

**TAMPA PALMS
COMMUNITY DEVELOPMENT DISTRICT**

*Agenda Package
Board of Supervisors Meeting*



Wednesday, March 9, 2016

6:00 P.M.

Compton Park Recreation Building

16101 Compton Drive,

Tampa, Florida



TAMPA PALMS COMMUNITY DEVELOPMENT DISTRICT

CDD Meeting Advanced Package March 9th, 2016

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4. Strategic Planning and Capital Projects Planning
 - f. Strategic Planning
 - g. Significant Events
 - h. Signature 2017 Spending Plan
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6. Consultant Reports
 - i. Bruce B Downs Update
 - j. Bruce B Downs Mitigation Planning
 - k. Who Is Responsible For Trees
 - l. Oak Park Jogging Path
 - m. Power Corridor Path
 - n. Community Appearance
 - o. CLUE Information

Tampa Palms CDD Meeting Agenda

**March 9, 2016, 6:00 p.m.
Compton Park Recreation Building
16101 Compton Drive, Tampa, FL 33647**

1. Welcome & Roll Call
2. Strategic Planning
3. Board Member Discussion Items
4. Public Comments
5. Approval of the February Minutes
6. Approval of District Disbursements
7. Consultant Reports
 - Bruce B Downs Update
 - Community Appearance
 - Oak Park Paths (LID Opportunity)
 - Power Corridor Property
 - Problem Tree Responsibility
 - CLUE Information
8. Other Matters
9. Public Comments
10. Supervisor comments
11. Adjourn

Tampa Palms Community Development District

Development Planning and Financing Group
15310 Amberly Drive, Suite 175, Tampa, Florida 33647
Phone: 813-374-9102
Fax: 813-374-9106

March 4, 2016

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

Dear Board Members:

The Board of Supervisors of the Tampa Palms Community Development District is scheduled for Wednesday, March 9, 2016 at **6:00 p.m.** at the Compton Park Recreation Building, 16101 Compton Drive, Tampa, Florida. *The advanced copy of the agenda for this meeting is attached.*

Enclosed for your reviews are the minutes of the February, 2016 Board meeting and the documents outlined in the table of contents.

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

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

Sincerely,

Bruce StDenis

Bruce St Denis
District Manager

JD:cs

cc: Maggie Wilson
Carolyn Stewart (Record Copy)

4 months ending January 31, 2016Executive Summary

The District has a general fund balance of \$ 5.3 Million.

Although there will be assessment revenue received through April, there will be no meaningful cash collections again until December, 2016, at the end of the first quarter of fiscal year 2016-17. This is the normal pattern for the cash collection cycle.

FY 2015/16 Operations do not have any significant cost variances. The District is expected to perform at budgeted levels for the fiscal year.

<u>Outlook</u>	Sources and Uses of Funds	12 months ending 12/31/2016
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District General Fund Cash	1/31/16	\$ 5.256
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Revenues

Cash collections: through Q1 FY 2016-17	<u>\$ 180</u>	<u>\$ 180</u>
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Expenses & Cost Allocations

District Operations	February – September 2016	\$ 1,620	
District Operation	Q1 October – December 2016	600	
Winter Damage Reserve		200	
Wind/Hurricane Damage Reserve		200	
Palm Pest Allocation		200	
TP Signature 2017 Budget (BBD mitigation)		<u>\$ 1,195</u>	<u>(\$ 4,015)</u>

Projected General Fund Balance	12/31/2016	\$ 1,421
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**Tampa Palms CDD
Balance Sheet
January 31, 2016**

	<u>GENERAL</u>	<u>STREET- LIGHTING</u>	<u>TOTAL</u>
<u>ASSETS:</u>			
CASH - Operating Account	\$ 207,960	\$ -	\$ 207,960
PETTY CASH	500	-	500
INVESTMENTS:			
Excess Fund Account- Sunshine Bank	5,030,583	-	5,030,583
Excess Fund Account- Iberia Bank	127	-	127
State Board Investment Pool A	14,872	-	14,872
RECEIVABLE FROM TAMPA PALMS HOA	1,453	-	1,453
RECEIVABLE FROM CITY OF TAMPA	-	1,105	1,105
RECEIVABLE FROM OTHER FUNDS	-	3,223 a)	3,223
PREPAID EXPENSES	440	-	440
TOTAL ASSETS	<u>\$ 5,255,935</u>	<u>\$ 4,328</u>	<u>\$ 5,260,263</u>
<u>LIABILITIES:</u>			
ACCOUNTS PAYABLE	\$ 77,016	\$ -	\$ 77,016
ACCRUED EXPENSES	6,240	-	6,240
DUE TO OTHER FUNDS	3,223 a)	-	3,223
<u>FUND BALANCE:</u>			
NON-SPENDABLE	440	-	440
RESTRICTED FOR:			
STREETLIGHTING	-	4,328	4,328
UNASSIGNED:	5,169,017	-	5,169,017
TOTAL LIABILITIES & FUND BALANCE	<u>\$ 5,255,935</u>	<u>\$4,328</u>	<u>\$ 5,260,263</u>

a) Net of GF Due to and GF Due from SL

Tampa Palms CDD
General Fund
Statement of Revenue, Expenditures and Change in Fund Balance
FY2016 - For the period from October 1, 2015 through January 31, 2016

	<u>BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>FAVORABLE (UNFAVORABLE) YTD VARIANCE</u>
REVENUES				
SPECIAL ASSESSMENTS ON ROLL (Gross)	\$ 2,519,225	\$ 1,763,458 (a)	\$ 2,344,152	\$ 580,695
INTEREST	10,000	3,333	6,636	3,302
CLUB MEMBERSHIP FEES	-	-	600	600
MISCELLANEOUS REVENUE	1,200	400	4	(396)
DISCOUNT-ASSESSMENTS	(100,769)	(70,538) (a)	(93,766)	(23,228)
TOTAL REVENUES	2,429,656	1,696,653	2,257,626	560,974
EXPENDITURES				
ADMINISTRATIVE:				
PAYROLL - SUPERVISORS COMPENSATION	11,000	3,667	2,985	682
PAYROLL SERVICES FEE	-	-	463	(463)
PAYROLL TAXES - FICA	5,810	1,937	1,977	(40)
PAYROLL TAXES - Unempl & W/Comp Ins	3,824	1,275	150	1,125
CDD MANAGEMENT SERVICES	57,588	19,196	18,458	738
AUDITING SERVICES	5,824	1,941	-	1,941
ASSESSMENT ROLL SERVICES	10,050	10,050	9,663	387
TAX COLLECTOR FEES-ASSMTS	50,385	46,884 (a)	46,884	-
PROPERTY APPRAISER'S FEES-ASSMTS	25,192	23,441 (a)	23,441	-
LEGAL SERVICES	26,032	8,677	5,162	3,515
MISCELLANEOUS ADMIN.SERVICES (Admin + Filing fees + Bank fees)	11,107	3,702	2,679	1,024
DIRECTORS & OFFICERS INSURANCE	3,276	1,092	-	1,092
TOTAL ADMINISTRATIVE	210,088	121,862	111,861	10,001
FIELD MANAGEMENT SERVICES:				
ADMIN ASSISTANT	53,314	17,771	15,872	1,900
PARK ATTENDANTS	82,985	27,662	24,964	2,698
PARK PATROL	58,993	19,664	18,242	1,423
FIELD CONSULTANT	98,414	32,805	32,969	(164)
FIELD MANAGEMENT CONTINGENCY	19,760	6,587	974	5,613
TOTAL FIELD MANAGEMENT SERVICES	313,466	104,489	93,020	11,469
GENERAL OVERHEAD:				
INSURANCE	10,699	10,699	12,757	(2,058)
INFORMATION SYSTEMS (TEL & SECURITY)	20,316	6,772	6,338	434
WATER-UTILITY	19,760	6,587	3,481	3,105
REFUSE REMOVAL (SOLID WASTE)	5,922	1,974	1,760	214
ELECTRICITY	124,800	41,600	40,326	1,274
STORMWATER FEE	1,391	1,391	3,046	(1,655)
STREETLIGHTS - OPERATING TRANSFER-OUT	1,500	-	-	-
MISCELLANEOUS FIELD SERVICES	13,000	4,333	2,894	1,439
TOTAL GENERAL OVERHEAD	197,388	73,356	70,602	2,754
LANDSCAPE MAINTENANCE:				
LANDSCAPING MANAGEMENT FEE	18,000	6,000	6,075	(75)
LANDSCAPE AND POND MAINTENANCE	921,518	307,173	289,614	17,559
LANDSCAPE REPLACEMENT	72,800	24,267	3,914	20,353
NPDES PROGRAM	28,989	9,663	-	9,663
TOTAL LANDSCAPE MAINTENANCE	1,041,307	347,102	299,603	47,499
FACILITY MAINTENANCE:				
IRRIGATION MAINTENANCE	86,131	28,710	14,653	14,058

**Tampa Palms CDD
General Fund
Statement of Revenue, Expenditures and Change in Fund Balance
FY2016 - For the period from October 1, 2015 through January 31, 2016**

