

***TAMPA PALMS
COMMUNITY DEVELOPMENT DISTRICT***

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



Wednesday, February 8, 2017

6:00 P.M.

Compton Park Recreation Building

16101 Compton Drive

Tampa, Florida



TAMPA PALMS COMMUNITY DEVELOPMENT DISTRICT

CDD Meeting Advanced Package February 8th, 2017

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 - i. Bruce B Downs
 - j. Community Appearance
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 - l. Irrigation Damage
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 - o. MPO's 2016 "State of the System" Report

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

February 3, 2017

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

Dear Board Members:

The Board of Supervisors of the Tampa Palms Community Development District is scheduled for Wednesday, February 8, 2017 at **6:00 p.m.** at the Compton Park Recreation Building, 16101 Compton Drive, Tampa, Florida. *The advanced copy of the agenda for this meeting is attached.*

Enclosed for your reviews are the minutes of the January, 2017 Board meeting and the documents outlined in the table of contents.

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

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

Sincerely,

Bruce StDenis

Bruce St Denis
District Manager

JD:cs

cc: Maggie Wilson
Carolyn Stewart (Record Copy)

Tampa Palms CDD Meeting Agenda

**February 8, 2017, 6:00 p.m.
Compton Park Recreation Building
16101 Compton Drive, Tampa, FL 33647**

1. Welcome & Roll Call
2. Jason Rinard - Hardeman Kempton (Area 2 Pond)
3. Strategic Planning
4. Board Member Discussion Items
5. Public Comments
6. Approval of the January, 2017 Minutes
7. Approval of District Disbursements
8. Consultant Reports
 - Bruce B Downs - Area 2 Entry Pond
 - Multi-Modal Path
 - Community Appearance
 - Irrigation System
9. Other Matters
10. Public Comments
11. Supervisor comments
12. Adjourn

1st Quarter ending December 31, 2017

Executive Summary

The District ended the first quarter with a net cash balance of \$ 5.6 million. Our oversight responsibilities for the District financial affairs are under control and working according to plan. We have the funds to meet the District needs going forward, as presently known.

The critical event to the District at this point in the year: Cash receipts for the first quarter stand at \$ 2.2 million or 91 % of the entire FY 2016-17 plan. We fully expect we will collect the remaining \$ 255 K. We will have the funds to work our plan.

Presently the General Fund budget variance is favorable by \$ 539 K. This is due mostly to timing, as District expenditures originally budgeted are still required within the fiscal year.

The major uncontrollable variable is the completion of the Bruce B. Downs project. This might result in delays in our ability to spend project-driven monies budgeted this year. If this occurs we will carry the budgeted funds into FY 2017-18.

Financial Outlook for Calendar 2017.

Sources and Uses of Funds

(Shown in \$ 000s)

Sources of Funds

Cash Balance 12/31/2016	\$ 5,630
Collections balance of FY 2016-17	<u>255</u>
Total Sources of Funds	\$ 5,885

Uses of Funds

Balance of Fiscal Year '16-17 expenses	(\$ 1,938)
BBD Mitigation allocation	(1,195)
Weather related reserves	(400)
Palm Pest & Deferred Projects	(400)
1 st Qtr FY 1017-18 expenses	<u>(600) (\$ 4,533)</u>
Total Uses of Funds	(\$ 4,533)

Projected District Funds, Presently Unallocated \$ 1,352

**Tampa Palms CDD
Balance Sheet
December 31, 2016**

GENERAL

ASSETS:

CASH - Operating Account	\$ 95,925
PETTY CASH	500
INVESTMENTS:	
Excess Fund Account- Sunshine Bank	5,626,714
RECEIVABLE FROM TAMPA PALMS HOA	4,359

TOTAL ASSETS

\$ 5,727,498

LIABILITIES:

ACCOUNTS PAYABLE	\$ 81,606
ACCRUED EXPENSES	16,050

FUND BALANCE:

NON-SPENDABLE	-
RESTRICTED	-
UNASSIGNED:	5,629,842

TOTAL LIABILITIES & FUND BALANCE

\$ 5,727,498

**Tampa Palms CDD
General Fund
Statement of Revenue, Expenditures and Change in Fund Balance
FY2017 - For the period from October 1, 2016 through December 31, 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)	93.00% \$ 2,569,610	\$ 2,303,629	\$ 2,303,629	\$ -
INTEREST	10,000	2,500	6,967	4,467
MISCELLANEOUS REVENUE	1,200	300	905	605
DISCOUNT-ASSESSMENTS	4.00% (102,784)	(92,145)	(92,145)	-
TOTAL REVENUES	2,478,026	2,214,284	2,219,356	5,072
EXPENDITURES				
ADMINISTRATIVE:				
PAYROLL - SUPERVISORS COMPENSATION	11,000	2,750	1,924	827
PAYROLL TAXES - FICA	5,810	1,453	1,385	68
PAYROLL TAXES - Unempl & W/Comp Ins & Payroll Fee	5,024	1,256	523	733
CDD MANAGEMENT SERVICES	59,892	14,973	13,843	1,130
AUDITING SERVICES	6,057	-	-	-
ASSESSMENT ROLL SERVICES	10,050	10,050	10,050	-
TAX COLLECTOR FEES-ASSMTS	2.0% 51,392	46,072	44,242	1,831
PROPERTY APPRAISER'S FEES-ASSMTS	1.0% 25,696	-	-	-
LEGAL SERVICES	15,000	3,750	270	3,480
MISCELLANEOUS ADMIN.SERVICES (Admin + Filing fees + Bank fees)	11,000	2,750	1,526	1,224
DIRECTORS & OFFICERS INSURANCE	3,407	3,407	2,818	589
TOTAL ADMINISTRATIVE	204,328	86,461	76,580	9,881
FIELD MANAGEMENT SERVICES:				
ADMIN ASSISTANT	55,446	13,862	10,742	3,120
PARK ATTENDANTS	86,305	21,576	16,050	5,526
PARK PATROL	61,353	15,338	3,975	11,364
FIELD CONSULTANT	99,000	24,750	25,010	(260)
FIELD MANAGEMENT CONTINGENCY	20,000	5,000	-	5,000
TOTAL FIELD MANAGEMENT SERVICES	322,104	80,526	55,776	24,750
GENERAL OVERHEAD:				
INSURANCE	11,127	11,127	10,277	850
INFORMATION SYSTEMS (TEL & SECURITY)	21,128	5,282	4,039	1,243
WATER-UTILITY	13,000	3,250	3,405	(155)
REFUSE REMOVAL (SOLID WASTE)	6,159	1,540	1,257	283
ELECTRICITY	118,000	29,500	28,143	1,357
STREETLIGHTING EXPENSE (Includes City Portion)	-	-	-	-
STORMWATER FEE	3,500	3,500	3,046	454
MISCELLANEOUS FIELD SERVICES	13,000	3,250	2,171	1,079
TOTAL GENERAL OVERHEAD	185,914	57,449	52,338	5,111
LANDSCAPE MAINTENANCE:				
LANDSCAPING MANAGEMENT FEE	18,000	4,500	4,725	(225)
LANDSCAPE AND POND MAINTENANCE	942,943	235,736	206,533	29,203
LANDSCAPE REPLACEMENT	75,712	18,928	1,942	16,986
NPDES PROGRAM	30,149	7,537	-	7,537
TOTAL LANDSCAPE MAINTENANCE	1,066,804	266,701	213,200	53,501
FACILITY MAINTENANCE:				
IRRIGATION MAINTENANCE	88,576	22,144	29,437	(7,293)
R&M FOUNTAIN	22,895	5,724	6,015	(291)
FACILITY MAINTENANCE	75,712	18,928	21,530	(2,602)
MOTOR FUEL & LUBRICANTS	4,000	1,000	1,025	(25)
JANITORIAL/SUPPLIES	1,967	492	491	0
PROJECTS :				
R&R & DEFERRED MTC	188,100	47,025	63,324	(16,299)

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

	<u>BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>FAVORABLE (UNFAVORABLE) YTD VARIANCE</u>
<i>NPDES / CLEAN WATER</i>	50,000	12,500	-	12,500
<i>SIGNATURE TP 2017</i>	78,526	19,632	-	19,632
<i>CAPITAL PROJECTS</i>	188,100	47,025	19,309	27,716
TOTAL FACILITY MAINTENANCE & PROJECTS	697,876	174,469	141,131	33,338
TOTAL EXPENDITURES	2,477,026	665,606	539,025	126,581
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	1,000	1,548,678	1,680,331	131,653
FUND BALANCE - BEGINNING			3,949,643	3,949,643
FUND BALANCE - ENDING	\$ 1,000	\$ 1,548,678	\$ 5,629,975	\$ 4,081,296

