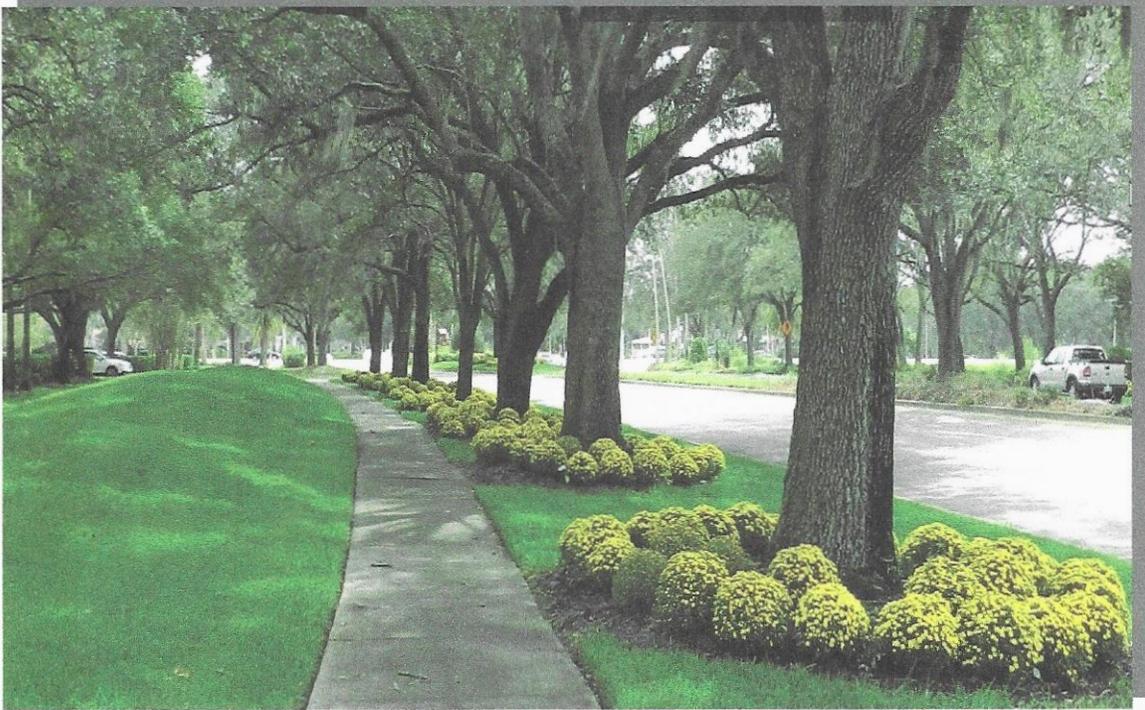


**TAMPA PALMS  
COMMUNITY DEVELOPMENT DISTRICT**

*Agenda Package*

*Board of Supervisors Meeting*



*Wednesday, November 10, 2021*

*6:00 P.M.*

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



**DPFG**

DEVELOPMENT PLANNING & FINANCING GROUP, INC.

# TAMPA PALMS COMMUNITY DEVELOPMENT DISTRICT

## CDD Board & Budget Meeting Advanced Package November 10, 2021

Join Zoom Meeting  
<https://us02web.zoom.us/j/2539344102>  
Meeting ID: 253 934 4102  
Contents

1. Introduction
2. Agenda
3. Financial Statements
  - a. Financial Analysis
  - b. Financial Statements A/O 9/30/2021
  - c. Monthly Financial Summary
  - d. Project Driven Financial Reports
  - e. Check Registers & Other Disbursements
4. Strategic Planning and Capital Projects Planning
  - f. Focus 2022
  - g. Strategic Planning
5. October 13, 2021 Minutes
6. Consultant Reports
  - h. Covid & Tampa Palms
  - i. Community Appearance & Projects
  - j. Budget Amendment
  - k. Cash Management
  - l. Annual Reviews
  - m. Apartment Changes In Tampa Palms
  - n. Florida Sunshine Laws
  - o. Park Updates

# **Tampa Palms Community Development District**

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**Development Planning and Financing Group  
409 East College Ave, Ruskin FL 33570  
Phone: 813-374-9104 X 4306**

November 5, 2021

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

Dear Board Members:

The Board of Supervisors of the Tampa Palms Community Development District Board Meeting is scheduled for Wednesday, November 10, 2021 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.

The meeting will be available via Zoom with the following access:

Join Zoom Meeting

<https://us02web.zoom.us/j/2539344102>

Meeting ID: 253 934 4102

Enclosed for your review are the minutes of the October 13, 2021 CDD Board Meeting and the documents outlined in the table of contents. Additionally, your honorarium checks for the October meeting are included.

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,

*Chris*

Christ Cleveland, District Manager  
DPFG

CC: mmw

cc: Maggie Wilson  
DPFG (Record Copy)

## **Tampa Palms CDD Board Meeting Agenda**

**November 10, 2021 6:00 p.m.  
Compton Park Recreation Building  
16101 Compton Drive, Tampa, FL 33647**

**Join Zoom Meeting**  
**<https://us02web.zoom.us/j/2539344102>**  
**Meeting ID: 253 934 4102**

1. Welcome & Roll Call
2. Board Member Discussion Items
3. Public Comments
4. Approval of the October 13, 2021 Minutes
5. Approval of District Disbursements
6. Consultant Reports
  - Covid & Tampa Palms
  - Community Appearance & Projects
  - Cash Management
  - Staff Reviews
  - Budget Amendment
  - Sunshine Law and The Tampa Palms CDD
  - Park Updates
7. Other Matters
8. Public Comments
9. Supervisor comments
10. Adjourn

Twelve Months ending September 30, 2021

FY 2020-21 Final

Executive Summary The District ended the fiscal year with cash, net of liabilities, of \$ 4.0 M. Q1 FY 2021-22 expenses will use about \$ 840 K before we collect the late December portion of next year’s revenue. The District will have about \$ 1.3 M in unallocated funds prior to the December receipts.

Fiscal 2021-22 Outlook

Park patrol and utility expenses exceeded their budget in FY 2020-21. Next year’s budget did not anticipate these elevated expense levels. As a result, we will have some budget headwinds. The District will review banking relations in December to try to help by adding interest income.

Fiscal 2020-21 Budget Performance

Revenue is \$ 32 K favorable due mainly to cash management interest income (\$ 24 K) in addition to reduced resident early payment discounts ( \$ 5 K).

Expenses

Normal Operations are favorable by \$ 94 K, due to savings in landscape maintenance ( \$84 K), management services ( \$ 21 K) and professional services ( \$ 17 K) more than offsetting extra costs in utilities ( \$ 29 K) and park patrols ( \$ 20 K).

Project-Driven expenses are \$ 86 K favorable due to project deferral or timing of billing. The Signature Project (BBD mitigation) is \$ 106 K unfavorable to be cleared with a November budget amendment.

Cash Flow Projections Prior to Late December Receipts (Shown in \$ 000)

Sources of Funds

Cash balance 9/30/21	\$ 4,026	Beginning Cash
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Uses of Funds

Weather damage	( \$ 400)	
Community-Wide Walls & Monuments	( 100)	
Palm Tree Infection Control	( 200)	
Pond Improvements/Restoration	( 700)	
Q1 FY 2021-22 Expenses	( 837)	
Infrastructure Replacement	( 135)	
TP Signature Projects Not Completed	( 329)	( \$ 2,701) Total Uses

Projected 12/31/21 Cash Prior to December Receipts	( \$ 1,325)
--	-------------

***FAQ Several line items display with substantial negative variances, in particular park patrols, refuse removal, electricity and water. Will these continue at these levels and what will be the impact on the FY 2021-22 Budget?***

For refuse collection, electricity and water, the increases will continue and little can be done by the CDD to mitigate those increases as these are required utility services offered with no alternative sources.



This was taken into consideration (with the then-available information as to rates) and the budget for FY 2021-22 was increased as follows

- Refuse removal 46% (\$6K)
- Electricity 14% (\$15 K)
- Water 33% (\$7 K)
- 

The increase in Park Patrol expense is a function of both the increased coverage requirements for Amberly Park (in part necessitated by the Covid crises but also required by the need to protect the owner enjoyment of the park and CDD assets), as well as, labor cost increases.



For FY-end 2021 Park Patrol expense exceeded budget by \$20K or 28%.

To address this and provide a more robust patrol service, for FY 2021-22 the CDD moved to a new type of Park Patrol, a community-based roving guard, that will serve both Amberly and Oak parks. The new service commenced this week.

The CDD budget was increased for FY 2021-22 by 16% (\$11K) and the roving guard service should remain within the budget.

**Tampa Palms CDD  
Balance Sheet  
September 30, 2021**

**GENERAL**

**ASSETS:**

CASH - Operating Account	\$	7,425
PETTY CASH		500
INVESTMENTS:		
Excess Fund Account- South State Bank		4,113,679
ACCTS. RECEIVABLE		344
RECEIVABLE FROM TAMPA PALMS HOA		9,082
PREPAID ITEMS		20,831
<b>TOTAL ASSETS</b>		<b><u><u>\$ 4,151,861</u></u></b>

**LIABILITIES:**

ACCOUNTS PAYABLE	\$	32,518
ACCRUED EXPENSES		72,289

**FUND BALANCE:**

NON-SPENDABLE		20,831
RESTRICTED		-
UNASSIGNED:		4,026,223
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>		<b><u><u>\$ 4,151,861</u></u></b>

**Tampa Palms CDD  
General Fund  
Statement of Revenue, Expenditures and Change in Fund Balance  
For the period from October 1, 2020 through September 30, 2021**

	BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) YTD VARIANCE
<b>REVENUES</b>				
ASSESSMENTS NON-ADVOLAREM	\$ 2,737,595	2,737,595	\$ 2,734,786	\$ (2,809)
EARLY PAYMENT DISCOUNT	(109,504)	(109,504)	(101,436)	8,068
INTEREST INCOME	10,000	10,000	34,159	24,159
EXCESS FEES	15,000	-	-	-
MISC. REVENUE	1,200	1,200	3,955	2,755
CARRY FORWARD	85,000	-	-	-
<b>TOTAL REVENUES</b>	<b>2,739,291</b>	<b>2,639,291</b>	<b>2,671,464</b>	<b>32,173</b>
				22,000
				54,173
<b>EXPENDITURES</b>				
<b>ADMINISTRATIVE EXPENDITURES:</b>				
<b>PERSONNEL SERVICES</b>				
BOARD OF SUPERVISORS	11,000	11,000	8,744	2,256
FICA	5,810	5,810	6,451	(641)
FUTA/SUTA/PAYROLL FEES	5,024	5,024	1,488	3,536
S/T PERSONNEL SERVICES	<u>21,834</u>	<u>21,834</u>	<u>16,682</u>	<u>5,152</u>
<b>PROFESSIONAL SERVICES</b>				
ATTORNEY'S FEES	10,000	10,000	1,765	8,235
ANNUAL AUDIT	6,813	6,813	6,500	313
MANAGEMENT FEES	67,369	67,369	62,292	5,077
TAX COLLECTOR	54,752	54,752	51,402	3,350
ASSESSMENT ROLL	10,050	10,050	10,050	-
S/T PROFESSIONAL SERVICES	<u>148,984</u>	<u>148,984</u>	<u>132,009</u>	<u>16,975</u>
<b>ADMINISTRATIVE SERVICES</b>				
DIRECTORS & OFFICERS INSURANCE	3,685	2,832	2,832	-
MISC. ADMINISTRATIVE SERVICES	12,000	12,000	10,509	1,491
S/T ADMINISTRATIVE SERVICES	<u>15,685</u>	<u>14,832</u>	<u>13,341</u>	<u>1,491</u>
<b>TOTAL ADMINISTRATIVE</b>	<b>186,503</b>	<b>185,650</b>	<b>162,032</b>	<b>23,618</b>
<b>FIELD / OPERATIONS SERVICES</b>				
<b>FIELD MANAGEMENT SERVICES</b>				
DISTRICT OPERATING STAFF	174,601	174,601	159,258	15,343
PARK ATTENDANTS	75,000	75,000	73,842	1,158
PARK PATROLS (Security Co)	71,774	71,774	71,755	(19,981)
FIELD MANAGEMENT CONTINGENCY	20,800	20,800	15,875	4,925
S/T FIELD MANAGEMENT SVCS	<u>342,175</u>	<u>342,175</u>	<u>340,730</u>	<u>1,445</u>
<b>GENERAL OVERHEAD:</b>				
INSURANCE	13,017	13,017	11,121	1,896
IT (TEL / SECURITY)	24,717	24,717	15,976	8,741
WATER	21,000	21,000	36,701	(15,701)
REFUSE REMOVAL	13,000	13,000	17,979	(4,979)
ELECTRICITY	110,000	110,000	118,311	(8,311)
STORMWATER FEE	4,096	3,041	3,041	(0)
MISC. FIELD SERVICES	13,000	13,000	13,000	0
S/T GENERAL OVERHEAD	<u>198,830</u>	<u>197,775</u>	<u>216,129</u>	<u>(18,354)</u>
<b>LANDSCAPE MAINTENANCE:</b>				
LANDSCAPE & POND MAINTENANCE	1,044,980	1,044,980	1,012,652	32,328
LANDSCAPE MONITORING FEE	18,900	18,900	18,900	-
LANDSCAPE & REPLACEMENT	94,080	94,080	86,353	7,727
S/T LANDSCAPE MAINTENANCE	<u>1,157,960</u>	<u>1,157,960</u>	<u>1,117,905</u>	<u>40,055</u>
<b>LANDSCAPE MAINTENANCE NEW &amp; ENHANCED:</b>				
PROPERTY MOWING	98,426	98,426	74,870	23,556
COUNTY POND	18,517	18,517	-	18,517
NPDES POND PROGRAM	46,800	46,800	44,720	2,080
S/T LANDSCAPE NEW & ENHANCED	<u>163,743</u>	<u>163,743</u>	<u>119,590</u>	<u>44,153</u>

**Tampa Palms CDD**  
**General Fund**  
**Statement of Revenue, Expenditures and Change in Fund Balance**  
**For the period from October 1, 2020 through September 30, 2021**

	BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) YTD VARIANCE
<b>FACILITY MAINTENANCE:</b>				
IRRIGATION SYSTEM	105,194	105,194	117,335	(12,141)
FOUNTAIN	26,784	26,784	21,941	4,843
FACILITY MAINTENANCE	88,913	88,913	78,509	10,404
JANITORIAL/SUPPLIES	2,704	2,704	2,857	(153)
S/T FACILITY MAINTENANCE	<u>223,595</u>	<u>223,595</u>	<u>220,641</u>	<u>2,954</u>
<b>PROJECT DRIVEN EXPENSES:</b>				
SIGNATURE TP 2017	-	-	106,280	(106,280)
RENEWAL AND REPLACEMENT & DEFERRED MTC	207,426	207,426	196,940	10,486
CAPITAL PROJECTS	200,000	200,000	147,799	52,201
NPDES/CLEAN WATER	59,059	59,059	35,659	23,400
S/T TOTAL PROJECT DRIVEN EXPENSES	<u>466,485</u>	<u>466,485</u>	<u>486,678</u>	<u>(20,193)</u>
<b>TOTAL EXPENDITURES</b>	<u>2,739,291</u>	<u>2,737,383</u>	<u>2,663,705</u>	<u>73,678</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	-	(98,092)	7,759	105,851
FUND BALANCE - BEGINNING	-	-	4,039,295	
<b>FUND BALANCE - ENDING</b>	<u>\$ -</u>	<u>\$ (98,092)</u>	<u>\$ 4,047,054</u>	<u>\$ 105,851</u>

**TAMPA PALMS CDD  
FINANCIAL SUMMARY THRU SEPTEMBER 30, 2021  
GENERAL FUND**

(Shown in \$)	<u>Normal Operations</u>	<u>Non-Operating Project Driven</u>	<u>Total As Reported</u>
<b><u>Revenues</u></b>			
Operating	\$2,174,291		\$2,174,291
<b><u>Non Operating</u></b>			
Capital Projects		\$200,000	\$200,000
Renewal & Rel		\$200,000	\$200,000
Signature 2017		\$0	\$0
NPDES		\$59,059	\$59,059
Excess Fees			-
Interest	34,159		34,159
Misc Rev	3,955		3,955
Carry Forward Bal *			
<b>Total</b>	<b>\$ 2,212,405</b>	<b>\$ 459,059</b>	<b>\$2,671,464</b>
<b><u>Expenses</u></b>			
Operations	\$ 2,177,027		2,177,027
<b><u>Non Operating</u></b>			
Renewal & Rel		196,940	196,940
NPDES/EPA		35,659	35,659
Capital Projects		147,799	147,799
TP Signature 2017		<u>106,280</u>	<u>106,280</u>
<b>Total</b>	<b>\$2,177,027</b>	<b>\$486,678</b>	<b>\$486,678</b>
<b>Total Expenditures</b>			<b>\$2,663,705</b>
Excess Revenue Vs Expenses			<b>\$7,759</b>

**TAMPA PALMS CDD  
FINANCIAL SUMMARY THRU SEPTEMBER 30, 2021  
GENERAL FUND**

<u>General Fund</u>	9/30/2021	(\$000)
Cash		8
Cash Equivalent (Excess Cash ICS)		4,114
Due From TPOA		9
Receivable		0
Prepaid Items		21
<b>Total</b>		<b>\$ 4,152</b>
Less:		0
Payables		33
Accrued Expenses		72
Non Spendable A/C Prepaid		21
<b>Net Cash 9/30/2021</b>		<b>\$ 4,026</b>
Allocation for:		
Weather Damage		400
Community-Wide Wall & Monument		100
Tree & Palm Replacement		200
Pond Improvements		700
1st Qtr FY 2021-22 Expenses		837
Infrastructure Replacement Contingency		135
TP Signature Projects (unspent)		329
<b>Adjusted Net Cash</b>		<b>\$ 1,325</b>

Forecast

(\$ 000)	2021-22 Fiscal Year		Monthly Bal
	<u>Receipts</u>	<u>Expenses</u>	
<b>Oct</b>			
CDD Operations	18	225	
R&R	2	20	
NPDES	0	10	
Signature Projects	0	0	
Capital Projects	2	6	
<b>Total</b>	<b>22</b>	<b>261</b>	<b>\$ 1,086</b>
<b>Nov</b>			
CDD Operations	0	240	
R & R	0	25	
NPDES	0	15	
Signature Projects	0	0	
Capital Projects	0	5	
<b>Total</b>	<b>0</b>	<b>285</b>	<b>\$ 801</b>
<b>Dec</b>			
CDD Operations	1,909	240	
R & R	165	16	
NPDES	48	15	
Signature Projects	23	0	
Capital Projects	170	20	
<b>Total</b>	<b>2315</b>	<b>291</b>	<b>\$ 2,825</b>

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

**TAMPA PALMS CDD  
SEPTEMBER 30, 2021  
GENERAL FUND**

(\$000)	Prior Yea Collected %	Prior Year Collected \$	Current Year Collected \$	Current Year Collected %	Variance % Fav (Unfav)
October					
November	14%	376	887	34%	20%
December	92%	2,388	2,343	89%	-3%
January	94%	2,475	2,476	94%	0.0%
February	96%	2,512	2,477	94%	0.0%
March	97%	2,537	2,537	97%	0.0%
April	98%	2,579	2,591	99%	1%
May	99%	2,606	2,606	99%	0.0%
June	100.2%	2,635	2,633	100.2%	0.0%
July	100.2%	2,635	2,633	100.2%	0.0%
August	100.3%	2,635	2,633	100.2%	0.0%
September	100.3%	2,635	2,633	100.2%	0.0%
Year End					
Total Assessed (Net Discount)		\$2,628			

## Summary- Project Driven Expenses

Twelve Months Ending September 30, 2021

<b>Operating Capital Projects</b>	(\$000)
<u>Sources of Funds</u>	
FY 2020-21 Budget	\$200
<u>Uses of Funds</u>	
Spent Thru 9/30/2021	148
Total Funds Under Consideration	\$0
<b>Budget Available as of 9/30/2021</b>	<b>\$52</b>
 <b>Renewal &amp; Replacement</b>	
<u>Sources of Funds</u>	
FY 2020-21 Budget	207
<u>Uses of Funds</u>	
Spent Thru 8/31/2021	197
Total Funds Under Consideration	\$0
<b>Budget Available as of 9/30/2021</b>	<b>\$10</b>
 <b>TP Signature Projects</b>	
<u>Sources of Funds*</u>	
FY 2020-21 Budget	\$0
<u>Uses of Funds</u>	
Spent Thru 9/30/2021	\$106
Total Funds / Projects Under Consideration	\$0
<b>Budget Available as of 9/30/2021</b>	<b>\$0</b>

