

TAMPA PALMS COMMUNITY DEVELOPMENT DISTRICT

Agenda Package Board of Supervisors Meeting



Wednesday, October, 14 2020

6:00 P.M.

Compton Park Recreation Building

16101 Compton Drive,

Tampa, Florida



DEVELOPMENT PLANNING & FINANCING GROUP, INC.

TAMPA PALMS COMMUNITY DEVELOPMENT DISTRICT

CDD Board & Budget Meeting Advanced Package September 9, 2020

Join Zoom Meeting
<https://us02web.zoom.us/j/2539344102>
Meeting ID: 823 8436 2599

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6. Consultant Reports
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 - k. Signature Updates
 - l. Community Appearance
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 - n. Meeting Protocols Public Comments
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Tampa Palms Community Development District

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

October 9, 2020

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, October 14, 2020 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.

Governor's order waiving physical quorum continues to extend and for that reason a video meeting will be held via Zoom with the following access:

Join Zoom Meeting
<https://us02web.zoom.us/j/2539344102>
Meeting ID: 823 8436 2599

Enclosed for your review are the minutes of the September 9, 2020 CDD 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,

Ken

Ken Joines, District Manager
DPFG

KJ:mmw

cc: Maggie Wilson
DPFG (Record Copy)

Tampa Palms CDD Board Meeting & Budget Hearing Agenda

**October 14, 2020 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

In an abundance of caution due to Covid concerns and in consideration of the fact that many of the Board Members may be attending virtually, no documents or other media will be accepted for distribution at the CDD meeting. If documents are brought to the meeting, they may be left for digitization and later distribution.

1. Welcome & Roll Call
2. Board Member Discussion Items
3. Public Comments
4. Approval of the September, 2020 Minutes
5. Approval of District Disbursements
6. Consultant Reports
 - Update: Signature
 - Community Appearance & Projects
 - Covid & Tampa Palms
 - Board Appointment Discussion
 - Park Updates
 - Meeting Protocols
7. Other Matters
8. Public Comments
9. Supervisor comments
10. Adjourn

Eleven Months Ending August 31, 2020Executive Summary

As of August 31, 2019, The District has cash balances net of liabilities of \$ 4.5 M. With two months left in the fiscal year District expenses should vary favorably in the range of \$ 95 K to 110 K.

The CDD should end the year with about \$ 1.0 M in presently unallocated funds with which to address future community needs.

FY 2019-20 Budget PerformanceRevenue

As of July 31st, the District has collected 100.3 % of the assessments. There will be no meaningful collection for the balance of the fiscal year, possible \$2K from certificate sales.

Expenses

The General Fund Budget normal operations shows a favorable position of \$ 170 K as of August 31st. The timing of several expense categories, such as the new annual, fall entry mums and county pond and mowing will reduce the favorable variance. The Project Driven line items should end the year at budget levels with the exception of Signature Projects which will require a budget amendment to appropriate reserved funds.

Cash Flow Projections for Calendar 2020

(Shown in \$ 000)

Sources of Funds

Cash Balance 8/31/20	\$ 4,272	
Collections prior to December receipts	2	
Total Sources of Funds		\$ 4,274

Uses of Funds

Balance FY 19-20 Expenses	(\$ 388)	
Weather Damage	(400)	
Community-Wide Wall & Monument	(100)	
Palm & Pest Deferred Projects	(200)	
Pond Improvements	(700)	
1st Qtr FY 2020-21 Expenses Operations	(679)	
Infrastructure Replacement Contingency	(135)	
TP Signature Projects (unspent)	(449)	
Total Uses of Funds		(\$ 3,051)
Projected Funds before December, 2020 receipts		\$ 1,220

FAQ Several expense categories display material variances, in particular Rubbish Collection, Water and Park Guards. Is there a reason for these increased expenses and more specifically are these expenses expected to continue at this increased level in the future?

For Water and Rubbish Collection the increased costs can be expected to continue into the future. Park guards may be situational with reduced need.

- Water rates were increased substantially in Nov of 2019 (after the CDD Budget was already approved). Each water connection has a new \$2.00 per month connection charge (the CDD has 66 connections, which includes the cul de sacs). The consumption costs was also increased by 3% and will increase again by another 3% in FY 202-21.

Wastewater charges [applies to the CDD and the parks] also is now subject to a \$2,00 per month connection charge and wastewater costs increased by 3% with another 3% scheduled for 2020-21.

- Rubbish collection costs increased by more than 30% and while no hauler proposed the exact same costs (hard to scream combination in restraint) they were all in the same general rate when Dede tried to rebid them.

The pandemic has complicated the rubbish collection, for businesses and for homes. Once collection and disposal costs were held in line by resale of recyclables. The value of recycled materials has dropped significantly. Additional increases are likely.

- Park guard coverage was increased to address the Covid crises. As of late Spring there has been a guard present in Amberly Park each day from 10:30 until 6 PM. The increase in coverage was established to manage the gatherings, social distancing and even playground closure [when that existed]. Possibly related to the Covid crises many more folks are coming to Amberly Park than during normal weekdays [people off from work, children not in school etc].

Even as the Covid crises winds down, if it ever does, the Board may wish to consider enhanced protections as dogs running without leashes and MANY non-Tampa Palms visitors have been common for the last few months.

**Tampa Palms CDD
Balance Sheet
August 31, 2020**

	<u>GENERAL</u>
<u>ASSETS:</u>	
CASH - Operating Account	\$ 224,599
PETTY CASH	500
INVESTMENTS:	
Excess Fund Account- Sunshine Bank	4,148,155
ACCOUNTS RECEIVABLE	-
RECEIVABLE FROM TAMPA PALMS HOA	7,535
PREPAID ITEMS	520
TOTAL ASSETS	<u><u>\$ 4,381,309</u></u>
<u>LIABILITIES:</u>	
ACCOUNTS PAYABLE	\$ 89,963
ACCRUED EXPENSES	19,167
<u>FUND BALANCE:</u>	
NON-SPENDABLE	520
RESTRICTED	-
UNASSIGNED:	4,271,659
TOTAL LIABILITIES & FUND BALANCE	<u><u>\$ 4,381,309</u></u>

Tampa Palms CDD
General Fund
Statement of Revenue, Expenditures and Change in Fund Balance
For the period from October 1, 2019 through August 31, 2020

	BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) YTD VARIANCE
REVENUES				
SPECIAL ASSESSMENTS ON ROLL (Gross)	\$ 2,737,595	\$ 2,737,595	\$ 2,738,427	\$ 832
DISCOUNT-ASSESSMENTS	(109,504)	(103,655)	(103,655)	-
INTEREST	55,000	50,417	52,226	1,810
EXCESS FEES	15,000	6	6	-
MISCELLANEOUS REVENUE	1,200	600	600	-
CARRY FORWARD BALANCE	15,000	-	-	-
TOTAL REVENUES	2,714,291	2,684,962	2,687,604	2,642
EXPENDITURES				
ADMINISTRATIVE:				
PERSONNEL SERVICES				
BOARD OF SUPERVISORS	11,000	10,083	8,185	1,899
FICA	5,810	5,326	12,659	(7,333)
FUTA/SUTA + PAYROLL FEES	5,024	4,605	1,470	3,135
S/T PERSONNEL SERVICES	21,834	20,015	22,313	(2,299)
PROFESSIONAL SERVICES				
ATTORNEYS FEES	10,000	9,167	2,680	6,487
ANNUAL AUDIT	6,813	5,900	5,900	-
MANAGEMENT FEES	67,369	61,755	60,909	846
TAX COLLECTOR	54,752	52,656	52,656	-
ASSESSMENT ROLL	10,050	10,050	10,050	-
S/T PROFESSIONAL SERVICES	148,984	139,527	132,194	7,333
ADMINISTRATIVE SERVICES				
DIRECTORS AND OFFICER INSURANCE	3,685	3,685	2,649	1,036
MISCELLANEOUS ADMINISTRATIVE SERVICE	12,000	12,000	13,874	(1,874)
S/T ADMINISTRATIVE SERVICES	15,685	15,685	16,523	(838)
TOTAL ADMINISTRATIVE	186,503	175,227	171,030	4,196
FIELD/OPERATIONS SERVICES:				
FIELD MANAGEMENT SERVICES:				
DISTRICT OPERATING STAFF	172,343	157,981	147,332	10,649
PARK ATTENDANTS	81,000	74,250	60,981	13,269
PARK PATROL	69,014	63,263	70,160	(6,897)
FIELD MANAGEMENT CONTINGENCY	20,800	19,067	11,510	7,556
S/T FIELD MANAGEMENT SERVICES	343,157	314,561	289,983	24,577
GENERAL OVERHEAD:				
INSURANCE	12,516	12,516	11,121	1,395
INFORMATION SYSTEMS (TEL & SECURITY)	23,766	21,786	15,486	6,300
WATER	14,560	13,347	29,606	(16,259)
REFUSE REMOVAL (SOLID WASTE)	7,280	7,280	11,757	(4,477)
ELECTRICITY	110,000	91,833	88,925	2,908
STORMWATER FEE	3,938	3,938	3,041	897
MISCELLANEOUS FIELD SERVICES	13,000	11,917	7,959	3,958
S/T GENERAL OVERHEAD	185,060	162,617	167,895	(5,279)
LANDSCAPE MAINTENANCE STANDARD				
LANDSCAPE AND POND MAINTENANCE	1,041,153	954,390	886,237	68,153
LANDSCAPE MONITORING FEE	18,720	17,160	17,325	(165)
LANDSCAPE AND REPLACEMENT	93,600	85,800	60,071	25,729
S/T LANDSCAPE MAINTENANCE	1,153,473	1,057,350	963,633	93,718
LANDSCAPE MAINTENANCE NEW & ENHANCED				
PROPERTY MOWING	94,640	86,753	77,710	9,043
COUNTY POND	26,000	23,833	7,680	16,153
NPDES POND PROGRAM	45,000	41,250	29,310	11,940
S/T LANDSCAPE NEW & ENHANCED	165,640	151,837	114,700	37,137

