

***TAMPA PALMS
COMMUNITY DEVELOPMENT DISTRICT***

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



Wednesday, August 10th, 2016

6:00 P.M.

Compton Park Recreation Building

16101 Compton Drive

Tampa, Florida



TAMPA PALMS COMMUNITY DEVELOPMENT DISTRICT

CDD Meeting Advanced Package August 10th, 2016

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 - f. Strategic Planning
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 - i. Bruce B Downs Update
 - j. Multi-Modal Path Update
 - k. Park Guards Report & Options
 - l. Park Reviews
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 - n. Tampa Palms Tree Report
 - o. TECO Power Outage Reporting

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**

August 5, 2016

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, August 10, 2016 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 July, 2016 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
Carolyn Stewart (Record Copy)

Tampa Palms CDD Meeting Agenda

**August 10, 2016, 6:00 p.m.
Compton Park Recreation Building
16101 Compton Drive, Tampa, FL 33647**

1. Welcome & Roll Call
2. Strategic Planning
3. Board Member Discussion Items
4. Public Comments
5. Approval of the July, 2016 Minutes
6. Approval of District Disbursements
7. Consultant Reports
 - Bruce B Downs Update
 - Community Appearance
 - Park Report(s)
 - Multi-Modal Path
 - Tampa Palms Tree Report
 - Power Outage Reporting
8. Other Matters
9. Public Comments
10. Supervisor comments
11. Adjourn

Nine Months ending June 30, 2016

Executive Summary

As of June 30, 2016, The District has cash balances net of liabilities of \$ 4.5 M. With three months left in the fiscal year District expenses should very favorably in the range of \$ 75 K to 90 K. The timing of several expense categories will come back to budgeted plan levels.

The CDD should end the year with about \$ 1.4 M in presently unallocated funds with which to address future community needs, including any additional BBD mitigation efforts.

The favorable forecasted budget variances are principally cash management interest \$ 15 K, property appraisers policy change \$ 25 K, legal services 13 K, plus water & electric utilities 13 K.

Sources, Uses and Allocation of Funds

District Cash	6/30/16	\$ 4,511 K
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<u>Revenue</u>	Cash Collections	Balance FY 2015-16	\$ 15 K	15
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Expenses & Cost Allocations

District Operations	Balance FY 2015-16	\$ 746	
	Ist Qtr FY 2016-17	600	
Reserves	Uninsured Winter Damage	200	
	Uninsured Wind/Hurricane Damage	200	
	Palm Pest Survival Program	200	(\$ 1,946 K)
TP Signature 2017	(BBD mitigation current working model)		(\$ 1,195 K)
December 31, 2016, Forecast	Unallocated General Fund Balance		\$ 1.385 K

Note: The normal District cash collection cycle will not provide meaningful additional funds for FY 2016-17 operating obligations until late December.

**Tampa Palms CDD
Balance Sheet
June 30, 2016**

GENERAL

ASSETS:

CASH - Operating Account	\$ 319,532
PETTY CASH	500
INVESTMENTS:	
Excess Fund Account- Sunshine Bank	4,248,307
Excess Fund Account- Iberia Bank	39,174
State Board Investment Pool A	14,909
RECEIVABLE FROM TAMPA PALMS HOA	8,718

TOTAL ASSETS

\$ 4,631,141

LIABILITIES:

ACCOUNTS PAYABLE	\$ 119,997
ACCRUED EXPENSES	-

FUND BALANCE:

NON-SPENDABLE	-
RESTRICTED	-
UNASSIGNED:	4,511,144

TOTAL LIABILITIES & FUND BALANCE

\$ 4,631,141

**Tampa Palms CDD
General Fund
Statement of Revenue, Expenditures and Change in Fund Balance
FY2016 - For the period from October 1, 2015 through June 30, 2016**

	<u>BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>FAVORABLE (UNFAVORABLE) YTD VARIANCE</u>
REVENUES				
SPECIAL ASSESSMENTS ON ROLL (Gross)	\$ 2,519,225	\$ 2,504,961 (a)	\$ 2,504,961	\$ -
INTEREST	10,000	7,500	19,411	11,911
CLUB MEMBERSHIP FEES	-	-	-	-
SL REIMBURSEMENTS -CITY OF TAMPA	1,000	332	552	220
MISCELLANEOUS REVENUE	1,200	900	1,967	1,067
DISCOUNT-ASSESSMENTS	(100,769)	(92,985) (a)	(92,985)	-
TOTAL REVENUES	2,430,656	2,420,708	2,433,906	13,199
EXPENDITURES				
ADMINISTRATIVE:				
PAYROLL - SUPERVISORS COMPENSATION	11,000	8,250	6,985	1,265
PAYROLL SERVICES FEE	-	-	1,191	(1,191)
PAYROLL TAXES - FICA	5,810	4,358	4,541	(183)
PAYROLL TAXES - Unempl & W/Comp Ins	3,823	2,867	355	2,512
CDD MANAGEMENT SERVICES	57,588	43,191	41,530	1,661
AUDITING SERVICES	5,824	5,824	5,600	224
ASSESSMENT ROLL SERVICES	10,050	10,050	9,663	387
TAX COLLECTOR FEES-ASSMTS	50,385	48,240 (a)	48,240	-
PROPERTY APPRAISER'S FEES-ASSMTS	25,192	- (a)	-	25,192
LEGAL SERVICES	26,032	19,524	6,940	12,584
MISCELLANEOUS ADMIN.SERVICES (Admin + Filing fees + Bank fees)	11,107	8,330	7,718	612
DIRECTORS & OFFICERS INSURANCE	3,276	2,457	-	2,457
TOTAL ADMINISTRATIVE	210,087	153,091	132,761	45,522
FIELD MANAGEMENT SERVICES:				
ADMIN ASSISTANT	53,314	39,986	38,116	1,869
PARK ATTENDANTS	82,985	62,239	36,152	26,086
PARK PATROL	58,993	44,245	38,742	5,503
FIELD CONSULTANT	98,414	73,811	74,372	(562)
FIELD MANAGEMENT CONTINGENCY	19,760	14,820	7,078	7,742
TOTAL FIELD MANAGEMENT SERVICES	313,466	235,100	194,461	40,639
GENERAL OVERHEAD:				
INSURANCE	10,699	10,699	12,757	(2,058)
INFORMATION SYSTEMS (TEL & SECURITY)	20,316	15,237	12,885	2,352
WATER-UTILITY	19,760	14,820	7,565	7,255
REFUSE REMOVAL (SOLID WASTE)	5,921	4,441	3,960	481
ELECTRICITY	124,800	93,600	87,521	6,079
STREETLIGHTING EXPENSE (Includes City Portion)	2,500	1,875	1,600	275
STORMWATER FEE	1,391	1,391	3,046	(1,655)
MISCELLANEOUS FIELD SERVICES	13,000	9,750	6,512	3,238
TOTAL GENERAL OVERHEAD	198,387	151,813	135,845	15,967
LANDSCAPE MAINTENANCE:				
LANDSCAPING MANAGEMENT FEE	18,000	13,500	13,950	(450)
LANDSCAPE AND POND MAINTENANCE	921,518	691,139	640,008	51,131
LANDSCAPE REPLACEMENT	72,800	54,600	66,330	(11,730)
NPDES PROGRAM	28,989	21,742	14,195	7,547
TOTAL LANDSCAPE MAINTENANCE	1,041,307	780,980	734,483	46,497
FACILITY MAINTENANCE:				

Tampa Palms CDD
General Fund
Statement of Revenue, Expenditures and Change in Fund Balance
FY2016 - For the period from October 1, 2015 through June 30, 2016

	<u>BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>FAVORABLE (UNFAVORABLE) YTD VARIANCE</u>
<i>IRRIGATION MAINTENANCE</i>	86,131	64,598	43,355	21,244
<i>R&M FOUNTAIN</i>	22,015	16,511	17,325	(813)
<i>FACILITY MAINTENANCE</i>	72,800	54,600	44,765	9,835
<i>MOTOR FUEL & LUBRICANTS</i>	6,116	4,587	2,298	2,289
<i>JANITORIAL/SUPPLIES</i>	1,892	1,419	2,490	(1,071)
<i>MISCELLANEOUS FIELD EXPENSE</i>	-	-		-
PROJECTS :				
<i>R&R & DEFERRED MTC</i>	175,000	131,250	131,909	(659)
<i>NPDES / CLEAN WATER</i>	50,000	37,500	35,025	2,475
<i>SIGNATURE TP 2017</i>	78,455	58,841	26,321	32,520
<i>CAPITAL PROJECTS</i>	175,000	131,250	85,875	45,375
TOTAL FACILITY MAINTENANCE & PROJECTS	667,409	500,557	389,363	111,194
TOTAL EXPENDITURES	2,430,656	1,821,540	1,586,913	259,819
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES		599,168	846,994	273,018
FUND BALANCE - BEGINNING			3,664,150	3,664,150
FUND BALANCE - ENDING	\$ -	\$ 599,168	\$ 4,511,144	\$ 3,937,168

a) The "Year-to-Date Budget" allocation is calculated as a percentage of the annual budget and is based on actual collections from the prior year. Actual assessment collections are reported at gross. Assessment discount and county collection fees are estimated pending actual discount and collection information from County.

