

**TAMPA PALMS
COMMUNITY DEVELOPMENT DISTRICT**

*Agenda Package
Board of Supervisors Meeting*



Wednesday, January 10, 2018

6:00 P.M.

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



TAMPA PALMS COMMUNITY DEVELOPMENT DISTRICT

CDD Meeting Advanced Package January 10th, 2017

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 - i. Bruce B Downs
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Tampa Palms CDD Meeting Agenda

**January 10, 2017, 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 November, 2017 Minutes
6. Approval of District Disbursements
7. Consultant Reports
 - Bruce B Downs Update
 - Entry Median Emergency Repairs
 - Mowing Contractor
 - Community Appearance
 - Tampa Palms Parks
8. Other Matters
9. Public Comments
10. Supervisor comments
11. Adjourn

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**

January 5, 2017

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

Dear Board Members:

The Board of Supervisors of the Tampa Palms Community Development District Budget Hearing and Board Meeting is scheduled for Wednesday, January 10, 2018 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 November, 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,

Patricia

Patricia Comings-Thibault
DPFG

JD:cs

cc: Maggie Wilson
DPFG (Record Copy)

Financial Summary
2 Months Ending November 30, 2017

The District had a \$ 4.5 million cash balance, net of liabilities, at the end of the first two months of fiscal year 2017-18.

The District’s cash planning includes FY 2017-18 budgeted expenses, FY 2018-19 forecast Q1 expenses, weather and palm pest reserves, projects deferred by BBD, along with TP Signature 2017-18 needs and presently forecasts an unallocated fund balance of approximately \$ 1.6 million at the end of calendar year 2018. (Details disclosed below.)

(Shown as \$ 000)

District cash balance is \$ 4.5 million with the following cash projections for the year:

Sources of Funds

Balance November 30, 2017		\$ 4.538
Actual December collections	1,519	
Projected collections balance of FY 2016-17	258	1,777
Total Sources of Funds		\$ 6,315

Uses of Funds

Balance of FY 2016-17 expenses	(\$2,117)	
BBD Mitigation allocation	(1,195)	
Weather related reserves	(400)	
Palms Pests & Deferred Projects	(400)	
1 st Qtr FY 18-19 expenses	(600)	(\$ 4,712)
Total Uses of Funds		(\$ 4,712)

Projected District Unallocated Balance	December 31, 2018	\$ 1,613
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Calendar 2018 cash management program with Sunshine Bank has been approved with the interest rate of 1.25%, yielding interest income in the \$ 20-25 K range. Sunshine Bank is a State approved Qualified Public Depository Bank (QPD) offering consortium-backed security for the District funds deposited.

Outlook

The District outlook is consistent with the FY 2017-18 budget. There are no known significant budget variances that suggest performing otherwise.

FAQ Each month there appear entries on the balance sheet that affect the monies on hand such as “Receivable From Tampa Palms HOA”, “Accounts Payable” and “Accruals”. What do they represent?

The CDD balance sheet is a summary of financial position [often referred to as a snapshot] at a particular time and is provided so that an owner (Board Member or citizen) can quickly get a handle on the financial strength and capabilities of the CDD.

For the CDD, the *cash on hand* is displayed from the bank statements. The additional entries reflect either:

- Money owed to the CDD (but not yet collected) that will increase the *cash on hand* or
- Monies owed by the CDD (but not yet paid) that will decrease the *cash on hand*.

The specifics of these entries are as follows:

Receivable From Tampa Palms HOA- The TPOA pays for a portion (25%) of the administrative position and pays that cost to the CDD quarterly. The “receivable” is the current amount due from the TPOA.

Accounts Payable reflects bills for services that have been received and paid by CDD and will reduce the *cash on hand* but have not yet been accounted for in the bank statements.

Accruals reflect known liabilities, example park attendant billing, which are due but have not yet been invoiced.

**Tampa Palms CDD
Balance Sheet
November 30, 2017**

	<u>GENERAL</u>
<u>ASSETS:</u>	
CASH - Operating Account	\$ 238,846
PETTY CASH	500
INVESTMENTS:	
Excess Fund Account- Sunshine Bank	4,370,328
ACCOUNTS RECEIVABLE	-
RECEIVABLE FROM TAMPA PALMS HOA	7,422
TOTAL ASSETS	<u><u>\$ 4,617,095</u></u>
<u>LIABILITIES:</u>	
ACCOUNTS PAYABLE	\$ 64,869
ACCRUED EXPENSES	14,015
<u>FUND BALANCE:</u>	
NON-SPENDABLE	-
RESTRICTED	-
UNASSIGNED:	4,538,211
TOTAL LIABILITIES & FUND BALANCE	<u><u>\$ 4,617,095</u></u>

**Tampa Palms CDD
General Fund
Statement of Revenue, Expenditures and Change in Fund Balance
FY2018 - For the period from October 1, 2017 through November 30, 2017**

		BUDGET	BUDGET	ACTUAL	FAVORABLE (UNFAVORABLE)
		BUDGET	YEAR-TO-DATE	YEAR-TO-DATE	YTD VARIANCE
REVENUES					
SPECIAL ASSESSMENTS ON ROLL (Gross)	94.00%	\$ 2,621,002	\$ 769,747	\$ 769,747	\$ -
INTEREST		10,000	1,667	4,394 (a)	2,728
MISCELLANEOUS REVENUE		1,200	200	274	74
DISCOUNT-ASSESSMENTS	4.00%	(104,840)	(30,790)	(31,027)	(237)
TOTAL REVENUES		2,527,362	740,824	743,387	2,564
EXPENDITURES					
ADMINISTRATIVE:					
PAYROLL - SUPERVISORS COMPENSATION		11,000	1,833	2,000	(167)
PAYROLL TAXES - FICA		5,810	968	919	49
PAYROLL TAXES - Unempl & W/Comp Ins & Payroll Fee		5,024	837	368	469
CDD MANAGEMENT SERVICES		62,288	10,382	10,382	-
AUDITING SERVICES		6,299	-	-	-
ASSESSMENT ROLL SERVICES		10,050	10,050	10,050	-
TAX COLLECTOR FEES-ASSMTS	2.0%	52,420	15,395	14,775	620
PROPERTY APPRAISER'S FEES-ASSMTS	0.0%	-	-	-	-
LEGAL ADVERTISEMENTS		-	-	-	-
LEGAL SERVICES		25,000	4,167	1,140	3,027
MISCELLANEOUS ADMIN.SERVICES (Admin + Filing fees + Bank fees)		11,440	1,907	1,351	556
DIRECTORS & OFFICERS INSURANCE		3,407	3,407	2,950	457
TOTAL ADMINISTRATIVE		192,738	48,947	43,936	5,011
FIELD MANAGEMENT SERVICES:					
DISTRICT OPERATING STAFF		160,624	26,771	24,409	2,362
PARK ATTENDANTS		89,757	14,960	11,756	3,203
PARK PATROL		63,807	10,635	7,250	3,385
FIELD MANAGEMENT CONTINGENCY		20,000	3,333	-	3,333
TOTAL FIELD MANAGEMENT SERVICES		334,188	55,698	43,415	12,283
GENERAL OVERHEAD:					
INSURANCE		11,572	11,572	10,863	709
INFORMATION SYSTEMS (TEL & SECURITY)		21,973	3,662	2,826	836
WATER-UTILITY		13,520	2,253	1,196	1,057
REFUSE REMOVAL (SOLID WASTE)		6,405	1,068	1,696	(629)
ELECTRICITY		122,720	20,453	9,450	11,004
STREETLIGHTING EXPENSE (Includes City Portion)		-	-	-	-
STORMWATER FEE		3,640	3,640	3,041	599
MISCELLANEOUS FIELD SERVICES		13,000	2,167	3,531	(1,364)
TOTAL GENERAL OVERHEAD		192,830	44,815	32,604	12,212
LANDSCAPE MAINTENANCE:					
LANDSCAPING MONITORING FEE		18,720	3,120	3,150	(30)
LANDSCAPE AND POND MAINTENANCE		965,011	160,835	132,298	28,537
LANDSCAPE REPLACEMENT		78,740	13,123	945	12,178
NPDES PROGRAM		31,354	5,226	5,625	(399)
TOTAL LANDSCAPE MAINTENANCE		1,093,825	182,304	142,018	40,286
FACILITY MAINTENANCE:					
IRRIGATION MAINTENANCE		93,159	15,527	15,271	256
R&M FOUNTAIN		23,811	3,969	955	3,014
FACILITY MAINTENANCE		78,740	13,123	12,706	417
MOTOR FUEL & LUBRICANTS		4,160	693	988	(295)
JANITORIAL/SUPPLIES		2,046	341	623	(282)

**Tampa Palms CDD
General Fund
Statement of Revenue, Expenditures and Change in Fund Balance
FY2018 - For the period from October 1, 2017 through November 30, 2017**

	<u>BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>FAVORABLE (UNFAVORABLE) YTD VARIANCE</u>
PROJECTS :				
<i>R&R & DEFERRED MTC</i>	190,600	31,767	35,494	(3,727)
<i>NPDES / CLEAN WATER</i>	50,000	8,333	1,123	7,211
<i>SIGNATURE TP 2017</i>	80,665	13,444	80,821	(67,376)
<i>CAPITAL PROJECTS</i>	190,600	31,767	777	30,989
TOTAL FACILITY MAINTENANCE & PROJECTS	713,781	118,964	148,758	(29,794)
TOTAL EXPENDITURES	2,527,362	450,727	410,730	39,997
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	290,096	332,658	42,561
FUND BALANCE - BEGINNING	-	-	4,205,554	4,205,554
FUND BALANCE - ENDING	\$ -	\$ 290,096	\$ 4,538,211	\$ 4,248,115