**TAMPA PALMS CDD
CASH REGISTER
FY 2017**

Date	Num	Name	Memo	Receipts	Disbursements	Balance
11/30/2016			EOM BALANCE	309,782.98	191,887.00	268,740.26
12/01/2016	6463	DPFG	CDD Mgmt - December		5,337.94	263,402.32
12/01/2016	6464	MARY-MARGARET WILSON	Field Mgmt - December		8,450.00	254,952.32
12/03/2016		TAMPA PALMS CDD	Deposit	300.00		255,252.32
12/07/2016	6465	ABM Landscape & Turf Services	Landscape Maint - November		58,416.00	196,836.32
12/07/2016	6466	ARCHITECTURAL FOUNTAINS, INC	Qtrly Maint		500.00	196,336.32
12/07/2016	6467	Arete Industries	Signs		3,130.13	193,206.19
12/07/2016	6468	CINTAS	Mats		56.38	193,149.81
12/07/2016	6469	FLIGHT OF ANGELS	Courier		60.00	193,089.81
12/07/2016	6470	FRONTIER COMMUNICATIONS	HP Svcs - November		198.75	192,891.06
12/07/2016	6471	IRON MOUNTAIN	12/1-12/31 - Storage		159.69	192,731.37
12/07/2016	6472	REPUBLIC SERVICES	12/1-12/31 - Solid Waste		448.80	192,282.57
12/07/2016	6473	SUNBELT RENTALS	Equipment Rental		1,496.55	190,786.02
12/07/2016	6474	TAMPA ELECTRIC	Summary Bill - November		9,091.38	181,694.64
12/07/2016	6475	TURNBURY WOOD HOA	Electricity - Quarterly		697.33	180,997.31
12/07/2016	6476	VERIZON	10/24-11/23 - Svcs		86.24	180,911.07
12/07/2016	6477	XEROX CORPORATION	Meter Usage		17.18	180,893.89
12/09/2016	15056	EUGENE R. FIELD	BOS Mtg - 11/21-12/4/16		184.70	180,709.19
12/09/2016	15057	ADISA GIBSON	BOS Mtg 11/21-12/4/16		184.70	180,524.49
12/09/2016	15058	PATRICIA B. MANEY	BOS Mtg - 11/21-12/4/16		184.70	180,339.79
12/09/2016	15059DD	James A. Schoolfield	BOS Mtg - 11/21-12/4/16		184.70	180,155.09
12/09/2016	15060DD	James P. Soley	BOS Mtg - 11/21-12/4/16		184.70	179,970.39
12/09/2016	15055DD	DOROTHY COLLINS	11/21-12/4/16 - P/R		2,323.21	177,647.18
12/09/2016	ACH12092016	PAYCHEX	11/12-12/4/16 - P/R		1,046.52	176,600.66
12/09/2016	ACH1292016	PAYCHEX	P/R Fees		50.14	176,550.52
12/15/2016	6478	ABM Landscape & Turf Services	Plants, Trees, Irri, etc.		55,317.00	121,233.52
12/15/2016	6479	ADVANCED ENERGY SOLUTION OF	Fountain and Lighting Repairs		3,770.82	117,462.70
12/15/2016	6480	AT&T	Long Distance - November		70.91	117,391.79
12/15/2016	6481	CINTAS	Mats		56.38	117,335.41
12/15/2016	6482	FLORIDA FOUNTAIN MAINTENANCE, INC	Fountain Maint. And Repairs		892.38	116,443.03
12/15/2016	6483	FRONTIER COMMUNICATIONS	Amber Pk FIOS		174.15	116,268.88
12/15/2016	6484	GILL, WAYNE	Pressure Wash, Paint & Repair		4,325.00	111,943.88
12/15/2016	6485	LOWE'S	Supplies		574.56	111,369.32
12/15/2016	6486	MIRACLE CLEANING SERVICES	12/2-12/13 - CDD Cleaning		430.00	110,939.32
12/15/2016	6487	PETE & RON'S TREE SERVICE	Debris Removal		1,100.00	109,839.32
12/15/2016	6488	SUWANEE LUMBER, CO., INC	Mulch		5,784.10	104,055.22
12/15/2016	6489	TERMINEX	Pest Control		55.00	104,000.22
12/15/2016	6490	XEROX CORPORATION	Copier Contract		111.11	103,889.11
12/21/2016	6491	ADVANCED ENERGY SOLUTION OF	Replace Data Battery & Electrical Repairs		398.93	103,490.18
12/21/2016	6492	CINTAS	Mats		56.38	103,433.80
12/21/2016	6493	ESD WASTE2WASTER, INC	Pump Maint - December		300.00	103,133.80
12/21/2016	6494	MIRACLE CLEANING SERVICES	12/16-12/30 - CDD Cleaning		425.00	102,708.80
12/21/2016	6495	OLM, INC	Landscape Insp. - December		1,575.00	101,133.80
12/21/2016	6496	SUNSHINE STATE ONE CALL F FLORIDA	Dig Tickets		54.19	101,079.61
12/21/2016	6497	TERMINEX	Pest Control		122.00	100,957.61
12/21/2016	6498	WELCH TENNIS COURTS, INC	Basketball Net		55.70	100,901.91
12/21/2016	350	SUNSHINE BANK.	Water Utilities pmt - SB Dec 2016		1,177.12	99,724.79
12/23/2016	15061DD	DOROTHY COLLINS	12/5-12/18/16 - P/R		2,144.68	97,580.11
12/23/2016	ACH20161223	PAYCHEX	12/05-12/18/16 - P/R		820.52	96,759.59
12/23/2016	ACH20162012	PAYCHEX	P/R Fees		48.45	96,711.14
12/29/2016	6499	ADVANCED ENERGY SOLUTION OF	Electrical Repairs		80.00	96,631.14
12/29/2016	6500	CINTAS	Mats		56.38	96,574.76
12/29/2016	6501	EI SECURITY	Monitoring - Jan-March 2017		89.85	96,484.91
12/29/2016	6502	FRONTIER COMMUNICATIONS	CDD Phone - December		512.84	95,972.07
12/29/2016	6503	TERMINEX	Pest Control		55.00	95,917.07
12/31/2016		SUNSHINE BANK.	Interest	7.52		95,924.59
12/31/2016			EOM BALANCE	307.52	173,123.19	95,924.59

**TAMPA PALMS CDD
FINANCIAL SUMMARY THRU DECEMBER 31, 2016
GENERAL FUND**

(Shown in \$)	<u>Normal Operations</u>	<u>Non-Operating Project Driven</u>	<u>Total As Reported</u>
<u>Revenues</u>			
Operating	\$ 1,759,002		\$ 1,759,002
<u>Non Operating</u>			
Capital Projects		168,630	168,630
Renewal & Rel		168,630	168,630
Signature 2017		70,398	70,398
NPDES		44,824	44,824
Interest	6,967.03		6,967
Misc Rev	905.00		905
City Payments- Streetlight Carry Forward Bal *			-
Total	\$ 1,766,874	\$ 452,482	\$ 2,219,356
<u>Expenses</u>			
Operations	456,392		456,392
<u>Non Operating</u>			
Renewal & Rel		63,324	63,324
NPDES/EPA		0	0
Capital Projects		19,309	19,309
TP Signature 2017		<u>0</u>	<u>0</u>
Total	456,392	82,633	539,025
Excess Revenue Vs Expenses	1,310,482	369,849	\$1,680,331

**TAMPA PALMS CDD
FINANCIAL SUMMARY THRU DECEMBER 31, 2016
GENERAL FUND**

<u>General Fund</u>	12/31/2016	(\$000)
Cash		96
Cash Equivalent (Excess Cash ICS)		5,627
Due From TPOA		4
Total		\$ 5,727
Less:		
Payables		82
Accrued Expenses*		16.05
	Net Cash 12/31/2016	\$ 5,630
Allocation for:		
Winter Damage		200
Wind/Hurricane Damage		200
Palm Pests**		200
Deferred Projects ***		200
TP Signature 2017		1,195
	Adjusted Net Cash	\$ 3,635
	Forecast	

(\$ 000)	2015-16 Fiscal Year		Monthly Bal
	<u>Receipts</u>	<u>Expenses</u>	
Jan			
CDD Operations	52	195	
R&R	5	25	
NPDES	1	11	
Signature 2017	2	21	
Capital Projects	5	39	
Total	65	291	\$ 3,409
Feb			
CDD Operations	71	198	
R & R	6	13	
NPDES	2	7	
Signature 2017	0	21	
Capital Projects	6	15	
Total	85	254	\$ 3,240
Mar			
CDD Operations	0	195	
R & R	0	13	
NPDES	0	7	
Signature 2017	0	21	
Capital Projects	0	10	
Total	0	246	\$ 2,994