**TAMPA PALMS CDD
CASH REGISTER
June 1-30, 2016**

Date	Num	Name	Memo	Receipts	Disbursements	Balance
EOM Balance 05-31-2016 - Sunshine Bank				267,708.90	186,250.97	297,591.12
EOM Balance 05-31-2016 - Iberia Bank				0.00	1,660.28	811.29
Consolidated EOM Operating Cash Balance 05-31-2016						298,402.41
06/01/2016	6163	DPFG	Field Mgmt - June		5,337.94	292,253.18
06/01/2016	6164	MARY-MARGARET WILSON	Field Mgmt - June		8,280.00	283,973.18
06/02/2016	6165	ADVANCED ENERGY SOLUTION OF	Fntn Repairs		298.60	283,674.58
06/02/2016	6166	CINTAS	Mats		56.38	283,618.20
06/02/2016	6167	CLEAN SWEEP SUPPLY COMPANY	Supplies		245.40	283,372.80
06/02/2016	6168	FEDEX	Shipping		25.94	283,346.86
06/02/2016	6169	FRONTIER COMMUNICATIONS	HP Fios		135.68	283,211.18
06/02/2016	6170	HOME DEPOT	Supplies		163.11	283,048.07
06/02/2016	6171	INSECT I.Q., INC	Bee removal		125.00	282,923.07
06/02/2016	6172	MIRACLE CLEANING SERVICES	Am Park - Cleaning - June		335.00	282,588.07
06/02/2016	6173	REPUBLIC SERVICES	Solid Waste - June		440.00	282,148.07
06/02/2016	6174	STAPLES	Supplies		476.56	281,671.51
06/02/2016	6175	XEROX CORPORATION	Paper Usage		13.36	281,658.15
06/03/2016	283	FEDEX	Fedex Refund for Inv# 535915305	65.74		281,723.89
06/08/2016	6176	ABM Landscape & Turf Services	Landscape Maint - May		57,837.16	223,886.73
06/08/2016	6177	ADVANCED ENERGY SOLUTION OF	Lighting Repairs		885.95	223,000.78
06/08/2016	6178	ARCHITECTURAL FOUNTAINS, INC	Fntn Maint Qtrly Apr-June		500.00	222,500.78
06/08/2016	6179	AT&T	Long Distance		155.80	222,344.98
06/08/2016	6180	CINTAS	Mats		56.38	222,288.60
06/08/2016	6181	FLORIDA FOUNTAIN MAINTENANCE, INC	Fountain Maintenance - Reserve		417.38	221,871.22
06/08/2016	6182	FRONTIER COMMUNICATIONS	Amber Pk Fios - June		175.66	221,695.56
06/08/2016	6183	HAPPINESS FARMS, INC	Plants		283.23	221,412.33
06/08/2016	6184	IRON MOUNTAIN	6/1-6/30 - Storage		692.28	220,720.05
06/08/2016	6185	LOWE'S	Supplies		64.65	220,655.40
06/08/2016	6186	SUNSHINE STATE ONE CALL F FLORIDA	Dig Tickets		25.17	220,630.23
06/08/2016	6187	TAMPA ELECTRIC	Electric		9,333.08	211,297.15
06/08/2016	6188	TERMINEX	Pest Control		71.00	211,226.15
06/08/2016	6189	U.S SECURITY ASSOCIATES, INC	Security Officer		4,363.73	206,862.42
06/08/2016	6190	VERIZON	Phone - May		109.12	206,753.30
06/08/2016	6191	WEX BANK	Fuel - May		344.45	206,408.85
06/08/2016	6192	FRONTIER COMMUNICATIONS	Hampton Pk Fios - June		197.71	206,211.14
06/10/2016	6193	TIMES PUBLISHING COMPANY	Legal Ad		35.66	206,175.48
06/10/2016	ACH06102016	PAYCHEX	P/R Fees		59.10	206,116.38
06/10/2016	15019DD	DOROTHY COLLINS	5/23-6/5 P/R		2,160.06	203,956.32
06/10/2016	ACH06102016	PAYCHEX	5/23-6/5 P/R		743.70	203,212.62
06/15/2016	6194	REP SERVICES, INC	Swings		3,365.29	199,847.33
06/16/2016	6195	LOWE'S	Supplies		82.34	199,764.99
06/20/2016	6196	ABM Landscape & Turf Services	Plants/Irrigation/Sod		30,725.00	169,039.99
06/20/2016	6197	ADVANCED ENERGY SOLUTION OF	Fountain Repairs		703.90	168,336.09
06/20/2016	6198	ARCHITECTURAL FOUNTAINS, INC	Fountain Repairs		920.00	167,416.09
06/20/2016	6199	CINTAS	Mats		56.38	167,359.71
06/20/2016	6200	CLEAN SWEEP SUPPLY COMPANY	Supplies		190.07	167,169.64
06/20/2016	6201	EEI SECURITY	Monitoring - 3rd Qtr		89.85	167,079.79
06/20/2016	6202	HOOVER PUMPING SYSTEMS	Area 2 Pump		223.96	166,855.83
06/20/2016	6203	TERMINEX	Pest Control		49.00	166,806.83
06/20/2016	6204	WESCO TURF, INC	Antenna Kit w/cable		738.00	166,068.83
06/20/2016	6205	XEROX CORPORATION	Copier Agreement		111.11	165,957.72
06/23/2016	6206	ADVANCED ENERGY SOLUTION OF	Lighting Repairs		1,218.80	164,738.92
06/23/2016	6207	CINTAS	Mats		56.38	164,682.54
06/23/2016	6208	ESD WASTE2WASTER, INC	Pump Maint		300.00	164,382.54
06/23/2016	6209	FRONTIER COMMUNICATIONS	CDD Phone		507.52	163,875.02
06/23/2016	6210	MIRACLE CLEANING SERVICES	Cleaning Svcs		860.00	163,015.02
06/23/2016	6211	OLM, INC	Landscape Insp		1,575.00	161,440.02
06/23/2016	6212	SEFFNER ROCK & GRAVEL	Limestone		576.00	160,864.02
06/23/2016	6213	STAPLES	Supplies		327.11	160,536.91
06/24/2016	ACH06242016	PAYCHEX	P/R Fees		61.35	160,475.56
06/24/2016	15022	ADISA GIBSON	BOS Mtg - 6/9/16		184.70	160,290.86
06/24/2016	15020DD	DOROTHY COLLINS	6/6-6/19 - P/R		2,160.05	158,130.81
06/24/2016	15021	EUGENE R. FIELD	BOS Mtg - 6/8/16		184.70	157,946.11

**TAMPA PALMS CDD
CASH REGISTER
June 1-30, 2016**

Date	Num	Name	Memo	Receipts	Disbursements	Balance
06/24/2016	15024DD	James A. Schoolfield	BOS Mtg - 6/9/16		184.70	157,761.41
06/24/2016	15025DD	James P. Soley	BOS Mtg - 6/9/16		184.70	157,576.71
06/24/2016	15023	PATRICIA B. MANEY	BOS Mtg - 6/9/16		184.70	157,392.01
06/24/2016	ACH6242016	PAYCHEX	6/6-6/19 P/R & Supervisors		899.51	156,492.50
06/29/2016	6214	ADVANCED ENERGY SOLUTION OF	Electrical Repairs		308.15	156,184.35
06/29/2016	6215	CINTAS	Mats		56.38	156,127.97
06/29/2016	6216	DOROTHY I COLLINS-PETTY CASH CYSTOD	Petty Cash		60.35	156,067.62
06/29/2016	6217	FRONTIER COMMUNICATIONS	HP Fios		135.68	155,931.94
06/29/2016	6218	HOME DEPOT	Supplies		499.00	155,432.94
06/29/2016	6219	STAPLES	Supplies		76.85	155,356.09
06/29/2016	6220	TERMINEX	Pest Control		55.00	155,301.09
06/30/2016			Transfer to Operating Account	162,230.00		317,531.09
06/30/2016	284	City of Tampa -SL	SL Reimbursement fm COT	220.04		317,751.13
06/30/2016		Sunshine Bank	Interest	9.87		317,761.00
EOM Balance 06-30-2016 - Sunshine Bank				162,525.65	142,355.77	317,761.00
06/21/2016		Iberia Bank	Funds Transfer	620.70		1,431.99
06/21/2016		Iberia Bank	Service Charge		10.00	1,421.99
06/22/2016		Iberia Bank	Funds Transfer	249.96		1,671.95
06/23/2016		Iberia Bank	Funds Transfer	99.27		1,771.22
06/30/2016		Iberia Bank	Interest	0.01		1,771.23
EOM Balance 06-30-2016 - Iberia Bank				969.94	10.00	1,771.23
Consolidated EOM Operating Cash Balance 06-30-2016						319,532.23

**TAMPA PALMS CDD
FINANCIAL SUMMARY THRU JUNE 30, 2016
GENERAL FUND**

(Shown in \$)	<u>Normal Operations</u>	<u>Non-Operating Project Driven</u>	<u>Total As Reported</u>
<u>Revenues</u>			
Operating	\$ 1,934,803		\$ 1,934,803
<u>Non Operating</u>			
Capital Projects		174,531	174,531
Renewal & Rel		174,531	174,531
Signature 2017		78,245	78,245
NPDES		49,866	49,866
Interest	19,411		19,411
Misc Rev	1,967		1,967
City Payments- Streetlight	552		552
Carry Forward Bal *			
Total	\$ 1,956,181	\$ 477,173	\$ 2,433,906
<u>Expenses</u>			
Operations	1,307,782		1,307,782
<u>Non Operating</u>			
Renewal & Rel		131,909	131,909
NPDES/EPA		35,025	35,025
Capital Projects		85,875	85,875
TP Signature 2017		<u>26,321</u>	<u>26,321</u>
Total	1,307,782	279,131	1,586,913
Excess Revenue Vs Expenses	648,399	198,043	\$846,994

**TAMPA PALMS CDD
FINANCIAL SUMMARY THRU JUNE 30, 2016
GENERAL FUND**

<u>General Fund</u>	6/30/2016	(\$000)
Cash		320
Cash Equivalent (Excess Cash ICS)		4,287
Due From TPOA		9
Accounts Receivable (SL PD FROM GF)		0
Prepaid Expense		0
State Board Monies*		<u>15</u>
Total		\$ 4,631
Less:		
Payables		120
	Net Cash 6/30/2016	\$ 4,511
Allocation for:		
Winter Damage		200
Wind/Hurricane Damage		200
Palm Pests**		200
TP Signature 2017		1,195
First Qtr 2016-17 Expenses		<u>600</u>
	Adjusted Net Cash	\$ 2,116

Forecast

(\$ 000)	2015-16 Fiscal Year		Monthly Bal
	<u>Receipts</u>	<u>Expenses</u>	
July			
CDD Operations	13	185	
R&R	1	15	
NPDES	0	25	
Signature 2017	1	6	
Capital Projects	1	15	
Total	16	246	\$ 1,886
Aug			
CDD Operations	4	185	
R & R	0	10	
NPDES	0	9	
Signature 2017	0	15	
Capital Projects	0	15	
Total	5	234	\$ 1,657
Sept			
CDD Operations	0	195	
R & R	0	25	
NPDES	0	9	
Signature 2017	0	21	
Capital Projects	0	16	
Total	0	266	\$ 1,391

* SBA Account Closure delayed due to signature requirements/ transfer not yet received

** Palm Treatment and Replacement Identified as Future Liability

**TAMPA PALMS CDD
JUNE 30, 2016**

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	30.4%	527	22%	-8.6%
December	88.0%	2412	100%	11.8%
January	92.8%	2250	93%	0.2
February	94.2%	2291	94.7%	-
March	95.1%	2295	95.0%	-0.1%
April	98.0%	2363	98.0%	0.0%
May	98.7%	2377	98.3%	-0.4%
June	99.9%	2411	99.7%	-0.2%
July	100.0%			
August	100.0%			
September	100.0%			
Year End				
Total Assessed		\$2,419		

Summary- Project Driven Expenses

9 Months Ending June 30, 2016

Operating Capital Projects

Sources of Funds

FY 2015-16 Budget \$175

Uses of Funds

Spent Thru 6/30/16 86

6/30/16 Commitments 21

Total Funds Spent & Committed \$107

Funds Available as of 6/30/2016 \$67

Renewal & Replacement

Sources of Funds

FY 2015-16 Budget \$175

Uses of Funds

Spent Thru 6/30/2016 132

6/30/2016 Commitments 0

Total Funds Spent & Committed \$132

Funds Available as of 6/30/2016 \$43

TP Signature 2017 Capital Projects

Sources of Funds*

FY 2015-16 Budget \$78

Uses of Funds

Spent Thru 6/30/2016 26

6/30/2016 Commitments 0

Total Funds Spent & Committed \$26

Funds Available as of 6/30/2016 \$52

SUMMARY
FY 2015-16 RENEWAL REPLACEMENT PROJECTS

			Original Project	Spent A/O June 30, 2016	Committed To Spend
Infrastructure/					
Reserve Brick Repairs				\$5,425	
Irrigation					
Reserve Entry				\$13,992	
Landscape					
Dead Tree Removals				\$19,590	
Hedge & Tree Replacements				\$8,296	
Cul de Sac & Blvd Restorations				\$22,596	
Tree Trimming (Blvds)				\$10,800	
Crape Myrtle Restoration Project				\$9,500	
Dangerous Tree Removals (Cypress)				\$3,310	
Lighting Repairs (Park & Landscape)					
Newsletter Support (TPOA)					
			<i>Sub Total R&R Projects</i>	\$93,509	\$0
Restoration (Winter and/or Storm / or Pest Damage)					
Palm Tree Protection (595 trees)				\$38,400	
			<i>Sub Total Restoration Projects</i>	\$38,400	
Total R&R Projects				\$131,909	\$0

**Capital Projects 2015-16
Budget Monitor**

30-Jun-16

(\$000)	5 Year Model	Current Projects	Spent 2015-16	Committed To Spend
Tampa Palms Signature Projects (BB Downs)				
Consulting Services	80	25	-	25
Main Entry Restorations	895	60	20,152	89
Irrigation	368	125	6	-
Bruce B Downs Improvements	287	-	\$ -	-
Sub-Total TP Signature 2017	1,630	\$ 210	\$ 26	\$ 25
Capital Projects				
Irrigation Upgrades	150	-	-	-
Parks	250	110	65	16
Landscape & Lighting	175	90	21	0
Signs, Infrastructure & Lighting	275	125		
Sub-Total Capital Projects	850	\$ 325	\$ 86	\$ 21
Total TP Signature & Capital Projects	*	\$ 535	\$ 112	\$ 46