Tampa Palms CDD
General Fund
Statement of Revenue, Expenditures and Change in Fund Balance
For the period from October 1, 2019 through August 31, 2020

	BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	FAVORABLE (UNFAVORABLE) YTD VARIANCE
FACILITY MAINTENANCE:				
IRRIGATION SYSTEM	101,148	92,719	87,431	5,288
FOUNTAIN	25,754	23,608	17,622	5,986
FACILITY MAINTENANCE	85,493	78,369	73,490	4,879
MOTOR FUEL & LUBRICANTS	-	-	-	-
JANITORIAL/PARK SUPPLIES	2,600	2,600	2,180	420
S/T FACILITY MAINTENANCE	<u>214,995</u>	<u>197,295</u>	<u>180,724</u>	<u>16,572</u>
TOTAL FIELD OPERATIONS/SERVICES	<u>2,062,325</u>	<u>1,883,659</u>	<u>1,716,935</u>	<u>166,725</u>
TOTAL NORMAL OPERATIONS	<u>2,248,828</u>	<u>2,058,886</u>	<u>1,887,965</u>	<u>170,921</u>
PROJECT DRIVEN EXPENDITURES				
SIGNATURE TP 2017	18,676	17,120	57,266	(40,146)
RENEWAL AND REPLACEMENT & DEFERRED MTC	195,000	178,750	166,672	12,078
CAPITAL PROJECTS	195,000	178,750	129,535	49,215
NPDES/CLEAN WATER	56,787	52,055	50,284	1,771
TOTAL PROJECT DRIVEN EXPENDITURES	<u>465,463</u>	<u>426,674</u>	<u>403,757</u>	<u>22,917</u>
TOTAL NORMAL OPERATIONS AND PROJECT DRIVEN EXPENDITURES	<u>2,714,291</u>	<u>2,485,560</u>	<u>2,291,722</u>	<u>193,838</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	199,402	395,882	196,482
FUND BALANCE - BEGINNING	-	-	3,876,296	3,876,296
FUND BALANCE - ENDING	<u>\$ -</u>	<u>\$ 199,402</u>	<u>\$ 4,272,179</u>	<u>\$ 4,072,778</u>

**TAMPA PALMS CDD
CASH REGISTER
FY 2020**

Date	Num	Name	Memo	Receipts	Disbursements	Balance
07/31/2020			EOM BALANCE	32.15	169,194.50	34,546.82
08/01/2020	07312020AC	FRONTIER COMMUNICATIONS	CDD Phone		320.94	34,225.88
08/01/2020	07312020AC	FRONTIER COMMUNICATIONS	SVC CHRG TO PAY BY PHONE. Bill rcvd 7/31		3.50	34,222.38
08/03/2020	8570	ADVANCED ENERGY SOLUTION OF	Troubleshoot & Repair Huntington ftn		405.00	27,479.77
08/03/2020	8571	CINTAS	Safety Mats -7/20		61.57	27,418.20
08/03/2020	8572	DOUGLAS CLEANING SERVICES	CDD Cleaning		3,040.00	24,378.20
08/03/2020	8573	DPFG	Voided chk.		0.00	24,378.20
08/03/2020	8574	ESD WASTE2WASTER, INC	Pump Maint - July		300.00	24,078.20
08/03/2020	8575	FLORIDA FOUNTAIN MAINTENANCE, INC	Ftnn Maint - June Turnbury		160.13	23,918.07
08/03/2020	8576	GILL, WAYNE	Replace roffen soffit and fascia - Hampton Park		1,175.00	22,743.07
08/03/2020	8577	POPE'S WATER SYSTEMS, INC	Turbine Motor installed		4,555.00	18,188.07
08/03/2020	8578	REDI - ROOTER PLUMBING	leak at meter and backflow		887.00	17,301.07
08/03/2020	8579	REPUBLIC SERVICES	8/1 - 8/31 - Solid Waste		1,018.45	16,282.62
08/03/2020	8580	TAMPA BAY TIMES	Legal Advertising - Assessments		3,530.00	12,752.62
08/03/2020	8581	XEROX FINANCIAL SERVICES	Copier Lease - July		136.35	12,616.27
07/26/2020	8582	TAMPA BAY TIMES	Legal Advertising - Budget Hearing		585.00	56,335.42
08/01/2020	8583	DPFG	CDD Mgmt - August		6,337.61	27,884.77
08/11/2020	8584	ADB Landscaping Materials, Inc	Plant materials		2,128.50	10,487.77
08/11/2020	8585	ADVANCED ENERGY SOLUTION OF	Hamp Park repair tennis court lights		731.71	9,756.06
08/11/2020	8586	AT&T	Long Distance - July		63.79	9,692.27
08/11/2020	8587	CINTAS	Safety Mats -7/27		61.57	9,630.70
08/11/2020	8588	FEDEX	Shipping		50.09	9,580.61
08/11/2020	8589	FLORIDA FOUNTAIN MAINTENANCE, INC	Fountain Repair & Maint		417.38	9,163.23
08/11/2020	8590	SECURITAS SECURITY SERVICES USA, INC	Security		3,626.34	5,536.89
08/11/2020	8591	TERMINEX	Pest Control		156.00	5,380.89
08/11/2020	8592	VERIZON	6/23 - 7/23 - Phone		116.58	5,264.31
08/11/2020	8593	Zeno Office Solutions, Inc.	Contract ovg charge 6/25 - 7/24		12.01	5,252.30
08/14/2020	08142020DE	DOROTHY COLLINS	7/26 - 8/9 - D. Collins P/R		2,309.17	2,943.13
08/14/2020	08142020AC	Innovative Employer Solutions	7/26 - 8/9 - D. Collins P/R		880.30	2,062.83
08/17/2020		Center State Bank	Funds Transfer	200,000.00		202,062.83
08/19/2020	8594	ABM Landscape & Turf Services	July Mowing Service		67,093.00	134,969.83
08/19/2020	8595	CINTAS	Safety Mats		184.71	134,785.12
08/19/2020	8596	FLIGHT OF ANGELS	Courier Svc 6/23 and 7/22		44.00	134,741.12
08/19/2020	8597	FLORIDA FOUNTAIN MAINTENANCE, INC	Reserve repl leaking water line		150.00	134,591.12
08/19/2020	8598	FRONTIER COMMUNICATIONS	CDD Phone		424.68	134,166.44
08/19/2020	8599	GILL, WAYNE	Replace roffen soffit and fascia - Hampton Park		3,600.00	130,566.44
08/19/2020	8600	IRON MOUNTAIN	8/1 - 8/31 - Records Storage		283.35	130,283.09
08/19/2020	8601	LOWE'S	Supplies		1,324.57	128,958.52
08/19/2020	8602	SECURITAS SECURITY SERVICES USA, INC	Security		3,746.74	125,211.78
08/19/2020	8603	SOLITUDE LAKE MANAGEMENT	entry pond veg removal		9,570.00	115,641.78
08/19/2020	8604	TAMPA ELECTRIC	Summary Bill - July		7,900.08	107,741.70
08/19/2020	8605	TERMINEX	Pest Control - August Main Facility		70.00	107,671.70
08/21/2020	29	Eugene R. Field	BOS Mtg. 8/12		184.70	107,487.00
08/21/2020	30	Adisa Gibson	BOS Mtg. 8/12		184.70	107,302.30
08/21/2020	08212020DE	James P. Soley	BOS Mtg. 8/12		184.70	107,117.60
08/21/2020	08212020DE	Jessica B. Vaughn	BOS Mtg. 8/12		184.70	106,932.90
08/21/2020	08212020AC	Innovative Employer Solutions	BOS Mtg. 8/12		171.40	106,761.50
08/25/2020	8606	CINTAS	Safety Mats 8/17		61.57	106,699.93
08/25/2020	8607	OLM, INC	Landscape Insp - 8/5		1,575.00	105,124.93
08/25/2020	8608	SUNSHINE STATE ONE CALL F FLORIDA	Dig Tickets - 07/2020		43.51	105,081.42
08/26/2020	8609	STAPLES	Office Supplies		204.27	104,877.15
08/26/2020	8610	ZEE MEDICAL SERVICE	Supplies		114.50	104,762.65
08/28/2020	08282020AC	Innovative Employer Solutions	8/10 - 8/23 - D. Collins P/R		880.30	103,882.35
08/28/2020	08282020DE	DOROTHY COLLINS	8/10 - 8/23 - D. Collins P/R		2,309.18	101,573.17
08/31/2020	8611	ABM Landscape & Turf Services	Landscape Maint - July		62,294.10	39,279.07
08/31/2020	8612	ADVANCED ENERGY SOLUTION OF	Replaced broken tree light and cap		217.50	39,061.57
08/31/2020	8613	ESD WASTE2WASTER, INC	Pump Maint - August		300.00	38,761.57
08/31/2020	8614	FRONTIER COMMUNICATIONS	CDD Phone - 8/16 - 9/15		535.44	38,226.13
08/31/2020	8615	MARY-MARGARET WILSON	Field Mgmt - September		8,995.00	29,231.13
08/31/2020	8616	REPUBLIC SERVICES	9/1 - 9/30 - Solid Waste		1,018.45	28,212.68
08/31/2020	8617	Straley Robin Vericker	Legal Services thru 08/15/2020		426.50	27,786.18
08/31/2020	8618	XEROX FINANCIAL SERVICES	Copier Lease - August		136.35	27,649.83
08/31/2020		Center State Bank	Funds Transfer	200,000.00		227,649.83
08/31/2020	553	CITY OF TAMPA UTILITIES	Water Utilities - Aug		3,072.91	224,576.92
08/31/2020		Center State Bank	Interest	21.61		224,598.53
08/31/2020			EOM BALANCE	400,021.61	210,554.90	224,598.53