**TAMPA PALMS CDD
CASH REGISTER
FY 2018**

Date	Num	Name	Memo	Receipts	Disbursements	Balance
09/30/2017			EOY BALANCE			76,829.22
10/01/2017	6952	DPFG MANAGEMENT & CONSULTING, LLC	CDD Mgmt - October		5,914.52	70,914.70
10/01/2017	6953	DPFG MANAGEMENT & CONSULTING, LLC	Annual Assessment Roll		10,050.00	60,864.70
10/01/2017	6954	MARY-MARGARET WILSON	Field Mgmt - October		8,450.00	52,414.70
10/02/2017	6955	FLORIDA DEPT OF ENVIRONMENTAL PROTECTION	NPDES - Permit (5 Years)		5,625.00	31,889.82
10/02/2017	6956	TAMPA PALMS OWNERS ASSOCIATION	Attendant P/R - 2016-17 Jul - Sept		14,899.88	37,514.82
10/04/2017	6957	ADVANCED ENERGY SOLUTION OF	Misc. Repairs		416.49	31,473.33
10/04/2017	6958	ARCHITECTURAL FOUNTAINS, INC	Qtrly Maint - July-Sept		500.00	30,973.33
10/04/2017	6959	CINTAS	Mats		120.04	30,853.29
10/04/2017	6960	DOUGLAS CLEANING SERVICES	October - Amb Pk Cleaning		335.00	30,518.29
10/04/2017	6961	FLORIDA FOUNTAIN MAINTENANCE, INC	Fntn Repairs - Reserve		245.00	30,273.29
10/04/2017	6962	FRONTIER COMMUNICATIONS	FIOS		152.67	30,120.62
10/04/2017	6963	REDI - ROOTER PLUMBING	Plumbing Repairs - Amberly Park		395.00	29,725.62
10/04/2017	6964	VERIZON	8/24-9/23 - Phone		106.26	29,619.36
10/04/2017	6965	XEROX CORPORATION	Usage Overage - September		15.17	29,604.19
10/04/2017	6966	FRONTIER COMMUNICATIONS	Phone		202.27	29,401.92
10/05/2017		SUNSHINE BANK	Transfer to Operating	290,107.00		319,508.92
10/11/2017	6967	ABM Landscape & Turf Services	Landscape Maint - October		59,525.90	259,983.02
10/11/2017	6968	ADVANCED ENERGY SOLUTION OF	Install GFI & Misc Repairs		389.98	259,593.04
10/11/2017	6969	BUCHANAN INGERSOLL & ROONEY	Legal Svcs		760.00	258,833.04
10/11/2017	6970	CINTAS	Mats		60.02	258,773.02
10/11/2017	6971	CLEAN SWEEP SUPPLY COMPANY	Supplies		95.59	258,677.43
10/11/2017	6972	DOUGLAS CLEANING SERVICES	10/3-10/13 - CDD Cleaning		430.00	258,247.43
10/11/2017	6973	FLORIDA FOUNTAIN MAINTENANCE, INC	Fntn Maint - Reserve & Turnbury - October		417.38	257,830.05
10/11/2017	6974	FRONTIER COMMUNICATIONS	Amber Pk Fios - October		220.89	257,609.16
10/11/2017	6975	HOOVER PUMPING SYSTEMS	Replace Valve & Annual Maint. Agreement		7,730.36	249,878.80
10/11/2017	6976	IRON MOUNTAIN	10/1-10/31 - Records Storage		273.79	249,605.01
10/11/2017	6977	LOWE'S	Supplies		251.67	249,353.34
10/11/2017	6978	ROBERT SPICHER PUMP SERVICES	Lift Station Repairs- CDD Lift Station		285.00	249,068.34
10/11/2017	6979	SECURITAS SECURITY SERVICES USA, INC	9/17-9/30 - Security - Amberly Park & Hampton Pk		2,416.50	246,651.84
10/11/2017	6980	SUNSHINE STATE ONE CALL F FLORIDA	Dig Tickets		47.02	246,604.82
10/11/2017	6981	TAMPA ELECTRIC	Summary Bill - September		7,706.43	238,898.39
10/11/2017	6982	TERMINEX	Pest Control		127.00	238,771.39
10/11/2017	6983	TIMES PUBLISHING COMPANY	Legal Ad		401.50	238,369.89
10/11/2017	6984	XEROX CORPORATION	Copier Contract		111.11	238,258.78
10/13/2017	6985	TAMPA PALMS OWNERS ASSOCIATION	Partk Attendants - 3rd Qtr Resubmit & 4th Qtr Final		20,230.15	218,028.63
10/13/2017	ACH10132017	PAYCHEX	P/R Fees		61.25	217,967.38
10/13/2017	15123DD	DOROTHY COLLINS	9/25-10/8 - P/R		2,100.45	215,866.93
10/13/2017	ACH10132017	PAYCHEX	9/25-10/8 - P/R		861.43	215,005.50
10/20/2017	6986	ABM Landscape & Turf Services	Plants/Soil/Storm Prep/Handyman/Irri Repairs		58,736.23	156,269.27
10/20/2017	6987	AT&T	Long Distance		102.09	156,167.18
10/20/2017	6988	CINTAS	Mats		60.02	156,107.16
10/20/2017	6989	CLEAN SWEEP SUPPLY COMPANY	Supplies		152.40	155,954.76
10/20/2017	6990	ESD WASTE2WASTER, INC	Pump Maint		300.00	155,654.76
10/20/2017	6991	HERITAGE-CRYSTAL CLEAN, LLC	Fuel & Oil - Waste Disposal		168.00	155,486.76
10/20/2017	6992	HOOVER PUMPING SYSTEMS	Area 2 Pump Repair & Area 2 Maint.		4,445.30	151,041.46
10/20/2017	6993	OLM, INC	Landscape Insp - October		1,575.00	149,466.46
10/20/2017	6994	SECURITAS SECURITY SERVICES USA, INC	8/6-8/19 - Security Hampton Pk		1,719.60	147,746.86
10/20/2017	6995	STAPLES	Supplies		49.50	147,697.36
10/20/2017	6996	TERMINEX	Pest Control - October		57.00	147,640.36
10/26/2017	6997	ABM Landscape & Turf Services	Storm Clean Up (Irma)	31,121.00		116,519.36
10/26/2017	6998	CINTAS	Mats		60.02	116,459.34
10/26/2017	6999	CLEAN SWEEP SUPPLY COMPANY	Supplies		271.05	116,188.29
10/26/2017	7000	DOUGLAS CLEANING SERVICES	10/17-10/31 - CDD Cleaning		525.00	115,663.29
10/26/2017	7001	FRONTIER COMMUNICATIONS	10/16-11/16 - Internet/Phone		519.99	115,143.30
10/26/2017	7002	SECURITAS SECURITY SERVICES USA, INC	10/1-10/14 - Amberly Pk & Hampton Pk		2,416.50	112,726.80
10/26/2017	7003	SEFFNER ROCK & GRAVEL	Dirt/Top Soil		586.00	112,140.80
10/27/2017	ACH10272017	PAYCHEX	P/R Fees		53.03	112,087.77
10/27/2017	15126	ADISA GIBSON	BOS Mtg - 10/11/17		184.70	111,903.07
10/27/2017	15124DD	DOROTHY COLLINS	10/9-10/22 - PR		2,100.45	109,802.62
10/27/2017	15125	EUGENE R. FIELD	BOS Mtg - 10/11/17		184.70	109,617.92
10/27/2017	15128DD	James P. Soley	BOS Mtg - 10/11/17		184.70	109,433.22
10/27/2017	15129DD	Jessica B. Vaughn	BOS Mtg - 10/11/17		184.70	109,248.52
10/27/2017	15127	PATRICIA B. MANEY	BOS Mtg - 10/11/17		184.70	109,063.82
10/27/2017	ACH10272017	PAYCHEX	10/9-10/22 - PR & BOS Mtg 10/11/17		1,021.40	108,042.42
10/30/2017		SUNSHINE STATE ONE CALL F FLORIDA	Refund for Dupl Pmt Rcd	47.02		108,089.44
10/31/2017	7004	ADVANCED ENERGY SOLUTION OF	Lighting Repairs & Ftn Repairs		3,214.74	104,874.70
10/31/2017	7005	CINTAS	Mats		60.02	104,814.68
10/31/2017	7006	FLIGHT OF ANGELS	Courier		82.00	104,732.68
10/31/2017	7007	FRONTIER COMMUNICATIONS	FIOS - Hampton Park		152.67	104,580.01
10/31/2017	7008	HERITAGE-CRYSTAL CLEAN, LLC	Used Oil Recycling- Waste Disposal		2,084.00	102,496.01
10/31/2017	7009	HOME DEPOT	Supplies		56.58	102,439.43
10/31/2017	7010	S&S DIRECTIONAL BORING	Bore Irrigation Sleeve- Repair Irrigation		2,050.00	100,389.43
10/31/2017	7011	SEFFNER ROCK & GRAVEL	Soil		510.00	99,879.43
10/31/2017	10312017	CITY OF TAMPA UTILITIES	Water Utility		2,037.47	97,841.96
10/31/2017		SUNSHINE BANK	Interest	10.88		97,852.84
10/31/2017			EOM BALANCE	290,164.90	269,141.28	97,852.84
11/01/2017	7012	DPFG MANAGEMENT & CONSULTING, LLC	CDD Mgmt - November		5,914.52	91,938.32
11/01/2017	7013	MARY-MARGARET WILSON	Field Mgmt - November		8,790.00	83,148.32
11/01/2017	7014	DOROTHY I COLLINS-PETTY CASH CYSTOD	Petty Cash Reimbursement		209.43	82,938.89
11/01/2017	7015	HELENA NOEL	10/4-11/1 - Admin Svcs		120.00	82,818.89
11/01/2017	7016	REPUBLIC SERVICES	11/1-11/30 - Solid Waste		563.24	82,255.65
11/03/2017		MARY-MARGARET WILSON	Reimbursement for CDD Meeting Refreshments	273.68		82,529.33

**TAMPA PALMS CDD
CASH REGISTER
FY 2018**

Date	Num	Name	Memo	Receipts	Disbursements	Balance
11/09/2017	7017	AT&T	Long Distance		221.39	82,307.94
11/09/2017	7018	CINTAS	Mats		60.02	82,247.92
11/09/2017	7019	CITY OF TAMPA	Stormwater Fee - FY 2017-2018		3,041.38	79,206.54
11/09/2017	7020	CLEAN SWEEP SUPPLY COMPANY	Supplies		104.00	79,102.54
11/09/2017	7021	CONLEY'S DRINKING FOUNTAINS	Drinking Fntn Repairs- Hampton Park		162.95	78,939.59
11/09/2017	7022	DOUGLAS CLEANING SERVICES	Amberly Park - Cleaning RR - November		335.00	78,604.59
11/09/2017	7023	FRONTIER COMMUNICATIONS	Hampton Pk Phone & Amber Pk FIOS - November		423.38	78,181.21
11/09/2017	7024	HOOVER PUMPING SYSTEMS	Area 2 Pump Repairs		1,590.78	76,590.43
11/09/2017	7025	IRON MOUNTAIN	11/1-11/30 - Storage		180.00	76,410.43
11/09/2017	7026	SECURITAS SECURITY SERVICES USA, INC	10/15-10/28 - Security - Hampton Park & Amberly Pk		2,416.50	73,993.93
11/09/2017	7027	SEFFNER ROCK & GRAVEL	Top Soil & Fill Dirt		786.00	73,207.93
11/09/2017	7028	SUNSHINE STATE ONE CALL F FLORIDA	Dig Tickets		47.02	73,160.91
11/09/2017	7029	TERMINEX	Pest Control - October		184.00	72,976.91
11/09/2017	7030	VERIZON	9/24-10/23 - Cell Phone - October		106.30	72,870.61
11/09/2017	7031	XEROX CORPORATION	Meter Usage Overage		14.53	72,856.08
11/10/2017	ACH11102017	Paychex	P/R Fee		51.25	72,804.83
11/10/2017	15130DD	DOROTHY COLLINS	10/23-11/25 - P/R		2,234.23	70,570.60
11/10/2017	ACH11102017	Paychex	10/23-11/25 - P/R		918.48	69,652.12
11/15/2017		SUNSHINE BANK	Transfer to Operating	288,612.00		358,264.12
11/15/2017	7032	ADVANCED ENERGY SOLUTION OF	Lighting Repairs & Time Clock Repairs		822.00	357,442.12
11/15/2017	7033	Arete Industries	NPDES / Boy Scout Drain Markers Project		1,122.79	356,319.33
11/15/2017	7034	BUCHANAN INGERSOLL & ROONEY	Legal Svcs		95.00	356,224.33
11/15/2017	7035	CINTAS	Mats		64.27	356,160.06
11/15/2017	7036	ESD WASTE2WASTER, INC	Pump Maint - November		300.00	355,860.06
11/15/2017	7037	FLORIDA DEPT OF ECONOMIC OPPORTUNIT	Annual Filing - FY 2018		175.00	355,685.06
11/15/2017	7038	FLORIDA FOUNTAIN MAINTENANCE, INC	Fntn Maint - Reserve & Turnbury - November		417.38	355,267.68
11/15/2017	7039	LOWE'S	Supplies		142.13	355,125.55
11/15/2017	7040	OLM, INC	Landscape Insp - 10/31/17		1,575.00	353,550.55
11/15/2017	7041	SEFFNER ROCK & GRAVEL	Top Soil		435.00	353,115.55
11/15/2017	7042	TAMPA ELECTRIC	Summary Bill - October		8,929.68	344,185.87
11/15/2017	7043	WEX BANK	Fuel		571.38	343,614.49
11/15/2017	7044	XEROX CORPORATION	Copier Contract		111.11	343,503.38
11/21/2017	7045	ABM Landscape & Turf Services	Main Entrance Renovation & Plants/Grass/Irrigation/Handyman		91,906.00	251,597.38
11/21/2017	7046	ADVANCED ENERGY SOLUTION OF	Misc Lighting Repairs & Tech Support		2,877.96	248,719.42
11/21/2017	7047	DOUGLAS CLEANING SERVICES	11/3-11/14 - CDD Cleaning		430.00	248,289.42
11/21/2017	7048	SECURITAS SECURITY SERVICES USA, INC	10/29-11/11 - Security - Amberly Pk		696.90	247,592.52
11/21/2017	7049	SEFFNER ROCK & GRAVEL	Sand/Soil		1,176.00	246,416.52
11/21/2017	7050	STAPLES CREDIT PLAN	Supplies		31.01	246,385.51
11/24/2017	ACH11242017	Paychex	P/R Fee		141.77	246,243.74
11/24/2017	15133	Adisa Gibson	BOS Mtg - 11/15/17		184.70	246,059.04
11/24/2017	15131DD	DOROTHY COLLINS	11/06-11/19/17 - P/R		2,145.07	243,913.97
11/24/2017	15132	Eugene R. Field	BOS Mtg - 11/15/17		184.70	243,729.27
11/24/2017	15135DD	James P. Soley	BOS Mtg - 11/15/17		184.70	243,544.57
11/24/2017	15136DD	Jessica B. Vaughn	BOS Mtg - 11/15/17		184.70	243,359.87
11/24/2017	15134	Patricia B. Maney	BOS Mtg - 11/15/17		184.70	243,175.17
11/24/2017	ACH11242017	Paychex	11/06-11/19/17 - D. Collins & BOS Mtg		1,039.05	242,136.12
11/30/2017	7051	ADVANCED ENERGY SOLUTION OF	Repair Lights & Repair GFI		339.00	241,797.12
11/30/2017	7052	CINTAS	Mats		128.54	241,668.58
11/30/2017	7053	DIXIE SAFE AND LOCK, INC	Replace Locks CDD Office		195.00	241,473.58
11/30/2017	7054	DOUGLAS CLEANING SERVICES	11/17-11/30 - CDD Cleaning		430.00	241,043.58
11/30/2017	7055	FRONTIER COMMUNICATIONS	CDD Phone		518.87	240,524.71
11/30/2017	7056	REPUBLIC SERVICES	12/1-12/31 - Solid Waste		563.24	239,961.47
11/30/2017	436	CITY OF TAMPA UTILITIES	Water Utilities - SB October		1,111.18	238,850.29
11/30/2017	11302017	CITY OF TAMPA UTILITIES	Water Utilities - SB Thru Oct 3		15.66	238,834.63
11/30/2017		SUNSHINE BANK	Interest	11.12		238,845.75
11/30/2017			EOM BALANCE	288,896.80	147,903.89	238,845.75