* Five Year Model

\$1,630 Signature TP 2017
\$850K Capital Projects

**Capital Projects Budget Detail
Month Ending June 30, 2016**

Tampa Palms Signature Projects (BB Downs)	5 Year Model	Current Projects	Spent 2015-16	Committed To Spend
Consulting Services				
Design Impl Oversight				-
Prelim BB Downs / Area 2 Designs		25,000		25,000
Main Entry Lighting Designs				-
<i>Sub Total</i>	80,000	25,000		25,000
Main Entry Restorations				
Area 1 Entry (Including Drainage Swale)	245,000	-	20,152	-
Area 1 & 2 Landscape	475,000	25,000		-
Area 2 Entry (Corner Property + Pond)	175,000	35,000		-
<i>Sub Total</i>	895,000	60,000	20,152	-
Irrigation				
Area 1 Main Line Relocation	94,103			-
Area 1 & 2 Irrigation & Wiring Adjustments			6,169	
Irrigation Area 2 Entry/BB Downs	274,000	125,000		
<i>Sub Total</i>	368,103	125,000	6,169	-
Bruce B Downs Improvements				
Pedestrian Fencing	286,897	-		-
<i>Sub Total</i>	286,897			-
Sub-Total Tampa Palms Signature 2017	\$ 1,630,000	\$ 210,000	\$ 26,321	\$ 25,000
Standard Capital Projects				
	5 Year Model	Current Projects	Spent 2015-16	Committed To Spend
Irrigation Upgrades [\$150-200]				
Wiring, Upgrades & Additional Zones	150,000	-		-
Area 1 Pump Station Filters				-
<i>Sub Total</i>	150,000	-	-	-
Parks [\$200-250]				
Amberly Perimeter Fencing Landscape	-	3,699		
Camera Systems (Including CDD)	-	40,000	4,081	6,961
Oak Park Path Paving			41,889	
Amberly Picnic Table/Seats	-	12,655		8,775
Hampton Tennis Court Enhancements		37,000	18,640	560
<i>Sub Total</i>	250,000	109,844	64,610	16,296
Landscape & Lighting [\$150-200]				
Landscape Enhancements	175,000	-	21,265	-
<i>Sub Total</i>	175,000	90,000	21,265	-
Signs, Infrastructure & Lighting [\$150-200]				
LED Upgrades Plus Installation	125,000	125,000		
Misc ROW Sign				-
Monument Structure Enhancements	150,000	-		
<i>Sub Total</i>	\$275,000	\$125,000	\$0	\$5,197
Sub-Total Normal Capital Projects	\$850,000	\$324,844	\$85,875	\$21,493
Total TP Signature 2017 & Standard Capital Projects	\$2,480,000	\$534,844	\$112,196	\$46,493

	5 Year Model	FY 2013-14	FY 2014-15	FY 2015-16
Signature TP 2017	\$1,630	\$380	\$64,738	\$26,321
Capital Projects	\$850	\$110	\$121,786	\$85,875

	<u>Next Step</u>	<u>Date</u>	<u>Responsible</u>
I Bruce B Downs Mitigation Projects- Signature 2017			
<u>1) Area 2 Entrance Pond</u>			
a) Construction & Structure Design	Monitor Progress & Report	Jul	Staff
Corner Fill & Level	Estimate & Budget Required	Aug	Staff/ J Rinard
Establish Timeline For Planting	Review/ Board	Aug	Staff/ J Rinard
b) Littoral Plantings			
Design Review & Prelim Pricing	Review w/ Board	Sept	Staff/ J Rinard
Preliminary Budget Established	Board Approval	Sept	Supv Maney/Board
Schedule Plantings	Hold for County / Contractor / Water	TBD	Staff/ Contractor
c) Pond Perimeter Plantings			
Design Review & Prelim Pricing	Review w/ Board	Aug	Staff/ J Rinard
Preliminary Budget Established	Board Approval	Aug	Supv Maney/Board
Schedule Irrigation & Plantings	Hold for County / Contractor / Water	TBD	Staff/ Contractor
d) Trees & Shrubs (Church Buffer)			
Design Review & Prelim Pricing	Review w/ Board	Aug	Staff/ J Rinard
Preliminary Budget Established	Board Approval	Aug	Supv Maney/Board
Schedule Irrigation & Planting	Hold for County / Contractor / Water	TBD	Staff/ Contractor

Next Step

Date

Responsible

I Bruce B Downs Mitigation Projects- Signature 2017

1) Area 2 Entrance Pond (Cont'd)

e) County Authority To Improve Sample Contract To CDD Legal County Negotiations	Update Board Approval to Proceed	Aug TBD	Staff/Board Staff/ J Rinard
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2) Area 2 General Entrance

a) Area 2 Hardscape (BB Downs Corner)	Consider Options	TBD	Staff/ J Rinard
b) Area 2 Entrance (BB Downs Corner) Landscape Options	Consider Options	TBD	Staff/ J Rinard
c) Area Roadway Bricks Establish Price and Timing Negotiate w/ COT & County	Board Review/Approval Receive Approval	Aug Aug	Staff/ Board Staff
d) Area 2 Entrance (Amberly Corner) Landscape Options	Consider Options	Aug	Staff/ J Rinard

	<u>Next Step</u>	<u>Date</u>	<u>Responsible</u>
<u>2) Area 2 General Entrance (cont'd)</u>			
e) Boulevard & Entry Street Lighting	Hold For Final Entry Designs	TBD	Staff/J Rinard
<u>3) Area 1 Entrance</u>			
a) Area 1 Exit Side -Taking Area Hardscape Replacement Options Refine & Price Designs	Hold for const progress Board Consideration	Oct Oct	Staff/J Rinard Staff/ J Rinard
b) Area 1 Exit Side -Taking Area Landscape Replacement Options Refine & Price Designs	Consider Designs Board Approval	Nov Nov	Staff/ J Rinard Staff/Board
c) Area 1 Entry Side - Landscape Replacement Options	Consider Designs Refine Designs For Board Consideration	Nov TBD	Staff/ J Rinard Staff/ J Rinard
c) Boulevard & Entry Street Lighting	Hold For Final Entry Designs	Nov	Staff/J Rinard
<u>3) BB Downs / Amberly Entries</u>			
a) Landscape Replacement Options	Consider Designs	TBD	Staff/ J Rinard

Tampa Palms CDD

Strategic Planning

Aug. 10, 2016

Next Step

Date

Responsible

3) BB Downs / Amberly Entries (Cont'd)

b) Sign Replacements (No Trucks)

Monitor & Report

TBD

Staff

4) BB Downs Pedestrian Fencing

a) Construction Timeline- Area 2

Update Board

Aug

Staff

b) Construction Timeline- Area 1

Monitor Progress & Report

Aug

Staff

II Capital Projects

1) Wayfinding & Misc Signs

Area 2 Entry (Sig 2017 Area 2 Above) Design Options

TBD

Staff/Soley

2) LED Landscape Lighting

Phase III

Future Consideration

TBD

Staff/J Rinard

3) Village Entry Restorations

Review Need & Progress

Update Board

Aug

Maney / Staff

Tampa Palms CDD

Strategic Planning

Aug. 10, 2016

Next Step

Date

Responsible

III NPDES Projects

- 1) Control Structure
Inspection Project
Upgrade Project

Review Options W/ Board
Review Options W/ Board

Aug
Aug

Staff/
Staff/T Stewart

IV Weather Resistant Turf & Landscape

- 1) Assessment YTD Weather Impacts
- 2) Landscape Pests/Problems/
Weather Impacts
Area 1 -Amberly
Palm Tree Pests

Implement cure projects
Report To Board
Report To Board
Report To Board

Ongoing
Aug
Aug
Aug

Maney/Staff
Maney/Staff
Maney/Staff
Maney/Staff

V. Park Reviews

- 1) Park Security Review
- 2) Review Rule Making
- 3) Wind Sail Replacement

Report to Board
Report to Board
Report to Board

Aug
Nov
TBD

Staff
Staff
Staff/ J Rinard

TP CDD Planning Horizon

Significant Events

Aug, 2016

FY 2015 -16

- Enhanced Website Requirements For CDDs Go Into Effect
- NPDES Audit of District Operations
- County Approval For CDD Area 2 Pond Site Enhancements
- BB Downs Construction – Area 2 Traffic Shift Temporary Lanes
- BB Downs Construction – Area 1 Exit Removals
- BB Downs Construction – Area 1 Lanes Diverted
- BB Downs Construction – Area 1 Road Closures
- Area 2 Entry Improvements
- CDD Supervisor Appointment
- NPDES Renewal (NOI Development)

FY 2016 -17

- Area 2 Pond Complete
- Area 2 Pond Site Enhancements Commence
- CDD Elections - Three Seats
- Special Election- City Council For Tampa Palms Area (District 7)
- Lane and Entry Blockage- Area 1 & 2 BB Downs Construction
- Area 1 Entry Hardscape Improvements
- Southern Segment BBD Complete (All Portions)
- Possible Playground Updates (Hampton)

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 projects.

After consultation with the Chairman, an additional \$300 K was included to provide for the mitigation of unforeseen events, the consequence of the widening project.

Financial Impact Report- Aug, 2016

Funds Available A/O Aug, 2016

\$1,195 K

Estimated Timing By Project- Aug, 2016

Opening Balance	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
	\$1,630,000	\$1,249,520	\$1,195,520	\$1,090,520	\$415,520
Consulting & Design Services			\$35,000	\$35,000	\$10,520
Irrigation Relocation	93,583				
Area 1 Entry- Landscape			\$20,000	\$100,000	\$65,000
Area 1 Pillars, Fencing & Lighting				\$175,000	\$50,000
Area 2 Pillars, Fencing & Lighting				\$175,000	\$50,000
Irrigation- General & Repairs		\$54,000	\$45,000	\$50,000	\$35,000
Area 2 Entry Landscape			\$5,000		\$65,000
Area 2 Entry Fountain				\$55,000	
Area 2 Entry - Littoral Plantings					\$60,000
Area 2 Pond - Landscape				\$85,000	
Area 2 Entry- Roadway Bricks					\$80,000
BB Downs Fencing	286,897				
S/T By Fiscal Year	\$380,480	\$54,000	\$105,000	\$675,000	\$415,520
Total All Projects					\$1,630,000

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

5 The Regular Meeting and 2016-17 Budget Meeting of the Board of Supervisors of the Tampa
6 Palms Community Development District were held on Wednesday, July 10, 2016 at 6:00 p.m. at
7 Compton Park, 16101 Compton Drive, Tampa, Florida.

8 **FIRST ORDER OF BUSINESS – Roll Call**

9 Mr. Field called the meeting to order.

10
11 Present and constituting a quorum were:

12 Gene Fields	Board Supervisor, Chairman
13 Jim Soley	Board Supervisor, Vice Chairman
14 Patty Maney	Board Supervisor, Assistant Secretary
15 Mike Gibson	Board Supervisor, Assistant Secretary
16 Jake Schoolfield	Board Supervisor, Assistant Secretary

17 Also present were:

18 Bruce St. Denis	District Manager
19 Maggie Wilson	Consultant
20 Warren Dixon	Resident
21 Andrea Braboy	Resident
22 Bill Schneider	Resident
23 Chris Ferguson	Resident
24 Reagan Gandy	Resident
25 Ernie Munzen	Commercial Owner
26 Paul Matthews	Resident

27
28 **SECOND ORDER OF BUSINESS – FY 2015-2016 Budget Hearing**
29 **Budget Hearing Opens**

30 On a MOTION by Mr. Gibson, SECONDED by Mr. Soley, WITH ALL IN FAVOR, the Board convened
31 the Public Budget Hearing for the Tampa Palms Community Development District.

32
33 **Proposed Budget Review**

34 Mr. Fields presented an overview of the Proposed Budget Hearing
35 process, explaining how a separate hearing within a meeting was taking
36 place, how the budget would be presented within context of how it was
37 developed, how it would be reviewed and public input would be solicited
38 and incorporated and how the budget would be approved.

39
40 Mr. Field discussed the imperatives driving the leadership agenda,
41 specifically the protection and preservation of the quality of life in Tampa
42 Palms from externally driven challenges, to the degree that the CDD can
43 accomplish that.

Budget Hearing Process

1. Convene Public Budget Hearing
2. FY 2016-17 Budget
3. Public Input
4. Board Review & Approval
5. Adjourn Public Budget Hearing

Leadership Agenda

Provide timely and effective leadership to protect and preserve the safety and quality of life in Tampa Palms, mitigating the impact of externally-driven changes.

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Mr. Field reviewed the stewardship profile, discussing in part the multi-year financial model which has been previously published and is predicated on slight increases (2%) in assessment revenue for five years resulting in a total assessment levels for FY 2019-20 which is slightly less than the assessment level in 2007.



Mr. Field reviewed the revenue by source, noting that it would increase by 2% based on the financial model.

**Budget Particulars
Revenue**

- **Assessment Revenue** - Increase by 2%
- **Owner Assessments** - 2% applied on a prorata basis

The assessments would be applied to owners on a prorata basis.