**TAMPA PALMS CDD
FINANCIAL SUMMARY THRU AUGUST 31, 2020
GENERAL FUND**

(Shown in \$)	<u>Normal Operations</u>	<u>Non-Operating Project Driven</u>	<u>Total As Reported</u>
<u>Revenues</u>			
Operating	\$2,186,828		\$2,186,828
<u>Non Operating</u>			
Capital Projects		\$187,619	187,619
Renewal & Rel		\$187,619	187,619
Signature 2017		\$17,969	\$17,969
NPDES		\$54,736	\$54,736
Excess Fees	6		6
Interest	52,226		52,226
Misc Rev	600		600
Carry Forward Bal *			
Total	\$ 2,239,660	\$ 447,943	\$ 2,687,604
<u>Expenses</u>			
Operations	\$ 1,887,965		1,887,965
<u>Non Operating</u>			
Renewal & Rel		166,672	166,672
NPDES/EPA		50,284	50,284
Capital Projects		129,535	129,535
TP Signature 2017		<u>57,266</u>	<u>57,266</u>
Total	\$1,887,965	\$403,757	\$2,291,722
Excess Revenue Vs Expenses	351,695	44,186	\$ 395,882

**TAMPA PALMS CDD
FINANCIAL SUMMARY THRU AUGUST 31, 2020
GENERAL FUND**

**TAMPA PALMS CDD
FINANCIAL SUMMARY THRU AUGUST 31, 2020
GENERAL FUND**

<u>General Fund</u>	8/31/2020	(\$000)
Cash		225
Cash Equivalent (Excess Cash ICS)		4,148
Due From TPOA		8
Prepaid Amounts		1
Total		\$ 4,381
Less:		
Payables		90
Accrued Expenses		19
Net Cash 8/31/2020		\$ 4,272
Allocation for:		
Weather Damage		400
Community-Wide Wall & Monument		100
Tree & Palm Replacement		200
Pond Improvements		700
1st Qtr FY 2020-21 Expenses Operations		679
Infrastructure Replacement Contingency		135
TP Signature Projects (unspent)		449
Adjusted Net Cash		\$ 1,609
	Forecast	

2019-20 Fiscal Year			
(\$ 000)	Receipts	Expenses	Monthly Bal
Sept			
CDD Operations	2	265	
R&R	0	26	
NPDES	0	5	
Signature Projects	0	80	
Capital Projects	0	21	
Total	2	397	\$ 1,214
Oct			
CDD Operations	0	195	
R & R	0	16	
NPDES	0	10	
Signature Projects	0	25	
Capital Projects	0	20	
Total	0	266	\$ 948
Nov			
CDD Operations	0	265	
R & R	0	16	
NPDES	0	10	
Signature Projects	0	75	
Capital Projects	0	20	
Total	0	386	\$ 562

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

**TAMPA PALMS CDD
AUGUST 31, 2020
GENERAL FUND**

(\$000)	Prior Yea <u>Collected</u>	Current Year <u>Collected \$</u>	Current Year <u>Collected %</u>	Variance % <u>Fav (Unfav)</u>
October				
November	14%	376	14%	0%
December	92%	2,388	91%	-1%
January	94%	2,475	94%	0.0%
February	96%	2,512	96%	0.0%
March	97%	2,537	97%	0.0%
April	99%	2,579	98%	-0.9%
May	99%	2,606	99%	0.0%
June	100.2%	2,635	100.3%	0.1%
July	100.2%	2,635	100.3%	0.1%
August	100.3%	2,635	100.3%	0.1%
September	100.3%			
Year End				
Total Assessed (Net Discount)		\$2,628		

Summary- Project Driven Expenses

Eleven Months Ending August 31, 2020

Operating Capital Projects	(\$000)
<u>Sources of Funds</u>	
FY 2019-20 Budget	\$195
<u>Uses of Funds</u>	
Spent Thru 8/31/2020	130
Total Funds Under Consideration	\$0
Budget Available as of 8/31/2020	\$65
Renewal & Replacement	
<u>Sources of Funds</u>	
FY 2019-20 Budget	195
<u>Uses of Funds</u>	
Spent Thru 8/31/2020	168
Total Funds Under Consideration	\$0
Budget Available as of 8/31/2020	\$27
TP Signature Projects	
<u>Sources of Funds*</u>	
FY 2019-20 Budget	\$19
<u>Uses of Funds</u>	
Spent Thru 8/31/2020	\$57
Total Funds Under Consideration	\$449
Budget Available as of 9/30/2020*	(\$487)
* Additional Signature funds \$487 K available to be brought forward when needed	\$487

FY 2019-20 RENEWAL REPLACEMENT PROJECTS

			Original Project	August 31, 2020	Committed To Spend
Infrastructure					
Pressure Wash Parks & Entry Guard				\$1,800	
Repairs to Three Reserve Fountains				\$18,236	
Replace Cypress Planks - Ashmont Cul de dsac				\$1,910	
Huntington Entry Restore				\$4,175	
Granite Cleaning 56 Signs				\$4,343	
Tennis Court Windshields				\$2,101	
GFI & Wiring Main Entry				\$4,916	
Replacement Signs (Stop & Speed)				\$4,343	
Skylights Hampton Park				\$1,175	
Landscape					
Over-grown Ferns TPB Adjacent to Sidewalk				\$8,620	
Plant Replacements Medians & Entries				\$47,524	
Tree Work- Dead Palm Removals				\$49,388	
Tree Root Removals Phase II				\$10,851	
Caladium Bulbs				\$3,289	
Supplemental Watering				\$1,735	
Irrigation					
Clean and Replace Area 1 Filter Discs				\$3,554	
Lighting (Park & Landscape)					
Sub Total R&R Projects				\$167,959	\$0
Sub Total Restoration Projects				\$0	
Total R&R Projects					
				\$167,959	\$0

**Capital Projects 2019-20
Budget Monitor**

31-Aug-20			
(\$000)	Current Projects	Spent 2019-20	Pending Commitments
Tampa Palms Signature Projects (BB Downs)			
Consulting Services	31	7	20
Irrigation	20		20
Main Entry Restorations	173	41	132
Area 2 Pond			15
Bruce B Downs Improvements	267		262
Sub-Total TP Signature 2017	\$506	\$57	\$448
Capital Projects			
Consulting Services			
Irrigation Systems		10	
Parks		6	
Landscape & Lighting		103	
Signs, Infrastructure & Lighting		11	
Sub-Total Capital Projects	\$0	130	\$0
Total TP Signature 2017 & Standard Capital Projects		\$187	\$448

**Capital Projects Signature Projects
2019-20 Through August 31, 2020**

Tampa Palms Signature Projects (BB Downs)	Current Projects	Spent A/O 8/31/2020	Pending Commitments
Consulting Services			
Restoration Designs	24,000	10,110	13,890
Survey & Staking	7,000	1,210	5,790
<i>Sub Total</i>	<i>31,000</i>	<i>11,320</i>	<i>19,680</i>
Irrigation			
Area 1 & 2 Irrigation (Incl BB Downs)	20,000		20,000
<i>Sub Total</i>	<i>20,000</i>		<i>20,000</i>
Main Entry Restorations			
Area 1 Entry Landscape (Phase II)	77,513		77,495
Area 2 Landscape Phase II	25,000	25,263	-263
Area 2 Landscape (TP Blvd & Amberly Phase II)	20,000		20,000
Area 2 Pond Landscape & Wayfinding	50,000	15,303	34,697
<i>Sub Total</i>	<i>172,513</i>	<i>40,566</i>	<i>131,948</i>
Area 2 Pond			
Littoral Plantings & Noxious Removal			
Area 2 Pond Landscape -Bank Repairs	15,000	4,785	10,215
<i>Sub Total</i>	<i>15,000</i>		<i>15,000</i>
Bruce B Downs Improvements			
Area 1 Adl Trees	22,000	5,380	16,620
Cypress Creek to Power Corridor (Walls)	245,000		245,000
<i>Sub Total</i>	<i>267,000</i>	<i>5,380</i>	<i>261,620</i>
Sub-Total Tampa Palms Signature	505,513	\$57,266	448,248
Normal Capital Projects			
	Current Projects		Pending Commitments
Irrigation Systems			
VFD Pump Drive Area Area 2		6,924	
Area 1 Pump Station Filter New Discs		2,847	
<i>Sub Total</i>	<i>0</i>	<i>9,771</i>	<i>0</i>
Parks			
Cozy Dome Climber		4,525	-
Benches - Oak Park (3) Deposit		1,596	
<i>Sub Total</i>	<i>0</i>	<i>6,121</i>	<i>-</i>
Landscape & Lighting			
Bricks & Construction for Sanctuary Wall Bed		19,489	
Major Landscape (> 5 Years)		16,953	
Drainage Mgmt - Phase I & 2 TP Blvd		66,421	
<i>Sub Total</i>	<i>-</i>	<i>102,863</i>	<i>-</i>
Signs, Infrastructure & Lighting			
Drainage Easement Reconstrucion		7,980	
Feature Pump - Reserve		2,800	
<i>Sub Total</i>	<i>0</i>	<i>10,780</i>	<i>0</i>
Sub-Total Normal Capital Projects	\$0	\$129,535	\$0
Total TP Signature & Standard Capital Projects		\$186,801	\$448,248