* Park Attendant Billing

** Palm Treatment and Replacement Identified as Future Liability

*** Projects planned but deferred due to three year construction window

**TAMPA PALMS CDD
DECEMBER 31, 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	17%	469	19%	2.0%
December	91%	2211	90%	-1.0%
January	93%			
February	94.7%			
March	95.0%			
April	98.0%			
May	98.3%			
June	99.7%			
July	99.7%			
August	99.7%			
September *	99.7%			
Year End				
Total Assessed (Net Discount)		\$2,467		

Summary- Project Driven Expenses

3 Months Ending December 31, 2016

Operating Capital Projects	(\$000)
<u>Sources of Funds</u>	
FY 2016-17 Budget	\$188
<u>Uses of Funds</u>	
Spent Thru 12/31/16	16
12/31/16 Commitments	<u>26</u>
Total Funds Spent & Committed	\$42
Budget Available as of 12/31/2016	\$146
Renewal & Replacement	
<u>Sources of Funds</u>	
FY 2016-17 Budget	\$188
<u>Uses of Funds</u>	
Spent Thru 12/31/2016	63
12/31/2016 Commitments	<u>28</u>
Total Funds Spent & Committed	\$91
Budget Available as of 12/31/2016	\$97
TP Signature 2017 Capital Projects	
<u>Sources of Funds*</u>	
FY 2016-17 Budget	\$79
<u>Uses of Funds</u>	
Spent Thru 12/31/2016	0
12/31/2016 Commitments	<u>25</u>
Total Funds Spent & Committed	\$25
Budget Available as of 12/31/2016	\$54

SUMMARY
FY 2016-17 RENEWAL REPLACEMENT PROJECTS

			Original Project	Spent A/O Dec 31, 2016	Committed To Spend
Infrastructure					
Irrigation					
Landscape					
Dead Tree Removals				\$7,590	
Amberly Turf & Shrub Restore				\$12,000	
Pointsettia Installation				\$13,440	
Replacement Palms (Purchase For Nursery)				\$14,670	
Transplant Palms				\$4,800	
Lighting Repairs (Park & Landscape)					
Newsletter Support (TPOA)					
<i>Sub Total R&R Projects</i>				\$52,500	\$0
Restoration (Winter and/or Storm / or Pest Damage)					
Palm Tree Protection			\$38,400	\$10,824	\$27,576
<i>Sub Total Restoration Projects</i>				\$10,824	
Total R&R Projects				\$63,324	\$27,576

**Capital Projects 2016-17
Budget Monitor**

31-Dec-16

(\$000)	5 Year Model	Current Projects	Spent 2016-17	Committed To Spend
Tampa Palms Signature Projects (BB Downs)				
Consulting Services	61	25	-	25
Main Entry Restorations	615	60	-	
Irrigation	233	-	0	-
Bruce B Downs Improvements	287	-	-	-
Sub-Total TP Signature 2017	\$1,195	\$85	\$0	\$25
Capital Projects				
Consulting Services			3	
Irrigation Upgrades	150	-	-	-
Parks	250	110	7	16
Landscape & Lighting	175	90	-	-
Signs, Infrastructure & Lighting	275	145	10	10
Sub-Total Capital Projects	850	\$345	\$19	\$26
Total TP Signature & Capital Projects	*	\$430	\$19	\$51

* Five Year Model

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

**Capital Projects Budget Detail
Month Ending December 31, 2016**

Tampa Palms Signature Projects (BB Downs)	5 Year Model	Current Projects	Spent 2016-17	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>	60,520	25,000	-	25,000
Main Entry Restorations				
Area 1 Entry Hardscape	250,790	-		-
Area 1 & 2 Landscape	240,000	25,000		-
Area 2 Entry (Corner Property + Pond)	124,176	35,000		-
<i>Sub Total</i>	614,966	60,000	-	-
Irrigation				
Area 1 Main Line Relocation	93,583			-
Area 1 & 2 Irrigation & Wiring Adjustments	139,034			-
<i>Sub Total</i>	232,617	-	-	-
Bruce B Downs Improvements				
Pedestrian Fencing	286,897	-		-
<i>Sub Total</i>	286,897	-	-	-
Sub-Total Tampa Palms Signature 2017				
	\$ 1,195,000	\$ 85,000	\$ -	\$ 25,000
Standard Capital Projects				
Consulting Services				
Design Implementation Oversight			3,000	
<i>Sub Total</i>			3,000	
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	6,660	6,961
Oak Park Path Paving				-
Amberly Picnic Table/Seats	-	12,655		8,775
Hampton Tennis Court Enhancements		37,000		
<i>Sub Total</i>	250,000	109,844	6,660	15,736
Landscape & Lighting [\$150-200]				
Landscape Enhancements	175,000	-		-
Palm Investments				-
<i>Sub Total</i>	175,000	90,000		-
Signs, Infrastructure & Lighting [\$150-200]				
LED Upgrades Plus Installation	125,000	125,000		-
Misc ROW Sign				-
Monument Structure Enhancements	150,000	-		-
Wildlife & Protected Species Signs		20,000	9,649	10,351
<i>Sub Total</i>	\$275,000	\$145,000	\$16,309	\$10,351
Sub-Total Normal Capital Projects				
	\$850,000	\$344,844	\$19,309	\$26,087
Total TP Signature 2017 & Standard Capital Projects				
	\$2,045,000	\$429,844	\$19,309	\$51,087
		(\$000)		
	5 Year Model	FY 2013-14	FY 2016-17	
Signature TP 2017	\$1,195	\$380	\$0	
Capital Projects	\$850	\$110	\$19	

Each month the Board is provided for its review a list of the projects activities and plans that have materiality for the District. This is provided along with anticipated dates, expected outputs and responsible parties.

The February edition follows.

	<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	Feb	Staff
b) Littoral Plantings			
Design Review & Prelim Pricing	Review w/ Board	TBD	Staff/ J Rinard
Schedule Plantings	Hold for County / Contractor / Water	TBD	Staff/ Contractor
c) Pond Perimeter Plantings			
Design Review & Prelim Pricing	Review w/ Board	Feb	Staff/ J Rinard
Preliminary Budget Reviewed	Board Approval	TBD	Supv Maney/Board
Schedule Irrigation & Plantings	Hold for County	TBD	Staff/ Contractor
d) Trees & Shrubs (Church Buffer)			
Design Review & Prelim Pricing	Review w/ Board	Feb	Staff/ J Rinard
Preliminary Budget Established	Board Approval	TBD	Supv Maney/Board
Schedule Irrigation & Planting	Hold for County	TBD	Staff/ Contractor
e) County Authority To Improve Sample Contract To CDD Legal County Negotiations	Update Board Approval to Proceed	Feb TBD	Staff/Board Staff/ Supv Soley

Next StepDateResponsible**I Bruce B Downs Mitigation Projects- Signature 2017****2) Area 2 General Entrances**

a) Area 2 Hardscape (BB Downs Corner)	Consider Options	Mar	Staff/ J Rinard
b) Area 2 Entrance (BB Downs Corner) Landscape Options	Consider Options	Mar	Staff/ J Rinard
c) Area Roadway Bricks Establish Price and Timing Negotiate w/ COT & County	Board Review/Approval Receive Approval	Mar Mar	Staff/ Board Staff
d) Boulevard & Entry Street Lighting	Hold For Final Entry Designs	Mar	Staff/J Rinard
e) Area 2 Entrances (Amberly Corner) Landscape Options	Consider Options	Mar	Staff/ J Rinard

	<u>Next Step</u>	<u>Date</u>	<u>Responsible</u>
<u>3) Area 1 Entrance</u>			
a) Area 1 Exit Side -Taking Area Hardscape Replacement Options Refine & Price Designs	Hold for Const Progress Review With Board	TBD Mar	Staff/J Rinard Staff/ J Rinard
b) Area 1 Exit Side -Taking Area Landscape Replacement Options Refine & Price Designs	Consider Designs Review With Board	TBD Mar	Staff/ J Rinard Staff/Board
c) Area 1 Entry Side - Landscape Replacement Options Refine & Price Designs	Consider Designs Review With Board	TBD TBD	Staff/ J Rinard Staff/ J Rinard
d) Boulevard & Entry Street Lighting	Hold For Final Entry Designs	TBD	Staff/J Rinard
<u>3) BB Downs / Amberly Entries</u>			
a) Landscape Replacement Options	Consider Designs	TBD	Staff/ J Rinard
b) Sign Replacements (No Trucks)	Monitor & Report	TBD	Staff

Tampa Palms CDD

Strategic Planning

Feb 8, 2017

Next Step

Date

Responsible

4) BB Downs Pedestrian Fencing

- a) Construction Timeline- Area 2
- b) Construction Timeline- Area 1

Update Board
Monitor Progress & Report

Feb
Feb

Staff
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

V. Park Reviews

- 1) Park Updates General

Report to Board

Apr

Staff

Tampa Palms CDD

Strategic Planning

Feb 8, 2017

	<u>Next Step</u>	<u>Date</u>	<u>Responsible</u>
3) Wind Sail Replacement	Report to Board	TBD	Staff/ Soley
4) Amberly Improvements	Report to Board	Mar	Staff/Soley