**SUMMARY**  
**FY 2020-21 RENEWAL REPLACEMENT PROJECTS**

	Original Project	September 30, 2021	Committed To Spend
<b>Infrastructure</b>			
Amberly Parking Lot Repairs (Accident)		\$1,500	
Park Pavilion Amberly		\$1,400	
Park Pavilion Repairs - Hampton		\$3,500	
Traffic / Street Sign Replacements		\$1,841	
Racquetball floors		\$2,800	
Table Restoration (Amberly & Hampton)		\$1,400	
Prepressure Wash CDD Sidewalks & walls		\$7,390	
<b>Landscape</b>			
Entry Plants (Winter poinsettias, Summer Caladiums)		\$29,176	
Plant Replacements Medians & Entries		\$17,306	
Tree Work - Blvds		\$84,343	
Palma Vista w/ Medians		\$6,634	
Wellington & Medians		\$14,930	
Cul de Sac		\$2,902	
Yardley Berms		\$8,750	
<b>Irrigation</b>			
Replacement System Modules		\$1,430	
<b>Lighting (Park &amp; Landscape)</b>			
Court Lighting		\$639	
<b>Other</b>			
TPOA Newsletter (50%)		\$11,000	
	<i>Sub Total R&amp;R Projects</i>	\$196,940	
	<i>Sub Total Restoration Projects</i>		
<b>Total R&amp;R Projects</b>		\$196,940	\$0

**Capital Projects 2020-21  
Budget Monitor**

30-Sep-21			
(\$000)	Current Projects	Spent 2020-21	Pending Commitments
<b>Tampa Palms Signature Projects (BB Downs)</b>			
Consulting Services	10	10	-
Irrigation	20	0	
Main Entry Restorations	163	28	
Area 2 Pond		2	
Bruce B Downs Improvements	239	65	
<b>Sub-Total TP Signature Projects</b>	<b>\$436</b>	<b>\$106</b>	<b>\$0</b>
<b>Capital Projects</b>			
Consulting Services			
Irrigation Systems		9	
Parks & Cameras		44	
Landscape & Lighting		42	
Signs, Infrastructure & Lighting		53	
<b>Sub-Total Capital Projects</b>	<b>\$0</b>	<b>148</b>	<b>\$0</b>
<b>Total TP Signature &amp; Standard Capital Projects</b>		<b>\$254</b>	<b>\$0</b>

**Capital Projects Signature Projects  
2020-21 Through September 30, 2020**

Tampa Palms Signature Projects (BB Downs)	Current Projects	Spent A/O 9/30/2021	Pending Commitments
<b>Consulting Services</b>			
Restoration Designs	9,850	9,850	
Survey & Staking & MOT	400	400	
<i>Sub Total</i>	<u>10,250</u>	<u>10,250</u>	
<b>Irrigation</b>			
Area 1 & 2 Irrigation (Incl BB Downs)	20,000		
<i>Sub Total</i>	<u>20,000</u>		
<b>Main Entry Restorations</b>			
Area 1 Entry Landscape (Phase II)	77,513	5,651	
Area 2 Phase II	15,000		
Area 2 Landscape (TP Blvd & Amberly Phase II)			
	20,000	10,914	
Area 2 Pond Landscape & Wayfinding	50,000	11,833	
<i>Sub Total</i>	<u>162,513</u>	<u>28,398</u>	
<b>Area 2 Pond</b>			
Littoral Plantings & Noxious Removal			
Area 2 Pond Landscape -Bank Repairs	3,707	2,145	
<i>Sub Total</i>	<u>3,707</u>	<u>2,145</u>	
<b>Bruce B Downs Improvements</b>			
Wall restorations 4 villages + drainage & additional landscape bufferbuffer	239,150	65,487	
<i>Sub Total</i>	<u>239,150</u>	<u>65,487</u>	
<b>Sub-Total Tampa Palms Signature</b>	<b>435,620</b>	<b>\$106,280</b>	
<b>Normal Capital Projects</b>			
	<b>Current</b>		<b>Pending</b>
<b>Irrigation Systems</b>			
VFD Pump Drive Area Area 2			
Area 1 Pump Station Filter New Discs			
Jockey Pumps		8,698	
<i>Sub Total</i>	<u>0</u>	<u>8,698</u>	
<b>Parks &amp; Cameras</b>			
Cameras		3,183	-
Benches - Oak Park			
Backboards,Windcreens, Rims & Swing Replacements		9,910	
Courts Resurfacing		31,275	
<i>Sub Total</i>	<u>0</u>	<u>44,368</u>	<u>-</u>
<b>Landscape &amp; Lighting</b>			
Bricks & Construction for Sanctuary Wall Bed			
Major Landscape (> 5 Years)		39,868	
Eco Sens Lighting		1,832	
<i>Sub Total</i>	<u>-</u>	<u>41,700</u>	<u>-</u>
<b>Signs, Infrastructure &amp; Lighting</b>			
Drainage Easement Reconstruction		8,906	
Cambridge Fountain Replacement		3,945	
Speed Limits Sign(s) & Curbing		3,789	
Walls - Reserve & Sanctuary		36,394	
<i>Sub Total</i>	<u>0</u>	<u>53,034</u>	
<b>Sub-Total Normal Capital Projects</b>	<b>\$0</b>	<b>\$147,799</b>	
<b>Total TP Signature &amp; Standard Capital Projects</b>		<b>\$254,079</b>	<b>\$0</b>

**TAMPA PALMS CDD  
CASH REGISTER  
FY 2021**

08/31/2021				EOM BALANCE	100,000.00	168,413.95	104,540.49
07/30/2021	44	Eugene R. Field	VOID: BOS mtg 7/30/21			-184.70	104,725.19
07/30/2021	45	Adisa Gibson	VOID: bos mtg 7/30/21			-184.70	104,909.89
08/04/2021		Deposit	Innovative: refund cancelled payroll of 07/30/21	645.90			105,555.79
08/19/2021		Deposit	Membership	300.00			105,855.79
08/13/2021	081321ACH1	DOROTHY COLLINS	payroll 8/13/21		2,357.03		103,498.76
08/13/2021	081321ACH2	Innovative Employer Solutions	08/13/21 PR - D. Collins		895.57		102,603.19
08/31/2021		South State Bank	Interest	1.37			102,604.56
09/02/2021	9130	DPFG	CDD Mgmt - Sept		6,274.33		96,330.23
09/03/2021		Deposit	Admin Billing Reimbursement	9,482.00			105,812.23
09/07/2021	9131	DOUGLAS CLEANING SERVICE	August - CDD Cleaning		1,520.00		104,292.23
09/08/2021		Deposit	Innovative: James Soley overpayment	215.30			104,507.53
09/08/2021		Deposit	Membership and miscellaneous vendor refunds	457.97			104,965.50
09/10/2021	091021ACH1	DOROTHY COLLINS	8/23-9/5/21 D Collins PR		2,357.03		102,608.47
09/10/2021	091021ACH2	Innovative Employer Solutions	08/23-09/05/21 - D. Collins P/R		895.57		101,712.90
09/11/2021	9132	ABM Landscape & Turf Services	Landscape Maint - August		52,065.00		49,647.90
09/11/2021	9133	ADB Landscaping Materials, Inc.	Various Projects		3,949.50		45,698.40
09/11/2021	9134	ADVANCED ENERGY SOLUTIONS	Check cameras		3,977.61		41,720.79
09/11/2021	9135	AT&T	Long Distance - August		156.75		41,564.04
09/11/2021	9136	CINTAS	Urinal Mats, Logo Mats, Safety Mat		67.61		41,496.43
09/11/2021	9137	CLEAN SWEEP SUPPLY COMPANY	Supplies - Hardwound Roll Towel, Tiolet Tissue		155.56		41,340.87
09/11/2021	9138	FLORIDA FOUNTAIN MAINTENANCE, INC.	Fountain Maint - September		660.13		40,680.74
09/11/2021	9139	FRONTIER COMMUNICATIONS	CDD Phone - 7/17 - 8/16		677.44		40,003.30
09/11/2021	9140	Kempton Rinard, Inc.	Professional design consulting services		5,850.00		34,153.30
09/11/2021	9141	REPUBLIC SERVICES 696	Solid Waste 9/1 - 9/30		1,588.79		32,564.51
09/11/2021	9142	SECURITAS SECURITY SERVICES USA, INC.	Security Guard		7,244.84		25,319.67
09/14/2021	9143 ACH911	CINTAS	Urinal Mats, Logo Mats, Safety Mat		135.22		25,184.45
09/11/2021	9144	VERIZON	Phone 7/24 - 8/23		115.70		25,203.97
09/11/2021	9145	XEROX FINANCIAL SERVICES	Copier Lease - August		137.55		25,066.42
09/11/2021	9146	Zeno Office Solutions, Inc.	Contract ovg charge 7/25 - 8/24		46.90		25,019.52
09/14/2021	151015990	IRON MOUNTAIN	Records Storage - August		321.30		24,698.22
09/14/2021	ACH6097922	BROWN AND BROWN OF FLORIDA, INC.	Ins. FY 2021		882.00		23,816.22
09/14/2021	9147	CINTAS	Safety Mats 9/13		67.61		23,748.61
09/14/2021	9148	CLEAN SWEEP SUPPLY COMPANY	Cleaning Supplies		280.23		23,468.38
09/14/2021	9149	ESD WASTE2WATER, INC.	Clean cartridge filter, chk hoses/connections, check & clean sumps, sludge removal, svc pumps		300.00		23,168.38
09/14/2021	9150	FEDEX	Shipping		14.11		23,154.27
09/14/2021	9151	Florida Municipal Insurance Trust	Utility Payment Bond 10/1/21-10/1/22		520.00		22,634.27
09/14/2021	9152	FRONTIER COMMUNICATIONS	Amberly Pk Phone - August & September 2021		455.43		22,178.84
09/14/2021	9153	IRON MOUNTAIN	Records Storage -September		321.30		21,857.54
09/14/2021	9154	LOWE'S	Supplies		359.00		21,498.54
09/14/2021	9155	OVERHEAD DOOR COMPANY OF TAMPA BAY	Commercial Service 8/27/21, Track 2" luded all doors/tested operation		325.00		21,173.54
09/14/2021	9156	REP SERVICES	Parts & Swings - Double Clevis with bolts, TenderTuff Chains for 8' Beam Height		3,516.00		17,657.54
09/14/2021	9157	SECURITAS SECURITY SERVICES USA, INC.	Security Guard		3,442.11		14,215.43
09/14/2021	9158	TECO	Summary Bill - August		9,803.06		4,412.37
09/14/2021		South State Bank	Funds Transfer	125,000.00			129,412.37
09/14/2021	9159	ABM Landscape & Turf Services	Landscape Maint & Performance - August		65,408.80		64,003.57
09/15/2021	9160	Staples Account	Office Supplies		1,054.41		62,949.16
09/15/2021	9161	TERMINIX	Pest Control		160.00		62,789.16
09/16/2021	ACH091621-1	TERMINIX	Pest Control		202.00		62,587.16
09/16/2021	ACH091621-2	TERMINIX	Pest Control		243.00		62,344.16
09/16/2021	ACH91621-1	CINTAS	Urinal Mats, Logo Mats, Safety Mat		338.05		62,006.11
09/16/2021	ACH91621-2	CINTAS	Urinal Mats, Logo Mats, Safety Mat		129.18		61,876.93
09/20/2021	9162	BROWN AND BROWN OF FLORIDA, INC.	Ins. FY 2021-2022		17,819.00		44,057.93
09/21/2021	9168	Pinwheel Nursery	Annual plantings		7,349.22		36,708.71
09/21/2021	9163	ADVANCED ENERGY SOLUTIONS	Repair tennis court lights and pole light		1,521.65		35,187.06
09/21/2021	9164	EI SECURITY, INC.	Security Monitoring - 4th Qtr - 2021		89.85		35,097.21
09/21/2021	9165	FLORIDA FOUNTAIN MAINTENANCE, INC.	Fountain maintenance and repairs		1,185.26		33,911.95
09/21/2021	9166	HOOVER PUMPING SYSTEMS	Service Call - Filter Leak		488.86		33,423.09
09/21/2021	9167	Staples Account	Office Supplies		64.57		33,358.52
09/24/2021	092421ACH1	DOROTHY COLLINS	9/6-9/19/21- D Collins PR		2,357.03		31,001.49
09/24/2021	092421ACH2	Innovative Employer Solutions	08/23-09/05/21 - D. Collins P/R		895.57		30,105.92
09/28/2021	9169	DOUGLAS CLEANING SERVICE	September - CDD Cleaning		1,520.00		28,585.92
09/28/2021	9170	MARY-MARGARET WILSON	Field Mgmt - September 2021		9,161.00		19,424.92
09/28/2021	9171	CINTAS	Urinal Mats, Logo Mats, Safety Mat		67.61		19,357.31
09/28/2021	9172	FRONTIER COMMUNICATIONS	CDD Phone 8/17 - 9/16		549.41		18,807.90
09/28/2021	9173	OLM, INC.	Landscape Insp - 9/8/21		1,575.00		17,232.90
09/28/2021	9174	REDI - ROOTER PLUMBING	Hampton Park - Tiolet leaks at base, grout		194.00		17,038.90
09/28/2021	9175	REPUBLIC SERVICES 696	Solid Waste 10/1 - 10/31		1,612.62		15,426.28
09/28/2021	9176	SECURITAS SECURITY SERVICES USA, INC.	Security guard - 08/29-09/11		3,299.76		12,126.52
09/28/2021	9177	Straley Robin Vericker	Legal Services thru 09/15/21		335.50		11,791.02
09/30/2021	609	CITY OF TAMPA UTILITIES	Water Utilities - Sep		4,071.54		7,719.48
09/30/2021	ACH09302021	TERMINIX	Pest control main facility		160.00		7,559.48
09/30/2021		Interest		0.91			7,560.39
09/30/2021				EOM BALANCE	136,103.45	233,218.77	7,560.39