He further advised that the budget for normal operations increase by only 1.1 % over FY 2015-16. This nominal rate of increase is primarily attributable to reductions in electricity as a result of the increased use of LED lighting and increasingly effective water use, along with the economies of the ABM/OneSource agreement which are fixed through May 2017 and thereafter tied to CPI and management of operating costs.

**Budget Particulars
Expenditures**

Normal Operations Increased 1.1%
 Performing Favorable To 5-Year Model Due:

- Economics Of The ABM Agreement
- Power Savings Due To LED Lighting
- Reduced Utility Expenses

Mr. Field reviewed project driven expenses noting that they are budgeted to increase \$26 K or 5.5 %. He advised that project driven expenses reflect the funding of the various renewal and replacement and capital projects, as well as funds that are allocated for the TP Signature 2017 restorations.

**Budget Particulars
Project Driven Expenses**

Project Expenses Increased by \$26 K or 5.5%

	2015-16	2016-17	Incr	% Incr
- Signature TP 2017	\$78	\$79	\$.7	.1%
- Renewal and Replacement	175	188	13	7.5%
- Capital Projects	175	188	13	7.5%
- NPDES/Clean Water	50	50	0	0%

Ms. Wilson reviewed the projects under conceptual consideration for FY 2016-17 which included the routine provision of seasonally based flowers along the entrance medians, cul de sac restoration and village entry restorations.

**Project Agenda
Renewal & Replacements**

\$188 K

Ongoing Revitalization

- Tree Removals & Trimming
- Cul de Sac Improvements
- Entry Median Displays
- Building Improvements

Keeping Tampa Palms New

She also discussed programed consideration of the upgrade or replacement of assets that have reached their expected usable life (Capital Projects) and finally the substantial mitigation plans for restoring the “signature look” of Tampa Palms along BB Downs (Tampa Palms Signature 2017).

**Project Agenda
Capital**

\$188 K

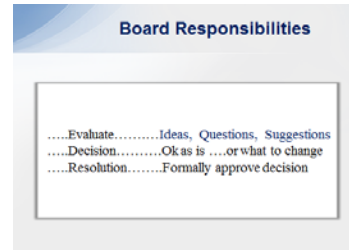
Programed Improvements

- Park Canopy
- Pond Structures
- Replacement Trees (Major)

Keeping Tampa Palms New

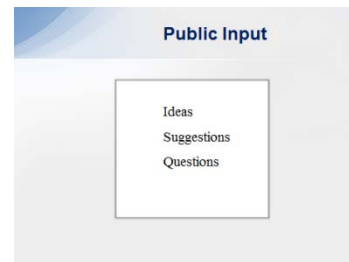
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Mr. Field then reviewed the Board’s responsibilities in the matter of budget approval and asked for public input.



Public Input

Mr. Fields open discussion for the public input on the Proposed Budget.



Public comments included the following; Warren Dixon stated the Board has done a good job preparing Budget and the increases were well warranted; Paul Matthews Seconded Mr. Dixon comments; Bill Schneider asked what the process is to determine assessments. Mr. Ernie Munzen asked if accommodation could be made for the commercial properties who may be suffering due to the widening of BB Downs.

The Board thanked Mr. Dixon and Mr. Mathews for their kind remarks. The Board explained the methodology used to determine and fairly allocate expenses of the District as a function of benefit received. It was mentioned that individual properties in each village have the same assessments. The Board explained that it was unable to waive or reallocate the proper expenses of the District due to the County road project but committed to assisting in every way possible to

Board Member Deliberation

There being none, the next item followed.

Budget & Assessments Approved

Mr. Fields presented **Resolution 2016-4** Proposed Budget asked if there was any comments, questions or changes to the Budget.

Discussion ensued.

On a MOTION by Mr. Soley, SECONDED by Mr. Schoolfield, WITH ALL IN FAVOR, the Board adopted **Resolution 2016-4** Proposed Budget for the Tampa Palms Community Development District.

Mr. Fields presented **Resolution 2015-5** Assessment Rolls asked if there was any comments, questions or changes to the Budget.

There being none,

On a MOTION by Mr. Schoolfield, SECONDED by Ms. Soley, WITH ALL IN FAVOR, the Board adopted **Resolution 2016-5** Assessment Rolls for the Tampa Palms Community Development District.

Budget Hearing Closed

1 On a MOTION by Mr. Gibson, SECONDED by Mr. Schoolfield , WITH ALL IN FAVOR, the Board
2 adjourned the Budget Hearing for the Tampa Palms Community Development District.

3
4 **THIRD ORDER OF BUSINESS – Board Member Discussion Items**

5 There being none, the next item followed

6 **FOURTH ORDER OF BUSINESS – Public Comments**

7 Mr. Munzen mentioned the condition of the palms lining the entrance to his plaza and wondered
8 if the CDD had any insight on the problem. Ms. Wilson will have the arborist check the palms for her
9 impression of their condition.

10 **FIFTH ORDER OF BUSINESS – Approval of June Minutes**

11 **Approval of Minutes of June 2016 Meeting**

12 Mr. Fields presented the minutes of June 8, 2016 meeting, and asked for comments and questions.
13

14 On a MOTION by Mr. Soley, SECONDED by Mr. Schoolfield, WITH ALL IN FAVOR, the Board
15 approved the minutes of the Board of Supervisors’ meeting held on June 8, 2016 for the Tampa Palms
16 Community Development District.

17
18 **SIXTH ORDER OF BUSINESS – Approval of May Districts Disbursements**

19 Mr. Fields presented the May District Disbursements in the amount of \$170,813 and asked for
20 any comments and questions.

21 Discussion ensued.

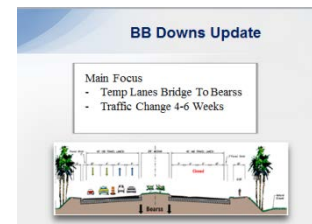
22 On a MOTION by Mr. Shimer, SECONDED by Mr. Schoolfield, WITH ALL IN FAVOR, the Board
23 approved May District Disbursements in the amount of :

24 Iberia Bank \$1,660.28
25 Sunshine Bank \$186,250.97
26 Total Disbursements \$187,911.25

27
28 **SEVENTH ORDER OF BUSINESS – Consultant Reports**

29
30 **BB Downs Project**

31 Ms. Wilson presented an update on the Bruce B Downs Project
32 including timing, work in progress and a brief look ahead to coming changes
33 in the traffic patterns that will affect Tampa Palms.
34



35
36 **Community Appearance**

37 Ms. Wilson reviewed the community appearance and the recent
38 inspection results and scores.
39



1 **Community Appearance**

2 Ms. Wilson recommended placing additional signs at park or
3 bench gather locations; signs that say “Danger” with pictures depicting the
4 actual dangers (an alligator on one side and snake on the other side).



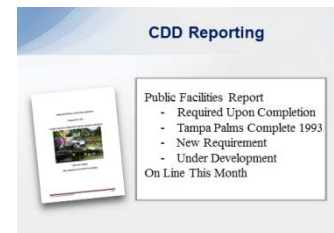
5
6 Ms. Wilson noted that signs of this type would add an additional
7 element of warning and by using pictures, effectively making the warning available to children who may
8 not read and to non-English speakers. These signs are not being recommended to avoid liability but rather
9 as an additional level of protection for the citizens in Tampa Palms.

10
11 Mr. Schoolfield noted that snakes should probably be added to the tortoise signs previously
12 planned for the Oak Park area and possibly the “no hunting signs” along Amberly Area 1.

13
14 Ms. Wilson did not have an exact quote for the signs but mentioned that they would be obtained
15 from same supplier as the previous signs and that the funds were available in the capital budget. It was the
16 consensus of the board that the signs should be placed. The Board approved moving forward by
17 consensus

18
19 **Public Facilities Report**

20 Ms. Wilson reported on a new requirement put in place by the
21 legislature that a Public Facilities Report be made available on the web site.
22 She noted that the report is now available and will be placed on the web.



23
24 **EIGHTH ORDER OF BUSINESS – Other Matters**

25 There being none, the next item followed

26
27 **NINTH ORDER OF BUSINESS – Public Comments**

28 Andrea Braboy expressed concern regarding the implication that the facilities are “open to the
29 public”. There was a discussion as to how that could be managed.

30
31 **TENTH ORDER OF BUSINESS – Supervisor Comments**

32 There being none, the next item followed

33
34 **ELEVENTH ORDER OF BUSINESS – Adjournment**

1 On a MOTION by Mr. Schoolfield, SECONDED by Mr. Soley WITH ALL IN FAVOR, the Board
2 adjourned the meeting for the Tampa Palms Community Development District.

3
4
5 **Each person who decides to appeal any decision made by the Board with respect to any matter*
6 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*
7 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

8
9
10 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
11 **meeting held on _____.**

12
13
14
15 _____
16 **Signature**
17 **Bruce StDenis**
18 _____
19 **Printed Name**
Title: X District Manager

Signature

Printed Name
Title: X Chairman Vice Chairman

Bruce B Downs Update

Work has intensified at the main Tampa Palms entrance-east side. The workers are installing a new electrical vault and completing the force main installation.



There will be two additional steps before the right turn lane can be created, specifically the removal of an old electrical vault and removal of the old water main

The creation of the right lane, with the attendant (a) removal of the knee walls and (b) replacement of the bricks will allow Tampa Palms to begin the restoration of the entry. Under the present schedule, always subject to change- see below - that should mean that the Area 1 entry will be ready for restoration by the fourth quarter of this year, well ahead of the Area 2 pond site.

The work on the portions of roadway through Tampa Palms has progressed with few glitches. There are some major (and messy) efforts scheduled in the next few weeks, namely the removal of the old 56 inch potable water pipe.

The work south of the bridge has offered some challenges and it is the current thinking that there will be a focus on that portion which will result in some realignment of schedules. This does not mean a delay in the project but it will result in moving the opening of the east-side lanes until mid- January.



There has been a new development in the safety railing. Some of the non-painted railing has been installed and there is a portion, just south of and adjacent to power corridor, which is not black.



During the initial review period this area was not deemed to require fencing. That was changed due to inspections but the area was not planned for painted fencing.

It is a small portion and recommendation of the contractor and engineering firm was that it could be painted in place post-construction, an option that would not have worked for the greater lengths required for Tampa Palms.

The portions of the sidewalk area south of the church entry will have black railing and fencing.



The picture to the right is a location just past the church entry shows the sidewalk and demonstrates the need for the safety fencing and railing.

The pictures below show how alarmingly close to the traffic the sidewalks on the west side are positioned, with the exception of the areas where there is a bus stop.

There is a single piece of black railing “half installed” in front of SunTrust. It appears to be a weather test.



STREET TREE & THE MULTI-MODAL PATH ALONG TAMPA PALMS BOULEVARD

During the July, 2016 CDD meeting the matter of a more comprehensive plan for maintaining the multi-modal path was discussed and because of that discussion and concerns raised about deterioration in certain areas, staff and Jim Soley have scheduled a meeting for Aug 11 with Brad Baird and his team to examine more effective and lasting solutions. The present situation doesn't serve the citizens or the City very well.

Staff has discussed this with several board members - individually - and there is continued support for the CDD to act as a willing partner with the City in creating a more permanent solution, including:

- Utilizing the ABM staff and arborists to assist in tree management.
- Funding a consultant (Hardeman-Kempton) to assist by assessing the many and differing portions of the path and offering what will almost certainly be a mixture of location-based solutions.

Following is a recap of the:

- Background and location of the multi-modal path(s)
- A description of the current situation.

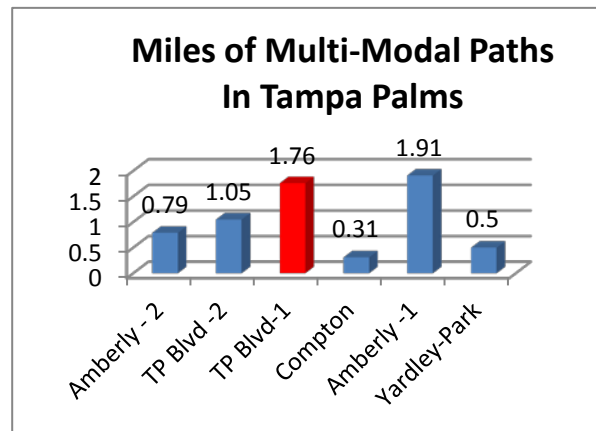
Background

As part of the Development Orders relating to Tampa Palms, the developers were required to create pedestrian walkways and establish street trees, both in the villages and along the spine roads. This update addresses only the boulevards or spine roads.

