

Tampa Palms Open Space and Transportation Community Development District

Board of Supervisors

- ☐ Lura Leigh Willhite, Chairperson
- ☐ Brad van Rooyen, Vice Chairman
- ☐ Rick Hamilton, Assistant Secretary
- ☐ Leah Black, Assistant Secretary
- ☐ Jay Krause, Assistant Secretary

Mark Vega, District Manager
Scott Steady, District Counsel
Tonja Stewart, District Engineer
Chet Benson, Field Manager

Regular Meeting Agenda

Monday, June 15, 2020 – 5:30 p.m.

This meeting will be virtual via Zoom

Login website: <https://us02web.zoom.us/j/84085075306>

Or

Call in number: 1-929-205-6099

Meeting ID: 840-8507-5306

1. Roll Call

2. Public Comments on Agenda Items (3) Minute Time Limit

There are two opportunities for audience comments on any CDD matter during the course of the meeting as noted on the agenda. Additionally, audience comments are permitted on any matter being discussed by the Board. In order to maintain order and in the interest of time and fairness to other speakers, each speaker must be recognized by the District Manager/Secretary and comments are limited to three minutes per person. This time may be extended at the discretion of the District Manager/Secretary. Only one person may speak at a time. Although Supervisors may not necessarily respond to the comments, they will be taken into consideration by the Supervisors.

3. Consent Agenda

- A. Approval of the Minutes of the May 18, 2020 Meeting (**Page 2**)
- B. Acceptance of the April 30, 2020 Financial Report (**Page 5**)

4. Staff Reports

- A. Engineer's Report
- B. Attorney's Report
- C. Manager's Report
 - i. Distribution of the Proposed Budget for Fiscal Year 2021 and Consideration of Resolution 2020-03 Approving the Budget and Setting the Public Hearing (**Page 20**)
- D. Club Manager's Report and Action Items

5. Supervisor Requests/New Business

6. Audience Comment

7. Adjournment

The next Workshop is scheduled for Tuesday, July 7, 2020 at 5:30 p.m.

The next Meeting is scheduled for Monday, July 20, 2020 at 5:30 p.m.

District Office:

Inframark, Infrastructure Management Services
2654 Cypress Ridge Blvd., Suite 101
Wesley Chapel, Florida 33544
813-991-1116 Ext. 1004

Meeting Location:

Teleconference Via Zoom

**MINUTES OF MEETING
TAMPA PALMS OPEN SPACE AND TRANSPORTATION
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Tampa Palms Open Space and Transportation Community Development District was held Monday, May 18, 2020 and called to order at 5:34 p.m. via Zoom Video Communications.

Present and constituting a quorum were:

Lura Leigh Willhite	Chairperson
Brad van Rooyen	Vice Chairman
Rick Hamilton	Assistant Secretary
Leah Black	Assistant Secretary
Jay Krause	Assistant Secretary

Also present were:

Mark Vega	District Manager
Chet Benson	Field Manager

The following is a summary of the discussions and actions taken at the May 18, 2020 Tampa Palms Open Space and Transportation Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Willhite called the meeting to order. All Board members were present, and a quorum was established.

SECOND ORDER OF BUSINESS

**Public Comments on Agenda Items (3)
Minute Time Limit**

No members of the public were present.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. Approval of the Minutes of the April 20, 2020 Meeting**
- B. Acceptance of the March 31, 2020 Financial Report**
- C. Report on Number of Registered Voters (6,672)**

On MOTION by Mr. Hamilton seconded by Mr. van Rooyen with all in favor, the Consent Agenda, comprised of the Minutes of the April 20, 2020 Meeting, acceptance of the March 31, 2020 Financial Report, and Report on Number of Registered Voters was approved.

FOURTH ORDER OF BUSINESS**Staff Reports****A. Engineer's Report**

None.

B. Attorney's Report

None.

C. Manager's Report

- Mr. Vega commented a quorum will be necessary at the June meeting as June 15th is the last day the tax roll can be submitted.
- Area 3 will be getting the blinking stop sign by the end of June.

D. Club Manager's Report and Action Items**i. Area 3 Landscaping**

- Mr. Benson reported Warren contacted him to ask if the District would pay for the sidewalk repair from the park and ride. The cost would be \$1,500.
- The cost to repair the pavers would not exceed \$16,000.

On MOTION by Mr. Hamilton seconded by Ms. Willhite with all in favor, repair of the pavers at the exit of Tampa Palms Boulevard Area 3, and replacement of the sidewalk in an amount not to exceed \$18,000 was approved.