	<u>BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>FAVORABLE (UNFAVORABLE) YTD VARIANCE</u>
<i>R&M FOUNTAIN</i>	22,015	7,338	6,003	1,336
<i>FACILITY MAINTENANCE</i>	72,800	24,267	20,227	4,040
<i>MOTOR FUEL & LUBRICANTS</i>	6,116	2,039	947	1,091
<i>JANITORIAL/SUPPLIES</i>	1,892	631	1,048	(418)
PROJECTS :				
<i>R&R & DEFERRED MTC</i>	175,000	75,102	75,102	-
<i>NPDES / CLEAN WATER</i>	50,000	16,667	3,993	12,674
<i>SIGNATURE TP 2017</i>	78,455	26,152	6,169	19,982
<i>CAPITAL PROJECTS</i>	175,000	58,333	43,986	14,347
TOTAL FACILITY MAINTENANCE & PROJECTS	667,409	239,238	172,128	67,110
TOTAL EXPENDITURES	2,429,658	886,047	747,214	138,833
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(2)	810,605	1,510,412	699,807
FUND BALANCE - BEGINNING			3,659,045	3,659,045
FUND BALANCE - ENDING	\$ (2)	\$ 810,605	\$ 5,169,457	\$ 4,358,851

a) The "Year-to-Date Budget" allocation is calculated as a percentage of the annual budget and is based on actual collections from the prior year. Actual assessment collections are reported at gross. Assessment discount and county collection fees are estimated pending actual discount and collection information from County.

Tampa Palms CDD
Streetlighting Fund
Statement of Revenue, Expenditures and Change in Fund Balance
FY2016 - For the period from October 1, 2015 through January 31, 2016

	<u>BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>FAVORABLE (UNFAVORABLE) YTD VARIANCE</u>
REVENUES				
<i>REIMBURSEMENT - CITY OF TAMPA</i>	\$ 1,000	\$ 333	\$ 442	\$ 108.75
TOTAL REVENUES	<u>1,000</u>	<u>333</u>	<u>442</u>	<u>109</u>
EXPENDITURES				
<i>DISTRICT LIGHTING EXPENSE (Includes City Portion)</i>	2,500	833	1,220	(386)
TOTAL EXPENDITURES	<u>2,500</u>	<u>833</u>	<u>1,220</u>	<u>(386)</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(1,500)	(500)	(778)	(278)
OTHER FINANCING SOURCES (USES)				
<i>TRANSFER-IN (From General Fund)</i>	1,500	500	-	(500)
<i>TRANSFER-OUT</i>	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	<u>1,500</u>	<u>500</u>	<u>-</u>	<u>(500)</u>
NET CHANGE IN FUND BALANCE	-	-	(778)	(778)
FUND BALANCE - BEGINNING	-	-	5,105	5,105
FUND BALANCE - ENDING	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,328</u>	<u>\$ 4,328</u>

**TAMPA PALMS CDD
CASH REGISTER
FY 2016**

Date	Num	Name	Memo	Receipts	Disbursements	Balance
EOM Balance 12-31-2015				9,303.90	192,186.19	145,340.90
01/01/2016	50751	DPFG	CDD Mgmt - Jan		5,337.94	140,002.96
01/01/2016	50752	MARY-MARGARET WILSON	Field Mgmt - Jan		8,283.00	131,719.96
01/06/2016	50753	ADVANCED ENERGY SOLUTION OF	Misc Electrical Repairs		262.86	131,457.10
01/06/2016	50754	Arete Industries	Repair Sign		140.00	131,317.10
01/06/2016	50755	AT&T	Long Distance		124.53	131,192.57
01/06/2016	50756	BAY AREA PLUMBING, INC	Diag. Fee - Amb Pk		69.00	131,123.57
01/06/2016	50757	CINTAS	Mats		56.38	131,067.19
01/06/2016	50758	MIRACLE CLEANING SERVICES	1/5-1/15 - CDD Cleaning		430.00	130,637.19
01/06/2016	50759	National Notary Association	Notary Renewal		148.00	130,489.19
01/06/2016	50760	TAMPA ELECTRIC	Summary Bill - Dec		9,597.21	120,891.98
01/06/2016	50761	TAMPA PALMS OWNERS ASSOCIATION	Park Attendants - Oct - Dec		18,723.73	102,168.25
01/06/2016	50762	TERMINEX	Pest Control		68.00	102,100.25
01/06/2016	50763	VERIZON FLORIDA, LLC	HP -Fios		135.68	101,964.57
01/06/2016	50764	WEX BANK	Fuel - Dec		236.27	101,728.30
01/08/2016	ACH01082016	PAYCHEX	P/R - 12/20/15-1/2/16		76.80	101,651.50
01/08/2016	11018DD	DOROTHY COLLINS	P/R - 12/20/15-1/2/16		2,160.05	99,491.45
01/08/2016	ACH01082016	PAYCHEX	P/R - 12/20/15-1/2/16		743.71	98,747.74
01/14/2016			Transfer to General Fund	239,100.00		337,847.74
01/14/2016	50765	ABM Landscape & Turf Services	Landscape Maint		108,972.25	228,875.49
01/14/2016	50766	ADVANCED ENERGY SOLUTION OF	Electrical Misc.		1,040.00	227,835.49
01/14/2016	50767	CINTAS	Mats		56.38	227,779.11
01/14/2016	50768	DOROTHY I COLLINS-PETTY CASH CYSTOD	Petty Cash		130.35	227,648.76
01/14/2016	50769	FLORIDA FOUNTAIN MAINTENANCE, INC	Fntn Maint - Jan		417.38	227,231.38
01/14/2016	50770	IRON MOUNTAIN	1/1-1/31 - Records Storage		155.04	227,076.34
01/14/2016	50771	LOWE'S	Supplies		26.64	227,049.70
01/14/2016	50772	STAPLES	Supplies		73.06	226,976.64
01/14/2016	50773	SUNSHINE STATE ONE CALL F FLORIDA	Dig Tickets		25.17	226,951.47
01/14/2016	50774	TAMPA ELECTRIC	11/23-12/23 - Streetlights		304.01	226,647.46
01/14/2016	50775	TERMINEX	Pest Control		49.00	226,598.46
01/14/2016	50776	TURNBURY WOOD HOA	Oct - Dec - Electricity		643.04	225,955.42
01/14/2016	50777	U.S SECURITY ASSOCIATES, INC	Security		6,454.13	219,501.29
01/14/2016	50778	VERIZON	11/24-12/23 - Phone		124.03	219,377.26
01/14/2016	50779	VERIZON FLORIDA, LLC	Hampton - Phone		198.26	219,179.00
01/14/2016	50780	XEROX CORPORATION	Meter Usage		12.68	219,166.32
01/14/2016	50781	VERIZON FLORIDA, LLC	Amb Pk - Phone		175.70	218,990.62
01/14/2016	50782	XEROX CORPORATION	Copier - Contract		111.11	218,879.51
01/20/2016	50783	BUCHANAN INGERSOLL & ROONEY	Legal Svcs		1,201.50	217,678.01
01/20/2016	50784	CINTAS	Mats		56.38	217,621.63
01/20/2016	50785	MIRACLE CLEANING SERVICES	1/19-1/29 - CDD Cleaning		430.00	217,191.63
01/20/2016	50786	OLM, INC	Landscape Insp.		1,575.00	215,616.63
01/20/2016	50787	STAPLES	Supplies		290.46	215,326.17
01/20/2016	50788	TERMINEX	Pest Control		53.00	215,273.17
01/22/2016	ACH01222016	PAYCHEX	P/R Fees		58.96	215,214.21
01/22/2016	11019DD	DOROTHY COLLINS	P/R - 01/03-01/16/16		2,160.06	213,054.15
01/22/2016	11020	EUGENE R. FIELD	BOS Mtg - 1/6/16		184.70	212,869.45
01/22/2016	11022DD	James A. Schoolfield	BOS Mtg - 1/6/16		184.70	212,684.75
01/22/2016	11024DD	James P. Soley	BOS Mtg - 1/6/16		184.70	212,500.05
01/22/2016	11021	PATRICIA B. MANEY	BOS Mtg - 1/6/16		184.70	212,315.35
01/22/2016	ACH01222016	PAYCHEX	P/R/ BOS Mtg		899.50	211,415.85
01/22/2016	11023	WILLIAM B SHIMER	BOS Mtg - 1/6/16		184.70	211,231.15
01/26/2016	246	IBERIA BANK	Water utility paid Jan 2016 per bnk sta		1,115.16	210,115.99
01/28/2016	50789	CINTAS	Mats		56.38	210,059.61
01/28/2016	50790	EEL SECURITY	Monitoring - Jan-March 2016		89.85	209,969.76
01/28/2016	50791	FLORIDA FOUNTAIN MAINTENANCE, INC	Fntn Repairs		185.00	209,784.76
01/28/2016	50792	HD SUPPLY WATERWORKS, LTD	Supplies		132.12	209,652.64
01/28/2016	50793	HOOVER PUMPING SYSTEMS	Area 2 Pump		192.45	209,460.19
01/28/2016	50794	MIRACLE CLEANING SERVICES	Amberly Pk - Feb		335.00	209,125.19
01/28/2016	50795	REPUBLIC SERVICES	2/1-2/29 - Solid Waste		440.00	208,685.19
01/28/2016	50796	STAPLES CREDIT PLAN	Supplies		730.83	207,954.36
01/31/2016		IBERIA BANK	Interest	5.55		207,959.91
EOM Balance 1-31-2016				239,105.55	176,486.54	207,959.91