**TAMPA PALMS CDD
CASH REGISTER
FY 2020**

Date	Num	Name	Memo	Receipts	Disbursements	Balance
07/31/2020			EOM BALANCE	32.15	169,194.50	34,546.82
08/01/2020	07312020AC	FRONTIER COMMUNICATIONS	CDD Phone		320.94	34,225.88
08/01/2020	07312020AC	FRONTIER COMMUNICATIONS	SVC CHRGR TO PAY BY PHONE. Bill rcvd 7/31		3.50	34,222.38
08/03/2020	8570	ADVANCED ENERGY SOLUTION OF	Troubleshoot & Repair Huntington fn		405.00	27,479.77
08/03/2020	8571	CINTAS	Safety Mats - 7/20		61.57	27,418.20
08/03/2020	8572	DOUGLAS CLEANING SERVICES	CDD Cleaning		3,040.00	24,378.20
08/03/2020	8573	DPFG	Voided chk.		0.00	24,378.20
08/03/2020	8574	ESD WASTE2WASTER, INC	Pump Maint - July		300.00	24,078.20
08/03/2020	8575	FLORIDA FOUNTAIN MAINTENANCE, INC	Fntn Maint - June Tumbury		160.13	23,918.07
08/03/2020	8576	GILL, WAYNE	Replace roffen soffit and fascia - Hampton Park		1,175.00	22,743.07
08/03/2020	8577	POPE'S WATER SYSTEMS, INC	Turbine Motor installed		4,555.00	18,188.07
08/03/2020	8578	REDI - ROOTER PLUMBING	leak at meter and backflow		887.00	17,301.07
08/03/2020	8579	REPUBLIC SERVICES	8/1 - 8/31 - Solid Waste		1,018.45	16,282.62
08/03/2020	8580	TAMPA BAY TIMES	Legal Advertising - Assessments		3,530.00	12,752.62
08/03/2020	8581	XEROX FINANCIAL SERVICES	Copier Lease - July		136.35	12,616.27
07/26/2020	8582	TAMPA BAY TIMES	Legal Advertising - Budget Hearing		585.00	56,335.42
08/01/2020	8583	DPFG	CDD Mgmt - August		6,337.61	27,884.77
08/11/2020	8584	ADB Landscaping Materials, Inc	Plant materials		2,128.50	10,487.77
08/11/2020	8585	ADVANCED ENERGY SOLUTION OF	Hamp Park repair tennis court lights		731.71	9,756.06
08/11/2020	8586	AT&T	Long Distance - July		63.79	9,692.27
08/11/2020	8587	CINTAS	Safety Mats - 7/27		61.57	9,630.70
08/11/2020	8588	FEDEX	Shipping		50.09	9,580.61
08/11/2020	8589	FLORIDA FOUNTAIN MAINTENANCE, INC	Fountain Repair & Maint		417.38	9,163.23
08/11/2020	8590	SECURITAS SECURITY SERVICES USA, INC	Security		3,626.34	5,536.89
08/11/2020	8591	TERMINEX	Pest Control		156.00	5,380.89
08/11/2020	8592	VERIZON	6/23 - 7/23 - Phone		116.58	5,264.31
08/11/2020	8593	Zeno Office Solutions, Inc.	Contract ovg charge 6/25 - 7/24		12.01	5,252.30
08/14/2020	08142020DE	DOROTHY COLLINS	7/26 - 8/9 - D. Collins P/R		2,309.17	2,943.13
08/14/2020	08142020AC	Innovative Employer Solutions	7/26 - 8/9 - D. Collins P/R		880.30	2,062.83
08/17/2020		Center State Bank	Funds Transfer	200,000.00		202,062.83
08/19/2020	8594	ABM Landscape & Turf Services	July Mowing Service		67,093.00	134,969.83
08/19/2020	8595	CINTAS	Safety Mats		184.71	134,785.12
08/19/2020	8596	FLIGHT OF ANGELS	Courier Svc 6/23 and 7/22		44.00	134,741.12
08/19/2020	8597	FLORIDA FOUNTAIN MAINTENANCE, INC	Reserve repl leaking water line		150.00	134,591.12
08/19/2020	8598	FRONTIER COMMUNICATIONS	CDD Phone		424.68	134,166.44
08/19/2020	8599	GILL, WAYNE	Replace roffen soffit and fascia - Hampton Park		3,600.00	130,566.44
08/19/2020	8600	IRON MOUNTAIN	8/1 - 8/31 - Records Storage		283.35	130,283.09
08/19/2020	8601	LOWE'S	Supplies		1,324.57	128,958.52
08/19/2020	8602	SECURITAS SECURITY SERVICES USA, INC	Security		3,746.74	125,211.78
08/19/2020	8603	SOLITUDE LAKE MANAGEMENT	entry pond veg removal		9,570.00	115,641.78
08/19/2020	8604	TAMPA ELECTRIC	Summary Bill - July		7,900.08	107,741.70
08/19/2020	8605	TERMINEX	Pest Control - August Main Facility		70.00	107,671.70
08/21/2020	29	Eugene R. Field	BOS Mtg. 8/12		184.70	107,487.00
08/21/2020	30	Adisa Gibson	BOS Mtg. 8/12		184.70	107,302.30
08/21/2020	08212020DE	James P. Soley	BOS Mtg. 8/12		184.70	107,117.60
08/21/2020	08212020DE	Jessica B. Vaughn	BOS Mtg. 8/12		184.70	106,932.90
08/21/2020	08212020AC	Innovative Employer Solutions	BOS Mtg. 8/12		171.40	106,761.50
08/25/2020	8606	CINTAS	Safety Mats 8/17		61.57	106,699.93
08/25/2020	8607	OLM, INC	Landscape Insp - 8/5		1,575.00	105,124.93
08/25/2020	8608	SUNSHINE STATE ONE CALL F FLORIDA	Dig Tickets - 07/2020		43.51	105,081.42
08/26/2020	8609	STAPLES	Office Supplies		204.27	104,877.15
08/26/2020	8610	ZEE MEDICAL SERVICE	Supplies		114.50	104,762.65
08/28/2020	08282020AC	Innovative Employer Solutions	8/10 - 8/23 - D. Collins P/R		880.30	103,882.35
08/28/2020	08282020DE	DOROTHY COLLINS	8/10 - 8/23 - D. Collins P/R		2,309.18	101,573.17
08/31/2020	8611	ABM Landscape & Turf Services	Landscape Maint - July		62,294.10	39,279.07
08/31/2020	8612	ADVANCED ENERGY SOLUTION OF	Replaced broken tree light and cap		217.50	39,061.57
08/31/2020	8613	ESD WASTE2WASTER, INC	Pump Maint - August		300.00	38,761.57
08/31/2020	8614	FRONTIER COMMUNICATIONS	CDD Phone - 8/16 - 9/15		535.44	38,226.13
08/31/2020	8615	MARY-MARGARET WILSON	Field Mgmt - September		8,995.00	29,231.13
08/31/2020	8616	REPUBLIC SERVICES	9/1 - 9/30 - Solid Waste		1,018.45	28,212.68
08/31/2020	8617	Straley Robin Vericker	Legal Services thru 08/15/2020		426.50	27,786.18
08/31/2020	8618	XEROX FINANCIAL SERVICES	Copier Lease - August		136.35	27,649.83
08/31/2020		Center State Bank	Funds Transfer	200,000.00		227,649.83
08/31/2020	553	CITY OF TAMPA UTILITIES	Water Utilities - Aug		3,072.91	224,576.92
08/31/2020		Center State Bank	Interest	21.61		224,598.53
08/31/2020			EOM BALANCE	400,021.61	210,554.90	224,598.53

Focus For 2020

- Secure, as best that can be done, the Tampa Palms community for:
 - the protection of residents in CDD-owned locales during the Covid 19 Crises and
 - the workers who support Tampa Palms, specifically the ABM staffs in CDD buildings
- Advance and monitor projects critical to Tampa Palms which are dependent on the City of Tampa:
 - Protection of the wetland and securing stormwater flow
 - Repaving of Tampa Palms Blvd. (Design FY 2020-21 / work FY 2021-22).
 - Restoration of additional portions of the bike path w/ in Tampa Palms
- Move toward completion of Signature projects restoring and rebranding Tampa Palms.
- Monitor plans for expansion of I-75 adjacent to Tampa Palms to understand and find means to mitigate damage to the community.