The developers were permitted, even encouraged, to provide wide asphalt pedestrian and cyclist paths in place of the concrete sidewalks on one side of the spine roads.

Street trees were **REQUIRED** by the City of Tampa along these paths, paths that are located in the public rights of way along the boulevards:

- Tampa Palms Blvd (from Wellington to the Enclave)
- Amberly Dr (from City Plaza around to Florida Executive Realty),
- Compton (from Tampa Palms Elementary to the power corridor)
- Yardley Way (From Tampa Palms Blvd to Cambria Ct.



After completion, these paths, along with the roads, stormwater, sewer and potable water facilities, were accepted by the City of Tampa via dedications that were approved by the Mayor and City Council.

The street trees along the multimodal paths are a major asset to the Tampa Palms community. They serve to:

- Create a unique community ambiance that is an important element for sustaining the nearly \$1 billion dollars of home and business property value in Tampa Palms.
- Make the paths friendly and inviting by affording shade to walkers, joggers and bikers.
- Provide protection from noise, dirt and light pollution for the neighborhoods.

Over the years root intrusion from the street trees, mostly oaks, has affected the multi-modal path. The short-term solution had been to add more asphalt. Unfortunately this creates mounds over tree roots both increasing the height of the paths, decreasing the hydration for the trees, resulting in more root intrusion.

STREET TREE & THE MULTI-MODAL PATH ALONG TAMPA PALMS BOULEVARD

Tampa Palms citizens met with Brad Baird and members of his staff in February of 2015. At that time the plan was to take immediate action to repair certain areas which were in very poor condition and to begin the development of a more comprehensive plan. The immediate repairs were made.... immediately.

Current Situation

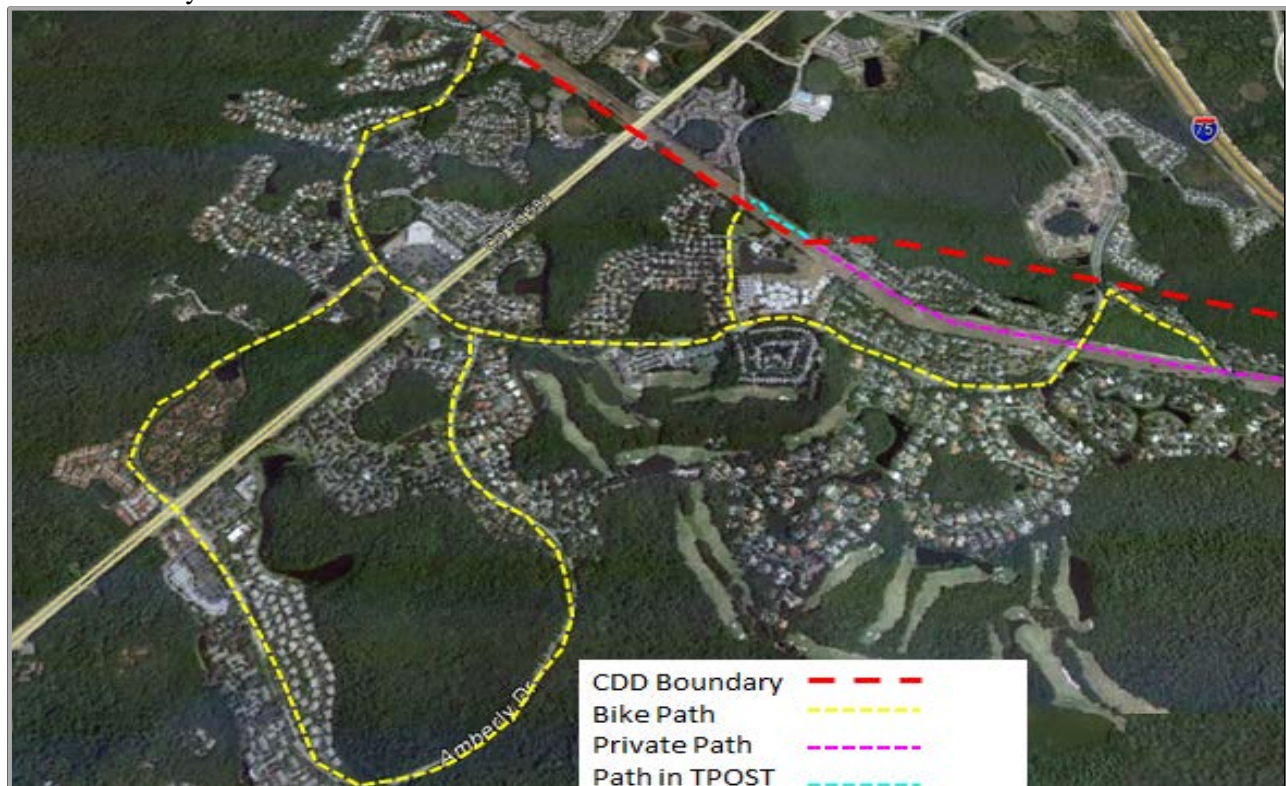
Any comprehensive plan to address the multi-modal path will most likely involve more than one strategy, some *out of the box* thinking and possibly multi-year implementation.

Some ideas for consideration that have been widely used in other jurisdictions include:

- Area-specific path relocation to outside the root plate creating what are sometimes termed “meandering sidewalks”.
- SELECTIVE root pruning, possibly done in conjunction with the installation of some type of root barrier.
- Removal of the accumulated asphalt and replacement with pervious asphalt, as Tampa Palms has done in Oak Park.



Tampa Palms owners acted and relied upon the City’s requirement of these trees (and their continued presence) in making their substantial investments in Tampa Palms. To do anything other than to preserve them would constitute a huge breach of faith with the owners.... one that staff is certain the City and the CDD would never do.



Park Guards Report

There have been some changes in the effectiveness and even the overall operations of US Security Associates in Tampa Palms, for both the CDD and the TPOA. (The issues affecting the TPOA are more serious but only the CDD issues are detailed here.)

- Poorly or untrained guards sent to Hampton Park (one was ordered removed 7/29/16 after several attempts to correct behavior).
- Guards not properly provided with equipment needed for their job (cell phone) at Amberly Park
- Billing discrepancies left unaddressed for months.
- Failure of ANY responsible manager, supervisor or executive to return calls to the CDD for weeks.
- Inability of US Security Associates to retain guards who have displayed reliability and competency.

(See background report below).

Staff recommends the replacement of the existing company and requests authorization to issue a cancellation notice to US Security Associates immediately. The cancellation period by contract is 90 days; the Board does not have to make an immediate decision as to which company should be called on for replacement. In the event that US Securities decides to “walk off the job”, the guard services are not mission critical and the impact on the CDD is manageable.

Staff recommends that the CDD and TPOA continue to use the services of the same firm. This provides continuity in the eyes of the residents who use Tampa Palms facilities.

Replacement Options Under Consideration

Staff has met with representatives of two companies and has reviewed both proposals from [for Arbor Greene] and reviews of a third company.

- A-SV Security Inc (<http://www.asvsecurityinc.com>)
Hunters Green has confirmed that they are very happy with their replacement of US Security Associates by A-SV Security Inc (it should noted that A-SV Security Inc has been in place a very short time).
- Securitas (<http://www.securitas.com>)
The Reserve has confirmed that they are pleased with the performance of Securitas. Securitas has been in place at the Reserve for more than twenty years.

Additionally staff discussed guard company replacement with representatives of another local community who has recently changed from US Security Associated, to a South Florida company, Marksmen Security <http://www.marksmanssecurity.com>. (Marksman is not yet in place.)

Staff did not meet with Marksmen Security Inc. but found that they are (a) engaged at several communities (b) priced at the same level as A-SV Security and Securitas and (c) they receive excellent reviews from one of the communities they guard (Stonelake Ranch).

Staff has prepared an initial annotated “rating chart” for the three firms discussed. It is attached.

Also attached is the detail for basic requirements for a guard service company working in Tampa Palms.

BACKGROUND INFORMATION

Background Information

Once a year, staff evaluates the company that is used for guard services. The evaluation includes a number of things such as:

- Discussions with the park attendant who are on station and work with the guards as to their impression of how things are going (? professional, ? on time, ?effective etc)
- Review with Dede and Jo Ann as to if the company is prompt and accurate with billing.
- Review with other users of US Security Associates services to gain understanding of their experience. (Hunters Green, Arbor Greene, Heritage Isle, Cheval, Heritage Harbour) Note all of these communities use US Security Associates for community entry operations, placing nearly every resident in direct contact with the service.
- Examination of independent rating and on-line presence of US Security Associates.

This evaluation was last completed in Fall of 2015. There was nothing remarkable to report.

There have been a rather decline in service since last Sept - though admittedly there has been MUCH less impact on the CDD operation than on the TPOA.

1. Staff was made earlier this year that the guard assigned to Amberly Park was using his own cell phone to call in problems, rather than one provided by US Security Associates.... and paid for by the CDD.

There was reason to believe this had been going on for several months. Staff and Dede Collins contacted the firm, asked for immediate correction and an adjustment for the time without the service. After 6 months and numerous calls:

- a. The guard stationed at Amberly still does not have a US Security Associates' cell phone.
- b. The CDD has yet to receive the adjustment for the cell phone and the billing continues.
- c. Seven documented calls to various management levels have gone unreturned.

2. The "prime" guard at Hampton Park resigned in July. This gentleman was "agent of the year" for US Security Associates in 2015 and has been in Hampton Park for about three years. (This is the guard who protected the woman at Hampton when a man tried to pull her baby away.)

The ability of the CDD's vendor to attract and retain qualified personnel is the foundation for a competent guard vendor so staff conducted an informal exit interview with this guard: his stated reasons for departure:

- a. Low pay and no increases or advancement opportunity. (The CDD does not do salary administration for the vendor but staff was surprised to find he was paid less than ABM's beginning gardeners.)

His hourly wage was 20% less than competitors have quoted to the CDD and other communities as the "guard average hourly wage" they pay. At the same time US Security Associates is charging the CDD a rate per duty hour virtually identical to its competitors.

- b. General company dissatisfaction, lack of responsive supervision, difficult to report hours, confusions / inaccuracies in pay etc.

3. Staff engaged the TPOA and found that Jo Ann Conrad has been dealing with multiple months of inaccurate billing, some which has taken 3-5 months to even partially correct.

BACKGROUND INFORMATION

4. MUCH more troubling, Jo Ann at the TPOA reported that there were multiple occurrences of no agent on site. While the reasons are known - the guard Stanley was first in the hospital and now has transportation problems- there was no US Security Associates management response and no backfill.

Staff contacted both the other known users of US Security Associates and in four cases, the District Management Company that supports their CDD. All of these communities use guards for gate/ community access.

Stunningly ALL had replaced or were in the process of replacing US Security Associates.

- Hunters Green - just replaced US Security Associates with A-SV Security Inc.
- Arbor Greene- Just signed a contract to replace US Security Associates w/ Marksman Security.
- Heritage Isle- Replacing US Security Associates
- Cheval - US Security Associates has been replaced
- Heritage Harbour - Replaced US Security Associates, now using off duty sheriff

Whatever set of circumstances have led to the decline of service by US Security Associates in this area, and quite irrespective of any attempts that this vendor may attempt at this point to rectify the situation, it is time for Tampa Palms to make a change.

Even if there were efforts to remediate the current situations, US Security Associates' reputation is so negatively impacted, at least in this area, that there is genuine concern as to their ability to even attract and retain qualified personnel.

Security Guard Required Services- CDD

Selection

Selection of the Contractor will be done by the CDD Board of Supervisors with:

- The recommendation of the staff consultant
- The recommendation of the CDD Supervisor with oversight for parks. That individual is Jake Schoolfield.