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

(Shown in \$)	<u>Normal Operations</u>	<u>Non-Operating Project Driven</u>	<u>Total As Reported</u>
<u>Revenues</u>			
Operating	\$ 1,805,181		\$ 1,805,181
<u>Non Operating</u>			
Capital Projects		162,838	162,838
Renewal & Rel		162,838	162,838
Signature 2017		73,003	73,003
NPDES		46,525	46,525
Interest	6,636		6,636
Misc Rev	604		604
Carry Forward Bal *			
Total	\$ 1,812,421	\$ 445,205	\$ 2,257,626
<u>Expenses</u>			
Operations	617,964		617,964
<u>Non Operating</u>			
Renewal & Rel		75,102	75,102
NPDES/EPA		3,993	3,993
Capital Projects		43,986	43,986
TP Signature 2017		<u>6,169</u>	<u>6,169</u>
Total	617,964	129,251	747,214
Excess Revenue Vs Expenses	1,194,458	315,954	\$1,510,412

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

<u>General Fund</u>	1/31/2016	(\$000)
Cash		208
Cash Equivalent (Excess Cash MM)		5,031
Due From TPOA		1
Accounts Receivable (SL PD FROM GF)		0
Prepaid Expense		0
State Board Monies*		<u>15</u>
Total		\$ 5,256
Less:		
Payables		77.0
Accrued Expenses		6.2
Due to Streetlights		<u>3.2</u>
Net Cash 1/31/2016		\$ 5,169
Allocation for:		
Winter Damage		200
Wind/Hurricane Damage		200
Palm Pests**		200
TP Signature 2017		1,195
First Qtr 2016-17 Expenses		<u>600</u>
Adjusted Net Cash		\$ 2,774

Forecast

(\$ 000)	2015-16 Fiscal Year		Monthly Bal
	<u>Receipts</u>	<u>Expenses</u>	
Feb			
CDD Operations	62	165	
R&R	6	13	
NPDES	2	5	
Signature 2017	2	21	
Capital Projects	6	10	
Total	77	214	\$ 2,638
Mar			
CDD Operations	14	210	
R & R	1	65	
NPDES	0	31	
Signature 2017	0	25	
Capital Projects	1	20	
Total	17	351	\$ 2,304
Apr			
CDD Operations	17	175	
R & R	1	25	
NPDES	0	19	
Signature 2017	0	12	
Capital Projects	1	51	
Total	20	282	\$ 2,042

* SBA Monies Now Available For Use

** Palm Treatment and Replacement Identified as Future Liability

TAMPA PALMS CDD
January 31, 2016

GENERAL FUND

(\$000)	<u>Prior Year Collected %</u>	<u>Current Year Collected \$</u>	<u>Current Year Collected %</u>	<u>Variance % Fav (Unfav)</u>
October				
November	30.40%	527	22%	-8.7%
December	87.95%	2250	93%	4.7%
January	92.77%	2250	93%	0.2
February	94.20%			
March	95.08%			
April	97.91%			
May	98.71%			
June	99.88%			
July	99.97%			
August	100.03%			
September	100.03%			
Year End				
Total Assessed		\$2,429		

Summary- Project Driven Expenses

4 Months Ending January 31, 2016

Operating Capital Projects

Sources of Funds

FY 2015-16 Budget \$163

Uses of Funds

Spent Thru 1/31/16 \$44

1/31/16 Commitments \$25

Total Funds Spent & Committed \$69

Funds Available as of 1/31/16 \$94

Renewal & Replacement

Sources of Funds

FY 2015-16 Budget \$163

Uses of Funds

Spent Thru 1/31/16 \$75

1/31/16 Commitments \$0

Total Funds Spent & Committed \$75

Funds Available as of 1/31/16 \$88

TP Signature 2017 Capital Projects

Sources of Funds*

FY 2015-16 Budget \$73

Uses of Funds

Spent Thru 1/31/16 \$6

1/31/16 Commitments \$0

Total Funds Spent & Committed \$6

Funds Available as of 1/31/16 \$67

**Capital Projects 2015-16
Budget Monitor**

31-Jan-16

(\$000)	5 Year Model	Current Projects	Spent 2015-16	Committed To Spend
Tampa Palms Signature Projects (BB Downs)				
Consulting Services	80	25	-	25
Main Entry Restorations	895	60	-	89
Irrigation	368	125	6	-
Bruce B Downs Improvements	287	-	\$ -	-
Sub-Total TP Signature 2017	1,630	\$ 210	\$ 6	\$ 25
Capital Projects				
Irrigation Upgrades	150	-	-	-
Parks	250	110	23	16
Landscape & Lighting	175	90	21	0
Signs, Infrastructure & Lighting	275	125		
Sub-Total Capital Projects	850	\$ 325	\$ 44	\$ 21
Total TP Signature & Capital Projects	*	\$ 535	\$ 50	\$ 46

* Five Year Model

\$1,630 Signature TP 2017
\$850K Capital Projects

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

Tampa Palms Signature Projects (BB Downs)	5 Year Model	Current Projects	Spent 2015-16	Committed To Spend
Consulting Services				
Design Impl Oversight				-
Prelim BB Downs / Area 2 Designs		25,000		25,000
Main Entry Lighting Designs				-
<i>Sub Total</i>	80,000	25,000		25,000
Main Entry Restorations				
Area 1 Pillars, Fencing & Lighting	245,000	-		-
Area 1 & 2 Landscape	475,000	25,000		-
Area 2 Entry (Corner Property + Pond)	175,000	35,000		-
<i>Sub Total</i>	895,000	60,000	-	-
Irrigation				
Area 1 Main Line Relocation	94,103			-
Area 1 & 2 Irrigation & Wiring Adjustments			6,169	
Irrigation Area 2 Entry/BB Downs	274,000	125,000		
<i>Sub Total</i>	368,103	125,000	6,169	-
Bruce B Downs Improvements				
Pedestrian Fencing	286,897	-		-
<i>Sub Total</i>	286,897			-
Sub-Total Tampa Palms Signature 2017	\$ 1,630,000	\$ 210,000	\$ 6,169	\$ 25,000
Standard Capital Projects				
	5 Year Model	Current Projects	Spent 2015-16	Committed To Spend
Irrigation Upgrades [\$150-200]				
Wiring, Upgrades & Additional Zones	150,000	-		-
Area 1 Pump Station Filters				-
<i>Sub Total</i>	150,000	-	-	-
Parks [\$200-250]				
Amberly Perimeter Fencing Landscape	-	3,699		
Camera Systems (Including CDD)	-	40,000	4,081	6,961
Amberly Picnic Table/Seats	-	12,655		8,775
Hampton Tennis Court Enhancements		37,000	18,640	560
<i>Sub Total</i>	250,000	109,844	22,721	16,296
Landscape & Lighting [\$150-200]				
Landscape Enhancements	175,000	-	21,265	-
<i>Sub Total</i>	175,000	90,000	21,265	-
Signs, Infrastructure & Lighting [\$150-200]				
LED Upgrades Plus Installation	125,000	125,000		
Misc ROW Sign				-
Monument Structure Enhancements	150,000	-		
<i>Sub Total</i>	\$275,000	\$125,000	\$0	\$5,197
Sub-Total Normal Capital Projects	\$850,000	\$324,844	\$43,986	\$21,493
Total TP Signature 2017 & Standard Capital Projects	\$2,480,000	\$534,844	\$50,155	\$46,493

	5 Year Model	FY 2013-14	FY 2014-15	FY 2015-16
Signature TP 2017	\$1,630	\$380	\$64,738	6,169
Capital Projects	\$850	\$110	\$121,786	\$43,986

	<u>Next Step</u>	<u>Date</u>	<u>Responsible</u>
<u>1) Signature 2017 - Area 2 Entrance Pond</u>			
a) Construction & Structure Design	Monitor Progress & Report	Mar	Staff
Corner Fill & Level	Estimate & Budget Required	May	Staff/ J Rinard
Establish Timeline For Planting	Review/ Board	May	Staff/ J Rinard
b) Littoral Plantings			
Design Review & Prelim Pricing	Review w/ Board	April	Staff/ J Rinard
Preliminary Budget Established	Board Approval	May-Jun	Supv Maney/Board
Schedule Plantings	Hold for County / Contractor / Water	TBD	Staff/ Contractor
c) Pond Perimeter Plantings			
Design Review & Prelim Pricing	Review w/ Board	Jun	Staff/ J Rinard
Preliminary Budget Established	Board Approval	Jun	Supv Maney/Board
Schedule Irrigation & Plantings	Hold for County / Contractor / Water	TBD	Staff/ Contractor
d) Trees & Shrubs (Church Buffer)			
Design Review & Prelim Pricing	Review w/ Board	Jun	Staff/ J Rinard
Preliminary Budget Established	Board Approval	Jun	Supv Maney/Board
Schedule Irrigation & Planting	Hold for County / Contractor / Water	TBD	Staff/ Contractor