**TAMPA PALMS CDD
FINANCIAL SUMMARY THRU NOVEMBER 30, 2017
GENERAL FUND**

(Shown in \$)	<u>Normal Operations</u>	<u>Non-Operating Project Driven</u>	<u>Total As Reported</u>
<u>Revenues</u>			
Operating	\$588,794		\$588,794
<u>Non Operating</u>			
Capital Projects		55,782	55,781
Renewal & Rel		55,782	55,781
Signature 2017		23,682	23,682
NPDES		14,680	14,680
Interest	4,394.24		4,394
Misc Rev	273.68		274
City Payments- Streetlight			-
Carry Forward Bal *			
Total	\$ 593,462	\$ 149,927	\$ 743,387
<u>Expenses</u>			
Operations	\$ 292,515		292,515
<u>Non Operating</u>			
Renewal & Rel		35,494	35,494
NPDES/EPA		1,123	1,123
Capital Projects		777	777
TP Signature 2017		<u>80,821</u>	<u>80,821</u>
Total	292,515	118,215	410,730
Excess Revenue Vs Expenses	300,946	31,713	\$332,657

**TAMPA PALMS CDD
FINANCIAL SUMMARY THRU NOVEMBER, 2017
GENERAL FUND**

<u>General Fund</u>	11/30/2017	(\$000)
Cash		239
Cash Equivalent (Excess Cash ICS)		4,370
Due From TPOA		7
Prepaid Amounts		0
Total		\$ 4,617
Less:		
Payables		65
Accrued Expenses*		14.0
	Net Cash 11/30/2017	\$ 4,538
Allocation for:		
Winter Damage		200
Wind/Hurricane Damage		200
Palm Pests**		200
Deferred Projects***		200
TP Signature 2017		1,195
	Adjusted Net Cash	\$ 2,543
	Forecast	

2017-18 Fiscal Year			
(\$ 000)	<u>Receipts</u>	<u>Expenses</u>	<u>Monthly Bal</u>
Dec			
CDD Operations	1,211	201	
R&R	115	16	
NPDES	30	12	
Signature 2017	49	125	
Capital Projects	115	0	
Total	1,519	354	\$ 3,708
Jan			
CDD Operations	98	195	
R & R	8	10	
NPDES	2	4	
Signature 2017		90	
Capital Projects	9	9	
Total	118	308	\$ 3,518
Feb			
CDD Operations	46	197	
R & R	4	21	
NPDES	1	9	
Signature 2017		45	
Capital Projects	4	25	
Total	55	297	\$ 3,276

* Expenses received after 10-1 but applicable to FY 2016-17

** Palm Treatment and Replacement Identified as Future Liability

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

**TAMPA PALMS CDD
NOVEMBER, 30, 2017**

GENERAL FUND

(\$000)	<u>Prior Year Collected %</u>	<u>Current Year Collected \$</u>	<u>Current Year Collected %</u>	<u>Variance % Fav (Unfav)</u>
October				
November	19%	739	29%	10.4%
December	90%			
January	92%			
February	94.7%			
March	96.0%			
April	98.4%			
May	98.9%			
June	100.2%			
July	100.2%			
August	100.2%			
September *	100.2%			
Year End				
Total Assessed (Net Discount)		\$2,516		

Summary- Project Driven Expenses

2 Months Ending November 30, 2017

Fiscal Year End

Operating Capital Projects (\$000)

Sources of Funds

FY 2017-18 Budget \$191

Uses of Funds

Spent Thru 11/30/2017 1

11/30/2017 Commitments 8

Total Funds Spent & Committed \$9

Budget Available as of 11/30/2017 **\$182**

Renewal & Replacement

Sources of Funds

FY 2017-18 Budget \$191

Uses of Funds

Spent Thru 11/30/2017 35

11/30/2017 Commitments 0

Total Funds Spent & Committed \$35

Budget Available as of 11/30/2017 **\$155**

TP Signature 2017-18 Projects

Sources of Funds*

FY 2017-18 Budget \$81

Uses of Funds

Spent Thru 11/30/2017 81

11/30/2017 Commitments* 185

Total Funds Spent & Committed \$266

Budget Available as of 11/30/2017 **-\$186**

* Allocated and Reserved Signature 2017-18 Funds Will Be Moved Into The General Fund By Board-Approved Amendment As Signature 2017-18 Projects require

SUMMARY
FY 2017-18 RENEWAL REPLACEMENT PROJECTS

			Original Project	Spent A/O November 30, 2017	Committed To Spend
Infrastructure					
Camera Hard Drive- Amberly (Lighting)				\$973	
Irrigation					
Landscape					
Storm Clean-Up (Irma- Incl Teees [61])				\$31,121	
Poinsettia Installation					
Cul de Sac Improvements				\$3,400	
Fall Mums					
Lighting (Park & Landscape)					
Newsletter Support (TPOA)					
			<i>Sub Total R&R Projects</i>	\$35,494	\$0
Palm Tree Protection					
Palms Replacements & Transplant					
			<i>Sub Total Restoration Project</i>	\$0	
Total R&R Projects				\$35,494	\$0
<u>Financial Reports</u>					Renewal & Replacement

Capital Projects 2017-18 Budget Monitor

As of 11/30/2017

(\$000)	5 Year Model	Current Projects	Spent Prior Year	Spent 2017-18	Committed To Spend
Tampa Palms Signature Projects (BB Downs)					
Consulting Services	75	-	18	-	-
Irrigation	80	-	4	-	9
Main Entry Restorations	615	262	7	81	176
Area 2 Pond	270			-	
Bruce B Downs Improvements	155	-	-	-	-
Sub-Total TP Signature 2017					
	\$1,195	\$262	\$29	\$81	\$185
Capital Projects					
Consulting Services					
Irrigation Systems	150	10	68	0.8	0
Parks	250	150	90		0
Landscape & Lighting	175	90	-		-
Signs, Infrastructure & Lighting	275	145	10		7
Sub-Total Capital Projects					
	850	\$395	\$172	\$0.8	\$8
Total TP Signature 2017 & Standard Capital				\$82	

* Five Year Model

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

**Capital Projects
Signature 2017-18
Through November 30, 2017**

Tampa Palms Signature Projects (BB Downs)	Planning Model	Current Projects	Spent Prior Year	Spent 2017-2018	Committed To Spend
Consulting Services	[50-75]				
Prelim BB Downs Designs			17,898		
<i>Sub Total</i>			17,898		-
Irrigation	[50-80]				
Area 1 & 2 Irrigation & Wiring Adjustments			4,121		9,000
<i>Sub Total</i>		-	4,121		9,000
Main Entry Restorations	[475-615]				
Area 1 & 2 Entry Hardscape		120,000			
Area 1 & 2 Landscape			7,300	65,582	-
Area 1 & 2 Clean-Up				12,500	
Area 1 & 2 Wall Repairs & Power Feed	30,000			2,739	
Amberly Entries (1&2)					
Area 2 Bricks		142,000			142,000
Area 1 & 2 Streetlights			-		34,475
<i>Sub Total</i>		262,000	7,300	80,821	176,475
Area 2 Pond	[245-270]				
Littoral Plantings					
Landscape Plus Fence					
Tree Buffer					
Fountain(s)			-		17,000
<i>Sub Total</i>					
Bruce B Downs Improvements	[310-155]				
Landscape- Bridge To Powerlines			-		-
<i>Sub Total</i>		-	-	-	-
Sub-Total Tampa Palms Signature 2017	[880-1195]	\$ 262,000	\$ 29,319	\$ 80,821	\$ 185,475
Standard Capital Projects	5 Year Model	Current Projects	Spent 2016-17		Committed To Spend
Consulting Services					
Design Implementation Oversight			4,098		
<i>Sub Total</i>			4,098		
Irrigation Systems	[\$150-200]				
Wiring, Upgrades & Additional Zones	150,000	-	10,865		-
Area 1 Pump Station Pond Repairs		10,000	3,744	777	
Toro Sentinel System Upgrade		54,100	53,697		403
<i>Sub Total</i>	150,000	10,000	68,306	777	403
Parks	[\$200-250]				
Camera Systems (Including CDD)		40,000	6,660		-
Amberly Picnic Table/Seats & Trash Cans		12,655	1,687		
Amberly Lollipop Umbrellas			41,804		
Waste Disposal (Treated as Hazardous)					
Hampton Safety Surface Replacement		40,000	39,999		
<i>Sub Total</i>	250,000	149,844	90,150		-
Landscape & Lighting	[\$150-200]				
Palm Investments					
<i>Sub Total</i>	175,000	90,000			-
Signs, Infrastructure & Lighting	[\$150-200]				
Amberly Parking Lot & Path					
Misc ROW Sign					-
Monument Structure Enhancements	150,000	-			
Wildlife & Protected Species Signs		20,000	9,649		7,351
<i>Sub Total</i>	\$275,000	\$145,000	\$9,649	\$0	\$7,351
Sub-Total Normal Capital Projects	\$850,000	\$394,844	\$172,202	\$777	\$7,754
Total TP Signature 2017 & Standard Capital Projects	\$2,045,000	\$656,844	\$201,521	\$81,598	\$193,229
		(\$000)			
	5 Year Model		FY 2016-17		
Signature TP 2017	\$1,195		\$29		
Capital Projects	\$850		\$172		