General Requirements

- Contractor shall furnish all necessary labor, supervision, uniforms, and equipment in accordance with the provisions, terms and conditions set forth as requirements below.
- The contractor and assigned personnel shall possess any and all licenses and permits that may be required by (a) the State of Fla, (b) the City of Tampa and (c) Hillsborough County. A copy of any permits shall be submitted to the CDD.
- Contractor shall provide uniforms to employees who are assigned to work at Tampa Palms at no additional expense to those employees or the CDD. Uniforms shall bear a patch identifying the Contractor.
- Contractor will provide communication equipment, for use to contact emergency personal (fire/police/EMT), to employees who are assigned to work at Amberly Park at no additional expense to those employees. (The CDD has telephones at Hampton Park)
- Contractor shall certify that all personnel have successfully passed a criminal background check prior to assignment to the CDD

The following information shall be provided with each name provided to the CDD:

- date of birth,
- Social Security number,
- current address,
- all background information required by CDD
- Any person or persons not acceptable to the CDD shall be prohibited from working at the CDD.
- All assigned personnel shall be able to read, speak, understand and write the English language. Specifically, assigned personnel shall be able to report emergencies to 911 and write clear and legible Incident Reports. Assigned personnel must be able to read and understand all posted warning and danger signs of potential hazards and safety instructions.

The contractor shall submit proof of insurance with liability limits as set forth below to the CDD, its officers, employees, agents and volunteers named as *Additional Insured*.

General Liability Limits

1. Bodily injury and property damage/per occurrence \$1,000,000 /Aggregate \$1,000,000
2. Personal Injury/Aggregate \$1,000,000
3. Automobile Liability/per occurrence contractor agrees to defend, hold harmless and indemnify the CDD for any and all liabilities associated with the use of any automobiles in relation to tasks associated with the CDD's.

Professional Liability

1. Professional Liability/as appropriately relates to \$1,000,000 services rendered.
2. Workers' Compensation and Employer's Liability Statutory requirement

General Guard Duties:

- Monitoring admittance of visitors to CDD park facilities based on IDs and other criteria as defined in the Tampa Palms Park Manual.
- Making rounds of inspection at the CDD parks to determine that gates, and doors are properly closed and/or locked or otherwise properly secured.

- Investigating unusual or suspicious conditions.
- Jointly w/ Tampa Police Dept preventing trespass on, damage to, or theft of CDD property.
- Inspecting parking areas.
- Enforcing security regulations (as contained in the CDD Park Manual).
- Interacting in a professional manner with the public.
- Being a visible presence in the park areas.
- Responding to emergencies and/or alarms.
- Notifying appropriate CDD personnel and local authorities should emergencies occur.
- Reporting any unsafe or dangerous conditions or circumstance to the CDD appointed manager.

The security personnel are to be unarmed. They will not be expected to, encouraged to or allowed to take enforcement actions in the event of unsatisfactory behavior. They will engage the Tampa Police Dept.

Service Requirements

Service Area	Duration	Schedule	Hours*	Additional
Hampton Park	On Going	1 PM to 9 PM M-Sun	56	Some holidays TBD
Amberly Park	On Going	2 PM to 6 PM Friday 10 AM - 6 PM Sat & Sun	20	Some holidays TBD

* Hours Per Week

SECURITY COMPANY COMPARISONS

Company	Public/ Private	Web Presence	Established Firm ¹	Known Management ²	Local References ³	Price ⁴	Total Points
Assigned Points →			(1-30)	(1-20)	(1-20)	(1-30)	
A-SV Security Inc	Private	http://www.asvsecurityinc.com	10	5	5	25	45
Securitas Inc.	Public	http://www.securitas.com	30	10	15	25	80
US Securities	Private	http://www.ussecurityassociates.com	25	0	0	25	50
<i>Company Below Not Interviewed - Information Obtained From Review & Recent Proposal To Arbor Greene</i>							
Marksman Security	Private		15	-0-	10	25	50

1. Minimal web presence for A-SV Security mentions “40 years” but that cannot be substantiated; Sec of State shows incorporated in FL in 1999 by president Betty Jane Hiday. The most recent annual report shows her as VP.

Securitas has wide web presence and is a public firm (headquartered in Sweden) that US public filings show is growing and healthy: it has acquired Loomis, Pinkerton and recently Diebold’s North American electronic security business.

US Security Associates is a private company with a relatively extensive reach both domestic and global, according to their web presence.

2. The business development manager for A-SV Security Inc, Mike Stuart, was the operations manager for US Security until about 18 months ago. He was very effective BUT basing a decision on one man in an unknown company is risky.

Securitas has operated the Reserve guard services for many years. Their local manager is effective and well known to CDD and TPOA staff.

US Security Associates has not responded despite emails and calls. In particular the following individuals did not bother to return CDD staff calls or TPOA staff calls - David Morris District Operations Mgr, Keith Herrena Staff Operations Mgr and the US Security on duty manager. At least one of these individuals (Keith Herrena) has departed the firm. The local management does not appear responsive.

3. Hunters Green has just selected A-SV Security Inc. While that is an important reference, they have only been on station several months.

The Reserve is an important reference for Securitas.

The following communities have stopped use of US Security Associates, Hunters Green, Arbor Greene, Heritage Isles, Chaval; it has been reported that US Security Associates are on probation at Cory Lakes.

4. Pricing was provided by A-SV Security Inc at the \$14/hour level; that is .58 more that the current pricing from US Securities. The final proposal has not been received from Securitas but their sales team discussed a range between \$13-15. Marksman quoted \$14/hr to Arbor Greene.

Park Reviews

General Inspections

The parks are inspected weekly for cleanliness and general conditions, including mowing, landscape and, lighting. A more thorough inspection of the condition of the structures is completed quarterly.

Amberly Park includes a pond that is adjacent on one side to a large conservation area. Further there is a conservation/drainage tract at the western end that runs between the conservation area and the sizable wetlands along Amberly Drive.

Evening views in the Amberly cameras show visits from deer, an occasional bob cat and foxes.

The pond is quiet and fish-filled so it naturally attracts “residents” of a less friendly and pastoral type - both alligators and one can assume water moccasins.

The picture to the right shows an eight foot alligator that was removed by FWC trapper last month.



Building Inspections

Building inspections were conducted in July.

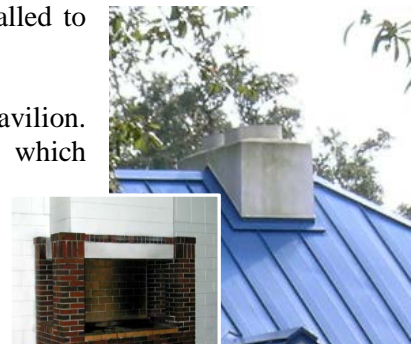
Hampton Park

There is some chipping of the paint inside the racquet ball courts. These areas can be sanded and touched up without repainting the entire structure. As the chipping is incidental at this time, staff is planning to wait until the daily rains have tapered off due to the fact that this type of paint requires a significant drying time. (First of Sept.)

Amberly Park

Minor leaks were detected in the roof. It was determined that the leaks originate from the areas where camera equipment is attached. Winds cause the camera attachments to move back and forth, breaking the seal used to protect against intrusion. A runner flashing is being installed to seal the area and protect against further intrusion.

The fireplace is “leaking” causing ashes and dirt to wash out into the pavilion. An inspection - not done by staff - showed that the fireplace cap which connects to the damper is missing. It is hard to figure where that went, one speculation is that it rusted or broke and blew off the roof only to be placed in the trash. (That has got to be a better answer than the alternative; we have fireplace thieves in Tampa Palms.)



The cap has been ordered and will be replaced this week.

The Amberly Park pavilion needs to be repainted. There are a number of places where the siding is damaged due to exposure and the occasional use as a backboard for children's' ball play. The damage causes water intrusion, worsening the wear. This is not a new development; this has been occurring every few years since the siding was replaced in 2007-8, each time a little worse.

This damage can be calked and repaired before painting. Staff has asked for a quote to replace the siding, this time with a "hardie board" (fiber cement). If the cost is reasonable, it may make more sense to make this replacement. Staff will coordinate with Supervisor with park oversight and make recommendation.

Playground Inspections

The playgrounds are observed monthly and inspected and cleaned by a playground professional playground firm twice a year.

The picture to the right show the cleaning in progress at Amberly Park during the last visit and shows the dirt that can accumulate on the apparatus and on the safety surface.



The cleaning is completed with water and a mild chlorine solution and then everything is thoroughly rinsed to remove any residual chlorine from the area.

In addition to cleaning the play equipment, the contractor, Tom's Playgrounds, checks and adjusts- if need- the bolts on each piece of equipment and checks for worn parts.

The playgrounds, both Hampton and Amberly, will be inspected and cleaned in August.



Both parks have "rubber mushrooms" in three sizes that are both a young child and toddler attraction. (Children can One mushroom is ripped in each park: staff is locating replacements.

Typically these replacements take four weeks plus to get on-site.

Tampa Palms Parks Handbook & Key Phrases To Greet Visitors

In the previous section staff provided Board members with a review of the current physical condition of both Hampton and Amberly parks. The following information is relative to the day to day operation of the parks and is from the perspective of the rules that apply.

Several years ago the rules and regulations that govern the Tampa Palms parks were consolidated into a "Parks Handbook". The handbook applies to both the CDD and TPOA parks, with the differences relative to the fact that the CDD permits paid memberships and the TPOA does not, appropriately noted.

A copy of the handbook follows and is provided for supervisor review and comment.

The handbook is also available online and in the park offices. (<http://www.tpoa.net/ParkHandbook.pdf>)

Several years ago Supervisor Solely made an excellent suggestion; he noted that a card printed with suggested replies be made available to the attendants and guards that would serve as a reinforcement of the proper responses and would even let visitors see what was expected by the CDD in the parks.

This has been a tremendously useful tool in a variety of circumstances - unquestionably in situations such as where theoretical instructions such as "be respectful" or "be fair and even handed" can get lost in the actions of the moment. There is value in having an example of exactly what words should be used to approach a person not recognized as a resident or for other difficult situations that come up in the parks

A "key phrases" card is in the front of each packet.

Tampa Palms Park and Recreation Area

Rules and Regulations



Rules and Regulations

Chapter 1: General Provisions

Chapter 2: Regulation of General Public Use

Chapter 3: General Rules of Conduct and Personal Behavior

Chapter 4: Regulations for Recreation Activities

Chapter 5: Vehicles in Parks and Recreation Facilities

Chapter 6: Pets in Parks

Chapter 7: Park Security Procedures

Chapter 8: Tampa Palms Tennis & Racquet Ball Court Rules



Chapter 1: General Provisions

Section 1: Purpose

The Tampa Palms CDD and TPOA believe it necessary to have rules and regulations to allow all who participate in park activities to enjoy a safe and pleasing environment. These rules are also intended to provide for the ongoing enjoyment and protection of the natural resources in the area.

Exceptions to these rules may only be approved by the appropriate board, TPOA staff, CDD staff consultant or designee.

Section 2: Authority

Any law enforcement officer or park attendant or CDD designated security company officer has authority to ask any person who is violating these rules to stop whatever behavior that is contrary to the rules. If they refuse to comply with the request, the officer, park employee or CDD designated security company officer may then order that person to leave the park for the remainder of that calendar day.

Section 3: Definitions

- a. "ALCOHOL" means any intoxicating beverage including 3.2 beer, wine, wine coolers or any other malt liquor beverage.
- b. "BOARD" means the Tampa Palms CDD Board and/or the TPOA Board.
- c. "FACILITIES" means any structures including but not limited to buildings, courts, playground equipment, bridges, trails and pathways, shelters, fences that are built, installed or established on park property to serve a particular park or recreation purpose.
- d. "DESIGNATED AREAS" means any area on park property or in park facilities and buildings which provides direction and instruction to the public ensuring a safe environment.
- e. "PARKS" means any park, building, parkway, recreation center, open space, lake or other water, athletic field, tennis court, racquet ball court or any other area owned, improved, maintained, operated or otherwise controlled by the Tampa Palms CDD or TPOA for recreation and natural resource preservation purposes.
- f. "PARKS DIRECTOR" means the Tampa Palms Community Director who oversees issuance of permits for exclusive use of shelters and oversees park attendant assignments.
- g. "PERSON" means any individual, firm, partnership, corporation, or group.
- h. "WATER CRAFT" means any device used for navigation on water.
- i. "WEAPON" means any device which may or has caused harm to another person in a park.