# Focus For 2022

Presented November, 2021

The Tampa Palms CDD is a unit of State of Florida special-purpose government with limited boundaries and is distinct in both form and function from general purpose government entities including but not limited to the City of Tampa, Hillsborough County etc.



The TP CDD authority is laser-focused and limited in attention to the properties owned by the CDD or shared with the City of Tampa. (Example TP Blvd medians)

- The CDD has no enforcement powers
- The CDD's public funds cannot be spent on private property
- CDD attention and activity is limited to that which occurs within its boundaries.

The majority of the CDD budget addresses community aesthetics - making residents proud of their homes. Tampa Palms defines the standard of care as that which is observed from a vehicle .... at 35 mph

Specific considerations for 2021-22

	Next Steps	Timing
<b>Tampa Palms Blvd Restoration</b>		
(1) Help Community Communicate Needs	Public Meeting w/ City	TBD
(2) Hold Balance of Signature	Determine Impact on Entries	On Going
<b>Covid &amp; Tampa Palms</b>		
(1) Protection of Residents	Continue Enhanced Cleaning	On Going
(2) Protection of Workers	Guardhouse Used for Workers Continue Enhanced Cleaning	Re-Evaluate Monthly Re-Evaluate Monthly
<b>Monitor Projects in Tampa Palms</b>		
(1) Wetland Destruction	EPC Consent Requirements	Monitor
(2) Tampa Palms Blvd	Meeting w/ Ayres Engr Re Design	Not Scheduled
(3) Bike Path Improvements	Deferred Until TPB Project Designed	Review After TPB Designs
<b>Monitor Projects Impacting Tampa Palms</b>		
(1) I-75 Transit Lanes	PDE Public Meeting	Public Meeting Tentative Dec 12, 2021
<b>Monitor County Commission Races Impacting Tampa Palms</b>		
(1) 1 District & 2 County-Wide Seats		Nov 8, 2022

	<u>Next Step</u>	<u>Date</u>	<u>Responsible</u>
<b>I. Signature Projects</b>	Deffered Until Further Notice		
<b>II Capital Projects &amp; Restoration Projects</b>			
<b>1) Wayfinding, Walls &amp; Misc. Signs</b>			
a) Sanctuary Wall	Work Sch	Nov-Dec	Staff
b) Reserve Wall	Work Sch	Nov-Dec	Staff
<b>2) Lake Fountains Review</b>			
a) Board update	Review	Jan	Staff
<b>3) Infrastructure</b>			
a) Hampton Park Lift Station	Review	Jan	Staff
b) ADA Park Review	Discuss w/ Board	Jan	Staff
<b>III Landscape Assets</b>			
<b>1) Assessment YTD Weather Impacts</b>	Report To Board	On Going	Staff
<b>2) Village Entry &amp; Blvd Restorations</b>			
a) Plans / Direction	Update	Nov	Staff
b) Palm Tree Pests	Report To Board	Jan	Staff
c) Traffic Damage	Report To Board	Nov	Staff
<b>3) LED Landscape Lighting</b>			
a) Phase III	Future Consideration	TBD	Staff

IV Park Reviews

1) Park Inspections & Restorations

- a) Roving Park Guard

V. Misc and Local Government

- a) Covid Impacts
- b) Tampa Palms Blvd
- c) Multi-Modal Path Repaving [COT]
- d) PDE For Transit Lanes- Public Meeting Sch

<u>Next Step</u>	<u>Date</u>	<u>Responsible</u>
Progress Report	Nov	Staff
Report To Board	Nov	Staff
Report To Board	Nov	Staff
Report To Board	TBD	Staff
Report To Board	Nov	

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

6 The Regular Meeting of the Board of Supervisors of the Tampa Palms Community  
7 Development District was held on Wednesday, October 13, 2021 at 6:00 p.m. at the Compton  
8 Park Recreation Building, 16101 Compton Drive, Tampa, Florida.

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

11 Mr. Field called the meeting to order.

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

13  
14 Present and constituting were:

15 Gene Field	Chairman
16 Tracy Falkowitz	Supervisor
17 Mike Gibson	Vice Chair
18 Don Oneal	Supervisor
19 Jake Schoolfield	Supervisor

20  
21  
22 Also present were:

23 Chris Cleveland	District Management
24 Maggie Wilson	Consultant/Resident
25 Warren Dixon	TPOA Business Consultant
26 Brian Koerber	TPOA Property Manager
27 Debbie Libertiny	Tampa Palms Resident
28 James Ferguson	Tampa Palms Resident
29 Bill Schneider	Tampa Palms Resident

30  
31  
32  
33 Mr. Field established that a quorum of the Board was present.

34  
35 **Pledge of Allegiance**

36 Mr. Gibson led the recitation of the Pledge of Allegiance.

37  
38 **SECOND ORDER OF BUSINESS- Strategic Planning**

39 Mr. Field and Ms. Wilson reviewed the most current strategic plans, focusing on those  
40 issues which have immediate impact and noting that the Board Book contained the full  
41 examination. The full strategic plans and significant events were included in the advance  
42 Board Package; a copy of which is attached hereto and made a part of the public record.

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

There being none, the next item followed.

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

There being none, the next item followed.

**FIFTH ORDER OF BUSINESS - Approval of the September 8, 2021 Board Meeting and Budget Hearing Minutes**

On MOTION by Mr. Gibson, SECONDED by Mr. Oneal WITH ALL IN FAVOR, the Board approved the Minutes of the September 8, 2021 Board Meeting.

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

Mr. Field noted that the check register had been audited by him for consistency. A copy of the Board Financial Analysis, Financial Statements and Check Register are attached hereto and made a part of the public record.

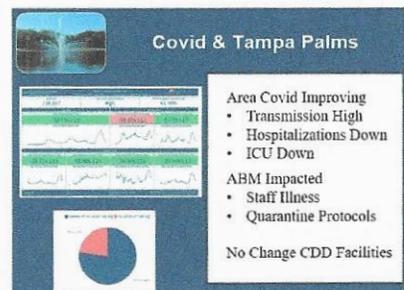
On MOTION by Mr. Oneal SECONDED by Mr. Gibson WITH ALL IN FAVOR, the Board approved the Disbursements for the month ending August 30, 2021 in the amount of \$168,413.95.

**SEVENTH ORDER OF BUSINESS - Consultant Reports**

◆ **Covid / Community Updates**

Ms. Wilson reviewed for the Board the latest Covid information and detailed the reported improvements in infection rates and hospitalizations.

She also noted that the levels of infection remain significant in the County but that given the fact that the CDD has no indoor amenities, no further action is required by the CDD.



1 ♦ **Around the Neighborhoods**

2 Ms. Wilson reviewed the general conditions of the  
3 community including the favorable grade on the recent OLM  
4 inspections (90%), stating in part that labor and product  
5 shortages continue make keeping the appearances up  
6 difficult. ABM is both focusing on the routine and catching  
7 up on projects that will add sparkle.

**Around the Neighborhoods**  
*General Appearance*

- Mass Entries
- Boulevard Village Entrances
- Old Boulevard Village Entrances
- Boulevards
- Cul de Sacs
- Land Tracts

**ABM Balancing**

- Labor Shortages
- Stifled Hiring
- Focused Attention
  - Routine Mtc
  - Improvements

OLM Passing

8  
9 Ms. Wilson reviewed the entry appearance and noted  
10 that both the Fall annuals and the Fall mums had arrived and  
11 were in place. She noted that there are concerns about the  
12 continued high mid-day heat does not serve the typically Fall  
13 plants but the entry trees are helping

**Around the Neighborhoods**  
*Seasonal Improvements*

- Fall Annuals Arrived
- Supply Limited
- Looking Good

Fall Mums In Place

- Yellow This Year

14 Ms. Wilson reviewed areas of special consideration  
15 with the upcoming holiday season including the 54 City-  
16 owned cul de sacs (5 very large and 49 tiny “lollipop size”)  
17 She also reviewed landtracts along Tampa Palms Blvd that  
18 make major contributions to the ambiance of the community  
19 and require ongoing special attention.