Next StepDateResponsible1) Signature 2017 - Area 2 Entrance Pond (Cont'd)

e) County Authority To Improve Sample Contract To CDD Legal County Negotiations	Update Board Approval to Proceed	Mar TBD	Staff/Board Staff/ J Rinard
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1) Signature 2017 - Area 2 General Entrance

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

	<u>Next Step</u>	<u>Date</u>	<u>Responsible</u>
<u>1) Signature 2017 - Area 1 Entrance</u>			
a) Area 1 Exit Side -Taking Area Hardscape Replacement Options Refine & Price Designs	Discuss Designs Board Consideration	Mar TBD	Staff/J Rinard Staff/ J Rinard
b) Area 1 Exit Side -Taking Area Landscape Replacement Options Refine & Price Designs	Consider Designs Board Approval	TBD TBD	Staff/ J Rinard Staff/Board
c) Area 1 Entry Side - Landscape Replacement Options	Consider Designs Refine Designs For Board Consideration	May-Jun TBD	Staff/ J Rinard Staff/ J Rinard
c) Boulevard & Entry Street Lighting	Hold For Final Entry Designs	TBD	Staff/J Rinard
<u>1) Signature 2017 - BB Downs / Amberly Entries</u>			
a) Landscape Replacement Options	Consider Designs Refine Designs For Board Consideration	TBD TBD	Staff/ J Rinard Staff/ J Rinard
b) Sign Replacements (No Trucks)	Monitor & Report	TBD	Staff

Next StepDateResponsible1) Signature 2017 - BB Downs Pedestrian Fencing

- | | | | |
|----------------------------------|---------------------------|------------|-------|
| a) Construction Timeline- Area 2 | Monitor Progress & Report | Mar | Staff |
| b) Construction Timeline- Area 1 | Monitor Progress & Report | TBD | Staff |

2) Capital Projects

- | | | | |
|--|----------------------|------------|----------------|
| a) Wayfinding & Misc Signs
Area 2 Entry (Sig 2017 Area 2 Above) | Design Options | TBD | Staff/Soley |
| b) LED Landscape Lighting
Phase III | Future Consideration | TBD | Staff/J Rinard |
| c) Village Entry Restorations
Review Need & Progress | Board Review | Mar | Maney / Staff |

3) NPDES Projects

- | | | | |
|---|--|----------------|---------------------------|
| a) Oak Park Path
Possible Pervious Paving | Review Options W/ Board | Mar | Staff/J Rinard |
| b) Control Structure
Inspection Project
Upgrade Project | Review Options W/ Board
Review Options W/ Board | Apl
May-Jun | Staff/
Staff/T Stewart |

Tampa Palms CDD

Strategic Planning

Mar 9, 2016

Next Step

Date

Responsible

4) Weather Resistant Turf & Landscape

a) Assessment YTD Weather Impacts	Implement cure projects	Ongoing	Maney/Staff
b) Landscape Pests/Problems/ Weather Impacts	Report To Board	Mar	Maney/Staff
Area 1 -Amberly	Report To Board	Mar	Maney/Staff
Palm Tree Pests	Report To Board	May	Maney/Staff

5) Park Reviews

a) Park Security Review (Twice Yearly)	Report to Board	Apl	Staff
b) Review Rule Making	Report to Board	May	Staff
c) Wind Sail Replacement	Report to Board	Apl	Staff/ J Rinard

TP CDD Planning Horizon

Significant Events

March, 2016

FY 2015 -16

- Enhanced Website Requirements For CDDs Go Into Effect
- NPDES Audit of District Operations
- County Approval For CDD Area 2 Pond Site Enhancements
- BB Downs Construction – Area 2 Traffic Shift Temporary Lanes
- BB Downs Construction – Area 1 Exit Removals
- BB Downs Construction – Area 1 Lanes Diverted
- BB Downs Construction – Area 1 Road Closures
- Area 2 Entry Improvements
- CDD Elections - Three Seats
- Special Election- City Council For Tampa Palms Area (District 7)
- NPDES Renewal (NOI Development)

FY 2016 -17

- Area 2 Pond Complete
- Area 2 Pond Site Enhancements Commence
- Lane and Entry Blockage- Area 1 & 2 BB Downs Construction
- Area 1 Entry Hardscape Improvements
- Southern Segment BBD Complete (All Portions)
- Possible Playground Updates (Hampton)

Update BB Downs Mitigation

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

After consultation with the Chairman, an additional \$300 K was included to provide for the mitigation of unforeseen events, the consequence of the widening project.

Financial Impact Report- Mar, 2016

Funds Available A/O March, 2016

\$1,195 K

Estimated Timing By Project- March, 2016

Opening Balance	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
	\$1,630,000	\$1,249,520	\$1,195,520	\$1,090,520	\$415,520
Consulting & Design Services			\$35,000	\$35,000	\$10,520
Irrigation Relocation	93,583				
Area 1 Entry- Landscape			\$20,000	\$100,000	\$65,000
Area 1 Pillars, Fencing & Lighting				\$175,000	\$50,000
Area 2 Pillars, Fencing & Lighting				\$175,000	\$50,000
Irrigation- General & Repairs		\$54,000	\$45,000	\$50,000	\$35,000
Area 2 Entry Landscape			\$5,000		\$65,000
Area 2 Entry Fountain				\$55,000	
Area 2 Entry - Littoral Plantings					\$60,000
Area 2 Pond - Landscape				\$85,000	
Area 2 Entry- Roadway Bricks					\$80,000
BB Downs Fencing	286,897				
S/T By Fiscal Year	\$380,480	\$54,000	\$105,000	\$675,000	\$415,520
Total All Projects					\$1,630,000

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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, February 10, 2016 at 6:00 p.m. at the Compton Park Recreation Building, 16101 Compton Drive, Tampa, Florida.

FIRST ORDER OF BUSINESS - Welcome & Roll Call

Mr. Field called the meeting to order.

The Board members introduced themselves for the record.

Present and constituting a quorum were:

Gene Field	Chairman
Jim Solely	Supervisor
Jake Schoolfield	Supervisor

Also present were:

Maggie Wilson	Consultant
Bruce St Denis	District Manager
Don O'Neal	
Warren Dixon	
Bill Schneider	
Chris Ferguson	
Mike Gibson	

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

Pledge of Allegiance

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

SECOND ORDER OF BUSINESS – Strategic Planning

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

THIRD ORDER OF BUSINESS - Board Member Discussion Items

There being none, the next item followed.

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FOURTH ORDER OF BUSINESS - Public Comments

Don O’Neal asked about plans for the main entries. Mr. Field noted that this would be discussed during the consultant’s report.

FIFTH ORDER OF BUSINESS - Approval of the January 13, 2016 Minutes

On MOTION by Mr. Schoolfield, SECONDED by Mr Soley, WITH ALL IN FAVOR, the Board approved the Minutes of the January, 2016 Board Meeting.

SIXTH ORDER OF BUSINESS - Approval of District Disbursements

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

On MOTION by Mr. Schoolfield, SECONDED by Mr. Soley, WITH ALL IN FAVOR, the Board approved the December 31, 2015 disbursements in the Amount of \$ 192,186.19.

SEVENTH ORDER OF BUSINESS - Consultant Reports

◆ **Bruce B Downs Update**

Ms. Wilson reviewed the progress of the construction, and discussed the tentative timeline for progress in the Tampa Palms area.

Ms. Wilson reviewed intersection closures that are planned in preparation to move the traffic from the center temp lanes to the outside lanes for southbound traffic.

She noted that in mid-April demolition of the Area 1 exit to BB Downs would be completed and this will almost certainly be a shock to the residents, despite the fact that discussion of the plans has been in several newsletters.

BB Downs Update

Lane Change Preparations

- Gravity Walls
- New Sidewalks
- Intersection Closures
 - 2-12 Amberly
 - 2-19 Cypress Preserve
 - 2-26 Tampa Palms Blvd

The slide includes a photograph of a road construction site with orange traffic cones and a diagram showing a multi-lane road layout with various construction zones and traffic flow directions.

BB Downs Mitigation

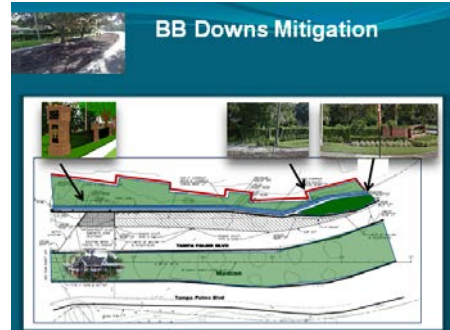
Area 1 Demolition

- Trees Will Be Gone
- 60% Space Gone
- Construction Site For 7-10 Months

The slide features two photographs: one showing a residential area with trees and another showing a demolition site with a large pile of earth.