Chapter 2: Regulation of General Public Use

Section 1: Hours and Access

- a. Tampa Palms parks and recreation facilities are open to everyone who is a resident of the Tampa Palms or who has purchased a park membership regardless of race, gender, age, creed, national origin, sexual orientation, physical and mental abilities and/or limitations. (Compton Park and River Park facilities are reserved for residents only.)
- b. Hampton Park is open 8 AM to 9 P.M., unless otherwise posted, and shall be considered closed after 9 P.M. even if the park does not have gates or barriers which prevent access to the park. No person should be in Hampton park between the hours of 9 P.M. and 8 AM unless they are performing maintenance at the direction of the CDD staff.
- c. Amberly park is open from daylight to 6 P.M., unless otherwise posted, and the restroom facilities shall be considered closed after 6 P.M. even if the park does not have gates or barriers which prevent access to the park. No person should be in any park between the hours of 6 P.M. and daylight unless they're walking through the park on the pathway or unless they have written permission from the CDD staff.
- d. Any park or section of park may be closed by the CDD staff at any time, eg inclement weather, site emergencies or holidays. A notice will be posted in any area which is closed.
- e. Individuals who have reserved tennis courts or who are arriving to use tennis courts, should present themselves to the attendant upon arrival to prevent interruption of their game for ID checks.

Section 2: Permits

- a. A permit is required if any person wants the exclusive use of a specific area, building, or other park facility or for special events of a cultural, educational, political, religious, or recreational nature. Any person with a permit must follow the RULES AND REGULATIONS listed in this document.
- b. Permits for exclusive use are issued for the following facilities
 - the pavilion area of Hampton park, excluding the restrooms, water fountain and soft drink machines, all of which may be used by all park attendees
 - the cabana area at Hampton Park
 - the pavilion area at Amberly Park
- c. Any person with a permit is liable for any loss, damage or injuries to the park or to any person associated with the permit holder. Some permits may require additional insurance coverage with the Tampa Palms listed as an additional insured.
- d. The person granted a permit cannot give that permit to another person without the written permission of the Tampa Palms Community Director or CDD staff
- e. Any permit may be revoked for violation of these RULES AND REGULATIONS.
- f. It is not permitted to disturb, harass, or interfere with any person in possession of a valid permit or with their property or equipment.

Section 3 Memberships

- a. Any individual seeking to use any CDD park that is not a resident of the Tampa Palms CDD may purchase an annual membership to the CDD-owned parks ONLY.
- b. Such annual membership cost shall be equal to the general cost of park maintenance and restoration costs paid by the assessments of the residents of the Tampa Palms CDD.
- c. The annual cost of a membership is set at \$300. Membership must be obtained from the CDD staff or designee. For information on memberships call 813 977-3933.
- d. Memberships are available to:
 - Individuals
 - Families to include parents and any minor children

Section 4: Guest use

- a. Residents of Tampa Palms may bring two guests to any park for general park use. (Children under 18, accompanied by a resident, are not considered “guests” for the purpose of establishing *only two guests*.)
- b. Residents who will be playing doubles tennis may bring three guests for the use of the tennis courts only.
- c. The resident must sign-in all guests.
- d. No guest may remain in the park unless the responsible resident is also in the park.
- e. All rules and regulations which apply to residents also apply to guests.

Section 5: Commercial use

Tampa Palms parks are open to the residents of Tampa Palms and the general public for **private and personal** recreational use. The parks are not available for commercial purpose, which is to say that they may not be used by anyone, resident or member, for whom donations or charges are accepted for activities conducted in the parks.

- a. Selling merchandise of any type on park property is not allowed. Charges or donations may not be accepted by anyone for activities conducted in the parks.
- b. Commercial photography of any kind is not allowed on park property without the proper permit and/or written permission from the CDD staff.
- c. Advertising of any kind, including the distribution of fliers, leaflets or pamphlets either in the park or by placing them on vehicles parked within any park, is not allowed.
- d. Permits for commercial photography use may be available by calling the CDD staff at 813-977-3933.

Chapter 3: General Rules of Conduct and Personal Behavior

Section 1: General Conduct

The Tampa Palms CDD and TPOA regulations state that a person may be expelled from a park for a period of 24 hours or longer if there is reasonable cause to believe that person violated the following rules of general conduct by intentionally disrupting the orderly operation of a park, program or event.

A person may also be expelled for an extended period and be reinstated only when there is evidence that the person's presence will no longer threaten the orderly operation of the park.

- a. The following conduct is not allowed on park property: fighting; offensive, abusive or obscene language, gestures or behavior; disturbing, harassing, or interfering with any park employee, another visitor, or their property; intentionally disrupting the orderly operation of the park; and/or disregarding the rights or safety of others.
- b. No person shall interfere with the orderly conduct of games or other recreational activity in a park or park facility.
- c. The high volume use of loudspeakers, car stereos, boom boxes, compact disc players or other loud sound systems is not allowed in and around parks, buildings or ball fields without written permission from the CDD or TPOA staff.
- d. Individuals refusing to show Tampa Palms identification to a park attendant or CDD/TPOA designated security company officer which results in a request for law enforcement assistance, will be asked to leave the park for no less than 24 hours.

Section 2: General Conduct in Park Facilities

- a. The use of roller skates, in-line skates, skateboards, scooters, bicycles or any other type of propelled vehicle or equipment is not allowed on the playground, the tennis courts, basketball courts or racquet ball facilities.
- b. Guests shall enter park facilities only at designated public entrances, and shall only park in the parking spaces provided.
- c. No parking along the maintenance entrance to Hampton Park or along the power line easement shall be allowed without written permission from the CDD staff and then only in situations where the normal parking lot is unavailable.

Section 3: General Conduct on Park Property

- a. Entering into any pond, designated natural area, native plant area or restored natural area is not permitted.
- b. Placing any foreign object, solid or liquid, into the water of any pond, or fountain is not allowed.
- c. Digging holes, cutting trees or plants, attaching signs to trees or damaging any park property is not allowed.
- d. Harassing or otherwise disturbing wildlife in any manner is not allowed. Fishing is not allowed in the parks.
- e. Garbage, bottles, cans, paper, and other refuse shall be placed in designated trash receptacles.
- f. Glass containers are not allowed in any park, except where designated, or where the use is specifically permitted by the CDD staff.

Section 4: Smoking In Tampa Palms CDD Parks

- a. Smoking is not permitted in the pavilions, restrooms, offices, court areas or anywhere around the playground areas of Hampton or Amberly Parks.
- b. Smoking by Tampa Palms CDD employees, or employees of security companies which may be retained by the Tampa Palms CDD, is not permitted at any time in CDD-owned parks.

Section 5: Consumption of Alcohol

- a. The Tampa Palms CDD specifically prohibits the possession or consumption of alcohol in all CDD parks. There will be no exceptions.
- b. Holders of permits for exclusive use of facilities within the CDD parks may not use or possess alcohol in the park during their functions.
- c. Anyone found consuming or possessing alcohol will be asked to leave the park.
- d. Serving and consuming alcohol during private event at Compton Park (limited to the meeting rooms) must be approved in writing by the TPOA Community Director.

Section 6: Use of Fireworks and Weapons

- a. Fireworks, model rockets and remote control vehicles are not allowed without written approval from the CDD staff.
- b. Weapons, except by City of Tampa, Hillsborough County or State of Florida law enforcement officers, shall not be openly displayed or carried on the person of an employee or visitor in any park property or in any park facility.
- c. The CDD staff may remove any obstructing article, or item, found on park property at the expense of the owner, and if not claimed within 60 days, may sell or destroy such items.

Chapter 4: Regulations for Recreation Activities

Section 1: Picnicking

- a. Picnicking is allowed in designated areas.
- b. Assuming control over a complete pavilion without a permit is not allowed.
- c. A permit and approval from TPOA Community Director or CDD staff is required for the use of tents, canopies, inflatable's, large games and rides in the parks. Requests for permits will be evaluated on an individual basis with safety of the park the overriding consideration. No motorized (moving) games or rides will be permitted.

Section 2: Grilling and Outdoor Cooking

- a. Grilling and outdoor cooking is allowed in areas designated and equipped for that purpose.
- b. Individuals are not allowed to bring their own grill for outdoor cooking without written permission from the TPOA Community Director or CDD staff.

Section 3: Recreational Fires

- a. Recreational fires are not allowed in the parks.
- b. Fires in the Amberly fireplace shall not be left unattended and must be extinguished no later than 6:00 PM.
- c. Only cut logs and charcoal briquettes are allowed to be burned. The harvesting of live or dead wood from any park area is not allowed.
- d. Portable fire pits are not allowed.

Section 4: Swimming Boating and Fishing

- a. No bathing, wading, or swimming is allowed in ponds or lakes in Tampa Palms CDD parks.
- b. Fishing is not allowed in Tampa Palms CDD parks.
- c. No boats, canoes, rafts or any other flotation device is allowed in Tampa Palms CDD park lakes or ponds.

Section 5: Paths and Trails

- a. Designated pathways, trails and surfaces may be used by bicyclists, pedestrians and other users.
- b. Pedestrians shall have the right-of-way at all times. Bicycle riders shall observe and obey all traffic laws, traffic signals and directional signs.
- c. Bicycle riders shall operate in a safe and controlled manner.
- d. Designated bicycle racks are provided for bike parking. Bikes should not be left out where they may endanger other park patrons.
- e. The use of in-line skates, skateboards, roller skates, roller skis, freestyle or mountain and off-road bicycling and self propelled scooters is prohibited in the parks.
- f. Permanent and/or temporary pathway or trail markings shall not be placed on any CDD or City pathway or trail without written permission from the CDD staff.
- g. Motorized vehicles shall not be used on park paths and sidewalks.

Section 6: Wildlife and Environmental Protection

- a. Attempts to kill, injure, harass, remove or unnecessarily disturb fish, water fowl, singing or other birds, deer or any wildlife creatures within park property is not allowed
- b. The feeding of any wildlife creatures within park property is not allowed without written permission from the CDD staff.
- c. The abuse of any natural resource within the park system is not allowed, nor is the removal of any natural resource from within the park system without written permission from the CDD staff. This includes but is not limited to: trees, plants, shrubs, flowers, soil and turf.

Chapter 5: Vehicles in Parks and Recreation Facilities

Section 1 Operation of Motor Vehicles

- a. The operation of any motor vehicle within a park is only allowed in designated parking areas.
- b. Motor vehicle parking is not allowed in any area designated "no parking" either by painted curb, signage or both.
- d. Motor vehicles parked illegally on park property may be tagged and/or towed at owner's expense.
- e. Children and/or pets shall not be left unattended in vehicles.

Chapter 6: Pets in Parks

Section 1: Service Animals

Service animals which are trained and certified to assist persons with disabilities are allowed in all park areas and facilities.

Any dogs or other domestic animals other than service animals are not allowed inside the park buildings or tennis courts without written permission from the TPOA or CDD staff.

Section 2: Dogs

In general dogs are welcome in CDD parks with the following restrictions:

- a. Dogs must be effectively restrained on a leash no longer than six feet.
- b. Owners and/or handlers of dogs must prevent their animals from the pursuit or harassment of wildlife or wildlife nests, burrows or habitat in any park property.
- d. An owner or person handling a dog is responsible for solid waste clean-up, and must carry a device for such clean-up.

Chapter 7: Park Security Procedures

Section 1: Access to Parks

Tampa Palms CDD parks are available to residents of the Tampa Palms CDD and those who are members. TPOA-owned parks are available only to residents of Tampa Palms (TPOA Areas).

1. All individuals entering the parks may be requested to show proof that they are Tampa Palms residents or members, unless they are known to the park attendant or CDD security staff member on duty. Even residents and members known to the park attendants will be asked to show ID from time to time.
2. It is required that those who arrive to use the tennis courts “sign in” with the attendant before beginning their game to avoid interruption in the event the attendant or security personnel require proof of ID.

Section 2. Acceptable forms of ID include

- a. TPOA- issued resident identification
- b. A driver’s license that indicates an address included in the Tampa Palms street list (see attached)

Section 3: Residents Without ID

Residents who claim to live in the Tampa Palms but whose driver’s license does not carry a street address within the Tampa Palms and who do not have a TPOA resident ID will

- a. Be required to fill out a resident card to include name, address, driver’s license number and telephone number.
- b. Will be admitted to the park for a single day/ weekend
- c. Be required to contact the CDD (977-3933) or TPOA Community Director (977-3337) for a permanent ID card
- d. All resident cards will be retained and checked when a new request to enter. If an individual has previously claimed residency and been granted temporary access but did not obtain an ID, they will not be admitted.