III NPDES Projects

1) Control Structure Inspection Project	Review Options W/ Board	Feb	Staff
Upgrade Project	Review Options W/ Board	Mar	Staff/T Stewart

IV Weather Resistant Turf & Landscape

1) Assessment YTD Weather Impacts	Implement cure projects	Ongoing	Maney/Staff
2) Landscape Pests/Problems/ Weather Impacts	Report To Board	Feb	Maney/Staff
Palm Tree Pests	Report To Board	Feb	Maney/Staff
3) Village Entry & Blvd Restorations Process & Progress	Review W/ Board	Mar	Maney / Staff

VI. Multi-Model Paths

1. Options - Design Phase	Report to Board	Feb	Staff/ J. Soley
2. Present to City	Report to Board	Feb	Staff/ J. Soley

TP CDD Planning Horizon

Significant Events

Feb, 2017

FY 2016 -17

- Enhanced Website Requirements For CDDs Go Into Effect
- Lane and Entry Blockage- Area 1 & 2 BB Downs Construction
- BB Downs Northbound Lanes Open (Feb)
- Area 2 Pond Complete (Apr-May)
- Area 1 Entry Hardscape Improvements
- Amberly Entrance Improvement
- Southern Segment BBD Complete (July- Aug)
- Playground Updates (Hampton)
- Landscape Renewal Continues (10 Year Cycle)
- NPDES Renewal (NOI Development)

FY 2017 -18

- Multi-Modal Path Improvements
- Area 2 Entry Improvements
- Possible Playground Updates (Amberly)
- NPDES Renewal

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, and is displayed below.

Financial Impact Report- Feb, 2017

Funds Available A/O Feb, 2017

\$1,195 K

Estimated Timing By Project- Feb, 2017

Opening Balance	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
	\$1,195,000	\$814,520	\$760,520	\$760,486	\$184,696
Consulting & Design Svcs				\$50,000	\$10,520
Irrigation Relocation	93,583				
Area 1 Entry- Landscape				\$65,000	\$35,000
Area 1 Pillars, Fencing & Lighting				\$125,000	
Area 2 Pillars, Fencing & Lighting				\$90,790	
Irrigation- General & Repairs		\$54,000	\$34	\$50,000	\$35,000
Area 2 Entry Landscape					\$45,000
Area 2 Entry Fountain				\$65,000	
Area 2 Entry - Littoral Plantings					\$59,176
Area 2 Pond - Landscape				\$95,000	
Area 2 Entry- Roadway Bricks				\$35,000	
BB Downs Fencing	286,897				
S/T By Fiscal Year	\$380,480	\$54,000	\$34	\$575,790	\$184,696
Total All Projects	Actual	Actual	Actual	Forecast	Forecast

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

The Regular Meeting of the Board of Supervisors of the Tampa Palms Community Development District was held on Wednesday, January 11, 2017 at 6:00 p.m. at the Compton Park Recreation Building, 16101 Compton Drive, Tampa, Florida.

FIRST ORDER OF BUSINESS - Welcome & Roll Call

Mr. Field called the meeting to order.

The Board members introduced themselves for the record.

Present and constituting a quorum were:

Gene Field	Chairman
Jim Soley	Vice Chairperson
Patty Maney	Supervisor
Jessica Vaughn	Supervisor
Mike Gibson	Supervisor (By Telephone)

Also present were:

Maggie Wilson	Consultant
Bruce St Denis	District Manager
Don ONeal	
Chris Ferguson	
Warren Dixon	
Andrea Braboy	

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


Pledge of Allegiance

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

SECOND ORDER OF BUSINESS – New Member Oath & Strategic Planning

Bruce St Denis administered the oath of office to Jessica Vaughn and after a speech in which it was noted that this more ceremonial oath is conducted to formally welcome new members, the Board and audience applauded Supervisor Vaughn.

1 Mr. Field reviewed the purpose of the
2 CDD, for whom the CDD was created and
3 elaborated on the responsibility of the
4 organization both in terms of the numbers of
5 affected residents/owners and the financial
6 assets that the CDD actions can and do protect.



Responsible To A Vibrant Community

- Influence Quality Of Life For 10,000 Residents
- Premier Community Approach \$1 Billion In Value
- Protect Community Assets of \$20 Million +

7 Mr. Field discussed the imperative to engage in
8 forward planning, the results of that planning over a fourteen
9 year window and examined the impact on one very easy to
10 examine metric, that of assessment levels. It was noted that
11 through careful planning and execution the current model for
12 assessments forecasts a level in 2020 that is slightly less than
13 the actual in 2007.



14 Next Mr. Field noted that each year at this time, and
15 during the year if needed, the Board reviews the governance
16 commitments to the community, specifically the mission,
17 direction and roles within the CDD and most important, the core
18 values of the Tampa Palms CDD.

2017- Annual Review

Governing Documents

Examine For Clarity
Adjust If Indicated

- Mission
- Direction
- Values
- Roles

19 Each was discussed in detail and no modifications were
20 made. The governing documents are available on the Tampa
21 Palms CDD web site.

2017- Annual Review

Core Values

We are accountable to our residents for our decisions, actions and inactions.
We work as a team and with the community, committed to open and honest communication, mutual support and respect for each other.
We are a growing and learning organization committed to change and innovation to provide the best possible community for our residents.
We help each other listen, to understand our resident expectations and do all we can to meet them.
We are accountable to the community, for the integrity of all financial reports and communications.
We will be vulnerable in front of our residents to have the public debate required to make the best decisions.

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

26
27 **THIRD ORDER OF BUSINESS - Board Member Discussion Items**

28 Mr. Soley noted that he appreciated the opportunity to work on the Board.

29
30 **FOURTH ORDER OF BUSINESS - Public Comments**

31 Mr. Ferguson said he wanted to acknowledge the professionalism of the Board.

32

1 **FIFTH ORDER OF BUSINESS - Approval of the November Minutes**
2

3 On MOTION by Mr. Soley, SECONDED by Ms. Vaughn, WITH ALL IN FAVOR, the
4 Board approved the Minutes of the November, 2016 Board Meeting.
5

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

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

10 On MOTION by Mr. Soley, SECONDED by Mr. Schoolfield, WITH ALL IN FAVOR, the
11 Board approved the October, 2016 Disbursements in the Amount of \$211,104.99
12

13 On MOTION by Ms. Maney, SECONDED by Mr. Soley, WITH ALL IN FAVOR, the
14 Board approved the November, 2016 Disbursements in the Amount of \$191,887.00
15
16

17 **SEVENTH ORDER OF BUSINESS - Consultant Reports**
18

19 **◆ Officer Appointments**

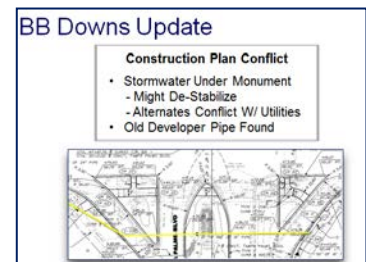
20 Ms. Wilson stated that in the wake of Ms. Vaughn's election the Florida statutes
21 provide that after any membership change to the Board, the Board should "reorganize", that
22 is select its chairman and vice chairman and reconfirm its officers.

23 Ms. Wilson stated that the Board should approve the organization of its officers and
24 non-elected members by Resolution Resolution 2017-1.

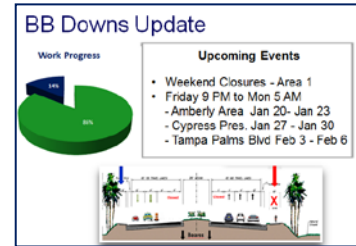
25 On MOTION by Ms. Maney, SECONDED by Mr. Soley, WITH ALL IN FAVOR, the
26 Board adopted Resolution 2017-1; Election of Officers: Gene Field (Board Member) as
27 Chairman; Jim Soley (Board Member) as Vice Chairman; Patricia Maney (Board Member)
28 as Assistant Secretary; Jessica Vaughn (Board Member) as Assistant Secretary; A. Michael
29 Gibson (Board Member) as Assistant Secretary; Mary-Margaret Wilson as Assistant
30 Secretary; Bruce St. Denis & John Daugirda as Secretaries; Patricia Comings-Thibault &
31 Bruce St. Denis as Treasurers; Carolyn Stewart as Assistant Secretary.
32

33 **◆ Bruce B Downs Update**

34 Ms. Wilson reviewed the progress in particular the new
35 northbound lanes which should open late Feb and utility conflicts
36 that endangered the Area 1 monument but have been resolved.
37



1 Ms. Wilson also reviewed upcoming intersection
2 closures that would be occurring over the next month.



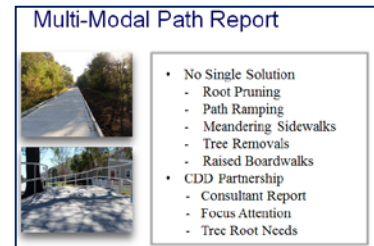
3
4 **◆ Multi-Modal Path**

5 Ms. Wilson reported the Hardeman Kempton report had been received. She outlined
6 how the report was developed and noted that each supervisor has a copy.