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Ms. Wilson reviewed the previously discussed mitigation plans and noted by use of charts how limited the space for improvement would be after the new lanes were constructed.



The improvements include one column and several piers with limited fencing on both the entry and exit sides of the main entrance.

Ms. Wilson presented preliminary budget figures for these options and suggested that the funds be tentatively earmarked for these projects and that the projects be published in the newsletter to calm fears that the entries would be permanently disfigured. It was confirmed that nothing proposed would encumber or confirm these expenditures; they were preliminary plans subject to future approval. There was Board consensus to proceed.

BB Downs Mitigation

- Adopt As "Provisional Plan"
- Encourage Resident Confidence
- Formulate Final Plan

Earmark Funds

- Columns & Fencing \$ 79 K
- Lighting \$144 K

◆ **Community Appearance**

Ms. Wilson recapped the results of the crape myrtle experiment conducted last year along Amberly – east. The tree-form crapes installed by the developer are in a location not conducive to blooms and subject to substantial coverage by Spanish moss.

Community Appearance Crape Myrtles

- Crape Myrtles – Magnificent
- Amberly Drive- Not So Much
- Fall of 2016 Experiment
 - Deep Prune Some
 - Remove Moss, Light Prune Some
 - Leave Natural Some
 - Compare Outcomes

Removing the moss is time consuming and so expensive and it still did not produce lush foliage or blooms. Severe trimming did produce lush foliage. It was recommended that severe pruning be done to 57 trees and 15 failing trees be removed at the cost of less than \$10,000.

Community Appearance Crape Myrtles

Condition of the Trees	Number of Trees
Non-thriving and very small (Mostly sun blocked or too close to conservation area)	15
Moss covered but receiving some sun	57

Recommended - Deeply Prune

- Moss Gone
- Lovely Foliage
- Probably Shortens Life
- Estimated Cost < \$10K

Not Recommended De-mossed, Lightly Pruned

- Lackluster Foliage
- Moss Returns
- Estimated Cost <\$40K

1 On MOTION by Mr. Soley, SECONDED by Mr Soley, WITH ALL IN FAVOR, the Board
2 approved the severe trimming of 57 crape myrtles and removal of 15 crape myrtles on
3 Amberly east at a cost not to exceed \$10,000.00.

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6 ♦ **Palm Pests**

7
8 Ms. Wilson discussed the progress in treating for the
9 palmetto weevil infestations and reviewed the projected
10 probable costs for the treatments, removals and replacements
11 over a two year period.



	Quantity	Year 1	Year 2
Total Trees	800		
Trees Treated ¹	595		
Cost of treatment		\$38,675	\$38,675
Removals	60		
Cost for removals		\$11,400	
Est Future Loss ²	119		
Est Future Removal Costs			\$22,610
Est Year 1 Replacements (Standard) ³		\$12,000	\$21,000
Est Year 1 Replacements (Premium) ³		\$10,000	\$20,000
Total By Year		\$72,075	\$102,285

12
13 ♦ **TECO Power Corridor**

14 Ms. Wilson discussed the progress in the TECO
15 power corridor. There was discussion of upcoming road
16 closures and the fact that TECO would have flagmen
17 available when and if needed.

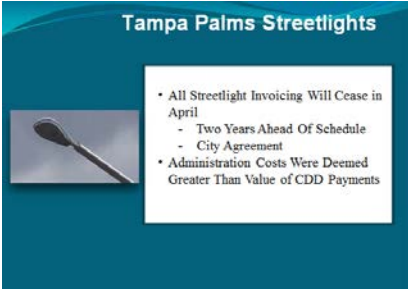


TECO Power Corridor

- Work Continues
 - Poles Being Installed
 - Tree Trimming Mostly Complete
- Connector Installation Follows
- Some Road & Path Blockage
 - TECO Will Provide Advance Notification

18
19 ♦ **TECO Streetlights**

20 Ms. Wilson reported that the City of Tampa has
21 ordered that all streetlights on Tampa Palms public roadways
22 be immediately transferred to the Cit. This is two years ahead
23 of schedule. It was decided that the administrative costs were
24 greater than the value of the Tampa Palms portion of the
25 agreement.



Tampa Palms Streetlights

- All Streetlight Invoicing Will Cease in April
 - Two Years Ahead Of Schedule
 - City Agreement
- Administration Costs Were Deemed Greater Than Value of CDD Payments

26
27 **Additional Advanced Board Package Materials:**

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

30
31 **EIGHTH ORDER OF BUSINESS – Other Matters**

32 There being none, the next item followed.

33
34 **NINTH ORDER OF BUSINESS – Public Comments**

1 Bill Schneider asked if a graphic could be produced that showed the entry and exit
2 portions of the main entry. Ms. Wilson said she would arrange to have one created by
3 Hardeman Kempton.

4 Don O'Neal inquired as to when stumps associated with the dead palms would be
5 removed and would the areas be covered with sod. Ms. Wilson stated that stump grinding
6 was scheduled mid- to late February, some would be later as the same crews which do the
7 grinding are the same as do the removals and their time was filled with removals at this point.

8 Don O'Neal asked if the large poles being installed at the entrance for lighting could
9 be provided in black as he had seen on 56th street in Temple Terrace.

10 Ms. Wilson noted that there were discussions about these poles several years before
11 and that they were not available: She would consult her notes for more details.

12

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

14 There being none, the next item followed.

15 **ELEVENTH ORDER OF BUSINESS - Adjournment**

16 There being no further business,

17

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

20

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

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

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

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Signature

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Mary-Margaret Wilson

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Printed Name

9

Title:

10

Secretary

11

Assistant Secretary

12

Signature

Gene Field

Printed Name

Title:

Vice Chairperson

Chairperson

Bruce B Downs Update

Roadway Progress

Work to prepare the outside lanes on the west-side of BB Downs for paving continues. Except where the lanes will cross Tampa Palms Blvd, the roadway base has been installed and compacted into place.

The two pictures to the right show the news lanes; first looking north from Tampa Palms Blvd [top] and then looking south from Tampa Palms Blvd [bottom].

The roadway crossing area for Tampa Palms Blvd will be installed this coming weekend, and it will include not only the base but will be paved for immediate use. (Tampa Palms Blvd intersection will be closed from 8 PM Friday 3/4/16 through 4 AM Monday 3/7/16.)

The crossing area for Amberly Dr. was installed two weeks ago and the intersection for Cypress Preserve last weekend.

Crossing on Amberly, particularly from the west to the east [toward the Shoppes of Amberly] will provide insight into the degree to which the final roadway will be elevated. Note, per the plans the increased elevation ranges from 1.5 ft to 3.5 ft, depending on the location.



Pond Progress



Much of the work that is being accomplished at this time is related to:

1. Testing the wastewater systems
2. Creating and testing stormwater drains
3. Installing and the gravity walls
4. Completing the new southbound lanes.
5. Shaping the inside (shelves) of the pond.

The pond appears to change shape almost daily. Some rain has begun to accumulate in the bottom, this will ultimately be pumped out when the liner is installed, tentatively by end of the year.



Noise and Vibration Detection

As detailed last month, several residents in Sterling Manor expressed concerns about vibrations coming from the construction and the possibility that these vibrations could affect their homes. The contractors took steps to (a) monitor the area (b) to only use roller type compacting equipment in the area and (c) minimize the hours of operation in that area to the degree possible.

Still reports continued and the County is taking seriously the concerns regarding vibration and will be providing a situational assessment for the homes that abut BB Downs. The County has engaged an engineering team to do this. There are number of small tell-tale signs of damage that the owner might overlook – engineers won't miss them.

The County sent letters to each affected resident, explaining what they would like to do and asking permission to enter the property. To facilitate this project and calm any fears that this was some type of scam, Mike Gibson - Sterling Manor President, wrote a letter of explanation of the process from the Sterling Manor Association. The engineering evaluation will be completed over the next five-six days. Each owner will receive a copy of the data collected that pertains to their home.



Traffic Signals

The traffic signals at the BB Downs intersections will no longer be the tall concrete pole and wire/cable type, where the actual signals are suspended from guide wires attached to concrete poles.

Replacing these poles will be “sign masts” which are galvanized poles with galvanized extensions that hold the signals, ITS cameras and street signs. The new masts provide greater signal stability in storms than the wire/cable attached signals and the poles reflect the higher wind tolerance design requirements of 150 MPH+.



As an added benefit, the galvanized poles will not be subject to mildew in the manner that the concrete poles are so they should not appear as dirty and unkempt looking (see existing pole to the left).

One resident inquired about black colored poles as have been seen in other jurisdictions, such as Temple Terrace. The County manager discouraged consideration stating that he doubted that the County would consider as they are not kept in inventory and in case of an accident a pole would have to be replaced ASAP.

