Trout Creek just east of Tampa Palms, near I-75, and Cypress Creek in Tampa, just south of the Country Club.

The storm water within Tampa Palms flows into street drains which drain into ponds then flows south through interconnected ponds and wetlands into either:

- Cypress Creek (villages west of BB Downs)
- Hillsborough River (villages east of BB Downs).

The storm water from Tampa Palms North follows the same path as that of Area 2, storm water flows south into wetlands and ultimately into Cypress Creek.



General Drainage Basin Flows

TPOST 3 has a different flow pattern. It does not go south and through Tampa Palms, It flows southeast to a point at the northeast corner of Tampa Palms in the Enclave where it flows under I-75 and into the Trout Creek watershed.



This is the natural flow of the TPOST 3 storm water and Federal Law for many years has prevented redirection of watersheds due to the potential for creating flooding conditions - even for interstate construction. This flow is the reason for break in the noise wall along I-75.

- Background information including the semi-vulnerable location of Tampa Palms and The Army Corp of Engineers plan to prevent catastrophic flooding for the City of Tampa



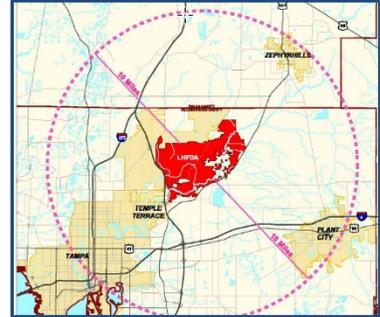
Army Corp of Engineers Flood Controls

If a rainmaker [hurricane or even a series of heavy rain-producing storms] occurs north and east of Tampa, the cities of Tampa and Temple Terrace are in danger from flooding.

If a that rainmaker extends across both the City of Tampa and northeast, the effects on the watersheds and ultimately the Hillsborough River in Tampa would be substantial.

Tampa suffered extensive flooding about 60 years ago and for that reason the Army Corp of Engineers created flood controls to protect Tampa, most of which are functionally located in or near Tampa Palms.

- a. Tampa Flood Control Dam - structure S-155, just east of I-75
- b. Tampa By-Pass Canal- east of I 75
- c. Lower Hillsborough River Flood Detention Area (LHFDA) – a 16,000 square acre “holding tank” for excess water directly across I-75 from Tampa Palms. **THIS OPTION WAS DESIGNED BASED ON A 500-YEAR FLOOD CONSTRUCT.**
- d. Levee s122 exit valve (allows overflows from LHFDA under I 75 at the point where the TPOST flow usually goes east) which flows through Tampa Palms and floods the area from Tampa Palms CC to the river [this would occur only in a very extreme situation].



There are triggers for implementing these controls; depth of the Hillsborough River and flow speed. The triggers are:

1. River depth - 25 ft measured at Fowler Ave (this is 4 ft below flood stage -see above)
2. Flow - 500 CCS, measured at the dam just east of I-75

This is not a “never use” control system: it is used and the public is notified, though most citizens have a minimal understanding of what is taking place. For example, on the Thursday BEORE Irma came to town the river measured 25 ft at Fowler.

- a. Tampa Palms had received 26 inches of rain in 10 days
- b. Areas upstream on the Hills River have received as much or more.

The following took place

1. The By-Pass Canal was opened
2. Nature’s Classroom was closed
3. Valves into the LHFDA were opened.
4. The SWFWMD recreational lands east of I-75 were closed [Flatwoods]

The measures were only deactivated last Wednesday, 10/4/17

SWFWMD, which operates the LHFDA, has produced a booklet describing the area with details on the flood control aspects and the primary use which is recreational. That booklet is available on line at:



https://www.swfwmd.state.fl.us/recreation/pdf/2005_Lower_Hillsborough_FDA_LU-Mgmt_Plan.pdf

What Does This Mean To Tampa Palms Residents

The storm water management systems for Tampa Palms depend on flow through certain conservation lands and ultimately into the Hillsborough River. Situations which cause a rise in the level of the Hillsborough River (storms / storm surge coming up the river from the bay [? hurricane]) can impede and back-up that flow.

Catastrophic? The current FEMA Flood Insurance Rate Maps (FIRM) indicate minimal risk.

Annoying and messy? It is difficult to quantify the potential for situational ponding that might occur. There is no empirical data available.

Cash Management Plan For CY 2018

The CY 2017 cash management agreement negotiated with Sunshine Bank expires January, 2018. The chairman normally oversees review of the cash management plan with the concurrence of the balance of the Board.

The Board-established cash management priorities previously used as a basis for this review are as follows:

- 1) Safety of taxpayer funds
- 2) Internal process controls...supporting no-comment audits
- 3) Timely payment of vendors
- 4) Respectable return on working capital

The financial markets are experiencing some of the same uncertainty as other sectors. It is widely expected that the Fed will raise rates, though minimally, at their next meeting, a move made more likely by the remarks Federal Reserve Bank of Kansas City President Esther George who noted gradual and small increases indicated. Still, there is no rate certainty and with all the political volatility, banks see a very unclear path to the future.

An unclear path creates uncertainty for banks and inspires more caution when it comes to committing an interest rate for twelve months.

Further with the extreme bank consolidation that has been occurring, there are fewer and fewer banks left who have any interest in a respectable return rate on collateralized funds.

Staff has sent a request for proposals to lock down 2018 rates to the CDD's current provider and will send to others in the coming days.

A decision needs to be made by the November meeting: in the past the Board has agreed by motion that a preliminary decision can be made by the Chairman, memorialized at the next meeting.

Staff recommends that be done this year as well.