	<u>Next Step</u>	<u>Date</u>	<u>Responsible</u>
I. Signature Projects			
1) General Progress & Timeline			
a) Progress	Report To Board	Oct	Staff
2) Entrance Pond			
a) Pond Perimeter Platings / Pod Levels	Review Progress	Oct	Staff
3) Community Entrances			
a) Tampa Palms Blvd - Area 1 Propose Planting Plan	Progress	Oct	Staff
b) Wayfinding Sign (Grace) Provide Update	Progress Report	Oct	Staff/Soley
II Capital Projects			
1) Wayfinding & Misc. Signs			
a) Sanctuary Wall	Update Board	Nov	Staff/Soley

2) Lake Fountains Review

- a) Board update

<u>Next Step</u>	<u>Date</u>	<u>Responsible</u>
Review	Nov	Staff/Soley

III Landscape Assets

1) Assessment YTD Weather Impacts

Report To Board	On Going	Staff
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2) Village Entry & Blvd Restorations

- a) Plans / Direction
- b) Palm Tree Pests

Report To Board	Oct	Staff
Report To Board	Oct	Staff

3) Irrigation

- a) Water Use Permit- New Requirements

Report To Board	Oct	Staff
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4) LED Landscape Lighting

- a) Phase III

Future Consideration	TBD	Staff
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IV Park Reviews

1) Park Inspections & Restorations

- a) Park Status Report
- b) Hampton Park Improvements

Report	Nov	Staff
Report	Nov	Staff

V. Misc and Local Government

- a) Covid Impacts
- b) Paving- Tampa Palms Blvd [COT]
- c) New Lanes I-75 [FDOT]
- d) Multi-Modal Path Repaving [COT]

Report To Board	Oct	Staff
Monitor	On Going	Staff
Announce PD&E Public Meeting	Future	FDOT Staff
Report To Board	Future	Staff

TP CDD Planning Horizon

October, 2020

FY 2019 -20

- **Covid19 Crises**
- Landscape Renewal Continues (10 Year Cycle)
- Possible Express Lanes For I-75 Adjacent To Tampa Palms
- Repave TP Blvd w/ Complete Streets Design (Project Design)
- Expansion New Tampa Rec Center (In Progress)

FY 2020-21

- **General Election**
- Prepare Covid19 Re-emergence (Fall & Winter)
- New Sensory Friendly Park –? Location
- Additional Jogging Path Repairs
- Repave TP Blvd w/ Complete Streets Design (Monitor)
- ADA Review For CDD Parks
- NPDES Audit

Update Signature Mitigation Projects

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

Funds Available A/O Fiscal Year 2019 -20

\$ 506K

Work in Progress or Anticipated A/O October, 2020 Meeting



Opening Balance/Available	FY 2013-14 \$1,330,480	FY 2014-15 \$1,043,490 \$300,000	FY 2016-18 \$1,287,907	FY 2018-19 781,762	FY 2019-20 \$505,513 In Progress
Consulting Svcs			\$32,005	\$7,809	\$31,000
Irrigation Relocation	\$93,000				
Irrigation- New Install & Repairs		\$55,000	\$95,000	\$19,472	\$20,000
Area 1- Entry Streetlights			\$20,000	Complete	
Area 1 & 2 Pillars, Fencing & Lighting			\$882	\$73,534	
Area 1- Landscape Entry Median (Phase 1)				Complete	
Area 1 Entry - Landscape Phase II)				\$71,632	\$77,513
Area 2- Entry Streetlights			\$14,475	Complete	
Area 2 Pillars, Fencing & Lighting			\$26,323		
Area 2 Entry - Median Landscape (Phase 1)			\$55,000	Complete	
Area 2 Entry - Landscape (Phase II)			\$33,000		\$45,000
Area 1 & 2 Median Electrical Restoration			\$36,000	Complete	
Area 1 & 2 Wall Replacements/Repairs			\$15,000		\$245,000
Amberly (1) Entrances (Monument Area)			\$55,000	\$47,447	
Area 2 Entry Pond Area					\$37,000
Area 2 Entry Pond - Landscape Phase 2				\$50,425	
Area 2 Entry Pond - Tree Buffer			\$85,000	Complete	
Area 2 Entry Pond - Fountain & Fountain Lights			\$21,460	Complete	
Area 1 - Landscape & Irr Welcome -Amberly			\$55,000	Complete	
Area 2 - Landscape BB D (Incl Wayfinding)					\$50,000
Area 2- Landscape Amberly To Bridge			\$20,000	\$5,930	
Optional Lights					
Area 2 Entry- Roadway Bricks*			\$142,000	Complete*	
BB Downs Fencing Upgrade (Black)*	193,990				
<i>S/T By Fiscal Year</i>	<i>\$286,990</i>	<i>\$55,583</i>	<i>\$706,145</i>	<i>\$276,249</i>	<i>\$505,513</i>
Total All Projects	Actual	Actual	Actual	Actual	Estimate

Note Fiscal Year Ends 9/31/20; final financial statements due Nov 2020

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

7 The Regular Meeting of the Board of Supervisors of the Tampa Palms Community
8 Development District was held on Wednesday September 9, 2020 at 6:00 p.m. at the Compton
9 Park Recreation Building, 16101 Compton Drive, Tampa, Florida.

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**

15 Gene Field	Chairman
16 Jim Soley	Vice Chairman

17
18 **Present Via Zoom (Board Members)**

19 Jessica Vaughn	Supervisor
20 Mike Gibson	Supervisor
21 Jake Schoolfield (By phone)	Supervisor

22
23 **Also present were:**

24 Maggie Wilson	Consultant/Resident
25 Warren Dixon	TPOA Business Consultant
26 Brian Koerber	TPOA Property Manager
27 Ken Joines	DPFG
28 John Angeli	Resident

29
30 Mr. Field established that a quorum, as modified by the Governor's Executive Order,
31 of the Board was present.

32
33 **Pledge of Allegiance**

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

35
36 **SECOND ORDER OF BUSINESS – Strategic Planning Review**

37
38 Mr. Field reviewed the most current strategic plans, noting that the focus is on those
39 issues which have the most immediate impact.

40 The full strategic plans and significant events were included in the advance Board
41 Package; a copy of which is attached hereto and made a part of the public record.

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THIRD ORDER OF BUSINESS - Supervisor Comments.

There being none, the next item followed.

FOURTH ODER OF BUSINESS – Public Comments

Mr. Angeli addressed the Board stating in summary:

- As the Board had declined to approve a resolution put forth by him (Mr. Angeli) in the name of an unknown group regarding the on the trail, he asked would the Board explain its position on the trail. Was it opposed to it?
- He requested that the Board advise him why the Board did not support the efforts of an ad hoc group since the Board had previously suggested the formation of such a group.

Board members (particularly the Chairman Field and Vice Chair Soley) explained that the board had no board-position regarding the trail as the trail was not a matter for the CDD. The CDD board neither supported nor opposed it as it was not CDD business.

Ms. Wilson stated that many residents had worked toward improving this private trail but had done so privately as residents.

Mr. Angeli asked Ms. Wilson why she has briefed the City of Tampa Parks Dept on the current situation implying that such a briefing was in opposition to the trail.

Ms. Wilson stated that she did so as a private citizen, not on behalf of the CDD and when she does so for the CDD she states that she acting on behalf of the CDD.

She noted that in part she was providing background in order to re-energize a request she and another resident had made a few years ago to rehabilitate the trail; re-energized based on social media quotes on Nextdoor that were later found to be out of context or inaccurate.

Mr. Angeli asked about what were the procedures for filling the seat that did not qualify for the election.

Ms. Wilson answered that the vacancy would be made public in Tampa Palms Newsletter, at the TPOA Annual/Budget meetings and future CDD meetings between now and the election.

She stated that in the past the Board made its own determinations as to criteria to apply.

FIFTY ODER OF BUSINESS - Approval of the August 12, 2020 Minutes

On MOTION by Mr. Gibson, SECONDED by Ms. Vaughn WITH ALL IN FAVOR, the Board approved the Minutes of the August 12, 2020 CDD Board Meeting and Budget and Assessment Hearing Meetings.

SIXTH ORDER OF BUSINESS - Approval of District Disbursements

Mr. Field noted that the check register had been reviewed.

On MOTION by Ms. Vaughn SECONDED by Mr. Soley WITH ALL IN FAVOR, the Board approved the Disbursements for the month ending July 31, 2020 in the amount of \$169,779.50.

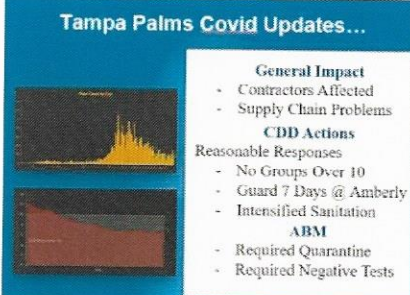
A copy of the Board Financial Analysis, Financial Statements and Check Register are attached hereto and made a part of the public record.

SEVENTH ORDER OF BUSINESS – Consultant Reports

♦ **Covid Update**

Ms. Wilson updated the meeting regarding the specific impacts that Covid was having on Tampa Palms and reasonable responses in place to protect citizens, vendor partners and Tampa Palms staff.

She reviewed the processes out in place by ABM to monitor for an address any outbreak.