Further some jurisdictions, such as Jacksonville, have discontinued the use of color poles due to maintenance concerns. Unlike a street sign or a fence, color restoration is expensive and difficult to accomplish and with the on-going requirements to work on these types of poles, they are often damaged by technicians. Once paint peeling begins, it continues rapidly due to sun, rain and wind and the structures look unkempt.

Bruce B Downs Mitigation Planning

As discussed during the February meeting, the *look* of Tampa Palms in the vicinity of Bruce B Downs will soon disintegrate further and remain that way for some time: it should be noted that both the contractor and the County are doing everything in their power to minimize impact but they are building an eight lane roadway and there is only so much they can do.

- Work on the west side pond is proceeding and the site will continue to be used as a laydown yard for the contractor until at least the late Fall of 2016.
- The gravity walls and sidewalks will be completed Feb-April
- Paving will be completed on the two outside lanes, west side, and traffic moved to these lanes, April.
- In April the demolition of the east side exit on Tampa Palms Blvd will be completed. The new lane construction is not slated to commence until July of this year.
- Portions of the pathway – east side - will have to be dug up from time to time to remove the old and failed 56 in water pipe. The locations and timing will vary (and temporary routes around the construction will be provided) and continue for most of 2016. There is concern that more of the path than was planned will need to be replaced due to discrepancies in the location of the existing water main that is to be removed. The contractor team will keep Tampa Palms posted on this issue.

In February staff provided information about the hardscape options for the restoration of the east-side exit which will soon be demolished. The simple but elegant options were tentatively adopted and monies earmarked within the established Signature 2017 allocations.

There was a request for a graphic that showed the entire entrance, exit and entry sides at the same time. That depiction is provided below. With the focus on the exit area, the entire entry had not been displayed. Seen below is the entrance, with insets showing the two sides.



Again with the focus on the substantial demolition that will occur on the east side exit, there has been little discussion of the west-side entry, except for the pond.

The Hardeman Kempton proposed design for the west entry and exit compliments the east side entry; for the first time, Tampa Palms will have a cohesive, “one-community” look on BB Downs.



Much like the east-side decisions, plans for the west-side entrance cannot be made until there is more certainty as to the space that will be available.

Problem Trees - Who Is Responsible

This information is provided as background in the event that a supervisor might be questioned about the responsibility for trees in Tampa Palms.

The CDD receives frequent calls from residents who are experiencing some type of problem with a nearby tree:

- Limbs approaching a lanai.
- Dead tree in the back yard.
- Questionable tree in a conservation area causing concern.

The decision as to if the CDD should take action is based on Florida law which dictates who has responsibility for a problem tree. As in many other things, the law is a little odd.

Florida Tree Law

If a tree falls and causes a problem to a neighboring property, the responsible party for that tree depends on the health of the tree before it fell.

- In the situation where a **dead** tree falls on an adjoining property and damages the adjoining property owner's home, the landowner who owns the property where the tree originally was located is responsible for damages.

For the owner of the property from which the fallen tree originally came to be responsible, the tree must be certified by an arborist to have been dead when it fell.



- If a **live** tree falls on an adjoining property and damages that property owner's home, the adjoining property landowner is responsible for his own damages.

Example a hurricane, a tornado, a sink hole etc. causes an otherwise healthy tree to fall.



Branches and roots frequently extend across property lines. Whether a branch or root from a tree on an adjacent landowner's property is the responsibility of the landowner with the tree located on his or her property or the landowner of the property to which the branches overhang or roots encroach depends upon the branches or roots themselves.

- If the branches or roots are healthy, then the landowner with the tree located on his or her property is not liable for damage caused by the branches or roots.

That adjoining landowner may, at his or her own expense, trim back the branches or roots as he or she desires up to the property line.



- If the branches are dead, however, then the landowner with the tree located on his or her property is responsible and could be liable for damages caused by the branches.

Complications – Tree Removal Permit

To remove a “protected” tree in Tampa requires a permit from the City and an inspection by the City pre-removal. All trees five (5) inches and over in trunk diameters are protected in the City of Tampa, which means permits for removal must be obtained prior to removal. All cypress and mangrove trees, regardless of size, require a permit for removal.

Sometimes an owner will be uncomfortable with a tree on adjoining property; often it leans or looks less than healthy. **The CDD only removes trees with a City permit.** If the City inspector cannot be convinced that the tree is (a) dead or (b) posing imminent danger to the adjoining property, no permit will be granted.

In cases such as these the CDD will normally try to trim the tree to relieve the resident’s concerns.

Note: many tree removal companies operate without permits and offer to remove trees that are not dead. If caught, fines by the City may apply.

More Complications – Property Boundaries

More than 30% of the lots within Tampa Palms have substantial “wooded” areas within the property boundary and many owners do not know the actual location of their property line.

The result is that when some owners they see a dead, dying or problem tree outside their back door, they assume the tree is on CDD-owned property.

Often it is not. The CDD cannot maintain private property.

The graphic to the right, taken from the Property Appraiser’s website, shows the property lines for a few homes in one village. The yellow lines indicate substantial “woods” within the residents’ own property.

Further, many of the conservation areas behind homes do not belong to the CDD. In the picture to the right the wooded area behind these homes is privately owned; many times similar areas are either privately owned or owned by the City of Tampa.



Oak Park Conservation Area Path

Oak Park is a wholly designated conservation area located adjacent to the powerline corridor between Tampa Palms Blvd and the Tremont entry at Fairchild Dr. It is 11.5 tree-covered acres. The overhead picture below shows the boundaries for Oak Park in red.

Paths were created through Oak Park:

- One runs from the powerline on the north side, through the park to an exit on the power corridor on the south side (yellow on map).
- The second runs about 30 yards from the pull off along Yardley Way and connects to a dirt path that runs to the path along the power corridor.
- A dirt path connects the two asphalt paths (blue on the map).



There is effectively no parking (two small spots on Yardley) to support resident visits to Oak Park, making the park primarily accessible to the villages in the immediate area:

- The Enclave
- Tremont
- Wyndham
- Stonington
- Kensington
- Reserve

Despite its remote location and lack of parking, the beauty and serenity of Oak Park does draw many visitors from the neighboring villages.



Park Use

The park is mostly used for quiet walks or by joggers who want to get off the beaten path. At one time there was a limited playground (one slide and two swings) at a clearing in the middle of the park.

The play equipment were removed under Board direction and with the wholehearted concurrence of the police department due to safety concerns based on (a) the remoteness of the park, (b) lack of close-by help and (c) presence of substantial wildlife such as rattlesnakes and bee hives.

Walking Path(s)

The walking path was created by the original developers. It is asphalt and has never been replaced/repaved. When OneSource was first retained by the CDD, some repairs were made to the path, basically filling some depressions at the entry off Yardley.



Staff has been monitoring the condition of the paths and, as seen in the series of photos above, the paths are deteriorating and now reached the point where they must be addressed.

This is a programmed project; it was included in the Budget Meeting for FY 2015-16 and presented to the community during the Budget Hearing.

Path Improvement Options

The Oak Park path runs through and along very sensitive areas, a forest filled with lichen-covered oaks and woodland floor carpeted with native Florida palmettos.



Named for the oak tree, the park is filled with many species of oaks: in addition to the plentiful live oaks there are laurel oaks and water oaks.

The park is also home to a lot of wildlife; it is a designated gopher tortoise sanctuary, it is also home to rabbits, raccoons, armadillos, hawks and a lot of less hospitable critters, such as rattlesnakes.

There are two paving material options for path improvements:

- Repaving the existing path with a course of asphalt paving material. Given the path deterioration there will have to be substantial restoration of the sub-base and possibly some root pruning in certain areas.



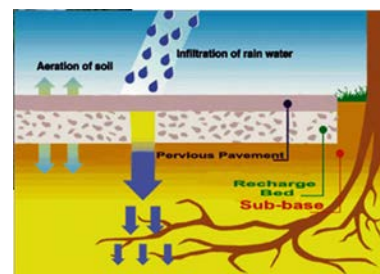
The work will most likely result some disruption of the palmettos (which are very sensitive to any disturbance) and for a time paving residue will be carried from the paving materials into the woods.

- Repaving using a porous/ pervious product. The process will be no less intrusive: the existing asphalt that remains will have to be scooped up and filler base laid in and then the porous asphalt laid over the top.



But after completion, the result is a path that (a) does not release petroleum products into the soil or runoff and (b) does not create runoff as the water drains through the paving directly to the roots below.

Porous or pervious asphalt and concrete are emerging an important element in low impact development. Pervious paving allows runoff to drain into the soils, instead of being carried to ponds – or in this case the woods. It allows water to filter though the pavement to tree or plant roots, reducing or eliminating damage to nearby trees.



Use of pervious pavement in this very sensitive area would support the CDD's NPDES commitments from both the action aspect and the citizen education side.

Pervious Paving Material Options

There are several options for path restoration – both for which of the portions of the path will be resurfaced and which product that is used.