**Around the Neighborhoods**  
*Areas of Focus*

Holidays Coming

- 54 Cul De Sacs
- 49 Tiny Lollipops
- 5 Very Large
  - Stonington – 4
  - Ashmont – 1

Boulevard Tracts

- Visitor Welcoming

20  
21 Ms. Wilson reviewed a project conceived in 2020 to  
22 replace oak trees removed from Yardley Way by power  
23 companies to secure the lines. The project includes planting  
24 thick rows of bottlebrush trees that will help block the  
25 sounds from the I 75 from rolling down the power corridor  
26 into the villages from Tremon & the Enclave to Stonington  
27 and Wyndham.

**Around The Neighborhoods**  
*Sound Protection New I-75 Lanes*

- New Transit Lanes (4)
- Existing GUL (3)
- Existing Edge/Road & Entry (2)

28 Ms. Wilson also pointed out to highlight the staffing difficulties, the fact that on the  
29 tractor and actually planting the trees was Joe Laird, ABM. She joked that Joe advised her that  
30 next week she will be trained in a stick edger. Quite seriously, she remarked that the struggles  
31 to hire and retain trained staff continues for ABM and even the TPOA for park attendants.

1 Ms. Wilson reviewed the upcoming routine cleaning  
2 for the monument signs. This is usually done ever twelve to  
3 eighteen months and the gold inlay is repaired at the same  
4 time if needed.

5 She also noted that when inspecting the signs for  
6 need, she observed that someone had “egged” the Wellington  
7 sign.

8  
9 ♦ **Park Updates**

10 Ms. Wilson confirmed that the arborist-directed  
11 safety tree trimming done along the paths Oak Park. Oak  
12 Park enjoys a conservation easement over the entire park  
13 Warning signs will be posted at all entries, even from the  
14 power corridor.

15 Ms. Wilson mentioned that new swing seats and  
16 chains had been ordered for both Hampton and Amberly  
17 parks.

18 She also reviewed the community-based security  
19 roving that will commence on 10/25. Securitas has staff in  
20 place and has been running in training mode for two weeks.

21  
22 ♦ **December Meeting**

23 Ms. Wilson asked if the board wished to continue  
24 the tradition of the CDD not meeting in December.

25 She noted that DPFG would notice the cancellation and so  
26 would the web site.

27 Ms. Wilson explained that should something that  
28 requires attention during December, a special meeting  
29 could be called with proper notice in the same way a special meeting could be called anytime  
30 during the year

**Around The Neighborhoods**  
*Boulevard Improvements*

- Routine Cleaning
  - Done Annually
  - Gold Repaired
- Wellington News
  - Wellington “Egged”
  - New Crosswalk

**Park Updates**

- Oak Park Trimming
  - Arborist Directed
  - Safety-Driven
- Paths Inside The Park
  - Branches Secured
  - ? 1 or 2 Signs

**Park Updates**

- Fall Inspection
  - Swings Replaced
  - Both Parks
- Roving Guard Services
  - Training On-Going
  - Start Date Nov.

**December Meeting**

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

31 On MOTION by Mr. Gibson, SECONDED by Ms. Falkowitz WITH ALL IN FAVOR, the  
32 Board approved the cancellation of the December CDD Board Meeting.

1 ♦ **Reminder New Area Code**

2  
3 Ms. Wilson reminded everyone that in January there  
4 will be a new area code (656) serving Hillsborough County  
5 and portions of Pasco County.

6 When the code becomes effective in Jan of 2022, all  
7 813 numbers and the new 656 number will require the full  
8 10 digits to be dialed to complete calls.

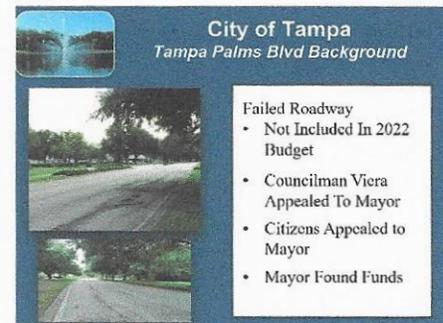


**Reminder New Area Code**

- New Area Code 656
  - Hillsborough County
  - Portions of Pasco
- Systems In Place Now
- Going To 10 Digit Dialing
  - All 813 Numbers
  - All 656 Numbers
- 7 Digit Working Now
  - Slows Calling
  - Jan 2022, No 7 Digit

9  
10  
11 ♦ **City of Tampa Budget/ Tampa Palms Blvd**

12 Ms. Wilson reported that although the repaving of  
13 Tampa Palms Blvd had not been included in the 2022 Budget,  
14 the Mayor had worked with Councilman Viera and the money  
15 had been secured by the Mayor. A number of private citizens  
16 also appealed directly to the Mayor and Councilman



**City of Tampa  
Tampa Palms Blvd Background**

- Failed Roadway
- Not Included In 2022 Budget
- Councilman Viera Appealed To Mayor
- Citizens Appealed to Mayor
- Mayor Found Funds

17  
18 The proposed plan for paving came as a surprise to many  
19 dismayed residents as the preliminary plan called for removal  
20 of one travel lane to be replaced by a 9 ft bike land. The bike  
21 lane would be separated from the travel lane by concrete  
22 stanchions for most the way through Tampa Palms and  
23 TPOST 3. In two areas (from Hampton Park to Sterling manor  
24 plastic lane separators would be used and from Halsey Rd to  
25 Tuscany in TPOST 3 the plastic dividers would be used.



**City of Tampa  
Restoration Project A Surprise**

- Preliminary Proposal
  - Only One Travel Lane
  - Bike Lane (9 ft)
  - Lane Separation
    - Plastic (Red)
    - Concrete (Yellow)

26  
27 Additional enhancements including roundabouts at the north  
28 and south intersections with Compton dr are under  
29 consideration but would be implemented in the future.

30 She also noted that flashing beacons will also be  
31 considered for strategic crossings. It was noted that the plans  
32 were preliminary.



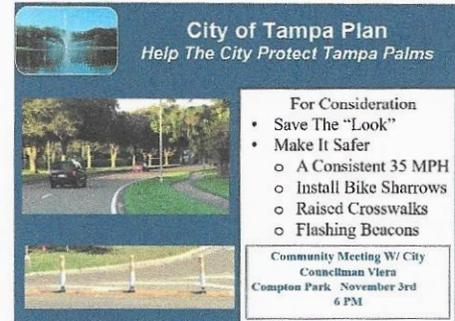
**City of Tampa  
Restoration Project A Surprise**

- Other Proposal Items
  - School Queues
    - ½ Mile From School (Chiles)
    - Mile Long (TPE)
  - Roundabouts
  - Flashing Beacons
    - ? Locations

1 Ms. Wilson mentioned that residents were focused  
2 on saving the look of Tampa Palms and agreed that safety  
3 should be a prime consideration.

4 Suggestions made for safety improvements  
5 included a consistent 35 MPH speed limit, raised  
6 crosswalks and NOT plastic lane dividers.

7 A community meeting is scheduled for 11/3/2021 at  
8 Compton Park.



9  
10 ♦ **Additional Advanced Board Package Materials:**

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

13  
14 **EIGHTH ORDER OF BUSINESS – Other Matters**

15 There being none, the next item followed.

16  
17 **NINTH ORDER OF BUSINESS – Public Comments**

18 Warren Dixon, Business Manager for the TPOA discussed the use of the TPOA logo  
19 and name by Warren Kinsler for the new apartment complex which is within the Tampa Palms  
20 DRI – the prior trigger for allowing use.

21 Mr. Schneider asked some questions about the boundaries of Tampa Palms and which  
22 places were in and out of Tampa Palms.

23  
24 **TENTH ORDER OF BUSINESS - Supervisor Comments**

25 Tracy Falkowitz made a public statement of appreciation for Councilman Luis Viera,  
26 noting in particular his work in securing the funds for the repaving of Tampa Palms Blvd, as  
27 well as, his continuing and tireless work for New Tampa.

28 Don Oneal questioned the tree removal at Compton Park and Ms. Wilson explained the  
29 evaluation of the aging trees that was done and subsequent report stating that some trees are  
30 am immediate threat to life and property. The TPOA is removing the trees that are a threat and  
31 has commissioned a plan for tree replacement.

32

1 **ELEVENTH ORDER OF BUSINESS - Adjournment**

2       There being no further business,

3

4 On MOTION by Mr. Oneal, SECONDED by Ms. Falkowitz with ALL IN FAVOR, the  
5 meeting was adjourned.

6

7 *\*These minutes were done in summation format, not verbatim.*

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

12

13 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a  
14 publicly noticed meeting held on \_\_\_\_\_.

15

16

17 \_\_\_\_\_  
**Signature**

\_\_\_\_\_ **Signature**

18

19

20 \_\_\_\_\_  
**Printed Name**

\_\_\_\_\_ **Gene Field**

**Printed Name**

21 **Title:**

**Title:**

22  Assistant Secretary

Vice Chairperson

23  District Manager

Chairperson

24

## Covid and Tampa Palms

In many ways Covid continues to deeply affect the routines of normal life, in Tampa Palms, in the world. The Tampa Palms CDD continues to afford citizens the ability to protect themselves to the degree and in the manner that they deem most effective for themselves and their families.

- Meetings are available both in-person and virtually via Zoom
- All meeting materials and presentations are available and easily accessible on-line

The State leadership has instructed the Dept of Emergency Mgmt to cease publishing statistics and results regarding Covid in the State and in our community. The web page is now blank.