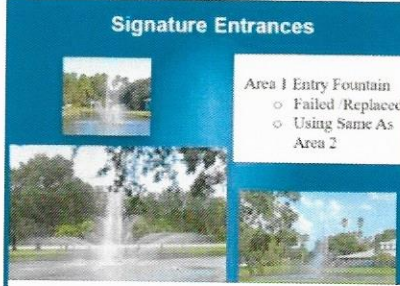
Tampa Palms Covid Updates...

- General Impact**
 - Contractors Affected
 - Supply Chain Problems
- CDD Actions**
- Reasonable Responses**
 - No Groups Over 10
 - Guard 7 Days @ Amberly
 - Intensified Sanitation
- ABM**
 - Required Quarantine
 - Required Negative Tests

♦ **Signature Projects**

Ms. Wilson reviewed the changes to the look of the main entry after the replacement of the Area 1 entry pond fountain.

The fountain, which was past it prime by several years, burned out and was replaced with a similar fountain in



Signature Entrances

- Area 1 Entry Fountain
 - Failed / Replaced
 - Using Same As Area 2

1 design and size of motor but one difference; the nozzles were changed to match that of the
2 spray of the Area 2 fountain.

3 The new nozzles are a substantial improvement, not only do they match the Area 2 fountain,
4 they make the pond look larger and more impressive. There was general agreement as to the
5 improved look with something so simple as nozzle design.

6
7 Ms. Wilson reviewed the saga of the wayfinding sign,
8 construction of which was delayed indirectly by Covid 19 in
9 brick delivery delays and then more directly by sub-
10 contractor delays due to employee illness.

11 Construction has now recommenced and the sign
12 *should* be completed by the next meeting.

13
14 The railing along BB Downs will be replaced along with
15 portion of the concrete sub-structure. The railings are
16 ordered and should be received in 203 weeks; the concrete
17 replacements are scheduled for replacement next week, the
18 railings will follow when received,

21
22 ♦ **Community Appearance**


23 Ms. Wilson discussed the condition of the turf along
24 the boulevards and the tree trimming of the City-owned trees
25 along the boulevards which is in progress for areas in need.

Signature Projects
Not An Easy Sign



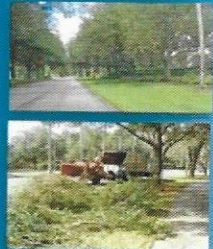
- Wayfinding Sign
 - Material Problems
 - Mason Illness
- Bricks Removed
 - Not Secured In Rain
 - Replacing
- Bricks Look Different
 - Just Mortar
 - Will Be Cleaned

Signature Projects
BB Downs Fence



- Materials Arrived
 - Concrete First
 - Railings Next
- Small Repairs
 - Sterling Manor

Community Appearance
Boulevards



- Water Logged & Soggy
 - Ruts In Turf
 - Weeds A'Plenty
- Passed Rating By Olm
 - EXACTLY The Same as Last Aug
- Tree Trimming
 - Boulevards
 - Areas w/ Damaged Trees

1 The entry plantings were reviewed; they are a
2 transition annual planting due to the fact that they must
3 potentially handle both the searing heat recently experienced
4 and the chilly weather of Fall. Marigolds and mums were
5 planted.

6
7 Ms. Wilson reviewed the process of refreshing the village
8 entries continues, with the base plantings for Stonington
9 which are in the process of replacement. On both sides of the
10 Stonington entry, the old turf has been removed and new St
11 Augustine will be in place soon.

12 Large rings are being created around the ligustrum trees with
13 mulch used to accent the trees. These trees also have
14 landscape up-lighting and which will be put back in place.

15
16 Ms. Wilson reviewed the replacement of traffic
17 control signs, some of which have been “injured” in
18 accidents and some are new, such as the speed signs installed
19 in the middle of the Stonington entrance.

20 New decorative signs have been ordered.

21
22 Ms. Wilson reviewed the next village entries to be
23 refreshed, noting that they include the Wyndham entries at
24 Halsey Rd and Farringham.

25 The plans include simple plant replacements and the
26 removal of stumps left from the removal of dead palm trees.

27 28 ♦ **Water Use Permit**

29 Ms. Wilson reviewed the renewal of the SWFWMD
30 permit to use aquifer water for the boulevards and parks. It
31 is a 10 year permit and realistically saves Tampa Palms about
32 \$500,000 per year over the use of potable water.

Community Appearance Entry Plantings



- Summer Annuals Leaving
 - Color at The Entries
 - Stood Up To the Heat
- Fall Annuals Next Week
 - Marigolds and Begonias
- Fall Medians Follow



Community Appearance Continuing Village Refreshing



- Stonington Entry
 - Medians
 - ✓ New Edging Plants
 - Entry & Exits
 - ✓ Side of Road Beds



Community Appearance City Traffic Control Signs



- Stonington Entry
 - Sign Overkill
 - ✓ New Speed Signs
 - ✓ Median & Roadside
 - Decorative Ordered



Community Appearance Next Village Entries



- Wyndham
 - Halsey Rd
 - ✓ Replace Plants
 - ✓ Remove Stump
 - Farringham
 - ✓ Replace Plants



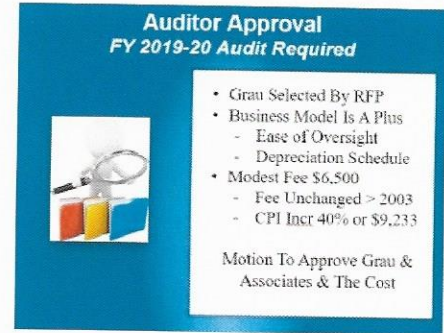
SWFWMD Water Use Permit



- Some Changes
 - Staff Gauges
 - Reporting
 - Pond Levels
 - Pumping Quantities
- SWFWMD Issued Permit
 - 10 Years (9/4/2030)
 - No Reductions

♦ **Auditor Engagement**

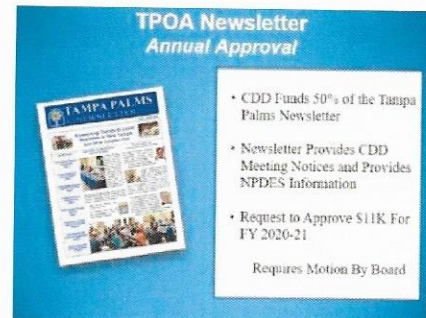
Ms. Wilson stated each year the District must confirm the auditor engagement and cost for the audit. The proposed cost for the engagement is \$6,500 and is within the budget. Staff requests a motion to approve the engagement letter.



On MOTION by Mr. Gibson, SECONDED by Ms. Vaughn, WITH ALL IN FAVOR, the Board approved the agreement with Grau to perform the audit for the fiscal year ending September 30, 2020.

♦ **TPOA Newsletter**

Ms. Wilson stated in past years the Board has normally funded 50% of the Tampa Palms newsletter. The newsletter provides a means for the CDD communicate with the residents and meet the requirements of the NPDES MS4 permit.



The request is to continue with an expense of \$11,000 as in past years.

On MOTION by Mr. Gibson, SECONDED by Ms. Vaughn, WITH ALL IN FAVOR, the Board approved the expense of \$11,000.00 paid to the TPOA for 50% of the newsletter.

Additional Advanced Board Package Materials:

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

EIGHTH ORDER OF BUSINESS – Other Matters

There being none, the next item followed.

NINTH ORDER OF BUSINESS – Public Comments

Warren Dixon, Business Manager for the TPOA, briefed the group as to the progress that has been made in the matter of the illegal construction that was uncovered in Tampa Palms.

1 He reviewed the inspections made by the City, HC-EPC and the Army Corp of Engineers and
2 noted that the City had issued a stop work order and the HC-EPC had referred the matter to
3 Enforcement with an order to restore the area.

4 Maggie Wilson speaking as a resident and not offering recommendations to the Board,
5 as is her normal activity, shared grave concerns about the often misleading information placed
6 on social media by one person, incorrectly indicating opposition to the power corridor path by
7 the CDD, falsely reporting such actions as the CDD intentionally misleading the CDD attorney
8 and even claims that the CDD attorney did not perform any analysis regarding the power
9 corridor.

10 Her reported concern was that the person posting such materials may know they are
11 not factual but those reading them do not.

12 Mr. Field suggested a newsletter article stating the CDDs position clearly.

13 The discussion led to questions by Don Oneal and others about the time taken up by
14 this matter even though the party had been repeatedly advised that the matter was not proper
15 for the CDD.

16 Ms. Vaugh suggested creating rules for the public comments limiting the comments to
17 those things pertinent to the CDD and Mr. Gibson recommended some management of time
18 spent on a single subject.

19 It was generally agreed that this matter would be revisited at the October meeting.
20

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

22 There being none, the next item followed.
23

24 **ELEVENTH ORDER OF BUSINESS - Adjournment**

25 There being no further business,
26

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 summation format, not verbatim.*

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

5

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

8

9

10 **Signature**

Signature

11

12 Ken Joines

Gene Field

13 **Printed Name**

Printed Name

14 **Title:**

Title:

15 ☐ **Assistant Secretary**

☐ **Vice Chairperson**

16 **X Acting District Manager**

☒ **Chairperson**

Covid & Tampa Palms Report

The governor's most recent executive order is causing some confusion. This order, known colloquially as the Phase 3 Reopen Order, is designed to stimulate the economy and permit businesses, particularly restaurants, to fully reopen.