There are two readily available pervious paving products: (Pavers are far too expensive)

- Pervious concrete
- Porous asphalt

According to the EPA “Porous asphalt, pervious concrete, and permeable pavers all have the same underlying stormwater storage and support structure. The only difference is the permeable surface treatment. The choice of permeable surface is relevant to user needs, cost, material availability, constructability, and maintenance, but it has minimal impact on the overall stormwater retention, detention, and treatment of the system.”

Porous Asphalt

Porous asphalt has reduced strength compared to conventional asphalt and is not be appropriate for applications with high volumes and extreme loads- neither of which are present in Oak Park- so it should work well.

It is more coarse than standard asphalt, allowing it greater “flexibility” to withstand root pressures and because it does not collect water, it is less slippery.

Because of the open structure of porous asphalt, it offers a “cooler” pavement choice; storing less heat and reflecting less heat back into the environment.

Longevity is estimated at 15 to 20 years for porous asphalt when used as a roadway product, but extended to 20-30 years for paths and options with less traffic and stress. Tree root interference will have to be mitigated and it can be patched, much like standard asphalt.

The cost of the porous asphalt material ranges from \$1 per square foot to \$3 per square foot, depending on the preparation work that must be done.

Pervious Concrete

Like porous asphalt, pervious concrete has less strength than conventional concrete. It is more susceptible to root damage than porous asphalt.

Longevity is estimated at 20 to 30 years for porous concrete but in an environment of root damage (typically measured as frost damage in EPA studies) it can become pricey to keep in good shape. Like standard concrete, it cannot be ad hoc patched.

The cost of the pervious concrete material ranges from \$4 to \$9 per square foot, depending the preparation work that must be done.

Recommendation

Based on costs, both initial and life cycle, staff does not recommend pervious concrete for the Oak Park paths.

If a pervious solution is to be used, staff recommends the porous asphalt.

Which Paths To Repave

As noted previously there are two separate types of paths within Oak Park:

- An old crumbling asphalt path
- A dirt path, relatively stable

The dirt path is moderately functional at this time but the asphalt path is well past its prime and requires action. There are four options for treatment of these paths.

1. Repave just the asphalt portions with new asphalt and leave the dirt path portion unchanged. (Asphalt areas are yellow.)
2. Pave all the major path areas (blue and yellow) with asphalt.
3. Repave the asphalt portions with porous concrete and leave the dirt path portion unchanged. (Asphalt areas are yellow.)
4. Pave all the major path areas (blue and yellow) with a pervious concrete product.



The project to restore and make safe the Oak Park path will be an expensive one, and porous asphalt will make it even more so.

The three reasons for considering porous asphalt are

- Create a safer path for walkers and joggers, especially those who use the asphalt portion of the path within the park.
- Meet the needs of the CDD's NPDES MS4 permit
- Reduce damage to the forest within Oak Park

If pervious surfacing is used, the funds are available within the NPDES budgeted funds.

The contractors responding to requests for quotes did not have final numbers available for the paving options before the Advanced Packets had to be distributed. If they become available in time for pre-meeting consideration, they will be distributed to the Board.

If they do not, this matter will be tabled - except for any discussion the Board wishes - until the April meeting.

Boundary With Power Corridor

There is one more consideration regarding the Oak Park path(s), two of the three legs end at the power corridor. The path along the power corridor is not on CDD property, is not maintained by the CDD and is in very poor condition. (See 6.M following)

Staff recommends that no matter what type of path restoration is done with the Oak Park paths, bollards be installed at the boundary to prevent motorized traffic from the power corridor from entering the park.

Further staff recommends signs at both exits clearly stating "Leaving Tampa Palms CDD Maintained Property" in order that it not appear that the paths inside the park are an extension of those on the corridor or that the CDD is inviting folks to use the paths along the corridor.



Power Line Jogging Path

This memo is provided as background information to re-familiarize supervisors with the facts regarding a certain jogging path that runs along a portion of the power corridor property. This information is provided in part because occasionally residents will ask the CDD for the status of this path, especially if improvements are made to the Oak Park path (see Section 6.L previous).

Location

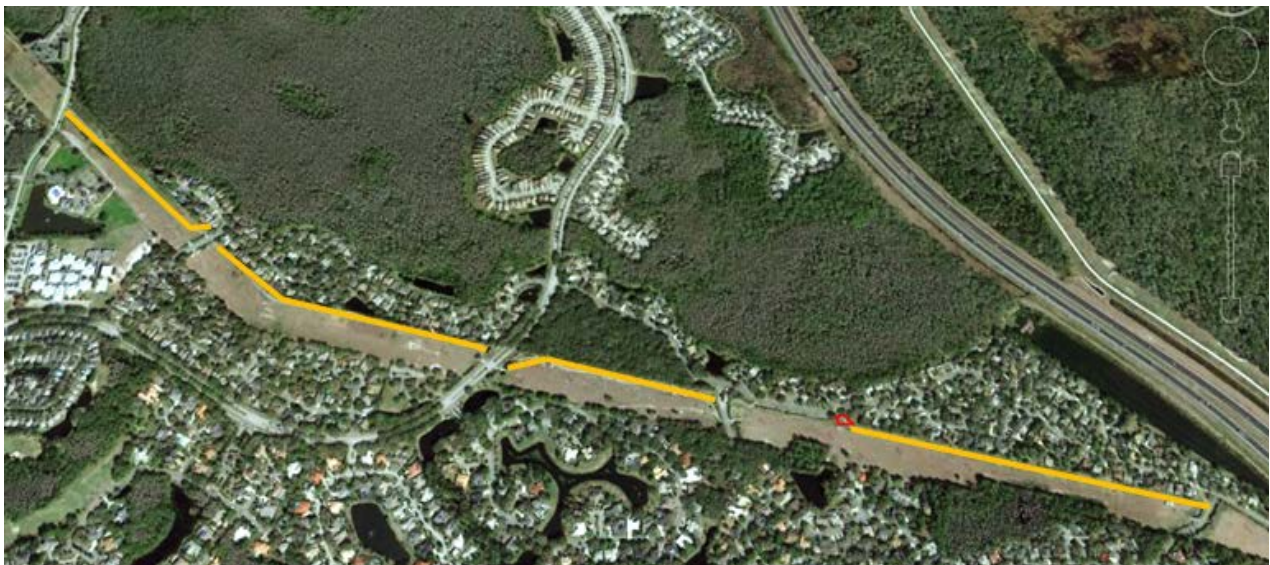
The path stretches from Wareham Dr. on the south, to Compton Drive on the north; stopping and restarting at Fairchild, Tampa Palms Blvd, and Halsey Rd. The path lies on property for which Duke Energy has an exclusive easement. Some of the land is owned by a developer (south to Tampa Palms Blvd), the rest (from TP Blvd north to Compton) is unplatted. The unplatted portions are the areas which were subject to heavy flooding a few years ago.

It is approximately 5 ft wide and constructed of asphalt. There are bollards at each of the locations where the path intersects a roadway to prevent motorized vehicles from entering; they do not work, there are frequently go-carts and worse on the path.

The path was built during the development period: the date is uncertain. Several years after the path was built, exercise stations were distributed along its length creating a semi-Vida Trail. This was done to strengthen the community marketing efforts. The stations were made of wood and soon began to deteriorate: all were removed by the early to mid-1990's.

In 2004 Florida Power notified the CDD that the developers never applied for or received approval/an easement/a permit to construct the path.

The path location is highlighted in yellow on the aerial photograph from Google Earth shown below.



Only a small portion of the path runs across CDD-owned property: this is where the path leaves the power corridor and joins the City-owned sidewalk at the southern end of the berm in the Enclave.

The CDD is responsible for making certain that this portion of the path is safe. It has been patched several times, the last when the tree work was being completed on the corridor in 2014.



Current State

Overall the path is crumbling in power corridor areas. The tree removal work in 2014 did substantial damage to an already failing pavement.

CDD Position

In 2004, at the Board's direction, staff provided information as to if the CDD might repave this path:

- A legal opinion was obtained to determine if tax payer dollars (assessment) could be utilized.
- A request was made to Fla Power to determine if Fla Power would grant an easement to the CDD for repaving. (Fla Power has since sold their interests to Duke Energy.)

Legal Authority

The CDD attorney advised the District that the Florida Constitution and general body of Fla case law **prevents any governmental entity from using its taxing power to benefit private entities.**

That said there are occasions where using tax dollars may be construed as serving a "paramount public purpose", thus allowing government dollars to benefit private entities. Cases cited where such public improvement of private property was justified included those with obvious public benefit such as in cases involving sewage, water, etc.

Counsel suggested that if the bike path in question were along the streets and the only bike path available to Tampa Palms residents it might be argued that it served a *paramount public interest* to all the residents of Tampa Palms.

The facts did not readily support such an argument.

- Tampa Palms has more than 6.3 miles of asphalt bike path available to the public and all are maintained by the City of Tampa.
- The power line path is not generally available to all residents of Tampa Palms. Access is limited to those who live along the path or those who are within walking distance to the intersections listed above.