7 Ms. Wilson stated Jason and his team were very thorough
8 and considered every possibility to make this important
9 amenity for Tampa Palms safe. The single largest impediment
10 to this safety was the presence and damage from large trees and
11 their roots. Options considered



- 12 - Root pruning - where useful
- 13 - Path relocation - where possible
- 14 - Simple repaving in areas where age and deterioration
- 15 were the primary sources of damage.
- 16 - Raised boardwalks to retain the trees where path
- 17 relocation is not an option.
- 18 - Tree removal, as a last resort, for the severe and tight areas



19 **◆ Park Reviews**

20 Ms. Wilson reviewed the new security company than had been on station for about 6
21 weeks. She also discussed at length the new software system
22 that they have in place that will allow confirmation of patrols
23 and much more.

24 Ms. Wilson reviewed the repairs and maintenance work
25 done at Amberly Park on the pavilion.



26 Ms. Wilson discussed the Hampton Park safety surface which
27 had been reviewed in Nov. She noted that interim repairs had
28 been made with the assistance of Softiles.

29 Given the age of the product simple repair did not seem to make
30 sense. Softiles agreed and agreed to provide:



- 31 - 100% replacement of the entire playground with a deep discount (55%)
- 32 - Tampa Palms would pay for the installation and shipping

1 - The replacement warranty would cover both the tiles and the installation
2 The tile cost would be \$40K. Removal would be done out of standard budgets and on an
3 hourly expense most likely by ABM.
4 Staff reviewed the tile replacement options with Supervisor Soley and he concurred that this
5 was the best plan.

7 On MOTION by Mr. Soley, SECONDED by Ms. Vaughn, WITH ALL IN FAVOR, the
8 Board approved expenditure of \$40,000 for new safety surface for Hampton Park.

10 Next Ms. Wilson reviewed the problems associated with
11 drone use in parks. For both Hampton and Amberly parks there
12 was no reasonable way to allow drone flight within the FAA
13 safety regulations.

Park Reviews



Drone Use In Parks

- Safety Depends On:
 - Trained Pilots
 - CONTINUOUS LINE OF SIGHT
 - Space Clear of Obstructions
 - a. People
 - b. Power lines (Hampton)
 - c. Radio towers (Hampton Park)
 - d. PEOPLE
- Hampton & Amberly Not Safe
- Other Options?
 - Maybe NT Rec Center

15 On MOTION by Mr. Soley, SECONDED by Ms. Vaughn, WITH ALL IN FAVOR, the
16 Board approved a ban on drones in CDD parks and notification by signs.

18 ♦ **Community Appearance**

19 Ms. Wilson reviewed the improvements that had been
20 made to the faux guard houses and other structures within the
21 community.


Tampa Palms - Community Appearance



- Sign Touch Up
 - 119 Traffic Signs
 - 113 Street Signs
- Guard Houses Pressure Washed & Painted
 - Somerset
 - Welcome Sign
- Community Entrance
 - Repaired
 - Painted

22 Ms. Wilson reviewed the palm loss which is continuing
23 but has slowed dramatically. Some losses are from weevils but
24 fungus losses, especially on old or previously mistreated palms,
25 are also continuing.

Tampa Palms - Community Appearance



- 161 Removed... So Far
- Fewer Failures
- Palm Treatments
- New Replacements
 - Planting As Able
 - Funds Allocated

	Palms	Other
Trees Removed FY 2014-15	46	9
Trees Removed FY 2015-16	105	31
Total Removals	161	40

29 **Additional Advanced Board Package Materials:**

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

33 **EIGHTH ORDER OF BUSINESS – Other Matters**

34 There being none, the next item followed.

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NINTH ORDER OF BUSINESS – Public Comments

Mr Ferguson question the use of the metal umbrellas in Amberly Park, wondering if the sails such as used in Hampton Park would have been more economical. Mr. Ferguson also asked if it were too late or could the Board revisit the decision.

Ms. Wilson replied that the total cost of ownership for the sails would have been much more and the objective for Amberly was somewhat different than that of Hampton Park (beautification versus an absolute need for shade). As regards revisiting the decision, the Board could certainly do that.

Don O’Neal requested that the CDD begin restoration of the area along Sun Trust in the front of City Plaza. He mentioned that there appeared to be no further construction. He asked that at least the hedge be replaced.

Ms. Wilson noted that the corner area was not yet released from construction for improvements, reminding everyone that one two more southbound lanes must be built along with the medians. She reminded everyone that it was the consensus of the Board that no restoration work be done until it was certain that all construction was complete and the work would not have to be repeated. As regards the hedge, she did not believe that would be replaced by the CDD as per her memory the CDD owned no land along BB Downs in that area and that was private property.

Mr. Dixon introduced Brian Koerber and noted to everyone that Mr. Koerber was assuming the position of Assistant Property Manager for the TPOA.

Ms. Andrea Braboy stated that she agreed with the Board’s policy regarding waiting until construction was complete before beginning improvements. Also she urged the Board not to expend funds to improve or repair private property. She also asked what was the “plan B” for the Area 1 monument that was mentioned earlier if the alternate drainage had not been found.

Ms. Wilson replied that as a unit of State of Florida government, the CDD was prevented from using taxpayer dollars to improve private property except where there is overwhelming public purpose- like sewer or water, which the CDD does not provide. The CDD will only improve property that is CDD-owned or government agency such as the County or City owned.

1 As regards the monument, the County would have had to stop that portion of the
2 project and “take” the land on which the monument stood as it is CDD-owned property.

3 **TENTH ORDER OF BUSINESS - Supervisor Comments**

4 Mr. Gibson congratulated Mr. Schoolfield and Mr. Field on a job well done vis a vis
5 the banking agreements.

6 **ELEVENTH ORDER OF BUSINESS - Adjournment**

7 There being no further business,
8

9 On MOTION by Mr. Soley, SECONDED by Ms. Vaughn, WITH ALL IN FAVOR, the
10 meeting was adjourned.

11

12 **These minutes were done in summary format.*

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

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

24

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32 _____
Signature

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34 Bruce St Denis

35 **Printed Name**

36

37 **Title:**

38 Secretary

39 Assistant Secretary

32 _____
Signature

34 Gene Field

35 **Printed Name**

37 **Title:**

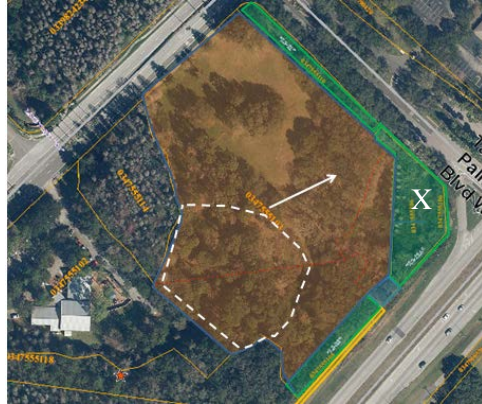
38 Vice Chairperson

39 Chairperson

Bruce B Downs Update

One of the two projects that have the most impact on Tampa Palms, the Area 2 pond across from City Plaza, is taking final shape as it moves to completion.

The pond is a mammoth tract in the middle of Tampa Palms signature entrance. The aerial to the right outlines the County pond areas (brown) and the small areas owned by the CDD (green),



This is a pond like no other in Tampa Palms or along the Bruce B Downs corridor.

- More than 40% of the surface area is littoral shelf, a shallow area that may occasionally be dry.
- The pond will be lined with heavy vinyl, effectively preventing any water - except stormwater - from entering.

There were changes initiated by the CDD to improve the CDD's ability to make this pond more "neighborhood friendly":

- The pond was redesigned (CDD paid for the redesign) to move that deep portion (as outlined by the dotted white line) forward making a visible water feature possible.
- The slope of the pond was modified to eliminate the County requirement for a chain link fence around the pond which was standard in County pond designs of this type.
- The portion at the corner, marked by an X, was an old failed wetland that would have been cut off from all water and dead year round. With the assistance of the County the CDD negotiated to have SWFWMD release the area for planting.

At this time the construction crews are installing the liner and placing the 4-6 ft of dirt to cover the liner.



The enhancements to the design of the pond were initiated to make it possible to change the pond from a typical stormwater holding tank to an amenity for Tampa Palms. The infrastructure improvements gave Tampa Palms an opportunity to create a “look” that was in keeping with the community.