Next Step

Date

Responsible

I Bruce B Downs Mitigation Projects- Signature 2017

1) General Progress & Timeline

- | | | | |
|-----------------------------|-----------------|-----|-------|
| a) Progress | Report To Board | Jan | Staff |
| b) County Turnover Progress | Report To Board | Jan | Staff |

2) Entrance Pond

- | | | | |
|-----------------------------------|----------------------------|---------|--------------|
| a) Littoral Plantings | | | |
| Review Options | Board Approval | Jan | Jason Rinard |
| Schedule Plantings | Hold For County Permission | TBD | Staff/H&K |
| b) Pond Perimeter | | | |
| Initial Planting (Timeline) | Board Approval | Nov | Staff/H&K |
| Schedule Plantings | Hold For County Go-Ahead | TBD | Staff/H&K |
| c) Trees & Shrubs (Church Buffer) | | | |
| Initial Planting Plans | Board Approval | Feb-Mar | Staff/H&K |
| Schedule Plantings | Hold For County Permission | TBD | Staff/H&K |
| d) CDD Frontage on BB Downs | | | |
| Final Pricing- Irrigation | Board Approval | Feb | Staff/H&K |
| Schedule Work | Hold For Access | TBD | Staff/H&K |
| e) Pond Site Fountain(s) | | | |
| Installation Work | Hold For County Permission | TBD | Staff/H&K |

Tampa Palms CDD

Strategic Planning

January 10, 2018

3) Community Entrances

a) Tampa Palms Blvd - Area 1

Final Approval- Hardscape

Installation - Entry Street Lighting

Update Landscape

Entry Side of Road

Exit Side of Road

Median (Timing)

Pond Site

Schedule For Approved Improvements

Next Step

Date

Responsible

Prelim Board Approval

Feb

Staff

Installation Update

Jan

Staff

Board Review

Feb

Staff/H&K

Board Review

Feb

Staff/H&K

Install Update

Jan

Staff/Maney

Board Review

Jan

Staff/Maney

Update Board

On Going

Staff

b) Tampa Palms Blvd - Area 2

Preliminary Approval- Hardscape

Final Pricing- Hardscape

Update Landscape

Entry Side of Road

Exit Side of Road

Median (Entry)

Amberly Pond ROW Landscape

Landscape Design

Landscape Budget & Installation

Wayfinding Sign

Schedule For Approved Improvements

Board Review

Jan

Staff/H&K

Board Approval

Feb

Staff

Board Review

Feb

Staff/H&K

Board Review

Feb

Staff/H&K

Board Review

Feb

Staff/H&K

Board Review

Feb

Staff/Maney

Board Approval

Feb

Staff/Maney

Board Review

TBD

Staff

Update Board

On-Going

Staff

Tampa Palms CDD

Strategic Planning

January 10, 2018

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

II Capital Projects

1) Wayfinding & Misc Signs

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

2) LED Landscape Lighting

a) Phase III Future Consideration TBD Staff

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

Update BB Downs Mitigation

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

Funds Available A/O January, 2018

\$1,195 K

Estimated Timing By Project- Jan, 2018

Opening Balance/Available	Priority Level	Prior Years	FY 2016-17 \$1,195,000	FY 2017-18 \$1,195,000	FY 2018-19 \$137,525
Consulting Svcs			\$0	\$55,000	\$24,000
Irrigation Relocation	Complete	\$93,583			
Irrigation- New Install & Repairs	Complete	\$55,000	\$0	\$75,000	\$25,000
Area 1- Entry Streetlights	1			\$20,000	
Area 1 Pillars, Fencing & Lighting	1			\$110,500	
Area 1- Landscape Entry Median (Phase 1)	1			\$65,000	
Area 1 Entry - Landscape	1			\$75,000	
Area 2- Entry Streetlights	1			\$14,475	
Area 2 Pillars, Fencing & Lighting	1			\$99,500	
Area 2 Entry - Median Landscape (Phase 1)	1			\$55,000	
Area 2 Entry - Landscape	1			\$75,000	
Area 1 & 2 Median Electrical Restoration	1			\$20,000	
Area 1 & 2 Wall Replacements/Repairs				\$25,000	
Amberly (1 & 2) Entrances (Monument Area)	2			\$50,000	
Area 2 Entry Pond - Littoral Plantings	2			\$20,000	
Area 2 Entry Pond - Landscape	2			\$55,000	\$30,000
Area 2 Entry Pond - Tree Buffer	2			\$50,000	
Area 2 Entry Pond - Fountain	2			\$17,000	
Area 1 - Landscape BB Downs	3			\$15,000	\$15,000
Area 2 - Landscape BB D (Non-pond)	3				\$25,000
Area 2- Landscape Amberly To Bridge	4			\$20,000	
Area 1 Optional Lighting	TBD				\$3,525
Area 2 Entry- Roadway Bricks	TBD			\$141,000	
Area 2 Optional Lighting	TBD				\$15,000
BB Downs Fencing Upgrade (Black)	Complete	286,897			
<i>S/T By Fiscal Year</i>		\$435,480	0*	\$1,057,475	\$137,525
Total All Projects		Actual	Estimate	Estimate	Estimate

* FY 2016-17 expenses small and funded within General Fund; no change to available balance

Cost Figures In Blue Are in-Progress Or Have Been Formally Set-Aside By Board

Cost Figures In Black Are Estimates of Probable Cost

TP CDD Planning Horizon

January 10, 2018

FY 2017 -18 (Busy Year Ahead)

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

FY 2018 -19

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

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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, November 8, 2017 at 6:00 p.m. at the Compton Park Recreation Building, 16101 Compton Drive, Tampa, Florida.

FIRST ORDER OF BUSINESS - Welcome & Roll Call

Mr. Field called the meeting to order.

The Board members introduced themselves for the record.

Present and constituting a quorum were:

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

Also present were:

Maggie Wilson	Consultant
Bud Maney	
Warren Dixon	
Brian Koerber	
Don O'Neal	

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

Pledge of Allegiance

Mr. Soley led the recitation of the Pledge of Allegiance.

SECOND ORDER OF BUSINESS- - Strategic Planning

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

THIRD ORDER OF BUSINESS - Board Member Discussion Items

There being none, the next item followed.

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

2 There being none, the next item followed.

3

4 **FIFTH ORDER OF BUSINESS - Approval of the September, 2017 Minutes**

5

6 On MOTION by Mr. Soley, SECONDED by Mr. Gibson, WITH ALL IN FAVOR, the
7 Board approved the Minutes of the October, 2017 Board Meeting

8

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

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

13

14 On MOTION by Mr. Soley, SECONDED by Mr. Gibson WITH ALL IN FAVOR, the Board
15 approved the Disbursements for the month ending September 30, 2017 in the Amount of
16 \$217,374.60.

17

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

19

20 **◆ Bruce B Downs Update**

21 Ms. Wilson updated the Board on the Bruce B Downs
22 progress and the fact that the construction was in the final
23 stages of completion and inspection.

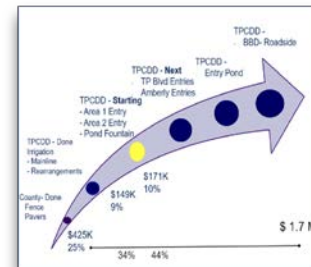
24 Problems with some drain pipes caused the contractors to drain
25 much of the water from the pond, exposing all of the littoral
26 shelf.

27 Ms. Wilson reviewed the beginning steps to restore the
28 main entry planters on the medians at Tampa Palms Blvd.

29

30 Immediately upon final completion of the entry paving and
31 striping, the dead and dying palms and ligustrum were removed.

32 The installation of new palms and ligustrum was in progress and
33 Ms. Wilson noted that the planting should be completed by mid-
34 November.



1 Ms. Wilson reported that while beginning the removal of
2 the dead palms and old stumps Joe Laird of ABM discovered that
3 the planters were not properly constructed and might constitute a
4 danger. The bricks were simply sitting on concrete blocks and the
5 blocks were not reinforced with rebar and none of the cells were
6 filled with concrete.



7 A contractor was being called in to assess the issue and for
8 immediate repairs.

9
10 ♦ **Community Appearance**

11 Ms. Wilson discussed the OLM rating which
12 continues in the low 90's. The winter annuals have
13 been planted, including at the main entry medians
14 which were only recently made available to plant.



15 Ms. Wilson reviewed damage to the water supply to the
16 Area 2 pump station. Rusted fittings and holes in the pipes were
17 discovered during a routine inspection. A diver was brought to
18 make repairs.



19 Ms. Wilson gave information regarding the state mandated
20 requirements for CDD web sites and displayed where the Tampa
21 Palms website conforms. She noted that in each packet was a list of
22 the requirements with the URLs of where they were met.

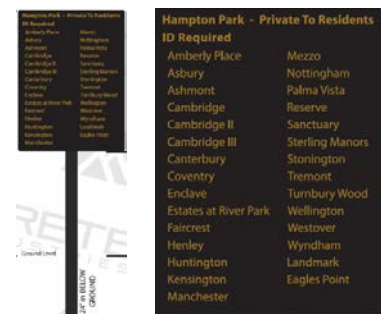


23 Ms. Wilson reported that the lighting vandalism
24 continues and that Huntington has ordered new cameras. The
25 CDD will place two cameras on their system to monitor CDD
26 lighting assets.



27 ♦ **Tampa Palms Parks**

28 Ms. Wilson reported that the new signs have been
29 ordered. She has reviewed them with the police who thought
30 this was an excellent idea.



1 ♦ **2018 Cash Management Plan**

2 Ms. Wilson reported that the calendar year 2017 cash management agreement
3 negotiated with Sunshine Bank expires January 2018. The chairman oversees review of the
4 cash management plan and has done so this time.

5 The Board-established cash management priorities previously established by the
6 Board as a basis for this review are as follows

- 7 1) Safety of taxpayer funds
- 8 2) Internal process controls
- 9 3) Respectable return on working capital

10 Tampa Palms contacted four banks regarding the 2018 cash management plan

11 - 1 Offer

12 - 1 Semi-Offer (No Local Presence)

13 Sunshine Bank, the current provider offered 125 basis points (presently only 65). Sunshine
14 Bank is both local and a QPD.

15 On MOTION by Mr. Soley, SECONDED by Mr. Gibson WITH ALL IN FAVOR, the Board
16 approved staff to go forward with the cash management plan of Sunshine Bank for 2018 .

17
18 ♦ **December Meeting**

19 Ms. Wilson stated it has been the policy to cancel the
20 December meeting. It was noted by Ms. Wilson that after
21 proper noticing the Board can call a special meeting if
22 circumstances requiring one arise.

- No CDD Meeting in Dec.
 - Tampa Palms Custom
 - Residents' Holiday Plans
- Special Meeting Available
 - Simple Notice
- Requires Board Approval By Motion

23
24 On MOTION by Mr. Soley, SECONDED by Ms. Vaughn WITH ALL IN FAVOR, the
25 Board cancelled the December meeting.

26
27 ♦ **Commercial Property News**

28 Ms, Wilson reported changes in the commercial properties and asked for Board
29 permission to allow the Hamptons to change the granite on the Amberly / Bruce B Downs
30 sign to reflect their new name, "Henley". This permission was previously granted to Bristol
31 when it changed its name to Mezzo.