Liability Concerns

During informal talks, Fla Power agreed in 2004 that they might grant such an easement but at the same time they advised that if they granted an easement, would require that the CDD assume all liability for the use of the path, would construct protective rails in the vicinity of power structures and provide all maintenance of the area, now and for the future.

As mention above, Fla Power further stated that Fla Power had not previously granted an easement to the developers for construction of the original path. Staff was unable to confirm or deny that assertion because developer files are not part of the CDD records but no copy of such an easement was found on the public record.

Further the CDD attorney stated clearly that even in the absence of restrictive covenants imposed by Fla Power, should the CDD improve the bike path, the CDD would be liable for any negligence on the bike path and also liable for future maintenance, irrespective of its ownership of the area. This liability would be a direct result of the CDD creating an inviting situation and facilitating use of the bike path by others.

The act of paving the path would also be sufficient to create a duty on the part of the CDD to maintain the area on-going and warn of dangerous conditions.

Finally the CDD would de facto accept liability for any detrimental effects that the bike path improvements might have or be alleged to have on abutting neighbors. Those effects could be substantial and might include such issues as:

- Possible duty to pay for drainage problems were the path alleged to in any way alter the surface water flow. (This allegation has been made in the past by owners in the Wyndham area.)
- Potential requirement to monitor or police area and/or accept some responsibility for the illegal actions of those who may have been “invited” into the area by the creation of this improvement.

For these reasons the Board determined (in 2004) that maintaining this path private property was not a proper use of assessment funds and an unacceptable risk of exposure to the citizens of Tampa Palms.

Community Appearance

Amberly – East

The project to rehabilitate/restore the crape myrtles along Amberly Drive-East is well underway. At first look the results are somewhat shocking, make that VERY shocking. As these pictures were being taken one woman stopped by and asked what happened to the trees, she assumed that something disastrous such as a tornado had struck.



After a brief explanation of what is taking place she said “well at least we got rid of the moss”.

Just a guess but it appeared she was less than assured that the outcome would be lush foliage.

Joe Laird and Ms. Maney have consulted on a “feeding plan” for the trees; this is being done in hopes of encouraging some blooms.

Staff is not making bloom promises.

Reserve Entry

The Reserve is arguably the most important entry in Tampa Palms. Its width and variety of amenities add beauty and variation to the whole Tampa Palms Blvd. vista.

The Reserve entry was last refurbished twelve years ago and now requires attention, though not to the level of the complete facelift that was required in 2004.



In November staff reported that some of the small knee walls that create the multi-level planting beds were splitting. There were chipped and broken bricks in some places and the bricks that line the knee wall were raised and separating.

The separations were becoming greater making the walls deteriorate becoming unstable, as well as, making them definitely unsightly. Fortunately the walls were relatively easy to rebuild with minimal impact to the entry while work was in progress.

There were also numerous chipped, and broken bricks in the coping around the fountain pools and a cracked granite panel (decorative skirting, not the sign) at the base of the exit sign/fountain. They have all been repaired.



The brick walls behind the planters had begun to accumulate mold and watermarks from the irrigation and from the leaves and branches on the trees behind the walls.



The top level bed plantings which were predominantly a tall type of the Formosa azaleas were showing definite signs of the multi-year stresses of five years of drought followed by two-almost three – non winters.



Further tree removals and tree thinning behind the walls had removed in some spots the shade that the azaleas require to flourish.

The tall accent plants used at intervals along the walls and to hide the fountain pump equipment, Nellie R Stevens hollies, were also not thriving. It has been noted that in several locations on the property where the Nellie's are close to a wall, they are less than magnificent. One such spot is the NE corner of Amberly & BB Downs.

In 2004 the CDD relocated the pump equipment for the fountains from underground rooms, prone to flooding and dangerous, to above ground locations in the planting beds where they safer and easier to maintain. This equipment must be buffered from view by lush and full plantings.



The entry walls behind the raised planters are being pressure washed, displaying the beauty of the brickwork. This work was completed by ABM as a means of making certain (a) what type of chemicals the soil would be exposed to and (b) that the pressure used would be sufficiently low so as not to cause any brick damage. James Wright completed almost all the work on the walls... just to be sure.



Restoring the plantings is a simple renewal and replacement process, much like that which is routinely done at smaller entries and cul de sac's..... just bigger.

Ms. Maney and Joe Laird collaborated on the restored plantings, which were chosen to keep the same *look* (a formal landscape display) but with plants that would perform better in the location.



Instead of the flat shore juniper (almost a ground cover) in the lower level, the replacement approved by Ms. Maney will be *parsonii* juniper - which is slightly more defined in shape and will show more effectively.



The "look" displayed by the *parsonii* juniper will be similar to the shore but the visibility and definition more pronounced and slightly more showy.

To block the view of the pump equipment and add "interest" intersperced with the background plantings along the wall, *eleocarpus* will replace the Nellie R Stevens.



The shape is the same and the formal approach is the same but the *eleocarpus* has proven more stable along/ beside brick walls (beside the Huntington wayfinding sign) and in close spaces (beside the CDD doors).

Both the *eleocarpus* and the Jack Frost *ligustrum* below are substantially less susceptible to damage from the chemicals in the fountain spray which is often carried by the wind into the plantings.

The Jack Frost *ligustrum* will be placed against the walls and in front of the *eleocarpus* to provide color differentiation.

Burfordii holly (smaller than the Nellie R and more shrub like) will fill much of the balance of the second tier, along with strategically placed red ruffle azaleas, that will add color during the spring and occasionally the fall. Finally a few tri-star ginger will be located in the dark corner just outside the gate and along the wall.



Ms. Maney wanted to have the restored plantings in place by the meeting but several bouts of rain and the high winds may frustrate that plan due to delays in plant deliveries and the need to stop the pressure washing for the exit side. Completion is scheduled for the third week of March.

Flower Displays

The winter annuals display was very successful, despite early concerns about the unseasonable hot weather and torrential rains in December.

The red geraniums are full of blooms even now in early March. Unfortunately in the massed displays used within the community, they will not last long and they will be removed by the time this report is distributed.



The installation of the spring annuals will almost be complete in time for the March CDD meeting.

The base planting will be the yellow Antigua marigolds. Antigua marigolds are dwarf American marigolds that are early to flower in long days. The plants are relatively dwarf but the blooms are quite large.



The Antigua's were selected for their large boom size: they will have substantial visibility competition from dump trucks and the like at the main entry and the brighter the better.

In front of the marigolds there will be green leaf begonia's with a pink flower. The deep green foliage will nicely set off the both the begonia flowers and the marigolds behind them.



Neither of these plants are a favorite of the deer – more of a concern at the Reserve than the main entries - and both perform well in the Tampa Palms soil.

Property Owners Should Not Be CLUEless

Most homeowners, many HOAs and some CDD's are unaware of the existence of CLUE, and yet CLUE can figure prominently in the renewal of property insurance (a critical issue for HOA's and CDDs) and in the sales of properties. CLUE refers to a database, the Comprehensive Loss Underwriting Exchange.

CLUE, currently owned by LexisNexis, receives loss and claim data from approximately 95% of the property insurance companies in the US. It stores up to seven years of that data, compiling the information into reports which it in turn sells to the insurance marketplace.



Less known is the fact that CLUE also includes data regarding inquiries, **even if a claim is never filed.** Example: a homeowner calls and states there is flood damage in his home from a broken pipe. The cost to repair is \$3K but after discussion about his \$2K deductible, chooses not to file a claim. The inquiry is still noted in the future CLUE reports.

A typical report includes the following:

Owner Name	Owner ID Info / EIN or Birth Date
Property Address	Property Description
Policy Number	Date of Loss or Inquiry
Type of Loss	Amount Paid

Insurance companies use CLUE reports in their underwriting process to determine:

1. If they will insure a property at all
2. What risks are to be anticipated by insuring a property, based on past performance
3. What rates they will charge to insure a property.

Since amended in 2003, the Federal Fair Credit Act (FACT) has required that LexisNexis provide one free report per year to any homeowner making a request. (Commercial property is slightly different.) The CLUE report is not made very easy to obtain, see attached form.

Homeowners can check the CLUE reports for inaccurate or information unrelated to their home that could be making them pay higher insurance rates. If mistakes are found, owners can contact LexisNexis Consumer Center at 888-497-0011. LexisNexis will verify the corrections with the reporting insurance company and notify the owner of the results within 30 days.

Owners can also add an explanation to any item in the report that will show in all future reports.

CLUE reports are also getting substantial traction as a tool in the real estate marketplace.

Sellers often provide CLUE reports as a way to demonstrate that the home for sale has suffered no losses; this can be particularly interesting in Florida where sinkholes and flooding are a consideration. Potential buyers are frequently demanding CLUE reports.

CLUE is sometimes called the CARFAX of the property world but there are BIG differences between CLUE reports for homes and CARFAX reports for cars:

- Anyone can order a CARFAX report based on a VIN number.
- Only insurers and the actual homeowners can order CLUE reports.

See attached for a sample report provided by LexisNexis and report ordering instructions.