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

The Regular Meeting of the Board of Supervisors of the Tampa Palms Community Development District was held on Wednesday November 11, 2020 at 6:00 p.m. at the Compton Park Recreation Building, 16101 Compton Drive, Tampa, Florida.

FIRST ORDER OF BUSINESS - Welcome & Roll Call

Mr. Field called the meeting to order.

The Board members and staff introduced themselves for the record.

Present

Gene Field	Chairman
Mike Gibson	Supervisor
Jake Schoolfield	Supervisor

Also present were:

Maggie Wilson	Consultant/Resident
Warren Dixon	TPOA Business Consultant
Brian Koerber	TPOA Property Manager
Don O'Neal	Resident

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

Pledge of Allegiance

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

SECOND ORDER OF BUSINESS – Strategic Planning Review

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

THIRD ORDER OF BUSINESS - Public Comments.

Don O'Neal of Huntington thanked the Board for having the trees on the city-owned Tampa Palms Blvd. trimmed.

FOURTH ORDER OF BUSINESS – Supervisor Comments

There being none, the next matter followed.

FIFTY ORDER OF BUSINESS - Approval of the October 14, 2020 Minutes

On MOTION by Mr. Schoolfield, SECONDED by Mr. Gibson WITH ALL IN FAVOR, the Board approved the Minutes of the October 14, 2020 CDD Board Meeting.

SIXTH ORDER OF BUSINESS - Approval of District Disbursements

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

On MOTION by Mr. Schoolfield SECONDED by Mr. Gibson WITH ALL IN FAVOR, the Board approved the Disbursements for the month ending September 30, 2020 in the amount of \$295,117.50.

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

♦ **Signature Projects**

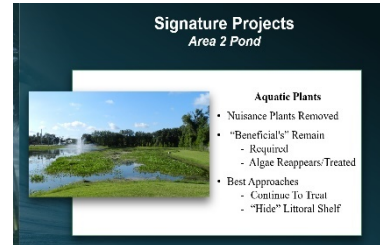
Ms. Wilson noted that the Fall flowers did their job and that a few new trees had been added to the entry.

She mentioned that there continues to be a problem sourcing excellent plant material; noting that on several occasions plants had to be returned as not meeting Tampa Palms standards.

She also noted that the wall-work has commenced.



Ms. Wilson reviewed the Area 2 entry pond which due to the huge littoral shelf is less attractive than most Tampa Palms ponds. The pond maintenance company is keeping it relatively free of noxious plants and the berm is doing its job hiding the difficulties with plants.



♦ **Community Appearance**

Ms. Wilson reported that the winter annuals and poinsettias would soon arrive and again discussed the difficulties in obtaining proper plant materials.



The difficulties stem from two different sources; one the movement of some growers out of the annuals market and into medical marijuana and two, staffing and other possibly Covid-related problems plaguing the remaining

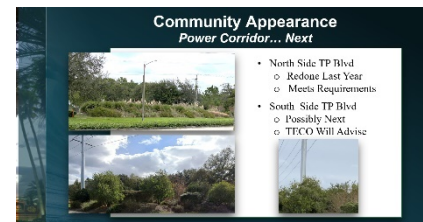
Ms. Wilson noted that the holiday lighting would begin to appear the weekend after Thanksgiving. In keeping with the decades-old community rules, the lights will be white in celebration of all the end of year holidays, as well as, a welcome for the New Year.



Ms. Wilson advised that the OLM landscape inspection took place last week and the community score was 93.5%. Work continued to revitalize the boulevards and entries.



Ms. Wilson reviewed the power corridor crossing at Tampa Palms Blvd. The north side grasses and berm are doing the job of (1) preventing vehicles entry to dump materials or do "wheelies" and (2) making the appearance of the corridor more in keeping with Tampa Palms standards for passersby.



It was discussed that the southside may need revitalization to meet FERC standards and that TECO will keep Tampa Palms apprised of any needs in order to protect the "look" of the area.

♦ **Parks**

Ms. Wilson reviewed the park work that is being completed in advance of the holidays. The primary focus is pressure washing the facilities to clean away the summer “grime”. The parks continue to be well used by residents.

Ms. Wilson reminded the board that a resident took issue with the wildlife protection signs along the Oak Park stating in part that since the corridor is not in the district, the CDD should not have placed the signs. Although the signs were placed after consultation with owners of the tract and FWC, Ms. Wilson said that for consistency they would be moved in to the CDD’s Oak Park boundary.