32

1 On MOTION by Mr. Gibson SECONDED by Ms. Many WITH ALL IN FAVOR, the Board
2 approved allowing JWC to change the name on the CDD monument from The Hamptons to
3 Henley.
4

5 **Additional Advanced Board Package Materials:**
6

7 Information regarding financial reports were included in the Advance Board package;
8 copy of which is attached hereto, made a part of the public record and available online.
9

10 **EIGHTH ORDER OF BUSINESS – Other Matters**
11

12 There being none, the next item followed.
13

14 **NINTH ORDER OF BUSINESS – Public Comments**

15 Don O’Neal noted that Bruce B Downs was turning out “wonderful”.
16

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

18 Ms. Vaughn said she wanted to thank the Board for the welcome she received and
19 that she never realized how complex was the CDD organization.

20 Mr. Soley commented how much he liked the new palms.

21 Mr. Field noted that the years of planning and cooperatively working with the County
22 in the planning of the widening, the impact on Tampa Palms and most important the pond
23 have made all the difference.
24 .

25 **ELEVENTH ORDER OF BUSINESS - Adjournment**

26 There being no further business,

27 On MOTION by Mr. Soley, SECONDED by Ms. Vaughn, WITH ALL IN FAVOR, the
28 meeting was adjourned.
29

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

31 **Each person who decides to appeal any decision made by the Board with respect to any*
32 *matter considered at the meeting is advised that person may need to ensure that a verbatim*
33 *record of the proceedings is made, including the testimony and evidence upon which such*
34 *appeal is to be based.*
35

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

3
4
5
6
7

8 _____
Signature

8 _____
Signature

9
10

10 _____
Printed Name

10 Gene Field
11 _____
Printed Name

12
13

13 Title:
14 Assistant Secretary
15 District Manager

13 Title:
14 Vice Chairperson
15 Chairperson

Restoration Of Tampa Palms Along BB Downs

While the restoration and improvement of Tampa Palms along Bruce B Downs has commenced in earnest, there continue to be uncertainties with regard to access and timing.

This report should detail the following:

- What is known and not known about project status
- Serious construction and power deficiencies discovered during the entry restoration
- The size and complexity of restoration work and what activities have commenced.
- Main entry progress

Known and Not Known

Though the project is functionally complete, there are some areas of continuing work (or the potential for continuing intrusion) that affects the degree to which improvements can be undertaken.

What is known:

- The paving has been inspected and complete: there are no anticipated modifications. (It was for this reason improvements to the entry medians could commence.)
- The fencing within Tampa Palms is complete.
- The only work in progress at this time is that of inspections and corrections, primarily of utilities (light controls and storm water). Detected deficiencies have caused digging in some areas (Area 2 entry in front of the bank and Amberly in front of Somerset.)

What is not known:

- When the pond site will be fully turned over to the County.
- When the CDD can gain access to the pond site from the County for improvements (eg, will the warranty period have to be complete?).
- What will the littoral shelf in the pond look like (how much water) during a typical year. (The exposed littoral shelf at this time is the result of deliberate draining done in order to repair storm drain facilities.)

Prior Construction Deficiencies Discovered In Entry Planters

As was disclosed in Nov. Joe Laird discovered deficiencies in the original construction of the planters along the medians entering Tampa Palms. This was discussed during the Nov CDD meeting but repairs, though immediately ordered, had not yet commenced.

What was not known at that time of the Nov meeting was the degree of instability in the Area 2 planters - a slightly different design from the Area 1 - nor the degree to which both the power and irrigation were entangled in the faulty construction.

The instability of Area 2 was deemed so much a potential problem that the contractor actually worked an entire weekend to make corrections.



Brad Pendergrass created temporary power connections for the holiday lights and ABM watered the palms using hoses connected to the water supplies on the sides of the road. At this time the irrigation, and landscape lighting have all been restored.

Size and Complexity Of Restoration Work

Commencing at the Cypress Creek Bridge and ending at the powerlines (including both east and west sides of BB Downs), there are considerable areas for restoration.

West Side BB Downs	Value	Yards	East Side BB Downs	Value	Yards
Bridge to Amberly	High	312	Bridge To Amberly	High	312
Amberly To End of Mezzo	High	280	Amberly to TP Blvd	Very High	1,067
Mezzo to Entry Pond Frontage	Medium	724	TP Blvd To End of Homes	High	500
Entry Pond Frontage	High	63	End of Homes to Powerlines	Low	624
TP Blvd to End of Sterling	High	597			2,503
Sterling to Church Frontage	Low	450			
Church to Powerlines	Medium	68			
		2,494	Entrances	Very High	1,124



Amberly Intersection Area – In Progress

The guidance this far for this area has been to restore what was in place previously, not to institute any changes or improvements – any of which can be accomplished at a later time. The broken wall and fence have been repaired and replaced (paid for by insurance company of person who hit the fence).



In Progress

- Restore irrigation
- Spray Out Weeds
- Remove dead/dying shrubs

Next Steps

- Re-sod
- Renew shrubs & ground cover
- Remove old sidewalk

Desired Outcome- upscale, formal, maintained

Main entry progress- medians

The palms and the ligustrum for both main entries have been in place for almost six weeks. Typically, there is a 10% failure rate for large transplanted palms: Tampa Palms must be living right because none have failed ... so far.



BTW the palms have a year's warranty, should there be a failure.

The palms will lose their lower fronds as part of the transplant/shock process. This does not mean that they are failing. Joe Laird reports that even the declining frond provides some nutrients to the tree and so he is slow to remove the fronds when they turn brown.

As mentioned previously, the irrigation and power for the lighting had to be completely renovated due in part to the challenges that came from the planter reconstructions. The lighting restorations have been completed and the palms and ligustrum are illuminated.



The understory small plants have not yet been installed around the palms and ligustrum.

This is due both to the need to keep braces for the palms in place and the cold weather.

Main entry progress- pond site

The Area 2 entry pond continues to be artificially low with the entire littoral shelf exposed due to the fact the pond was partially drained to make pipe repairs. The small amount of recent rain has actually made some water begin to accumulate on the littoral shelf making it possible that the shelf will carry water consistently during the year.



Staff has been unable to locate a similarly circumstanced pond, namely one with 80% littoral shelf and a liner.

Jason Rinard will be present next week at the Board meeting and speak to how this pond can be made an amenity. He will not have final plans but will seek board feed-back and deliver plans (to include the landscape portions in front of the pond) shortly thereafter.

The pond is not yet available for Tampa Palms take-over.



District Manager Bruce St Denis Leaves For the Pacific Northwest

Shortly after the November meeting Bruce St Denis tendered his resignation to DPFG. Bruce has accepted the position of City Manager of Cannon Beach Or.

Cannon Beach is where the mountains of the Ecola National Forest meet the Pacific Ocean. He sold his home, is buying a new one overlooking the palisades and has departed. He asked that staff bid good-buy to everyone for him and noted that for many of the Tampa Palms team it may seem that he has lost his mind by moving north and trading hurricanes and tornados for earthquakes and tsunamis.

DPFG has assigned a new District Manager, Paul Cusmano. With Board concurrence he will act as District Manager and will be appointed a Secretary for the District.

Paul lives in Dade City and in a strange coincidence both he and Bruce St Denis live in suburban/rural settings and both own donkey's. (Bruce has sold his.)

Paul has been in the Tampa area about eighteen months, he came from the Miami area where he had twenty years of experience in community creation and construction. He has been with DPFG since mid-2016 and supports several other CDDs in the general Tampa area. Paul's full resume is available on-line in LinkedIn at <https://www.linkedin.com/in/paul-cusmano-62bb3315/>.



Technically Bruce is still a Secretary and Treasurer for the Tampa Palms CDD. Staff recommends approval of the attached Resolution at the Jan meeting that will add Paul as an officer and reconfirm the policy of having at least one board member serve as Treasurer – in this case co-treasurer- the Board Member with financial responsibility, Gene Field.

Note with the exception of Board Members, CDD “officers”, are not elected and they have no voting powers: they are individuals who serve for the Board and at the pleasure of the Board.

The specific reference in the Statutes that allows the appointment of officers is as follows:

190.006 (6) As soon as practicable after each election or appointment, the board shall organize by electing one of its members as chair and by electing a secretary, who need not be a member of the board, and such other officers as the board may deem necessary.

The Board previously elected Gene Field Chairman and Jim Soley Vice Chair.

Resolution 2018-1 is follows.

RESOLUTION 2018-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TAMPA PALMS COMMUNITY DEVELOPMENT DISTRICT ["DISTRICT"] DESIGNATING THE OFFICERS OF THE DISTRICT

WHEREAS, the Board of Supervisors of the Tampa Palms Community Development District at the business meeting held on January 10, 2018 desires to appoint the below recited persons to the offices specified.

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

1. The following persons were appointed to the offices shown, to wit:

<u>Gene Field (Board Member)</u>	Chairman
<u>Jim Soley (Board Member)</u>	Vice Chairman
<u>Patricia Maney (Board Member)</u>	Assistant Secretary
<u>Jessica Vaughn (Board Member)</u>	Assistant Secretary
<u>A. Michael Gibson</u>	Assistant Secretary
<u>Paul Cusmano</u>	Secretary
<u>Gene Field & Patricia Comings-Thibault</u>	Treasurer(s)
<u>Mary-Margaret Wilson</u>	Assistant Secretary

2. That this Resolution supersedes all previous resolutions and motions designating, electing or appointing officers adopted by the Board of Supervisors of the Tampa Palms Community Development District and are hereby declared null and void.

Adopted this 9th day of January 10, 2018.

Chairman

Secretary

Toro Relationship With Tampa Palms Is Ending

The Toro Corporation has announced that they will relocate their residential mower test facility from Tampa Palms to a series of reconstructed golf courses south of Sarasota. While no date has been firmly set, Art Fontanes, Site Engineer, anticipates the relocation taking place in the May-Jun time frame.

There are a number of reasons for this change, all outside the control of the CDD:

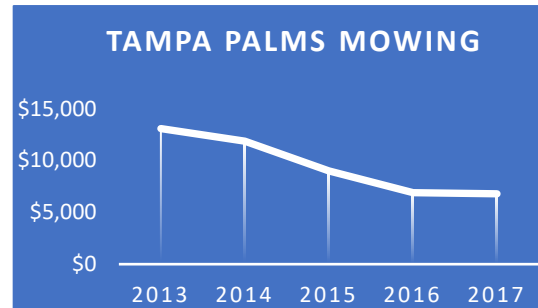
- This relocation comes about as Toro seeks to integrate testing facilities for multiple types of mowers, not possible in Tampa Palms.
- Further considerations include the fact that optimal testing occurs on open acreage whereas most of the Tampa Palms mowing requirements are on strips of land along rights of ways or adjacent to ponds.

The new location will provide the open acreage and a private test facility in the middle of it, no need to pay for manhours traveling to and from the facility.

- Toro uses a semi-permanent work force with 80% of the actual mowing staff provided by occasional workers supplied by temporary work agencies. While Toro manages and oversees these employees carefully, there have been concerns relative to liability should either a community bystander or worker unfamiliar with the area or equipment be injured.

For Tampa Palms this relocation means the District will have to assume the full cost of mowing services, For the last twenty years Tampa Palms has only paid for:

- Site services for the Toro Company (electricity etc)
- Fuel for mowers and trucks for Toro.
- Auxiliary mowing (the Toro agreement only committed to mowing 80% of Tampa Palms per year and ABM took up the slack when needed.)



The cost of mowing for Tampa Palms over the last five years averaged slightly less than \$10,000 per year.

This reflects a significant decline from prior years due in part to (a) the lower cost of fuel and (b) reduced areas to mow during the BB Downs construction.

Including the additional turf surrounding the new Area 2 entry pond site, looking forward Tampa Palms will have 95 acres of turf to mow.