Next Jason Rinard and his team at Hardeman Kempton developed a blueprint for the pond that included (a) plantings for the littoral shelf, (b) plantings for the pond perimeter, (c) landscape along Amberly and Tampa Palms Blvd, (d) trees to buffer and enhance the view from the church and BB Downs and (e) a water feature to create interest and symmetry with the Area 1 pond. Jason will attend the Feb 8th CDD Meeting to review these plans in depth and answer any questions.

These improvements can only be made with permission of the County. An agreement between the CDD and the County to allow this work was drafted by CDD General Counsel (a copy follows). Supervisor Soley and staff will meet with the County on Feb 9 to discuss the agreements necessary to make this happen.



EXISTING UPLAND/WETLAND HABITATS

LITTORAL ZONE LEGEND

Emergent Lily	Giant Bladderwort
Soft Rush	Blue Flag Iris
Flowering Arrowweed	Arrowhead
Yellow Canna	

TREE LEGEND

Swamp Gum
Red Maple
Bald Cypress
Sweetbay Magnolia

STORMWATER POND 300 DESIGN PLAN
Tampa Palms Blvd

SECTION 101

SECTION 102

NO.	DESCRIPTION	QUANTITY	UNIT	PRICE	TOTAL
1	SWAMP GUM	10	EA	100.00	1000.00
2	RED MAPLE	10	EA	150.00	1500.00
3	BALD CYPRESS	10	EA	120.00	1200.00
4	SWEETBAY MAGNOLIA	10	EA	180.00	1800.00

NOTES:

1. ALL PLANTINGS SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH THE LSI SPECIFICATIONS.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE COUNTY AND THE CDD.
3. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AND UTILITIES AT ALL TIMES.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.
5. THE CONTRACTOR SHALL MAINTAIN THE POND AREA FREE OF DEBRIS AND WEEDS AT ALL TIMES.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL INFRASTRUCTURE.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL ADJACENT PROPERTIES AND UTILITIES.
8. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AND UTILITIES AT ALL TIMES.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.
10. THE CONTRACTOR SHALL MAINTAIN THE POND AREA FREE OF DEBRIS AND WEEDS AT ALL TIMES.

TAMPA PALMS VISION 2017

Pond 300

Community Appearance

Last year Joe Laird and Ms. Maney experimented with some pruning alternatives for the crape myrtles along Amberly Area 1. This was done for the entire stretch of roadway along the conservation area.

Overwhelmingly the crapes responded well to the dramatic cutback from a growth perspective, as they flushed out quickly with healthy foliage.

There were some exceptions: a very few trees (approximately twelve) provided no or very limited growth/foliage. Per Ms. Maney's instructions the non-performing crapes were left in place to see if in year two they will respond. If they do not they will be removed.

Even the crapes that developed substantial foliage did not bloom except for a few random flowers. Joe Laird plans a heavy feeding this spring with the hopes that in year two the blooms will match the foliage.

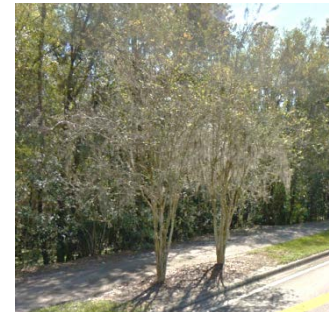
Even with no foliage, the experiment can be registered as a success. The trees are vastly improved and the few that did not respond yet will not be missed if they have to be removed as the area is heavily treed on both sides of the road.



The same plan does not appear reasonable for Amberly Area 2 where there are also numerous crape myrtles but the situation is somewhat different:

- There are fewer trees and even the type of crape myrtle that was planted is far less impressive.
- The distance between the walking paths and the street is much smaller and trees are stunted from lack of room and lack of sun.
- Many of these trees are targeted for removal because of the damage they are causing to the paths.

Some of the trees will be trimmed (not as much of a major project due to the smaller size when compared to the Area 1 trees). The final plan for these trees will be dependent on the needs of the adjacent path.



In other Amberly news, ABM will be pressure washing and then white washing portions of the wall along Amberly Area 1 in advance of planting new vines. Many of the vines along the wall were extensions of vines growing from owner properties on the opposite side of the wall. When owners trimmed their vines at the root, the extensions died. The picture below shows a section of bare wall and a section where owner vines are supplying the wall greenery. That portion was cut and now the wall is not pleasant to view.

In the next two weeks that wall will be improved.



In late February and early March ABM will complete the annual spring pruning. ABM coordinates the timing with Supv Maney.

OLM recommends drastic rejuvenation pruning for the entire property but even acknowledges in their memo “ *Please note, that there is always a risk that some of the older plant material may not survive this pruning, especially in shaded areas. We promote rejuvenational pruning and feel the benefits greatly outweigh the risks.*”

As Ms. Maney says, “easy for them to recommend, the risks are to the CDD, not to OLM”. That said Ms. Maney is working with Joe Laird to implement the proper pruning levels per shrub type to make certain the shrubs do not becoming leggy and that they flush out full for the summer.

Some shrubs, such as the thryallis located in the median between Asbury and Westover, require substantial cutback and with the warm weather have already been pruned and will look a little “stick-like” for a few weeks.



They will bounce back with the small yellow flowers they sport for most of the year.



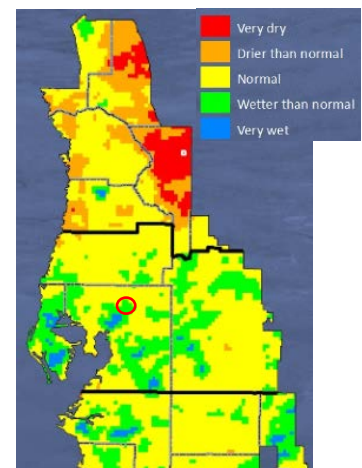
The turf has generally good color throughout the property as seen in the view to the left of the area of Westover in Area 2.

ABM is installing mulch in the tree rings and beds along the boulevards to provide a nice spring “pop” in look.

Currently Tampa Palms is fairly dry which is relatively normal for January through April. In a report issued by SWFWMD last week, it is noted that 2016 started out very wet and ended relatively dry.

For the year 2016 the measured rainfall shows that Tampa Palms (the general areas indicated by the red circle to the right) enjoyed wetter than normal conditions in 2016.

This was not true of all central west Florida where most areas experienced above-average rainfall in the first part of the year caused by a mild El Nino but the development of a La Nina cycle caused drier-than-normal conditions the second half of the year resulting in mostly a normal annual rainfall distribution.



The La Nina event is expected to dissipate by the end of February and at that point climatic conditions are expected to turn to neutral conditions.

Pond Bank & Land Tract Landscape Maintenance

There exists a CDD Board policy relative to the pond bank maintenance between owner homes and CDD ponds. This has been applied with relative consistency since the late 1990's

From time to time this policy, along with the history and reasoning behind it, are provided to the Board for review. If the members deem it appropriate, it can be changed.

In 1996 the CDD Board agreed that the *CDD would only maintain pond banks and miscellaneous land tracts if the maintenance could be enjoyed by all the owners of Tampa Palms.*

Specifically this meant in regard to pond banks that:

1. Pond banks along the boulevards or village roads, substantially visible to citizens passing-by, would be mowed and maintained.
2. Pond banks along conservation areas would not be mowed or otherwise maintained - even if visible from the roads.
3. Pond banks behind owner homes would not be mowed or maintained. Owners are permitted to maintain these areas.

This action was reaffirmed by the CDD Board several times for the following reasons:

- It was determined to be an inequitable use of tax payer funds to maintain areas behind homes for the sole benefit of individual owners and for which the general population received no benefit.
- The cost to maintain the perimeter of all 70 ponds (with more than 100 acres of property would be prohibitive), particularly in light of the lack of general benefit.
- There were concerns relative to potential liabilities associated with taking men and equipment into residents' back yards, on narrow spaces- most no more than two feet wide.

While no mowing or landscape maintenance is provided, certain ponds - specifically several in the Enclave - were designed with railroad ties sustaining the banks. These ties have aged and in some cases have to be replaced. This is not landscape or beautification work, this is structure maintenance and is completed by the CDD.

DAMAGE TO TAMPA PALMS IRRIGATION SYSTEMS

There exists a continuing and escalating problem with vandalism of the Tampa Palms irrigation systems. The police have been notified and are doing what they can to (a) be on the lookout and (b) be more present and visible, to discourage the activity.



These irrigation events are not trivial- certainly NOT of the type executed by punk kids kicking over spray heads. The following are some of the events:

- Pump station break in's [fence taken apart & removed] and shut downs (no long term damage recorded but two incidents over last 3-5 months).
- Strategic location irrigation (annual beds which dry and die quickly) damaged by access to in-ground valves and cutting wires
- Destruction to the top of a system controller (includes radio connection) by prying it open with what seems to have been a crow bar.
- Odd failures (? tampering with) control valves associated with the pump station with the main Area 1 pump station.
- Control boxes unlocked and control wires was pulled off at the valves, valves that control annual beds.