This latest EO prohibits local government orders from limiting indoor capacity to less than 50% and requires that any local order limiting indoor capacity to less than 100% quantify the economic impact and explain the compelling public health reason for the limitation.

None of this appears directly on-point for the CDD meeting operations. What does apply to the CDD is the ability to conduct meetings without physical quorum, if necessary. Staff has confirmed with the District Manager, Ken Joines, and City of Tampa Deputy City Attorney, Andrea Zelman, that at this time local governments may continue to hold "virtual" meetings until November 1, 2020.

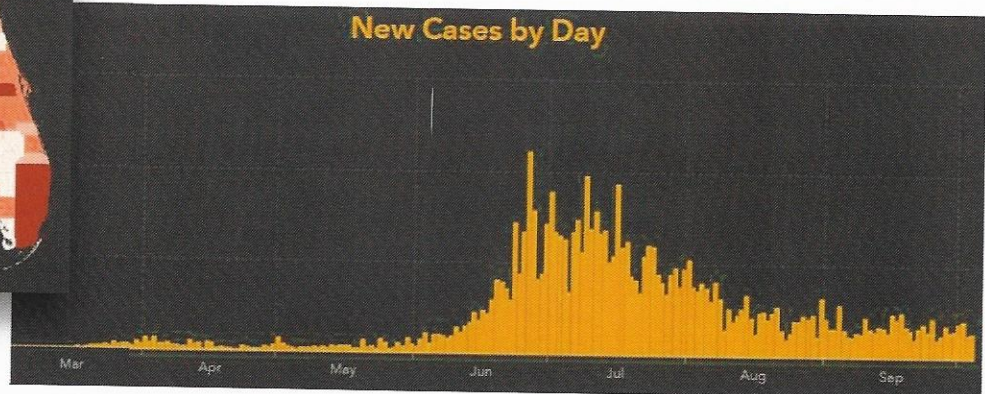
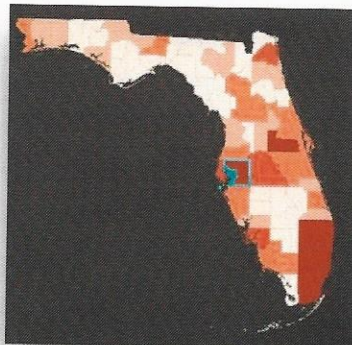
The restrictions on CDD park use are minimal: the only restriction is that no reservations for the park pavilions for parties greater than 10 are accepted.

Neither pavilion is of a size that this is a genuine issue for residents, in fact there have been no requests for parties that could not be accommodated.



Covid reports for Hillsborough County

The new cases by day have stabilized since August to a range between in an average range of 250 per day. Even with the promising data, Hillsborough County continues to display as a state "hot spot".



Signature Updates

There is certain to be an element of disbelief with this report but the wayfinding sign is now complete. (One member of the team asked if possibly staff had “photoshopped” the picture below.) The sign has actually been finished for almost two weeks, waiting for the final inspections. It passed earlier this week.

The photo makes it appear that there might be imperfections in the granite; those are just reflections.



In the next week the areas near it will be reconditioned (they were blocked off and weeds penetrated) and the base of the monument will be landscaped.

Bruce B Downs Railing

Staff is convinced that the signature restoration areas are jinxed in 2020.

The concrete repairs, which were not very large but were relatively difficult in that they included both the wall structure and the rail attachment components were repaired by A&A without a problem.

A&A stationed the equipment along the path, placed signs at both ends to indicate work in progress and any pedestrain should cross at Tampa Palms Blvd or Amberly and used a flag man behind the equipment for safety.

The railing subcontractor was less dilligent and parked a truck in the lane with a few cones. Hillsborough County got cranky (it was less than safe) and the job shut down pending an approved MOT which should be received this week and the railings to follow.



Community Appearance

Overview

The OLM inspection conducted this week resulted in an appraisal score of 90. The feedback focused on the continuing battle against weeds (both bed weeds and turf) and viny growth that impacts both shrubs and walls. The inspector noted that ABM was “holding its own” against weeds, and seeming to win the battle.

Weeds and vines are particularly invasive in those areas either near or adjacent to the power corridor such as the TP Blvd crossings, the City ROW berm along Yardley south of Fairchild, the entries Fairchild & Wareham entries into Tremont and possibly the worst portion, Yardley south of Wareham which is both adjacent to the power corridor and I-75.



ABM and all major landscape companies are struggling at this time; the same is true of employers in any field who rely on low-skilled workers. In a field not related to landscape, this struggle was felt by everyone in Tampa Palms/Hillsborough County as the result of spotty garbage collection and full-on cessation of recycle collection for six weeks plus.

Many Tampa Palms residents, including staff, have never experienced the challenges of coordinating production in out-of-doors environments with summer heat indexes in a range of 100-110 with workers who are paid \$12 -\$13 an hour.

As mentioned previously, there are several broad categories of landscape maintenance:

1. **Right of way (ROW) maintenance** - Designed to keep areas adjacent to streets looking *kept up* for the benefit of those who use the areas, usually in a car or on a bicycle.

For upscale communities such as Tampa Palms, ROW maintenance is enhanced (sometimes referred to as **ROW Plus**) providing enjoyment to residents and passersby who more closely observe the area,



2. **Resort maintenance** - Designed for venues where it is anticipated that most if not all the “guests” will view and enjoy the landscape on foot. Often referred to as “Disney’esque” this is landscape where each bed and bush is individually groomed and no weed allowed to stay more than a day in any shrub bed or median.



3. **Gardener level maintenance** - This is home or estate type maintenance.

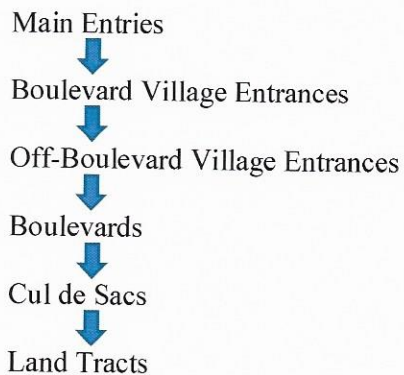
Community Appearance

In Tampa Palms and other similar communities, it is *ROW plus* maintenance that is enjoyed, not resort quality. In addition to basic mowing, edging, blowing-off of landscape debris on sidewalks (typical ROW), irrigation, fertilization, pest and weed control, flowers, trash collection and mulch are added.

OLM has estimated the cost increase to change from and enhanced ROW landscape to resort level to be almost 100%. They note that communities do not provide resort quality landscape, because it would be cost prohibitive and because it would provide little added benefit to most residents.



Landscape maintenance focus is prioritized based solely on impact on the community in general. It can be



a difficult conversation to review these priorities with someone who lives in Tremont, with no visible decorative structure except a small CDD-owned entry monument, and the balance of the entry not only owned by the City, but part of the power corridor and controlled by the power companies.

Contrast that with Huntington, decorative entry (developer), entry controlled by the Huntington HOA and the CDD.

Aging Trees



Staff has consulted a number of tree experts in an effort to put together a proper plan to address the aging tree population in Tampa Palms.

The consensus opinion (two arborists, plus the City of Tampa and OLM) is that there is no reasonable method that can be used to predict tree demise. A tree that appears less than totally vibrant can exist, alive and contributing to the landscape, for literally a decade or more.

The recommendation was that the CDD continuously inspect and remove specimens that die or become a hazard, such as the pictured to the left.

Several of the trees identified by staff as “troubled” and shown at previous CDD Board meetings were reviewed and the conclusion was that they not prime specimens but could easily live 10-15 more years in the condition displayed today before they succumb and are legally subject to removal. Many if not most of the Tampa Palms trees under consideration are property of the City as they are on ROW.

The tree shown above was on a cul de sac; it was a faded drake elm and it posed a risk to the abutting neighbors. It has been removed and the cul de sac will be relandscaped, possibly with a crape myrtle. Keeping a tree replacement fund makes a lot of sense: a targeted or times plan is less useful. The watchword is inspect, inspect, inspect.

Community Appearance

Village Entry Refreshing.

Though interrupted by the demands of standard maintenance, refreshing the village entries continues. The final steps along the fence-line at Stonington is in progress (old bushes removed this week, waiting for the new ones to arrive).

The old landscape will be removed from the Halsey and Farringham entries next week and replaced.

The next steps are more visible. The entries (2) to Palma Vista will be visited.

The entries to Palma Vista are just off Bruce B Downs and noticeable to everyone entering Tampa Palms from Amberly.

There are two entries, the original Palma Vista entry which was constructed for the condominium's decades ago, and the more recent entry (closest to Somerset) which was constructed as part of the project to build the townhomes.

The landscape is healthy but comprised in some places, especially the exit only gate nearest to Somerset, of specimens that have outgrown their space and are not contributing to a clean and attractive look.

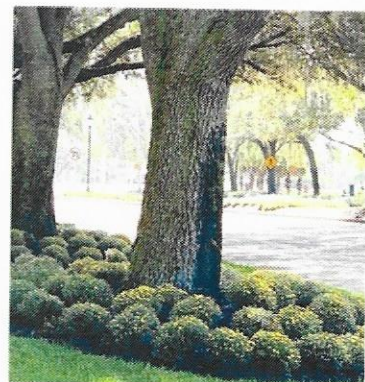
The second entry (both entry and exit gates) has an over-crowded median where the healthy but over-bearing ground covers and the mature white birds (large birds of paradise that sometimes look like palm or banana trees) need to be cleaned out.