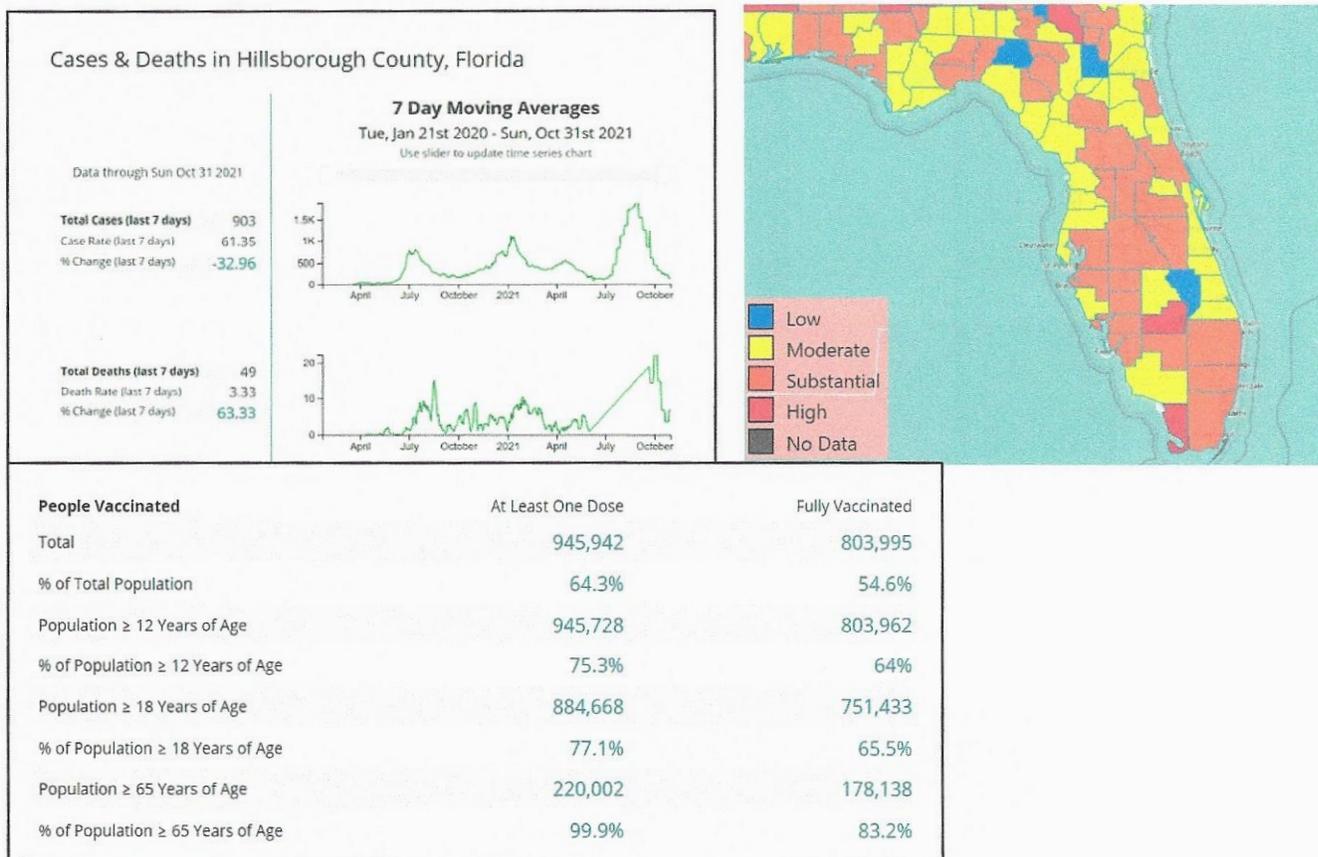


The data continues to be gathered and reported as required and is being reported both by the CDC and Hillsborough County.

Hillsborough County <https://www.hillsboroughcounty.org/en/residents/public-safety/emergency-management/stay-safe/covid-19-dashboard>  
 CDC for Hillsborough County [https://covid.cdc.gov/covid-data-tracker/#county-view|Florida|Risk|community\\_transmission\\_level](https://covid.cdc.gov/covid-data-tracker/#county-view|Florida|Risk|community_transmission_level)

The news is good!

While the transmission rate is still considered substantial, hospitalization and deaths are declining and the vaccination profile is robust.



## Community Appearance

### *General Landscape*

The Tampa Palms landscape Tampa Palms was inspected by OLM earlier this week. The inspection consists of a community-wide drive-through, including the entries (main entries on Tampa Palms Blvd and Amberly Dr, as well as, the villages) the boulevards, the cu de sac's, the parks and selected [varies each month] ponds and land tracts.



The focus of the inspections, and even the landscape management, is “what do visitors and owners observe from a car”.

The inspections have a dual purpose:

1. The feedback provided by the inspector is reviewed with the landscape teams to facilitate opportunities for improved performance. The reports contain a wide variety of information not just a scoring of what is in place but rather techniques to handle situations and what has worked other places.
2. A score to reflect how well the landscape appears against a perfect execution of the contract-based standards and client (Tampa Palms) expectations. There is no “grading on a curve”: the score is not adjusted to “give credit for” for even situations out of the control of the landscaper such the effect of high heat and humidity on turf fungus or even the cable company continued damage (which has mercifully reduced).

The score for the November 3<sup>rd</sup> assessment was 91.5%. There were deductions for lapses in mowing (areas too wet for a mower), deductions for weeds encroaching, particularly near the power corridor and deductions for problems with the annuals in some places where the un-fall like humidity are causing decline, particularly for the begonias.

Manpower continues to be a struggle and while temporary help is extremely valuable, the workers are untrained and cannot assume all the tasks thus increasing the load on the more experienced workers. Worker absenteeism has been high, some related to Covid, as detailed previously the quarantine protocols if Covid is in the immediate family, and some most likely from just worker fatigue.

All that said, the community continues to display an upscale appearance to visitors and residents alike as the entry Fall annual colors are blazing at the Bruce B Downs entries and the ornamental muhly grasses in front of the Area 2 pond likewise are beginning to show their bright pink color quite nicely.



## *Fall Plantings*

The Fall mums are doing their job in adding color to the main entries but they have done it under protest. Again, this is a planting season where the combination of unseasonable heat and humidity do not serve the transition Fall plantings well due to the fact that they depend on at least crisp morning and night air to flourish.

There is every expectation, especially with some dry and less hot air in the forecast, that the mums will remain as an asset though Thanksgiving.



If the mums begin to visibly deteriorate, they will be promptly removed. Empty tree rings are not unsightly, dead/dying plants are unsightly.

## *New Annuals*



The first week of December will be busy: the winter holiday annuals will be also arriving. This winter, the same as last winter, Joe Laird has arranged to have Dusty Millers planted on the outer edge of the beds.

Last year the winter annuals were a problem from a supply standpoint: at this time the nurseries are claiming "all is good". The next four weeks will tell.



The Dusty Millers (sometimes called "Silver Queens" or "Silver Dust") are a silver/platinum plant that is very effective as a border for the main annual beds. Dusty Millers are relatively cold tolerant and also somewhat heat tolerant.

Behind the Dusty's will be mixed beds of red salvia and deep red snap dragons.

Salvia, a native of Brazil, is frequently used in holiday settings in Florida. Salvia are not tolerant of low temperatures and while that has not been a problem in the last four winters, the one caution is that in the case of hard freezes, salvia may not display well.



For that reason, Joe Laird has on hand "freeze cloths" for the main entries to afford some protection for the annuals in case of a hard freeze and he has mixed the annual plants between low hardy and more hardy plants.

Intermingled with the salvia will be deep red snap dragons. Snap dragons, once only available in blue or white are now produced in a variety of colors, including red.

In Florida, the ideal time for growing snapdragons begins in late fall through winter. (They do not like high temperatures.)

The multi-year increasing temperatures (always with the threat of freezes in the background) are making annual provision in the Fall and Winter a challenge. Additionally, at least one state-wide annual grower has substantially cut back production in order to grow another and more profitable crop... medical marijuana.

Depending on the weather, the plan is to remove the mums the week after Thanksgiving and plant the poinsettias the first week of December. (Pictured to the right are the poinsettias from a prior year.)



Hopefully by that time more seasonable temperatures will prevail (four days this week had temperatures in Tampa Palms in the mid 80's even with brisk mornings).

### *Pond Performance*

As previously detailed, from the standpoint of stormwater management, the ponds performed well all summer to accomplish that for which they were designed, eg to store and “strain” water of pollutants and release the water into the wetlands for the journey to the river.

With the first blush of cold (chilly) weather, the center portion of the pond in the Reserve experienced a temperature inversion, also sometimes known as “Fall turns” which “inverts” the water and results in a diminished availability of O<sup>2</sup> rich water which in turn causes a fish-kill.

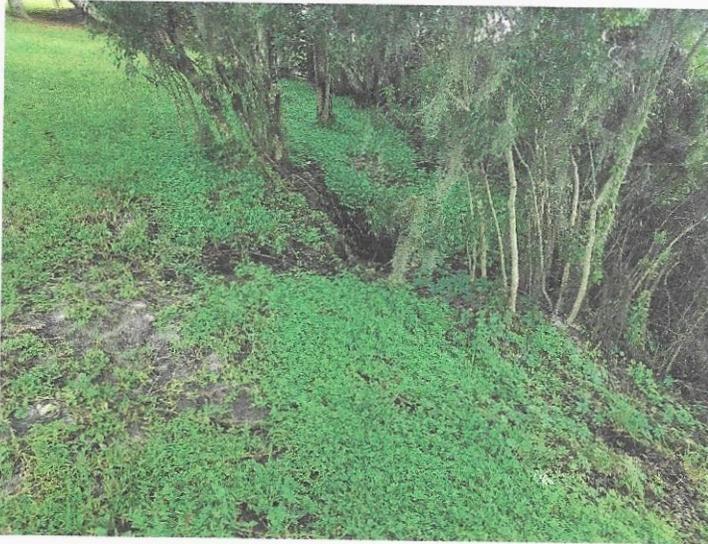
The fish kill over last weekend was very unpleasant, and reported almost immediately by residents. Initially the residents thought that some poison had been introduced by either the pond maintenance company or possibly illegal dumping.

In some ways the pond company - doing what they are paid to do, reduce weeds - probably made the effects of the inversion worse as the weeds produce oxygen that might have helped the fish but they had been reduced.

The “kill” was substantial, both small and large fish died. The look was unpleasant, the smell worse and the appearance of buzzards almost scary.



Solitude was on site at 8:30 on Monday morning and did a credible job of clearing the pond of dead fish.



A situation has occurred along the bank of the I-75 pond. A large hole has emerged on the bank about 10 feet from the water's edge. The hole is narrow, does not seem to have side collapse features and is relatively deep.

There exists a stormwater pipe running underground from stormwater inlets on Hammet Rd. to an outlet in the pond.

This pipe is close to the site of the hole and it was the opinion of the ABM staff that the pipe had become disconnected or collapsed, resulting in the hole/depression.

The City was called in and the area was inspected by Mike Delgado.

His preliminary assessment is that the hole is not in anyway connected to the stormwater services. He noted that the hole is as much as 13 feet from the outlet and that led to his confidence that this is not a stormwater conveyance issue.

He mentioned that the developers used all matter of materials to backfill areas around ponds and this maybe a simple washout from poor compaction. (That has been true other places in Tampa Palms where have been found to be used as fill- some suitable, some not.)



ABM is going to remove the undergrowth and fill the hole first with rock, then gravel and finally dirt. Mike (City) agreed that if this were to reoccur, he would bring in equipment to try and visualize the stormwater conveyance to make certain that it is not involved.

## Covid and Tampa Palms

In many ways Covid continues to deeply affect the routines of normal life, in Tampa Palms, in the world. The Tampa Palms CDD continues to afford citizens the ability to protect themselves to the degree and in the manner that they deem most effective for themselves and their families.