VANDALISM

As mentioned above the police have been notified and are being extra vigilant. No community-wide discussion has been initiated so as to avoid generating copy cats and creating more damage and problems.

It should be stressed that the vandalism IS NOT of a type randomly committed by hooligans: whoever is doing this (one or more individuals) understands complex irrigation systems far above familiarity with a home sprinkler system.

The financial threat to Tampa Palms has the potential to be non-trivial

- Approximately \$3M (at a minimum) in landscape at risk
- Irrigation system components valued at \$2M plus

Most irrigation in Tampa Palms takes place at night (The exceptions are watering in chemicals or adding additional water to plants in need.) This means that failure to irrigate a specific area is harder to detect immediately.

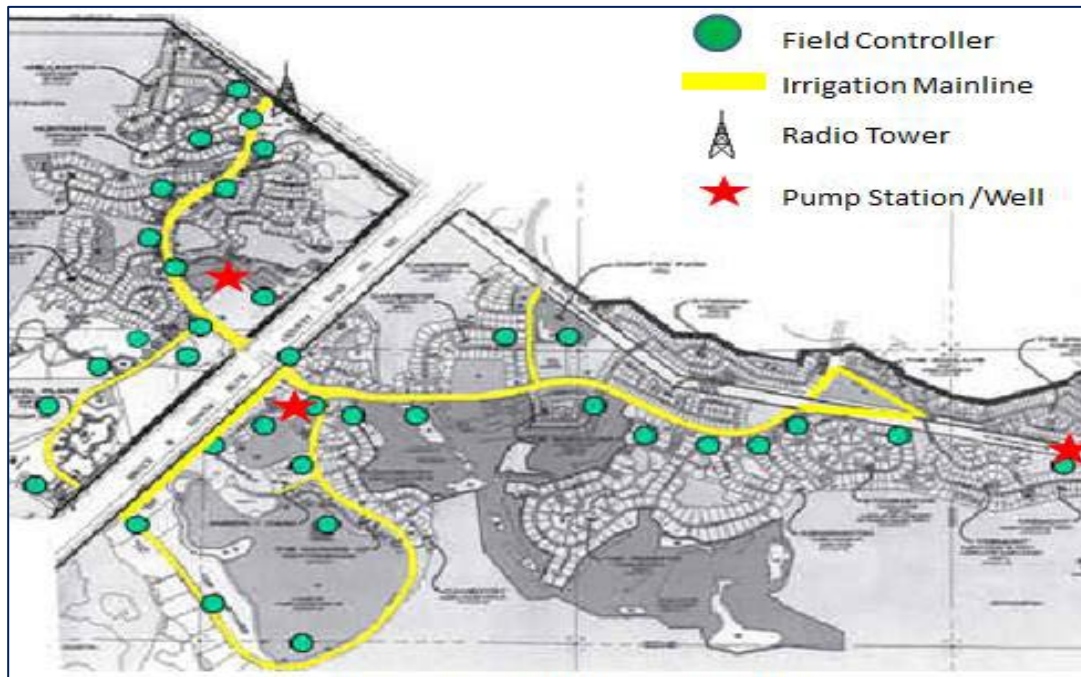
ABM has taken numerous steps to make certain:

- The systems are secured
- There is an intensify inspection of the hydration of the plant materials so that new plants or extremely vulnerable plants can be saved is the irrigation to them has been disrupted.

The irrigation system in Tampa Palms is complex: in the following section staff has provide a detailed description and outline of the operation and permits under which the systems operate.

Tampa Palms Irrigation Systems- Overview

The CDD irrigation systems and irrigation permitting for Tampa Palms are relatively complex. This review - which is long - is provided simply as background information to assist supervisors in putting into perspective the various components when they are discussed.



Scope

The CDD provides irrigation to:

- CDD-owned common areas along the boulevards
- City of Tampa-owned areas along the boulevards
- City of Tampa owned cul de sacs in non gated villages
- Tampa Palms parks (3)
- CDD-owned land tracts

Landscape Irrigated

While the CDD's owned lands include 407.25 acres, only a small portion of that land is irrigated. Irrigation is provided to 135 acres (some CDD-owned, other portions City or County owned).

Irrigation is provided primarily through the use of above ground sprinklers.

- Approximated 20% of the shrub bed areas (estimated 80,000 SF out of a total of 390K SF) utilize low volume irrigation methods.
- An additional 40,000 SF of beds will be converted to low volume in 2017

Tampa Palms CDD Maintenance	Total Acres	Acres Pest Control & Fertilizer	Acres Mowed	Acres Irrigated	Aquatic & Control Structure Mtc.
Turf & Ground Cover Maintained	126	126	126	126	
Shrub & Annual Beds	9	9	9	9	
Areas Overhead/Spray Irrigation				134	
Areas Low Volume Included Above				1	
Ponds & Lakes	149.2				149.2
Total Acres Actively Maintained	284.2	135	135	135	149.2

Irrigation System Components

The irrigation systems for Tampa Palms may be broken into five distinct categories*:

1. Wells
2. Pumping Systems
3. Distribution Systems
4. Control Systems
5. Water Deliver Systems

* This excludes the 54 City-owned cul de sacs that are irrigated using City water which paid for by the CDD.

1. Wells

The Tampa Palms CDD draws water from wells to irrigate common area landscape tracts, parks (4) and rights-of-way within the boundaries of the CDD. This is done under a SWFWMD permit. (see following)

There are three active wells: two are deep wells that are used to augment retention ponds from which the water is pumped into the irrigation system and the third, a shallow well, directly irrigates the areas at the end of Yardley Way.

There are two additional and inactive wells that were created by the developers and used to augment ponds for the enhancement of sales opportunities. This is not a SWFWMD allowable aquifer-water use and those wells have been capped or dismantled.

The deep wells have water-use limits established by SWFWMD to which Tampa Palms must adhere. Withdrawal from these aquifer wells (referred to as recharge wells) must be measured by SWFWMD approved meters and reported by the CDD each month to SWFWMD.

	GPD*
Annual Average	313,000
Peak Month**	861,500

* GPD = Gallons Per Day

** Peak Month = average daily use during the month with the highest usage

Further, the water used by the irrigation pump must be measured by SWFWMD approved meters and this usage reported each month to SWFWMD. This is done to examine the amount of water used for irrigation. Since the only use approved by SWFWMD for aquifer water is irrigation, the CDD is not permitted to pump more into the ponds than is used for irrigation.

One additional checkpoint has been instituted by SWFWMD: the “normal” pond levels have been measured and established as a “baseline”. Water depth meters (measured as a function of the surface height in the ponds) are required in the irrigation ponds and these meters must be read each month and the results reported to SWFWMD

Allowed depth:

Area 1 36 NGVD

Area 2 34 NGVD

The well data is as follows:

Pond ID/Street Address	Area Served	Purpose	Area Served	Status	Required Max Pond Level	Report to SWFWMD Monthly
Pond 105	Area 1	Pond Augmentation	Pond 105	Active	N/A	√
Pond 105	Area 1	Irrigation	80.8 Acres	Active	N/A	√
Pond 201	Area 2	Pond Augmentation	Pond 201	Active	N/A	√
Pond 201	Area 2	Irrigation	53.1 Acres	Active	N/A	√
Yardey Extention	Powerline Easement/FGT	Irrigation	.992 Acres	Active	N/A	No
Stonington	Sales Area	Pond Aug	None	Capped	N/A	N/A
Stonington	Sales Area	Pond Aug	None	Dismantled	N/A	N/A
Huntington	None	Unknown	None	Capped	N/A	N/A
Pond 105	Monitoring/Level Pond 105	Pond Level Monitoring	N/A	Active	36 NGVD	√
Pond 201	Monitoring/Level Pond 210	Pond Level Monitoring	N/A	Active	34.0 NGVD	√

2. Pump Systems/ Stations

Tampa Palms has two pump stations, the Area 1 on the pond across from Fla Executive Realty and the Area 2, between City Plaza and Sterling Manor.

Area 1.

Water is pumped from the acquirer to the Area 1 pond using a 20 HP submersible pump equipped with a 20 HP, 480 volt, submersible Franklin motor.

When entering Tampa Palms you can occasionally see water bubbling up in the pond: this is the pond fill pump refilling/recharging the pond.



Water is pumped from the pond into the irrigation system by a Hoover Pumping Systems jockey pump. This pump runs much of the time, keeping the lines under pressure.