Section 4. Guest

- a. Each Tampa Palms resident (resident shall mean “household”) may bring two guests to the parks. Residents must sign-in guests (see attached sheet).
- b. Children under 18, accompanied by a resident, are not considered “guests” for the purpose of establishing only two guests.

Chapter 8: Tampa Palms CDD Tennis & Racquet Ball Court Rules

For the convenience of all, the use rules for the Tampa Palms CDD tennis courts are consistent with the use rules of the Tampa Palms Owners Association tennis courts.

- a. All players must wear non-marking tennis shoes and appropriate tennis or racquet ball attire.
- b. Courts are for tennis only and may not be used for any other purpose. Roller skates, skateboards, scooters, bicycles, lacrosse equipment etc. are strictly prohibited.
- c. Courts are for the exclusive use of Tampa Palms residents in Area's 1 & 2 and members (Hampton only). The courts are also open to any guest playing with a Tampa Palms resident. That guest may be a coach.
- d. Owners/members may bring three guests to play tennis, to facilitate doubles play. Only one court may be used: there must be a resident/owner/member on every court.
- e. Owners or members may reserve courts only one and a half hours a day. **Owners must leave the courts promptly at the end of their reservation.** If no one is scheduled or waiting to play, the park attendants will reassign a court for continued play. (One reservation per day per household.)
- f. Reservations start on the hour or the half hour and are void if not used by 15 minutes after reservation time.
- g. To discourage ineligible use of the courts, **all owners/members must sign-in before each session and will be assigned a court for use.**
- h. Players may not make comments or express complaints to or about other players, or even approach other players to trade courts or times. Any such requests should be discussed with the park attendants.
- i. Reservations are accepted from owners no more than 24 hours in advance. Reservation requests may be left on the voice answering system but if left more than 24 hours in advance of the requested time, the reservation request will not be honored.
- j. When making court reservations, owners or members should provide their name and address. All players should have Tampa Palms CDD appropriate ID when checking in.

The Tampa Palms parks are a place for recreation and enjoyment. The Tampa Palms CDD takes very seriously its responsibility to provide a safe and peaceful environment where owners and members may take pleasure in their parks.

These tennis court use rules have been established to provide a framework for assuring a safe and tranquil environment. Failure to adhere to these rules will result in removal of park-use privileges.

- 1st offence 1 week
- 2nd offense 1 month
- 3rd offense 3 months

Tampa Palms Tree Report

Tampa Palms has lost a significant number of trees during the last eighteen months. While the rate of loss has slowed considerably, there continue to be dead and dying trees.

Notably the palm losses due to weevils are down for the first time since mid-2015. There are some locations where the weevil infestation was so severe, such as in the Kensington / Reserve areas, that there was little hope that the trees could be saved and they are finally succumbing.

In February staff provided a list of removals and locations; the list has grown substantially- see attached.

	Palms	Other
Trees Removed FY 2014-15	46	9
Trees Removed FY 2015-16	85	20
Total Removals	131	29



The CDD was able to purchase 60 palms (30 Washingtonian palms and 30 tarrow palms) at an extraordinary reasonable price late last year. The palm trees were nurtured in “the tree nursery” to relieve them of travel shock.

The CDD will have to purchase for replacement about an additional 100 trees; it is anticipated that many of the replacements will go along BB Downs or on the BB Downs pond site.

The palms in the nursery are now being placed within the property. The ones below are along the Asbury pond; others have been placed along the Asbury wall and across the street along the Sterling Manor wall.



TREE REMOVALS- 2015-16

Location	Folio #	Other	Palms	Cause	App Number	Notes
Area 2 Entrance- S By Pond	034755-5106		7	F	TRE-16-0438759.	During wk shutdown
Area 2 Entrance Median	City ROW		3	F	TRE-16-0438759.	During wk shutdown
Area 2 Entrance N side	City ROW		3	F	TRE-16-0438759.	During wk shutdown
Area 1 Entrance- Median	034756-0580		1	U	TRE-16-0438759.	Not Removed A/C Const
Area 1 Entrance- Exit	City ROW		2	U	TRE-16-0438759.	Not Removed A/C Const
Area 2 TP @Amberly Median	City ROW		2	F	TRE-16-0438759.	During wk shutdown
Huntington Along Pond	033982-4668		1	W	TRE-16-0438759.	
Sterling Manor	033979-0726		1	W	TRE-16-0438759.	
TP W of Amberly / Asbury Wall	033982-4234		1	W	TRE-16-0438759.	1 Previously Removed
Hampton Pk Along TP Blvd	033979-0460		1	W	TRE-16-0438759.	
Subtotal Request					22	
Front TP Elementary	034758-1376	1	1	U	TRE-16-0438921.	Oak
Subtotal Request					1	
Blair	City ROW		1	W	TRE- 16-0439011	
Ruthledge	City ROW		1	W	TRE- 16-0439011	
Benton	City ROW		1	W	TRE- 16-0439011	
Amberly & TP2 Median	City ROW		1	W	TRE- 16-0439011	3 Previously Removed
Compton Drive & TP Blvd Area 1 – west of Compton (2)	City ROW		2	W	TRE- 16-0439011	
Area 1 Tampa Palms Median – east of Reserve Drive (4)	City ROW		4	W	TRE- 16-0439011	
Area 1 Compton Dr. @ Wyndover – north of intersection (1	City ROW		1	W	TRE- 16-0439011	
Area 1, Tampa Palms Blvd, just west of Country Club 17th h	City ROW		1	W	TRE- 16-0439011	
Area 1, TP Blvd, just west of Reserve entry	No folio		1	W	TRE- 16-0439011	Inside sidewalk ¹
Area 1, TP Blvd, just east of Reserve entry	No folio		1	W	TRE- 16-0439011	Inside sidewalk ¹
TP AREA 1 west Reserve (Wyndover Wall)	City ROW		1	W	TRE- 16-0439011	
Area 1, BB Downs @ Amberly -Palm Lake	034756-0852		2	W	TRE- 16-0439011	
Area 2, Tampa Palms Blvd – Sterling Manor berm (1)	033979-0724		<u>1</u>	W	TRE- 16-0439011	
Area 1 TP Blvd (Across from CC)	034758-1184		1	W	TRE- 16-0439011	
Subtotal Request						

¹ Outside wall, no CDD property- either City or abutting owner

W= Weevils U= Unknown

F = Fusarium L= Lightning

TREE REMOVALS- 2015-16

Location	Folio #	Other	Palms	Cause	App Number	Notes
Bethany Pl	City ROW		1	W	TRE-16-0439381	
Area 2 Lift Station			1	W	TRE-16-0439381	
Huntington-Manchester Median	City ROW		1	W	TRE-16-0439381	
Inside Huntington Gate			2	W	TRE-16-0439381	
Langhorne Ct			1	W	TRE-16-0439381	Sable
Asbury Wall			2	W	TRE-16-0439381	
Sterling Manor Berm			2	W	TRE-16-0439381	
sterling Manor Berm near entry			1	W	TRE-16-0439381	
Palma Vista exit			1	W	TRE-16-0439381	
Yardley			1	W	TRE-16-0439381	Pindo
Reserve - gate area			1	W	TRE-16-0439381	
Benton Ct	City ROW		1	W	TRE-16-0439381	
BB Downs - 300 yds N Amberly			2	W	TRE-16-0439381	
Hampton Park		3		W	TRE-16-0439381	Pines
Wellington		8		W	TRE-16-0439381	Cypress
Cambridge 1 pond			1	W	TRE-16-0439381	Sable

Hampton Park	033979-0460	2		B	TRE- 16-0439853	Pines
Hampton Park Pond Bank			1	W	TRE- 16-0439853	
Huntington Land Tract			1	W	TRE- 16-0439853	
Huntington Langhorne Ct			1	W	TRE- 16-0439853	
Sterling Manor - entrance			1	W	TRE- 16-0439853	
SterlingManir- berm			1	W	TRE- 16-0439853	
Asbury- between two ponds		1		F	TRE- 16-0439853	Bay Laurel
Asbury Wall - Across from Sterling Manor pond			1	W	TRE- 16-0439853	
Publix Median			1	W	TRE- 16-0439853	
Area 2 entrance			2	W	TRE- 16-0439853	
BB Downs - north of main entry			5	W	TRE- 16-0439853	
Amberly Park		1		B	TRE- 16-0439853	Pine
Amberly / TP Blvd - Area 1		2		L	TRE- 16-0439853	Oaks

¹ Outside wall, no CDD property- either City or abutting owner

W= Weevils U= Unknown B= Bores
 F = Fusarium L= Lightning

TREE REMOVALS- 2015-16

TP Blvd west of Cambridge II	1	F	TRE- 16-0439853
TP Blvd at Cambridge II entry	1	F	TRE- 16-0439853
TP Blvd across from club entry	1	W	TRE- 16-0439853
Cambridge II pond bank	2	U	TRE- 16-0439853 pine - bay laurel
Cambridge II entry on Compton	1	F	TRE- 16-0439853
Reserve entry	4	W	TRE- 16-0439853
TP Blvd at Halsey	1	F	TRE- 16-0439853
TP Blvd between Halsey & Farringham	1	F	TRE- 16-0439853
TP Blvd at Farringham	1	F	TRE- 16-0439853

20 85

¹ Outside wall, no CDD property- either City or abutting owner

W= Weevils U= Unknown B= Bores
 F = Fusarium L= Lightning

TECO Power Outage Reporting

Although not strictly a CDD matter, power outages are becoming more frequent in Tampa Palms for a number of reasons from aging infrastructure to construction to careless driving on BB Downs where the power lines are above ground.

If power is lost at your home, there is a new and very simple way to report the outage and get updates from TECO using your cell phone:

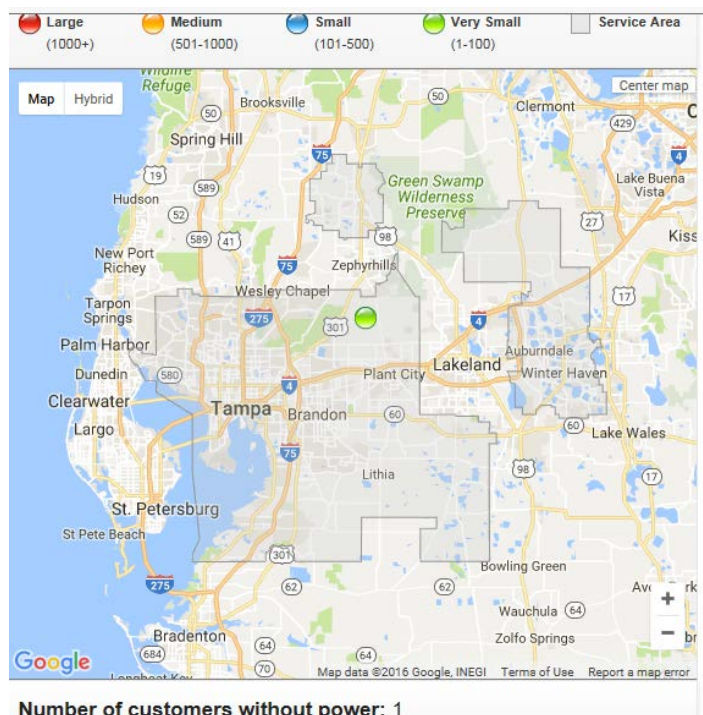
- Text "Out" to 35069
- For updates text "Update" to 35069

Typically your cell phone will have power, unlike many landlines, and if the outage occurs at night the cell phone's illumination makes it easier to use.

TECO can send routine power outage updates to your phone (if you choose) and a power outage map is available with keys to identify what locations are experiencing difficulties and how many customers are without service.

The map to the right is a screenshot from 7/29/16 at 8 AM.

It shows a very small outage east of Thonotosassa. At the bottom of the map, TECO shows that a single customer is without power at this time.



To sign up for this service go online to <http://www.tampaelectric.com/residential/outages>. Note to sign up, you will need your account number from your TECO bill.

Sign up for Power UpdatesSM via text, email or phone

Tampa Electric's Power Updates will keep you informed about your electric service. When you sign up, you can let us know how you'd like us to contact you. You can receive texts, emails, and/or phone calls regarding your service and other important information.

The illustration shows a man in a white shirt holding a smartphone. He is surrounded by various colorful icons representing different communication methods: a house, a mail envelope, a speech bubble, a Wi-Fi symbol, a social media icon, and a phone handset. The background is a light gray with a subtle grid pattern.