- Meetings are available both in-person and virtually via Zoom
- All meeting materials and presentations are available and easily accessible on-line

The State leadership has instructed the Dept of Emergency Mgmt to cease publishing statistics and results regarding Covid in the State and in our community. The web page is now blank.

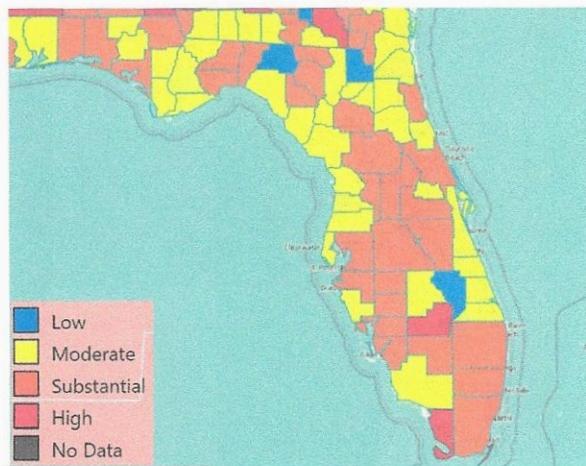
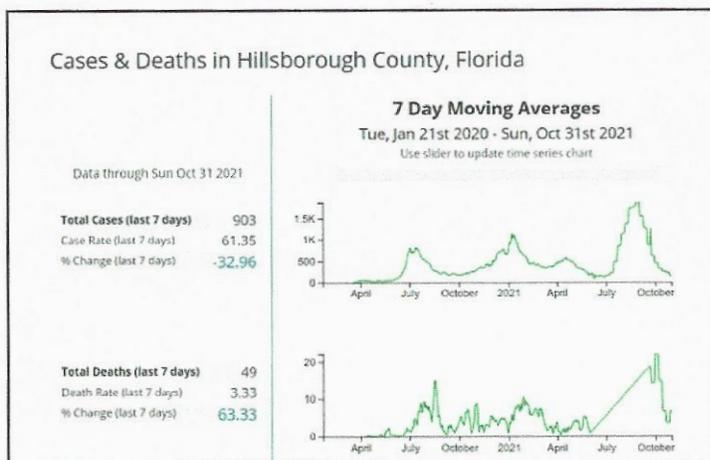


The data continues to be gathered and reported as required and is being reported both by the CDC and Hillsborough County.

Hillsborough County <https://www.hillsboroughcounty.org/en/residents/public-safety/emergency-management/stay-safe/covid-19-dashboard>  
 CDC for Hillsborough County [https://covid.cdc.gov/covid-data-tracker/#county-view|Florida|Risk|community\\_transmission\\_level](https://covid.cdc.gov/covid-data-tracker/#county-view|Florida|Risk|community_transmission_level)

The news is good!

While the transmission rate is still considered substantial, hospitalization and deaths are declining and the vaccination profile is robust.



People Vaccinated	At Least One Dose	Fully Vaccinated
Total	945,942	803,995
% of Total Population	64.3%	54.6%
Population ≥ 12 Years of Age	945,728	803,962
% of Population ≥ 12 Years of Age	75.3%	64%
Population ≥ 18 Years of Age	884,668	751,433
% of Population ≥ 18 Years of Age	77.1%	65.5%
Population ≥ 65 Years of Age	220,002	178,138
% of Population ≥ 65 Years of Age	99.9%	83.2%

## Budget Amendment For FY 2020-21

As previously planned by the Board, reviewed at the Budget Hearing and reflected in both the District's five-year plan and the annual budgets, monies for the Signature Projects are reserved in the fund balance and moved from the fund balance to the Adopted Budget by amendment on an *as needed/as completed* basis.

This is being done because the timing of the completion of Signature Projects is uncertain due to the dependencies on construction, permitting requirements and now the vagaries of work during a Covid crises.

The Signature Projects are those projects focused on the restoration of District assets due to changes to or damage caused by the widening of Bruce B Downs, as well as, the District's assumption of responsibility for the new County pond at the main Area 2 entrance.

The budget amendment presented for Fiscal Year 2020-21 will make changes to the Revenue and the Expenditures as follows:

### 1. Revenue

- Carryforward revenue will increase by \$106,280 in the Adopted Budget to \$191,280 in the Amended Budget.
- Total revenue for FY 2020-21 will increase from \$ 2,739,291 in the Adopted Budget to \$2,845,571 for the Amended Budget.

### 2. Expenditures

- Budget for TP Signature projects will increase by \$106,280 from \$0 for the Adopted Budget to the actual expenditure of \$106,280 for the Amended Budget.
- Total expenditures for FY 2020-21 will increase from \$ 2,739,291 for the Adopted Budget to \$2,845,571 for the Amended Budget.

The FY 2020-21 Annual Budget may be amended by resolution approved by the Board. For this purpose Resolution 2022-1 follows.

**RESOLUTION 2022-1**

**Tampa Palms  
Community Development District**

**Amended Budget**

A RESOLUTION AMENDING THE TAMPA PALMS  
COMMUNITY DEVELOPMENT DISTRICT GENERAL FUND  
BUDGET FOR FISCAL YEAR 2021-22

WHEREAS, the Board of Supervisors, hereinafter referred to as the "Board", of Tampa Palms Community Development District, hereinafter referred to as "District", adopted a General Fund Budget for Fiscal Year 2020-21, and

WHEREAS, the Board desires to reallocate funds budgeted to re-appropriate Revenues and Expenses approved during the Fiscal Year.

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

1. The General Fund Budget is hereby amended in accordance with Exhibit "A" attached.
2. This resolution shall become effective this 10th day of November, 2021 and be reflected in the monthly and Fiscal Year End 9/30/2021 Financial Statements and Audit Report of the District.

\_\_\_\_\_  
Signature

Chris Cleveland  
Printed Name

Title:  
 Secretary  
 District Manager

\_\_\_\_\_  
Signature

Gene Field  
Printed Name

Title:  
 Chairman  
 Vice Chairman

Exhibit A

Community Development District

Amended Budget  
*General Fund*  
 FY 2020-21

Adopted Budget FY 2020-21	Amended Budget FY 2020-21	Current Increase (Decrease)	Final Amended Budget FY 2020-21
---------------------------------	---------------------------------	-----------------------------------	---------------------------------------

*Revenues*

Carry Forward Balance	\$85,000	\$191,280	<b>\$106,280</b>	\$191,280
<b>Total Revenues</b>	<b>2,739,291</b>	<b>2,845,571</b>	<b>\$106,280</b>	<b>\$2,845,571</b>

*Expenditures*

Signature	\$0	\$106,280	<b>\$106,280</b>	\$106,280
<b>Total Expenses</b>	<b>2,739,291</b>	<b>2,845,571</b>	<b>\$106,280</b>	<b>\$2,845,571</b>

## Cash Management Plan For CY 2022

The CY 2020 cash management agreement negotiated with SouthState Bank expires January, 2022. The chairman normally oversees review of the cash management plan with the concurrence of the balance of the Board and frequently a plan can be acted upon in November.

As a recap, the Board-established cash management priorities previously used as a basis for this review are as follows:

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



As was detailed by the Chairman in his *Forward-Looking Financial Update* made to the Board earlier this year, there are continuing situations and conditions creating an unfavorable forward financial momentum, such as the Covid crises, political uncertainty and the uncertain Fed interest rate.

- The Federal Reserve could raise interest as rates as soon as 1<sup>st</sup> quarter of 2022, ahead of what was previously expected - but that is far from certain.
- The central bank's newly released economic forecast for the next few years shows the Fed lifting U.S. interest rates next year by a quarter-point. Previously the Fed had indicated it would wait until 2023.
- A rate hike is not set in stone, however. Nine of the Fed's senior policymakers predicted a rate increase in 2022 through a so-called dot plot chart that reflects each individual's forecast. Yet nine other members expected to keep rates near zero.

Staff recommends that no action be taken at this time and that the Board by motion approve that the Chairman direct negotiations regarding banking agreements.

If this is agreeable with the Board, the preliminary cash management decision can be made by the Chairman and memorialized at the January meeting. This action should be approved by motion.

## CDD Staff Reviews

In the following pages please find the Chairman's analysis of salary administration for FY 2021-22 for the two CDD-compensated positions; the administrative assistant position and the consultant position.

Included in the attached are:

- The scope of assignment / the scope of what is the Tampa Palms CDD.
- Chairman's analysis for the administrative assistant position, including determination of the proportion of compensation paid by the CDD and the TPOA
- Chairman's analysis for the consultant position, including district value created

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

Position: Administrative Assistant

\*\*\*19 years in this position

Tampa Palms Business Model

The District staff of 1.75 associates has created and maintains a Tampa Palms CDD image that is professional, competent, and respected by both our public and private constituencies. They perform to a very high private sector standard.

Compensation Trends

Surveys indicate 2022 salary budgets that average 3.0 % increases, contingent on the employees' position in the job grade range. Staff compensation must be competitive with the private sector.

Performance: The Administrative Assistant is an experienced self-starter requiring little direction. The employee's capabilities permit the General Manager to focus on major projects deserving of her attention. The employee's experience permits resolution of a wide variety of non-critical Community matters without the General Manager. The employee negotiates insurance for both the CDD and TPOA. TPOA 2022 property insurance was negotiated to save 39 % or over \$ 12 K to more than offset other insurance increases. Both Ms. Wilson and Mr. Keorber regard the employee's performance as exemplary.

Administrative Assistant Compensation

				<u>Total</u>	
Effective Sept 30, 2010					\$ 49,137
Allowance: Health Insurance					<u>9,000</u>
Total					\$ 58,137
Effective	Oct. 1, 2013	+ 2,113	3.3 %	Total	\$ 66,350
	Oct. 1, 2014	+ 1,700	3.0 % on salary	Total	\$ 68,050
	Oct. 2, 2015	+ 1,700	2.9 % on salary	Total	\$ 69,750
Effective	Oct, 2, 2016	+ 1,500	2.5 % on salary	Total	\$ 71,250
	Oct. 2, 2017	+ 1,500	2.5 % on salary	Total	\$ 72,750
	Oct. 1, 2018	+ 1,500	2.5 % on salary	Total	\$ 74,250
	Oct. 1, 2019	+ 1,600	2.5 % on salary	Total	\$ 75,850
	Oct 1, 2020	+ 1,500	2.4 % on salary	Total	\$ 77,350
Proposed	Oct 1, 2021	+ 1,700	2.5 % on salary	Total	\$ 79,050

The proposal includes a \$ 68,750 salary, with a \$ 10,300 health insurance allowance.

The compensation is shared; the CDD 75 % (\$ 59 K ) and the TPOA 25 % (\$ 20 K )

The proposed compensation is within the 2021-22 CDD budget.