Some of you will doubtless remember that Ms. Maney was not impressed with the entries when they were re-done by the developer at the time the townhomes were constructed. They were beautiful and staff mentioned that to her: her reply... wait.

This is not a major relandscape project, just clean-up and replace the crowded small plants and any bare areas, such as along the fence-line between the entries.

Fall Plantings

The Fall mums have made their appearance. They are less than pleased with the hot/humid temps but they are coming along.



CDD Supervisor Appointment

Due to complications stemming from the Covid crises and its impact on the US Mail, the Supervisor of Elections was unable to place Supervisor Gibson's name on the November ballot.

No other Tampa Palms eligible elector showed interest in the position, so no one else appeared on the ballot.

The CDD Board members are now tasked with appointing a member to fill the vacancy for his seat. This is an important and difficult charge as Board excellence starts with members who properly fit the organization.

Several Board Members have inquired of staff what criteria must be applied to make the decision to appoint a supervisor to this seat.

While the Florida statutes mandate that the remaining Tampa Palms Board will appoint a member to fill Seat 5 until the end of the term, the statutes provide no definitive guidance as to how this selection should be made other than by Board appointment.

FS 190.006 (4) b) If no elector qualifies for a seat to be filled in an election, a vacancy in that seat shall be declared by the board effective on the second Tuesday following the election. Within 90 days thereafter, the board shall appoint a qualified elector to fill the vacancy. Until such appointment, the incumbent board member in that seat shall remain in office.

I was able to convey to those supervisors making inquiry about this that upon the resignations of Andy Miller, Randy Marlowe and Patty Maney, all of whom resigned due relocations, the Board stated that their decision was based on:

- Presence at and participation in the Tampa Palms community (committee's, sub-association boards, City of Tampa projects related to Tampa Palms etc)
- Attendance at community meetings (CDD & TPOA, as well as sub-associations if appropriate)
- Demonstrated ability to work with groups (prior board memberships, charity organizations, school organizations)

It should be noted that both Andy Miller and Randy Marlowe recommended their own replacements using the criteria above.

At this time there are two qualified electors who have made their interest known.

Michael Gibson has indicated that he wishes to be considered by the Board for appointment.

A second resident has offered his services **but stated he will be a candidate if, and only if, Michael Gibson does not wish to be considered.**

Announcement of this pending vacancy was made during the TPOA Annual Meeting in September and appears in the TPOA Newsletter for Oct and Nov and will be discussed at both the Oct and Nov CDD meetings.

It is reasonable to assume that appointment will be made in January of 2021.

Meeting Protocols: Public Comments at CDD Meetings

Public comments at any government meeting (City/County/CDD) serve the public interest in a multiplicity of ways. In acknowledging this the Tampa Palms CDD has not only made comment periods an integral part of each meeting, it has made the opportunities almost limitless with two unregulated periods and opportunities during the meeting as measures are reviewed or debated.

There is no question that these opportunities for public comment and suggestion have been valuable to the community. One example that comes to mind is that of resident Roger Beaubien's remarks regarding public seating that set the stage for the benches provided along the paths at multiple locations within the community - benches that have proven immensely valuable, especially in this time of Covid 19.

For the last few months CDD Board members have discussed the imposition of rules on the public comment portion of CDD Board meetings. These discussions rise out of a need to conduct an orderly meeting focused on matters reasonably before the CDD, while allowing residents to share suggestions and provide feedback.

The Board has reviewed the rules imposed by other similarly circumstanced bodies (CDD's) and generally stated that despite what may be practiced elsewhere, remaining more open to comment rather than less open is in the best interest of Tampa Palms if the comment(s) address matters within the purview of the CDD.

At the last CDD meeting there was discussion of framing the public comments portion of the CDD meeting with guidance in two areas:

- The relevance of the comment subject to the Tampa Palms CDD
- Addressing circumstances where multiple citizens might wish to address the same subject.

Staff is providing language that addresses these areas and could be included as part of each meeting agenda.

The Tampa Palms CDD encourages citizen feedback and recognizes their right to be heard on District business matters. There are two opportunities for public comments and members of the public may speak on any District matter, on or off the agenda, as long as the matter is germane to and within the jurisdiction of the Tampa Palms CDD. The chair recognizes all speakers and is responsible for the orderly proceeding of the meeting.

If a citizen wants to discuss a matter over which the CDD has no authority, the Board will suggest an organization of competent jurisdiction.

In the event a group of citizens should wish to speak on the same subject, the group should select no more than five representatives who will individually be recognized by the chair and speak for no more than three minutes each on the issue.

If this language is considered reasonable and the Board wishes to adopt it, it should be approved by motion.

Park Updates

Hampton and Amberly Park are tremendous assets to the community- both for those who actually use the parks and for those who enjoy the financial benefits that the parks lend to the value of all residential property in Tampa Palms.



While it may seem that it was only yesterday, the park renovations were completed between five to seven years ago, depending on the equipment and the park. To maintain the “newness” of the parks requires continual vigilance.

As part of the regular maintenance, the parks are reviewed by staff (monthly), the park personnel (daily) and twice weekly (ABM).

A park review checklist is completed to focus attention on items that should be considered for repair/maintenance or replacement.

This coming year there are some elements of upgrade or restoration in the parks for which it is time for consideration.

Volleyball Facilities



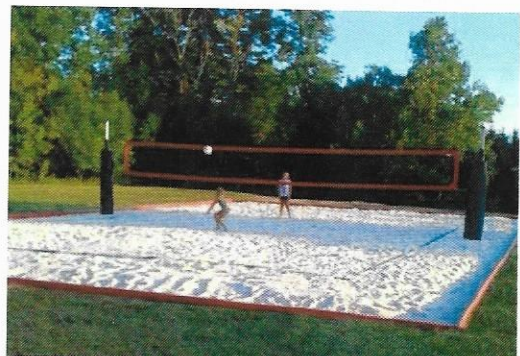
There exists a volleyball area in Hampton Park. Due to the design of the park, the area is surrounded by significant trees, as is most of the park. The result is that the volleyball area is repeatedly filled with “trash” from the surrounding trees; this happens even more when there are repeated and/or heavy rains- such as the last few months.

Keeping shiny white sand in the volley ball area is difficult. The sand is typically refreshed at the beginning and end of the summer (after the rains). This year it was not refreshed as contact sports were not allowed at the beginning of the summer due to the Covid.

Keeping the sand in the area and drainage out of the sand area had been a problem.

Staff is examining possibilities and engaging Brad Suder, City of Tampa Parks, for options and ideas for the Hampton Park volleyball space and will bring them to the board in the coming months.

One option recommended by a Manchester resident was to both line the area and create borders. That is being evaluated.



Tennis Courts

The Hampton courts were last resurfaced in 2014-15. Areas of depression and small crack are beginning to appear on the courts.

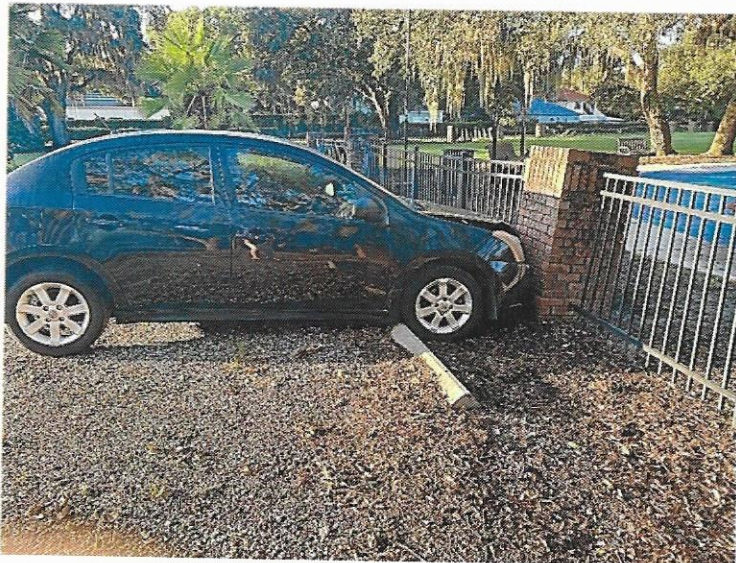
Surface and striping quality fades in the hot Florida sun. Staff previously consulted the community director for TPOST (West Meadows & Richmond Pl.) who is himself a rated tennis pro, to determine how frequently restoration work should be performed.

His advice was that after the initial 10 years (Hampton is 25+ years old) every five to seven years is a reasonable interval to keep the courts looking top notch and safe for play.

Similarly, it seems reasonable to resurface the basketball courts at the same time. The courts are heavily used every day and beginning to show surface wear.

Staff is requesting proposals for both for board consideration.

Opps,



better with the improved footers.

At the same time staff asked A&A to “respike” all of the parking stops to make them more secure and less movable.



A drive mistakenly placed her car in drive instead of reverse when leaving Amberly Park.

After that she did everything right, she called the police, left a note with her contact and insurance information on the car and had the car towed the following day.

Staff called in A&A and they found that the damage to the pillar was inconsequential.

The pillar has been righted and the footers strengthened. It is good as new, maybe