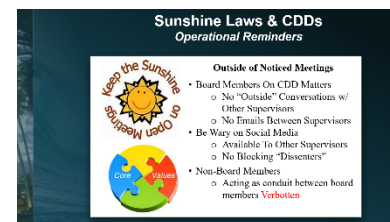
Ms. Wilson presented a proposal to resurface the tennis and basketball courts in Hampton Park. She noted that while many/most courts have to be rebuilt in 20-25 years, these 30+ year courts do not in part because the CDD has been diligent in maintaining them. The cost to refurbish is proposed at \$30,000, which includes mitigating some root intrusion damage and minor depressions.

On MOTION by Mr. Gibson, SECONDED by Mr. Schoolfield WITH ALL IN FAVOR, the Board approved \$30,000 for refurbishing the tennis courts and basketball courts at Hampton Park.

♦ **Sunshine Laws**

Ms. Wilson reviewed the open records / Sunshine Laws that apply to CDDs; specifically that CDD matters may not be discussed between board members except at a noticed meeting.

Further, third parties may not act as conduits between board members and that members should be wary of posting CDD matters on social media.



Ms. Wilson excused herself from the meeting. Chairman Field advised that the district's private-sector business model produces favorable outcomes come from repeatable, reliable business systems, processes...and dedicated, capable staff.



Success of the model is built on private-sector initiatives, experience, broad skill sets and “do-what-it-takes attitude”. Staff compensation must be competitive with the private sector.

Mr. Field reviewed professional compensation trend documentation and made recommendations for the administrative position a 2.4% increase on the position salary.

Mr. Field reviewed professional compensation trend documentation and made recommendations for the consulting general manager a 1.9% increase on the position compensation.

On MOTION by Mr. Gibson, SECONDED by Mr. Schoolfield WITH ALL IN FAVOR, the Board approved a 2.4% salary increase for the administrative position and a 1.9% increase in compensation payments for the consulting general manager.

◆ December Meeting

Ms. Wilson noted that it has been the practice for the Tampa Palms CDD that the Board does not meet in December. Should a situation come to the front during December that requires immediate Supervisor action, an emergency meeting, with a quorum of three Supervisors, could be convened, just as would be done for any emergency that occurred between meetings at any time of the year.



On MOTION by Mr. Gibson, SECONDED by Mr. Schoolfield WITH ALL IN FAVOR, the Board approved cancellation of the December 2020 meeting.

◆ Budget Amendment

Ms. Wilson noted that 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. The budget is then amended to reflected that transfer in of monies as needed.

The amendment presented for Fiscal Year 2019-20 will make changes to the Revenue and the Expenditures as follows:

1. Revenue

- Carryforward revenue will increase by \$51,216 from \$15,000 in the Adopted Budget to \$66,216 for the Amended Budget.
- Total revenue for FY 2019-20 will increase from \$2,714,291 in the Adopted Budget to \$2,765,507 for the Amended Budget.

2. Expenditures

- Budget for TP Signature projects will increase by \$51,216 from \$18,696 for the Adopted Budget to the actual expenditure of \$69,892 for the Amended Budget.
- Total expenditures for FY 2019-20 will increase from \$2,714,291 for the Adopted Budget to \$2,765,507 for the Amended Budget.

To approve this change the Board should approve Resolution 2021-1.

On MOTION by Mr. Schoolfield, SECONDED by Mr. Gibson WITH ALL IN FAVOR, the Board approved Resolution 2021-1, the Budget Amendment for FY 2019-20, increasing carryforward revenue by \$51,216 and increasing the Signature Projects expense line item by \$51,216, confirming a balanced budget.

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 on behalf of the TPOA advised the members of the extensive renovations that are under way at River Park.

Don O’Neal commented that the restored railings on BB Downs looked beautiful and certainly made a difference.

He questioned when the wayfinding sign would be completed, in particular would there be landscape. Ms. Wilson stated that it would be fully landscaped and that the plants were ordered and expected to be installed as soon as the lighting arrived, which has been ordered and in the process of installation, all completed in the coming weeks.

TENTH ORDER OF BUSINESS - Supervisor Comments

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS - Adjournment


There being no further business,

On MOTION by Mr. Gibson SECONDED by Mr. Schoolfield, WITH ALL IN FAVOR, the meeting was adjourned.

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

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on November 11, 2020.



Signature

Mary-Margaret Wilson

Printed Name

Title:

☐ District Manager

☒ Assistant Secretary



Signature

Gene Field

Printed Name

Title:

☐ Vice Chairperson

☒ Chairperson