Position: District Consultant

General Manager

19 yrs in position

Tampa Palms Business Model & Strategy

The District staff of 1.75 is professional, competent, and respected by public and private constituencies. Staff compensation is private sector based. The District does not have “positions”, we have “hands-on” jobs requiring, a “do-what-it-takes” mindset with a very broad skillset.

Compensation Trends

Society of Human Resources and compensation consulting surveys, indicate 2022 salary budgets average 3.0 % increases, based on the relative position in the job grade range.

Performance: The community benefits from the multiple relationships the Consultant nurtures as the Tampa Palms leader, respected as a valuable partner by all. The Consultant’s leadership routinely achieves costs savings and cost avoidance to offset staff compensation.

**Accomplishments:** The Tampa Palms leader with City of Tampa, Hillsborough County and state of Florida relationships. Leads the Tampa Palms covid-19 safety programs. Worked with City of Tampa staff and councilman Viera to secure funding for re-paving of TP Blvd. Bank relations and cash management earned \$ 34 K interest income. TP webmaster for all web sites. Nineteen-year CPA “no comment” audits.

District Consultant Compensation

Effective Oct. 1, 2017	+ 2.0 %	2,000	\$ 103,440
Oct. 1, 2018	+ 2.0 %	2,000	\$ 105,440
Oct 1, 2019	+ 2.4 %	2,500	\$ 107,940
Oct. 1, 2020	+ 1.9 %	2,000	\$ 109,940
Proposal Oct 1, 2021	+ 2.0 %	2,200	\$ 112,140

(The proposal is within FY 2021-22 budget)

Longer-term Perspective

FYE 9/30/2002	Field Operations Mgr.	T. Pisano	\$ 80,500
Proposed Oct. 1, 2021	Consultant		\$ 112,140

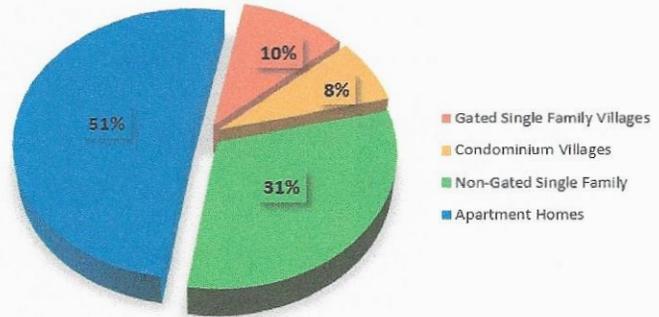
Total 19 year Increase \_ Amount: \$ 31,640 Average per year 2.1 %

The Consultant is an independent contractor, with Tampa Palms. TP incurs no employment taxes. The proposed compensation, recast in private sector terms, equates to a salary in the \$ 80 K to \$ 90 K range plus benefits, to manage \$ 20.0 Million in community assets, \$ 3.0 M in annual revenue and expenses and heavily influencing about \$ 1.2 Billion in residential and business property values.

## Changes in Ownership and Names – Major Tampa Palms Properties.

There have been some changes in apartment ownership and / or management within Tampa Palms. Apartments are very important to Tampa; they comprise 51% of the residential units in the CDD.

Residences		
<b>Total Residential Units</b>	4,007	
<b>Gated Villages</b>	421	10.5%
<b>Condominium Villages</b>	304	7.6%
<b>Non-Gated Single Family</b>	1,257	31.4%
<b>Apartment Homes</b>	2,025	50.5%



### ***The Henley***

The Henley was sold to a group of investors (six separate LP's and LLC's) with a complex "tenancy in common" (TIC) agreement waiving individual rights in favor of a lender PGIMREAL ESTATE U.S. DEBT FUND REIT. LLC. The purchase price in September of 2021 was \$73,000,000 and the loan amount is \$59,045,000.

New local management has been retained and the name remains "The Henley".

### ***The Landmark at Grayson Park***

The Landmark at Grayson Park (just south of Cypress Creek and the east-side of Bruce B Downs) is rebranding to the "Dawson Apartments".

The same group has owned this complex since 2012. The complex has been plagued by reports of drug related violence and residents who may have been less than choir members. One way to relieve some of the effects of the "bad press" is a new name. The picture to the right is from two weeks ago; police allegedly told neighbors it was drug related.

Shooting - the Dawson apartments



It appears that the police issues continue: the following reports are from just the last five days.

10/30/2021 4:31	15501 BRUCE B DOWNS BLVD	BUILDING CHECK
10/29/2021 20:04	15501 BRUCE B DOWNS BLVD	LOST/STOLEN TAG
10/29/2021 0:08	15501 BRUCE B DOWNS BLVD	BUILDING CHECK
10/28/2021 18:25	15501 BRUCE B DOWNS BLVD	FOLLOW UP INVESTIGATION
10/28/2021 11:25	15501 BRUCE B DOWNS BLVD	DOMESTIC DISPUTE
10/28/2021 1:24	15501 BRUCE B DOWNS BLVD	DISTURBANCE
10/26/2021 4:45	15501 BRUCE B DOWNS BLVD	DISTURBANCE

### ***The Eagles***

The Eagles Apartments which are located immediately south of Amberly Place and adjacent to the USF Golf Course.

The Eagles, a 192 unit complex, was sold to BCORE MF EAGLES PT LLC for \$31,500,000.00.

BCORE MF LLC owns more than 30 apartment complexes in Florida and many others from California to Mass.



## CDD Sunshine Requirements and TP CDD Governance

### *Sunshine and Open Meetings/Records Laws*

This is just a refresher provided each year as the new fiscal year commences. The Tampa Palms CDD Board members and officers operate under the State-mandated ethics, public meeting and Sunshine laws.



While the laws are long, some of the more significant aspects can be summarized as follows:

- Private telephone conversations between Board members to discuss matters which foreseeably will come before that board for action violate the Sunshine Law.
- The Sunshine Law requires boards to meet in public; Boards members may not take action on or engage in **private** discussions of board business via written correspondence, e-mails, text messages or other electronic communications with other members.
- Board members should not publish their positions on matters that will/may come before the board on public spaces, such as Facebook, Twitter, Nextdoor etc, where the information may be observed by other Board members.
- A quorum of the Board must be physically present at the meeting, though non-present members may join via telephone or video links.
- As a general rule, individual Board members “may call upon staff members for factual information and advice without being subject to the Sunshine Law’s requirements.”
- Staff members and others may not act as liaison between Board members. Said clearly, no Board member may allow a third party to relate anything about a matter that might foreseeably come before the board that was communicated by another Board member, verbally, in writing or by any means.

The Sunshine Law extends to the discussions and deliberations as well as the formal action taken by a public board or commission. There is no requirement that a quorum be present or that an item be listed on a board agenda in order for a meeting of members of a public board or commission to be subject to the Sunshine Law.

In part it is for this reason that Tampa Palms CDD Board members forward questions received directly from residents or others to staff for response. In this way limiting the opportunities for accidental Sunshine Law violations that might arise from slightly different answers that are unknowingly shared between supervisors by residents or others.

Additionally, there exists a comprehensive list of the records that must be retained per state statutes. All of the CDD’s records are similarly public.

### *Tampa Palms CDD Reflective Governance*

The Tampa Palms CDD board has previously adopted, and reviewed each year, a code of conduct (core values). Along with the mission and direction it will be represented in January for Board consideration and modification if deemed necessary by the members.

The core values challenge each member and officer to listen to and reflect on the opinions, advice and commentary of all residents to assure that CDD deliberations and actions are more reflective of Tampa Palms’ diverse population, resulting in more empathetic, more considered more expansive decisions.

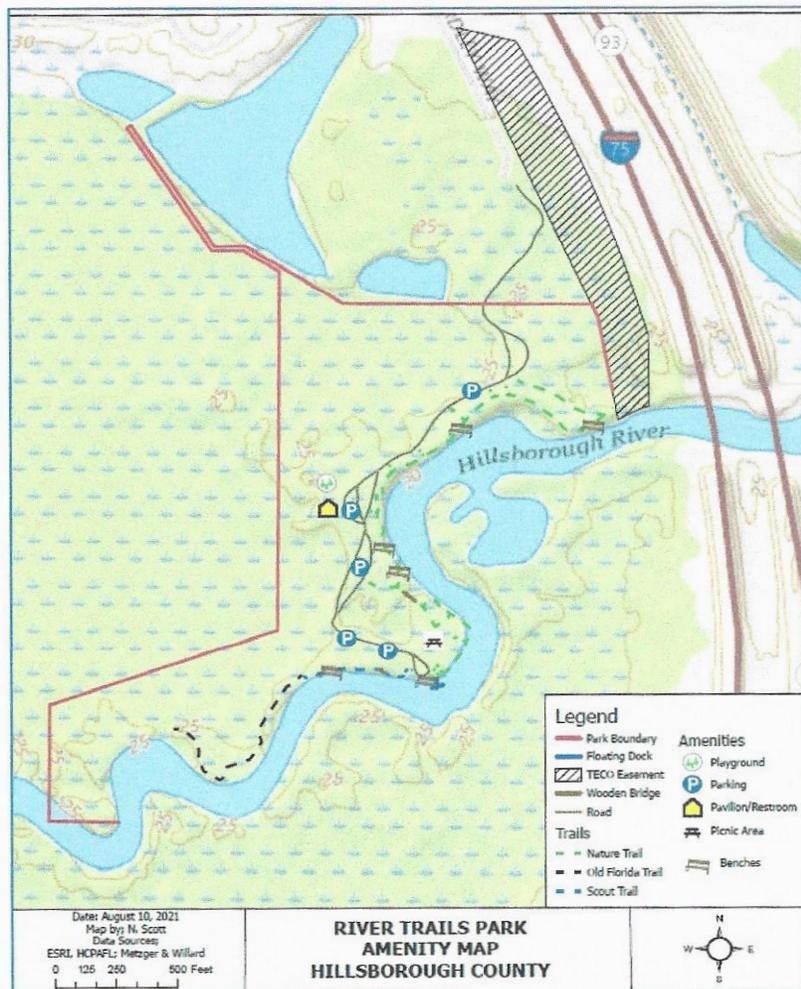
## Park Updates

The community-based roving guards have commenced service. While there have been some “wrinkles” in the transmission from some of the checkpoints for the rovers, the Hampton Park site checkpoints are working fine.

The initial schedule for the rovers is attached; there are several positives to this type of operations:

- The scheduled can be and will be varied to reduce the predictability (eg guards not always in the same place at the same time)
- The schedule can be varied to address situations that crop up such as a disturbance in a park or even multiple or large gatherings in a park.

River Park, though not a CDD park, has been mapped and markers are being placed along the paths, trails and docks. Maps and signs will be placed that will aide should someone be lost in the park.





Time	Column1	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
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River Park	38.5
Amberly Park	35
Oak Park	3.5