- The expense to mow an acre, including manpower, supervision and fuel is \$21 per mowing. A full mowing of the entire CDD is \$1,995.
- Typically contract mowing schedules are 42 times a year which would equal just slightly less than \$84,000 per year. Adjusted for the costs already born by the CDD, that is an increase of \$70,000 per year.

Both Ms. Maney and Joe Laird note that while 42 times per year is a typical requirement, droughts, excessive cold, along with rain storms and flooding all can and do reduce that number. Still the conservative approach is to budget for 42 mows or \$84,000 per year. This amount has been included in the revised multi-year financial model which will be presented next month.

NPDES Annual Report Acceptance & Current Activities

In October Tampa Palms submitted its final annual report for year four of the current permit to the Florida Department of Environmental Protection [FDEP] detailing the CDD's activities in support of clean water. This document was provided in the November Board book.

The Annual Report details the activities in which the Tampa Palms CDD engaged that support the requirements of the permit. The activities focus on resident education (newsletter, meetings, Web page) and housekeeping activities that reduce road and other urban pollution from entering the waters of the state (mowing, pond bank erosion control, safe fertilizing and pest control).

FDEP has accepted the report as complete (see following) and no remedial activity is required.

The next step is approval of Tampa Palms' Notice of Intent (NOI) to use the generic MS4 permit. FDEP is still reviewing the application made last Fall and will advise if we are good to go or require additional activities.

Boy Scout Eagle Project

A Boy Scout/ Eagle Scout candidate from the Tampa Palms Troop has created a project to mark additional storm drains in Tampa Palms.

The goals of his project dovetail perfectly with the objectives of the NPDES MS4 and include:

- Reduce the impact of the pollutants carried in storm water runoff for Tampa Palms ponds and waterways;
- Enhance community awareness of storm water runoff and public source pollution;
- Raising public awareness about the treasures and threats to their watershed



Many people believe storm drains connect to sewer treatment systems but that is not a fact. In Tampa Palms, and in most Florida communities, the storm drains empty directly into the ponds and wetlands. That means whatever enters the drains is discharged directly into a neighboring body of water without benefit of treatment.

Pond water in Tampa Palms does the following

1. Some is sinks into the soil and drains down to help recharge the aquifer (an integral part of the water supply)
2. Some drains into the conservation areas
3. Water in the conservation areas drains to
 - a. The Hillsborough River (an integral part of the water supply)
 - b. Cypress Creek (an integral part of the water supply)

Storm drain marking benefits the public water supply by making residents aware of the connection between our communities, our neighborhood streams and the Hillsborough River.

In one study, more than 75 percent of the people who had seen the stenciled drains knew where their water went, compared to about a third of those who had not seen stenciled drains.

For this reason, drain marking is a credible NPDES activity.



Florida Department of Environmental Protection

Bob Martinez Center
2600 Blair Stone Road
Tallahassee, Florida 32399-2400

Rick Scott
Governor

Carlos Lopez-Cantera
Lt. Governor

Noah Valenstein
Secretary

January 2, 2018

Mary-Margaret Wilson
Assistant Secretary
Tampa Palms Community Development District
16311 Tampa Palms Blvd West
Tampa, FL 33647

Subject: Tampa Palms CDD Phase II Municipal Separate Storm Sewer System (MS4)
NPDES Permit ID Number: FLR04E070 (Cycle 3)
Year 4 Annual Report Review

Dear Mary-Margaret Wilson:

Thank you for your submittal of the Stormwater Management Program (SWMP) Year 4 Annual Report, required under the *Generic Permit for Discharge of Stormwater from Phase II Municipal Separate Storm Sewer Systems*. The purpose of this letter is to inform you that the report is considered administratively **complete** pursuant to Part VII.C of the permit.

The department has received your Notice of Intent (NOI) for renewal of coverage under the generic permit. Once the application is reviewed, the department will provide you with either a Request for Additional Information (RAI) if the NOI is incomplete or a Notice of Renewed Permit Coverage if the NOI is complete. If you have any questions, please contact me at 850-245-7523 or by email at Cierra.Robinson@floridadep.gov or Borja Crane-Amores at 850-245-7520 or by email at Borja.Craneamores@floridadep.gov.

Sincerely,

A handwritten signature in blue ink that reads "Cierra Robinson".

Cierra Robinson
Permit Coordinator
NPDES Stormwater Program

CDD Organization Matters

Organization Documents

The Tampa Palms CDD adopted organizational documents/statements that serve to establish the purpose of the organization (Mission Statement), define the organizational objectives that reflect and flow naturally from the purpose of the organization (Direction Statement) and those standards which form the foundation on which the Board conducts itself (Core Values). Board Members assume roles that oversee the framework or context within which the District's strategies are formulated (Leadership Roles).

Each year at this time the Board reviews the CDD organization documents to assure that the documents reflect current thinking and are consistent with the direction the Board is leading the community.

If there are any changes that more clearly reflect CDD stewardship, please advise staff so that any modifications can be discussed as part of the January meeting Agenda.

Tampa Palms CDD Perspective & Metrics

The Tampa Palms CDD is a complex organization with widely disparate assets on which the residents of 4,611 housing units depend (single family, condominium, townhomes, and apartment homes).

In Section II following, there is a thumbnail sketch of the areas and assets that make up the Tampa Palms CDD.

Tampa Palms CDD Stewardship History

Rigorous adherence to the adopted Mission and Direction for the CDD, framed by the adopted Core Values, has resulted in substantial and measurable value to the owners and residents of Tampa Palms.

The chairman has created a compendium of the district value created for the last fifteen years. It is substantial. Please see Section III following.

Board Leadership Roles

Jan 10, 2018

Leadership

Financial Management

Field

Facilitate Board oversight role by providing:

- Development and analysis of annual operating budgets.
- Definitive and actionable interim account reports.
- Balance sheet analysis related to Board decisions.
- Cash flow projections related to short and long-term plans.
- Oversight of up-to-date five year directional plans.
- Oversight of district resource allocation.
- Analysis of annual audits and internal controls.
- Provide financial leadership and direction to the rebranding effort, particularly as relates to Signature 2017 efforts.

Board Leadership Roles

Jan 10, 2018

Leadership

Local and State Government Liaison

Vaughn

- Monitor CDD mission
- Leadership in resident education of CDD responsibilities vs. TPOA
- Monitor changes to laws regarding CDDs
- Coordinate Tampa Palms interests with City Council members.
- Monitor transportation changes and their impact on Tampa Palms, particularly traffic safety.
- Monitor web site adherence to State requirements
- Co-ordinate staff liaison with TPOST 3 and TP North to assure achievement of common goals.
- Provide leadership and direction to the rebranding effort from the perspectives of Tampa Palms and greater community liaison.

Board Leadership Roles

Jan 10, 2018

Leadership

Landscaping and Community Appearance

Maney

- Monitor landscape maintenance performance and coordinate with OLM and ABM.
- Develop, implement & monitor routine improvement activities.
- Develop, implement & monitor a community program to evolve the Tampa Palms community to drought-resistant and winter resistant landscape.
- Provide leadership and direction to the rebranding effort (Signature 2017) from a landscape perspective.
- Work with staff and consultants to develop, implement and monitor Board programs to continually revitalize and keep fresh community landscape.

Board Leadership Roles

Jan 10, 2018

Leadership

Irrigation System & NPDES

Gibson

- Observe irrigation system performance as reported by staff and assume leadership role before Board in the of event failure.
- Monitor preventive maintenance programs (such as Sunshine OneCall) and District response to problems.
- Monitor compliance with watering restrictions and annual usage restriction reporting.
- Monitor emerging NPDES requirements.
- Oversee changes in NPDES requirements and the District plans to comply.
- Work with staff and consultants to develop, implement and monitor programs to continually revitalize irrigation.
- Provide leadership and direction to the rebranding effort from the perspective of the complex irrigation system infrastructure.

Board Leadership Roles

Jan 10, 2018

Leadership

Infrastructure and Facility Oversight

Soley

- Work with staff and consultants to develop, implement and monitor Board-approved programs to continually enhance entrances, community lighting and other infrastructure.
- Identify community infrastructure needs with staff & residents
- Work with staff and consultants to develop, implement and monitor Board-approved programs to continually enhance parks.
- Monitor construction and development activities in and near Tampa Palms to assure best interests of the community are served.
- Assume an overall leadership role in the rebranding of Tampa Palms from a project design perspective

Tampa Palms CDD

CDD Direction Statement

Re-Presented
(1/10/18)

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.

Tampa Palms CDD

Re-Presented
1/10/18

Mission Statement

Provide respected and effective leadership for the continuous improvement of Tampa Palms I & II, in statute-authorized CDD responsibilities:

- assessment and collection of taxes & revenues
- protection and maintenance of CDD assets

Tampa Palms CDD

Re-Presented
(1/10/18)

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.

Tampa Palms CDD Stewardship History

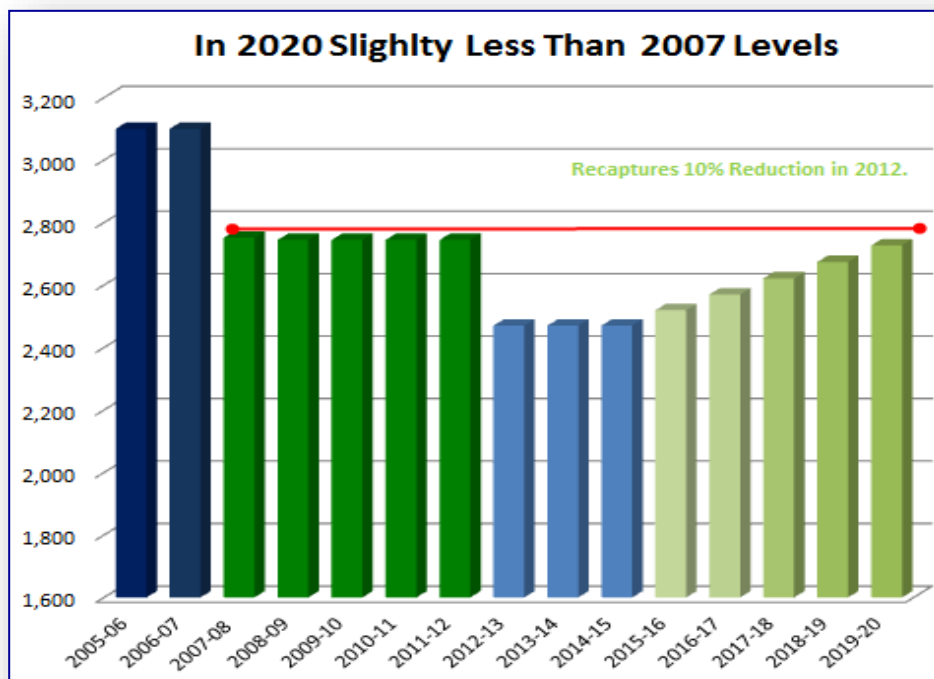
Financial and operational stewardship must be considered from two separate but intertwined perspectives:

- The intelligent management of financial resources necessary to maintain the District's financial health.
- The value created by astute management of the District over a long period of time.

Management of Financial Resources

Last year the Board reviewed forward planning models that match the annual needs of the District with practical increases across the planning horizon. The plan endorsed by the Board, 2% increase commencing in 2015-16 for five years, returning assessments to slightly less than the 2007 level, was designed to credibly maintain the District's financial health and ability to deal with the significant outside influences which the District does not control.

This directional plan was reviewed at the budget meeting and for all residents in the TPOA Newsletter.



Value Created

In the following the Chairman reviews the various aspects of value creation that have taken put in place over the last fourteen years.

This will serve both as a reminder to the *long timers* and fresh information for new residents as to “how the District got here”.