When there is water demand (zones have been turned on) one of the Hoover Pumping Systems 60 HP centrifugal pumps turns on, increasing the flow to meet the demand; if the demand requires it, the second 60 HP centrifugal pump will switch on. (The two 60 HP pumps alternate which pump is “first on”.) The variable frequency drives (VFD) allows use of two pumps only when demand requires and this operation has reduced power use by 50%.

Water is first pumped into disk filtration system where the water is forced between disks with tiny grooves (120 mesh which = 130 microns).

From the filter the cleaned water travels through isolation / check valves and finally into the irrigation mainline. The maximum flow rate is 1,400 GPM at 80 PSI.



Area 1 Pump Station

Hoover Centrifugal Pump Station

- 20HP Centrifugal Jockey Pump w/ sensor
- VFD Control Panel with NEMA 4 enclosure
- Dual VFD Configuration w/ VFD Jockey
- (2) 60 HP Centrifugal Pumps rated 750 GPM each @216 TDG
- Steel Skid w/ ASME Rated Pressure Tank
- Self Cleaning Intake Control Assembly w/ Filter
- Flowguard Remote Management System
- Apollo Disc-Kleen Filter System

Area 2 Pump Station

The Area 2 pump station is configured much the same as the Area 1 with two differences:

- A. The Area 2 VFD pumps are 50 HP, rather than 60 HP
- B. An older Netafim disk filtration system is used.

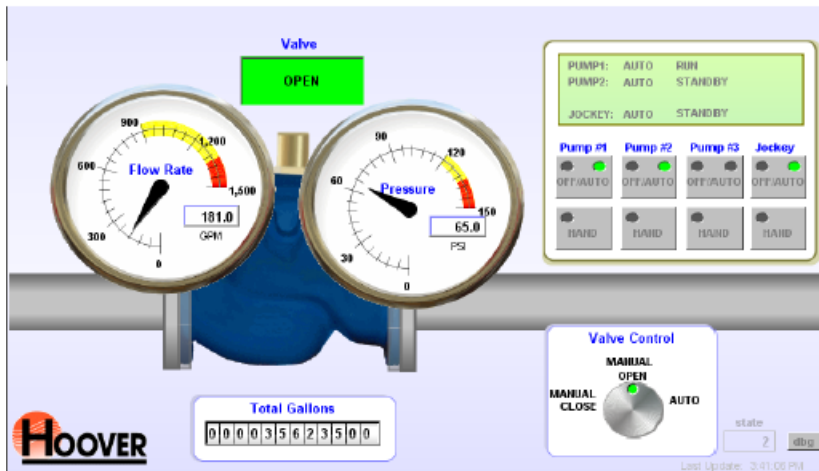


Area 2 Pump Station

- Hoover Centrifugal Pump Station
- 20HP Centrifugal Jockey Pump w/ sensor
- VFD Control Panel with NEMA 4 enclosure
- Dual VFD Configuration w/ VFD Jockey
- (2) 60 HP Centrifugal Pumps rated 750 GPM each @216 TDG
- Steel Skid w/ ASME Rated Pressure Tank
- Self Cleaning Intake Control Assembly w/ Filter
- Flowguard Remote Management System
- Netafirm Disc-Kleen Filter (200 Mesh)

Total

Both pump stations are equipped with FlowGuard, a software set that monitors the activity in the station and allows Hoover to remotely diagnose problems. FlowGuard also allows ABM staff to monitor the station and make changes remotely.



In addition there is a small 5 HP submersible pump located at the end of Yardley Way that serves just the areas along the end of Yardley.

3. Distribution System (Main lines)

Water is distributed to the areas along the boulevards using PVC mainlines. The mainline is comprised of all the pipes between the water source [the pump station] and the irrigation zone control or valves.

These runs of pipe (Area 1 & Area 2) are always pressurized with water. The pipes lie mainly along the sides of the boulevards and are usually placed deep [5 ft +] in the ground. The system was designed to loop around areas such as Tampa Palms Blvd & Amberly Dr in Area 1. This permits the use of smaller pipes at the ends of the runs while still maintaining sufficient pressure. TP mainlines vary from 12 inches in diameter (leaving the pump stations) to 6 inches in diameter along the boulevard.

Control valves connect to the mainline and allow water to flow to the service or lateral lines for use.



Distribution System (Lateral Lines)

Lateral lines are the pipes located downstream, or after the zone control on/off valve. Lateral lines are not constantly pressurized; they are only pressurized when the sprinkler or drip irrigation zone's on/off valve is "on."

The lateral lines connect the control valves with the devices that will actually be watering. They should be buried 10 inches deep to protect from intrusion.

4. Control Systems

The CDD utilizes a Toro Sentinel radio-controlled central system. The system allows single point control of all portions of the system including testing, rain delay implementation, program changes for new planting and fault monitoring.



The Sentinel system even includes online “as built” for all portions of the system to facilitate problem isolation.

Further in the unlikely event of a situation that renders the CDD operations center inoperable, the Sentinel system can be operated from remote sites.... as long as the radio tower is intact.

The Toro Sentinel system includes 35 field controllers, 17 of which are satellite controllers, which communicate directly with the central site and direct their own programs and the programs of 18 MAP units.

Operational programs are executed and alarms/faults are recorded in the satellites and transmitted to the central site for action.

Hand-held units give irrigation technicians (2 on site weekdays, on call 24-7) the ability to check operations from the field thereby increasing the frequency with which 100% of the irrigation heads can be checked for coverage efficacy and proper operation.

Flow monitoring devices are in-place on the irrigation system, one associated with each pump station, which act as a monitor to detect unexpected flows.



5. Water Delivery Systems

Electronic valves, which as their name implies, electrically control the availability of water reaching the sprinklers by connections to the Sentinel controllers on one end and the lateral lines on the other. The connections are DC wires run underground, often unprotected- with no conduit.

The CDD has more than 425 of these valves; they vary in the number of devices controlled from 10 to more than 68. Technicians monitor their operation and swiftly replace any that show signs of age and wear.

Water is delivered to the turf, shrubs and trees via irrigation “sprinklers”.

Sprinklers fall into one of two types based on the method they use to apply water to the ground; spray-type (sprays) or rotor-type (rotors.) Spray-type sprinklers are the type of sprinkler that spray a fixed water pattern similar to how a shower head works. Rotor-type sprinklers use a rotating stream (or multiple streams) of water to apply the water to the ground. Spray-type sprinklers (also called “spray heads” and “sprays”) are typically used for smaller areas. Rotor-type sprinklers (most often simply called “rotors”) are used for larger areas (generally more than 18' in width.)



While no actual count exists, it is estimated that the number of “sprinklers” in Tampa Palms approaches 10,000.

Low volume irrigation has been installed in 36 village entrance beds and at the 10 main entrance plant displays. Additional beds will be converted.

Community Organization Cooperation Matrix

This “cooperation matrix” is typically presented to the CDD Board from time to time for supervisor background information.

The TPOA and the Tampa Palms CDD serve the same constituency, the owners and residents of Tampa Palms. There are a number of ways that the two organizations cooperatively share responsibilities for the common good of the community.

The most visible facet of that cooperation is reflected in the sharing of clerical staff: the CDD’s administrative assistant provides support to the TPOA property manager in the areas of deed restriction and modifications correspondence and negotiates the TPOA’s insurance policies.

These shared services save the TPOA the cost of staffing such a position, and the non-trivial costs of providing space for additional staff.

Other examples of that cooperation include the TPOA staff managing park staff for the CDD’s Hampton park, taking pavilion reservations for Hampton and Amberly parks and the opening and closing Amberly Park restrooms each day. These shared services save the CDD the cost of staffing such a position, which would be substantial even on a part-time basis.

The CDD provides irrigation services (including water) for the Compton Park allowing the TPOA to avoid the nontrivial costs of City water to irrigation such a large facility. (With the park plans and the need to relocate the irrigation mainline [which also serves CDD areas] these costs are higher this year than normal.)

The CDD also provides the irrigation maintenance, manpower, as well as, hardware including controllers, for the Compton facilities.

It is useful from time to time to publish a matrix showing the on-going areas of shared services and cooperation for Board member background information.



Shared Services

**TPOA
Provides** **CDD
Provides**

Clerical Support For TPOA Operations

Personnel √
Pro Rata Salary √

Park Attendant Management CDD Parks

Hiring √
Training √
Resident Reservations √
Scheduling √
Staff Salary √
Opens & Closes Amberly Park √

Irrigation TPOA Park Compton Park

Non-Potable Water (No Cost) √
Maintenance √
Timers & Hardware √

Snipe Sign Pick-Up Boulevards

Weekdays √
Weekends √

Community Information Newsletter

Prepared & Printed √
Mailed To All Residents √
50-50 Cost Sharing √ √

Office & Meeting Storage

Meeting Prep √
Meeting Media Storage √
Whiteboard Storage √

Holiday Decorations Main Entries & Monuments

Provides Decorations √
Provides the Power √
Provides Storage For Decorations Including Deer √