District Value Created _____ 15 Years of Board Stewardship through September 30, 2017

Major high-value area metrics includes, but are not limited to the following...

Board Professionalism
And Effectiveness

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

Long-Term
Partnerships

Toro Beta Site

Turf maintenance, equipment & irrigation systems & controls
Savings: 14 years of Turf mowing costs... annually \$ 90-100 K
One-time irrigation control system & software \$ 100 K

OneSource landscape maintenance effective during 2002
Created business systems & processes for effective implementation
Preserved \$ 300 K/Yr cost savings by interim negotiation
Cost increase limited to 1.8 % per year over 14-year period

Retirement of Debt

Retired TP infrastructure debt Annual principal & interest \$ 1.3 M
Reduced CDD taxes \$ 650 K per year in aggregate
Transitioned TP to 100% non-ad valorem assessments

Restore TP to Premier
Community

TP was debt-free 30 Yr old community that looked 30 Yrs old.
Retained \$ 650 K of debt service for 5 years
Launched \$ 5.0 M Visioning TP 2017 to restore ‘Premier’ status

Reduced Community
Assessments

Visioning TP 2013 completed Reduced assessments 10 % \$ 265 K/Yr
For three years Total 3-year reductions \$ 800 K

Maintain District
Financial Health

Introduced 1st assessment increase in 13 years
Increased assessments 2.5 % in FY 2015/16 for Bruce B. Downs widening.
Advised TP **probable** annual increase of 2.5 % for 5 years
After five years assessments still below 10 years ago

Financial
Stewardship

Private Sector Financial Reporting Standards \$ 32 M Budget
Major Project financial management & internal controls \$ 9 M Projects
14 years of “No Comment” independent audit s
Cash Management QPD protection Interest income totals over \$ 300 K
Multi-Year Financial Models Longer-term Vision

<u>Environmental Compliance</u>	NPDES (EPA) Plan & Audit SWFWMD partnership	District savings water use approval & monitoring	\$ 30 K every 3 years
<u>Conserve Resources</u>	Resource Conservation Programs		
	Water conservation	Reduced SWFWMD water permitting	by 25 %
	Energy conservation	Reduced KWH use	by 33 %
<u>Eminent Domain</u>	Florida Gas Transmissiontaking of CDD Property		\$ 400 K
	Area I exit to Bruce B Downs...taking of CDD Property		\$ 477 K
<u>Non-Ad-Valorem Assessments</u>	Research: Florida Supreme Court Cases re: Assessment Process		
	Developed and Implemented TP Process...for Assessments	Savings	\$ 30 K
<u>Mitigation BBD Expansion</u>	Numerous Design Changes...Flagship Corner Pond, BBD Fencing Design, Area II Median, etc	Cost Avoidance	\$ 300-400 K
<u>Research</u>	Deed: Grace Church specific Land Use Restrictions		
	Avoidance : Cell Tower and Commercial Use of TP Flagship Corner		Priceless
<u>Government Relations</u>	Initiated and Maintained constructive & co-operative relationships ...with all state, county, & city management and operating constituencies		
	Secure cooperation to maximize public services for TP CDD		
<u>Project Management</u>	Board & staff implemented over \$ 9.0 M in community projects		
	Quoted, sourced, budgeted and controlled all projects		
	Internal controls 14-Years of successful audits		
<u>Resident Communication</u>	Initiated and maintain TP CDD website required by State of Florida		
	Posts CDD public records to inform interested residents		
	Provide Board and CDD e-mail & phone contacts to ease communication		
	Fund TPOA newsletter as communication vehicle to inform residents		
<u>Allocation of Resources</u>	Monthly, professional landscape maintenance with formal rating		
	Board, staff and OneSouce/ABM actively participate		
	Priorities established for ABM/One Source service	14 Yr total	\$ 11.0 M

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Jan 10, 2018

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Field

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Tampa Palms CDD Stewardship History

Financial and operational stewardship must be considered from two separate but intertwined perspectives:

- The intelligent management of financial resources necessary to maintain the District’s financial health.
- The value created by astute management of the District over a long period of time.

Management of Financial Resources

Last year the Board reviewed forward planning models that match the annual needs of the District with practical increases across the planning horizon. The plan endorsed by the Board, 2% increase commencing in 2015-16 for five years, returning assessments to slightly less than the 2007 level, was designed to credibly maintain the District’s financial health and ability to deal with the significant outside influences which the District does not control.

This directional plan was reviewed at the budget meeting and for all residents in the TPOA Newsletter.



Value Created

In the following the Chairman reviews the various aspects of value creation that have taken put in place over the last fourteen years.

This will serve both as a reminder to the *long timers* and fresh information for new residents as to “how the District got here”.

District Value Created _____ 15 Years of Board Stewardship through September 30, 2017

Major high-value area metrics includes, but are not limited to the following...

Board Professionalism
And Effectiveness

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

Long-Term
Partnerships

Toro Beta Site

Turf maintenance, equipment & irrigation systems & controls
Savings: 14 years of Turf mowing costs... annually \$ 90-100 K
One-time irrigation control system & software \$ 100 K

OneSource landscape maintenance effective during 2002
Created business systems & processes for effective implementation
Preserved \$ 300 K/Yr cost savings by interim negotiation
Cost increase limited to 1.8 % per year over 14-year period

Retirement of Debt

Retired TP infrastructure debt Annual principal & interest \$ 1.3 M
Reduced CDD taxes \$ 650 K per year in aggregate
Transitioned TP to 100% non-ad valorem assessments

Restore TP to Premier
Community

TP was debt-free 30 Yr old community that looked 30 Yrs old.
Retained \$ 650 K of debt service for 5 years
Launched \$ 5.0 M Visioning TP 2017 to restore ‘Premier’ status

Reduced Community
Assessments

Visioning TP 2013 completed Reduced assessments 10 % \$ 265 K/Yr
For three years Total 3-year reductions \$ 800 K

Maintain District
Financial Health

Introduced 1st assessment increase in 13 years
Increased assessments 2.5 % in FY 2015/16 for Bruce B. Downs widening.
Advised TP **probable** annual increase of 2.5 % for 5 years
After five years assessments still below 10 years ago

Financial
Stewardship

Private Sector Financial Reporting Standards \$ 32 M Budget
Major Project financial management & internal controls \$ 9 M Projects
14 years of “No Comment” independent audit s
Cash Management QPD protection Interest income totals over \$ 300 K
Multi-Year Financial Models Longer-term Vision

<u>Environmental Compliance</u>	NPDES (EPA) Plan & Audit SWFWMD partnership	District savings water use approval & monitoring	\$ 30 K every 3 years
<u>Conserve Resources</u>	Resource Conservation Programs		
	Water conservation	Reduced SWFWMD water permitting	by 25 %
	Energy conservation	Reduced KWH use	by 33 %
<u>Eminent Domain</u>	Florida Gas Transmissiontaking of CDD Property		\$ 400 K
	Area I exit to Bruce B Downs...taking of CDD Property		\$ 477 K
<u>Non-Ad-Valorem Assessments</u>	Research: Florida Supreme Court Cases re: Assessment Process		
	Developed and Implemented TP Process...for Assessments	Savings	\$ 30 K
<u>Mitigation BBD Expansion</u>	Numerous Design Changes...Flagship Corner Pond, BBD Fencing Design, Area II Median, etc		
		Cost Avoidance	\$ 300-400 K
<u>Research</u>	Deed: Grace Church specific Land Use Restrictions		
	Avoidance : Cell Tower and Commercial Use of TP Flagship Corner		Priceless
<u>Government Relations</u>	Initiated and Maintained constructive & co-operative relationships ...with all state, county, & city management and operating constituencies		
	Secure cooperation to maximize public services for TP CDD		
<u>Project Management</u>	Board & staff implemented over \$ 9.0 M in community projects		
	Quoted, sourced, budgeted and controlled all projects		
	Internal controls 14-Years of successful audits		
<u>Resident Communication</u>	Initiated and maintain TP CDD website required by State of Florida		
	Posts CDD public records to inform interested residents		
	Provide Board and CDD e-mail & phone contacts to ease communication		
	Fund TPOA newsletter as communication vehicle to inform residents		
<u>Allocation of Resources</u>	Monthly, professional landscape maintenance with formal rating		
	Board, staff and OneSouce/ABM actively participate		
	Priorities established for ABM/One Source service	14 Yr total	\$ 11.0 M

Community Appearance

Landscape

In general the community fared well through the holidays despite unseasonable heat from September through the last week of December. The heat and lack of any genuine cold weather since 2014 have created a situation in which turf fungus thrives. The fungus has been continually treated but comes back within weeks after each treatment. Despite that TP received a 91.5 for the inspection conducted in December.

The poinsettia's at the entrance added the normal color and continue, especially with the construction completion in progress, dress up the main entry. For the first time in two years annuals were again installed at the revised (and resized) median tips.



Winter annuals are always a gamble. If the weather is too hot traditional central Florida winter annuals fail to bloom; if there is severe cold, they die.



Ms. Maney and Joe Laird somewhat covered their bets. They used white Dusty Millers to surround the annual beds and provide contrast with the adjacent turf (they stand up well to the cold) and a combination of Salvia (a little tricky with repeated exposure below freezing) and red geraniums (should survive cold but if the cold is extended, it will retard blooms).

With the forecasted cold temperatures this week, Joe Laird placed pine straw around the salvia and geraniums, as well as, around the roots of the bougainvillea across from the Reserve to prevent or limit freeze damage. There was limited pine straw available so not all beds were blanketed.

It is difficult to determine how much damage the recent cold snap has caused. Certainly, some salvia (Tremont entrance, in front of the lake at Compton and the Amberly/Tampa Palms intersection beds) have been negatively affected and will probably not make it. Tender background plants such as the philodendron around the pond at Westover (seen after similar cold in 2012 in the picture) will most likely receive substantial damage: it will take a week or more to assess.



The weeks leading up to Christmas were very stressful (for the ABM team trying to plant, stake, mulch and manually water the entry medians, planter repair team trying to make the median walls safe and the electricians trying to restore power for the lighting) but somehow, they made it come together and the holiday lights were "lit up". The lights have now been turned down - removal will take a few weeks.

The landscape lights have been restored. Tampa Palms shines, even at night.

Irrigation

There continue to be irrigation mainline breaks. These are expensive (and messy) to repair and during periods of limited rain, they place the landscape in jeopardy. The breaks essentially occur in two places:

- At connections to valves as seen to the right
- At underground connections between runs of piping.



The breaks are most often the result of ground vibrations or shifts at the site of connections frequently brought about by utility construction or vehicle damage to valve boxes.

From time to time staff is asked “do the irrigation breaks mean the irrigation distribution system must be replaced?” The answer is absolutely not! The Tampa Palms irrigation distribution system covers at least twenty-five miles and is made up of PVC pipe with an average life expectancy of 100 years.

IF the irrigation distribution system could be replaced, the cost would be in the multi-millions and the problems of vehicle damage at valves (nowhere else to move most valves) and underground vibration would not be solved. It is not happening because the pipes are wearing out.

Joe Laird is taking action to reduce the impact of failures: he is installing gate or isolation valves at strategic locations where long pipe runs can affect multiple locations. In this way he can reduce the impact of some breaks, allowing irrigation to continue upstream during repairs. One such installation being completed at this time is in front of Huntington.



Street Repairs

A depression has emerged in the middle of Tampa Palms Blvd - westbound, about 70 yards west of the Compton Dr/ Tampa Palms intersection. The depression first appeared several months ago but by Christmas week it had deepened suddenly and substantially- as much as 7-8 inches in the middle.

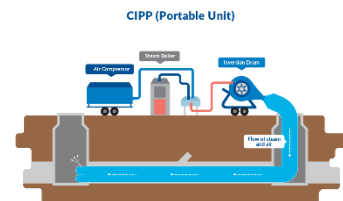
The depression is rectangular in shape, 3-4 ft wide and approximately 20 ft in length. There is a manhole in the depression area.

The picture to the right shows the area of the depression; the depression does not “show” well in photos but it is more than jarring to drivers when they hit it.



Staff contacted the City; technicians from the City inspected and found an issue with the sewer pipe that runs under the road along westbound Tampa Palms Blvd.

The sewer line will be repaired using a CIPP (cured in place piping) lining. This is a novel operation, slightly akin to placing stents in a heart – but with a resin soaked liner and a tad more pressure.



When work begins residents - on foot - should probably avoid the general area – inhalation concerns. Common sense says that if you go into a sewer line, it can't smell very good- trenchless or not, right? Imagine if it were an open trench.

This will take place mid-January. Once repairs have been completed, the City will restore the paving within two weeks thereafter.

Bottom line, the City has it in hand!

Drainage Problems

For many years the sidewalk at the entrance to Cambridge II (Wyndover Rd.) has been flooded each time the irrigation runs in the area and every time there is any rain. It is more than just the sidewalk, the turf floods as well, offering little space, except the road in which to walk.

The picture to the right displays the area and even though taken at a relatively dry time, there is accumulated water on one sidewalk.



The City has been reluctant to rebuild the sidewalks, in part because of the gas lines that run along Tampa Palms Blvd and intersect with those going into the village.

There existed a similar problem at the Compton intersection and the CDD created a mini-bioswale to channel the water to the adjacent drain. The area is 3+ inches lower than the adjacent sidewalk and turf and water runs into the swale and filters through to the drain.



It seems that such an improvement might be useful for the Cambridge II entrance; one caution: there are no drains in the vicinity.

Staff is engaging the City to determine if additional swale bottom drains might be added along this channel. Even if they do not improve the drainage, a bioswale will add some improvement and will work nicely with Tampa Palms' NPDES requirements.

Park Updates

The amenities in both Amberly and Hampton parks were thoroughly cleaned last month. This included:

- The sidewalks,
- The play equipment
- The play surfaces
- The seating and tables
- The pavilion roofs
- The umbrellas (Amberly) and sun covers (Hampton)

During that process it was discovered that some of the soffit boards around roof-edge of the small tennis pavilion (the small pavilion that is beside the courts) at Hampton Park were rotting and needed replacement.

Fortunately, the water intrusion and rot damage were not widespread. There was also no structural damage to the pavilion or the pavilion roof.

The boards were replaced, the new boards painted and the pavilion looks as “good as new” at this time.



Families took advantage of the parks, especially Amberly Park. There were no significant issues; the one individual who chooses to use the park, claiming a new village each time he appears, came once.

Staff has a meeting with the police to draft an enforcement strategy that meets Tampa Palms’ needs and does not compromise the Tampa Palms reputation in this instance.



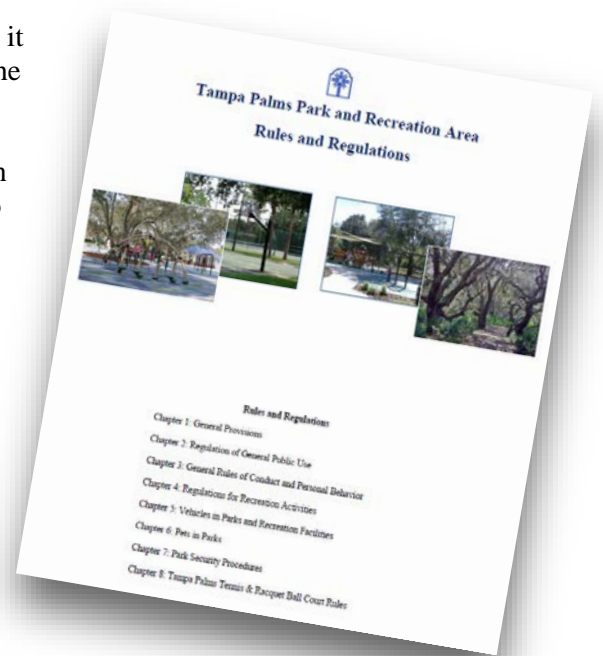
The Tampa Palms Parks Manual

Each year the Tampa Palms Parks Manual is revised to make it current with rules and regulations approved by the CDD and the TPOA.

This year it was modified - with the help of Warren Dixon coordinating TPOA adjustments - to add matters related to drones and other remote control flying machines and the limited use of bouncy houses.

The manual is available at Hampton and Compton parks and is online at www.TPOA.net.

The current edition follows for Board Member review.





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™ Community, both the CDD and the 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 TPOA staff, CDD staff consultant or designee, who will be acting under the guidance of the applicable Boards.

Section 2: Authority

Any law enforcement officer or park attendant or CDD/TPOA 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/TPOA 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 reservations 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.
- j. "DRONE" means any remotely piloted aircraft or device.
- k. TAMPA PALMS AREAS 1 AND 2 consist of the following Villages; residents have access to parks and facilities:

Amberly Place	Faircrest	Reserve
Asbury	Hamptons	Sanctuary
Ashmont	Huntington	Sterling Manor
Cambridge	Kensington	Stonington
Cambridge II	Manchester	Tremont
Cambridge III	Mezzo at Tampa Palms	Turnbury Wood
Canterbury	Nottingham	Wellington
Coventry	Palma Vista Condominiums	Westover
Enclave	Palma Vista Townhomes	Wyndham
Estates at River Park	Eagles Point **	Landmark at Grayson Park**

** Eagles Point & Landmark at Grayson Park only have access to CDD Parks, Hampton, Amberly & Oak.



Chapter 2: Regulation of General Public Use

Section 1: Hours and Access

Tampa Palms parks and recreation facilities are open to everyone who is a resident of the Tampa Palms Areas 1 and 2 (see above) regardless of race, gender, age, creed, national origin, sexual orientation, physical and mental abilities and/or limitations. Non-residents may purchase a park membership for **ONLY THE CDD PARKS OF HAMPTON, AMBERLY & OAK, Compton Park and River Park facilities are reserved for residents of Areas 1 and 2 only and no memberships are available.** ID showing residence in Tampa Palms Areas 1 or 2, or park membership, may be required if a member is not recognized by the staff.

- a. Compton Park is open daily: 8 AM to 9 PM, M-Thur (10 PM Fri & Sat, 8 PM Sun)
- b. River Park is open Summer: Sun - Sat 8 AM -7 PM. Winter: 8 AM-6 PM.
- c. Hampton Park is open 8 AM to 9 P.M. M-Sat, (8 PM Sun) 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.

- d. 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.
- e. 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.
- f. 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.
- g. Duties of the attendants and security personnel at the parks do not permit providing day care for children. Parents must exercise their own judgment as to whether their children are mature enough to be unaccompanied at the parks and playgrounds.

Section 2: Reservations

- a. A reservation 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 reservation must follow the **RULES AND REGULATIONS** listed in this document.
- b. Reservations for exclusive use are issued for the following park 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
 - the meeting rooms at Compton Park. **Members who have reserved a facility within the buildings may also use the playground; however, the playground will not be reserved.**
- c. Any person with a reservation is liable for any loss, damage or injuries to the park or to any person associated with the reservation holder. Some reservations may require additional insurance coverage with the Tampa Palms listed as an additional insured.
- d. The person granted a reservation cannot transfer that reservation to another person without the written permission of the Tampa Palms Community Director or CDD staff
- e. Any reservation 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 or the TPOA staff at 977-3337.



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. The flying of remote control drones or powered model aircraft in all of the parks, including open fields, is forbidden.
- e. 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. New residents who have not obtained ID reflecting a valid Tampa Palms Area 1 or 2 address may show a utility bill or other official document addressed to them at an Area 1 or 2 address.

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. Resident, members and 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 Parks – Both The CDD and TPOA 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 reservations 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. **Alcohol may not be consumed in the Compton Park recreational area.**

Section 6: Use of Fireworks and Weapons

- a. Fireworks, model rockets and remote-control vehicles (including drones and model aircraft) are not allowed without written approval from the respective CDD or TPOA 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 or TPOA 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 reservation 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. **Inflatable "bounce houses" will not be permitted at Compton Park.**

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 parks.
- c. No boats, canoes, rafts or any other flotation device is allowed in Tampa Palms park lakes or ponds.
- d. Canoes may be launched into the Hillsborough River from the TPOA's River Park.

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 respective CDD or TPOA staff.
- g. Motorized vehicles shall not be used on park paths and sidewalks.
- h. People with mobility, circulatory, respiratory, or neurological disabilities may use power devices for mobility such as powered wheelchairs and scooters and other "power-driven mobility devices" (OPDMD).



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. Tampa Palms is home to many species and varieties of wildlife that both reside in or transit the area, especially the conservation and wetland areas as well as its parks. Some of these varieties can be or are dangerous if approached. They include, by example and not by limitation, alligators, snakes, coyotes, foxes, bobcats, owls, hawks, bears, Florida panthers, feral hogs, raccoons, armadillos, and snapping turtles. There are also some species that are protected by law, such as Sandhill Cranes, soft-shelled turtles, and box turtles. **Do not approach or feed wild animals.** Feeding wild animals makes them associate humans with food, and increases the danger. Neither the CDD nor the TPOA will be responsible for injury from wild animals.
- d. 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. A service animal may be other than a dog. Most dogs trained as service animals are NOT carried, but remain on the ground. Park attendants and security personnel may inquire whether the animal is required because of a disability, and what tasks the animal is trained to perform. Members may NOT be asked for documentation of the service animal's training or the nature of the member's disability.

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.
- c. 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 and 2).

- a. 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.
- b. 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. b A driver’s license that indicates an address included in the Tampa Palms Area 1 or 2 street list (see attached).
- b. A utility bill or other official correspondence addressed to the individual at a Tampa Palms Area 1 or 2 street address.

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 (or weekend for River Park)
- c. Be required to contact the CDD (977-3933) or TPOA Community Director (977-3337) for a permanent ID card or confirmation of residency.
- 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. Family members under 18, accompanied by a resident, are not considered “guests” for the purpose of establishing only two guests.

Section 5. Non-Residents

Non-residents who come to any park unaware that Tampa Palms parks are private will be treated with respect and greeted as guests of the community.

- a. The TPOA/CDD Park attendant or security officer will explain that the park(s) are private and why [because they are paid for solely by the owners of Tampa Palms property].
- b. The TPOA/CDD park attendant or security officer will ask that the visitor sign in for the day and the visitor will be allowed to remain in the park for the day, though not granted use of the pool, tennis, racquetball or canoe launch facilities. If a non-resident has once been granted temporary access, they will not be readmitted on subsequent days.
- c. The TPOA/CDD park attendant or security officer will provide the visitor with a handout describing public parks in the area, along with directions.



Chapter 8: Tampa Palms CDD Tennis & Racquet Ball Court Rules and TPOA Tennis 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 (see village list page 12) 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 and the TPOA take very seriously their 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



The Villages Of Tampa Palms

Residents of the following villages have access to all Tampa Palms Parks.

Amberly Place	Manchester
Asbury	Mezzo at Tampa Palms
Ashmont	Nottingham
Cambridge	Palma Vista Condominiums
Cambridge II	Palma Vista Townhomes
Cambridge III	Reserve
Canterbury	Sanctuary
Coventry	Sterling Manor
Enclave	Stonington
Estates at River Park	Tremont
Faircrest	Turnbury Wood
Hamptons	Wellington
Huntington	Westover
Kensington	Wyndham

The following villages have access to **ONLY** the CDD parks, Hampton, Amberly and Oak Park.

Eagles Point
Landmark at Grayson Park