- Agreement with Rainmaker was executed as discussed in the workshop.
- Mr. Benson reported there is a leak in the middle of the entrance going into Stratford. The cost to repair this will be \$6,800.

On MOTION by Mr. van Rooyen seconded by Ms. Black with all in favor, repair of the the leak in an amount not to exceed \$6,800 was approved.

ii. Area 7 Consideration of Leasing or Purchasing of Fitness Equipment

- Mr. Benson requested approval to purchase three new treadmills and two new elliptical machines in the amount of \$27,425.

On MOTION by Mr. van Rooyen seconded by Ms. Black with all in favor, the purchase of three new treadmills and two new elliptical machines in the amount of \$27,425 was approved.

- Mr. Benson reported on the opening tomorrow of the pools at West Meadows and Richmond Place.

- Opening the gyms in Areas 6 and 7 was discussed.

Ms. Willhite MOVED to open the gyms at the discretion of Mr. Benson under the guidelines, and Mr. Hamilton seconded the motion.

- The prior motion was discussed. Mr. Benson commented he would like to open the gyms on Thursday.

On Voice VOTE, with all in favor, the prior motion was approved.

FIFTH ORDER OF BUSINESS

Supervisor Requests/New Business

- Ms. Black commented there is a pothole when you leave Area 7 Clubhouse turning right onto Tampa Boulevard. This will be reported to the City of Tampa.
- Mr. Krause inquired about ground patches of cleared grass. It was noted the sod will be replaced in this area.

SIXTH ORDER OF BUSINESS

Audience Comment

No audience members were present.

SEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Krause seconded by Ms. Black, with all in favor, the meeting was adjourned.

Mark Vega
Secretary

**Tampa Palms Open Space and Transportation
Community Development District**

Financial Report

April 30, 2020

Prepared by



Tampa Palms Open Space and Transportation

Community Development District

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**Tampa Palms Open Space and Transportation
Community Development District**

Financial Statements

(Unaudited)

April 30, 2020

Balance Sheet

April 30, 2020

ACCOUNT DESCRIPTION	GENERAL FUND	GENERAL FUND AREA 3	GENERAL FUND AREA 6	GENERAL FUND AREA 7	TOTAL
ASSETS					
Cash - Checking Account	\$ 1,279,229	\$ -	\$ -	\$ -	\$ 1,279,229
Cash with Fiscal Agent	640,000	-	-	-	640,000
Accounts Receivable	-	-	-	17,000	17,000
Assessments Receivable	-	993	346	728	2,067
Allow-Doubtful Collections	-	(993)	(346)	(728)	(2,067)
Due From Other Funds	-	1,589,689	731,018	1,255,735	3,576,442
Investments:					
Certificates of Deposit - 12 Months	212,509	-	-	-	212,509
Certificates of Deposit - Other	778,676	-	-	-	778,676
Money Market Account	1,338,688	-	-	-	1,338,688
Prepaid Items	-	-	-	1,138	1,138
Deposits	-	-	585	-	585
Utility Deposits - TECO	-	8,965	21,255	24,388	54,608

TOTAL ASSETS	\$ 4,249,102	\$ 1,598,654	\$ 752,858	\$ 1,298,261	\$ 7,898,875
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LIABILITIES

Accounts Payable	\$ 640,000	\$ 1,794	\$ 1,234	\$ 6,354	\$ 649,382
Accrued Expenses	-	2,560	11,720	23,347	37,627
Accrued Wages Payable	-	-	-	2,910	2,910
Accrued Taxes Payable	-	-	-	326	326
Sales Tax Payable	-	-	-	55	55
Deposits	-	-	366	14,746	15,112
Due To Other Funds	3,576,442	-	-	-	3,576,442

TOTAL LIABILITIES	4,216,442	4,354	13,320	47,738	4,281,854
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FUND BALANCES

Nonspendable:

Prepaid Items	-	-	-	1,138	1,138
Deposits	-	8,965	21,840	24,388	55,193

Assigned to:

Operating Reserves	-	110,585	134,019	219,416	464,020
Reserves - Clubhouse/Cabana	-	100,000	8,395	-	108,395
Reserves - Court Amenities	-	-	23,339	21,801	45,140
Reserves - Fences	-	-	41,406	-	41,406
Reserves- Irrigation/Landscape	-	38,500	11,464	45,010	94,974

Balance Sheet

April 30, 2020

ACCOUNT DESCRIPTION	GENERAL FUND	GENERAL FUND AREA 3	GENERAL FUND AREA 6	GENERAL FUND AREA 7	TOTAL
Reserves - Monuments/Signage	-	33,234	20,892	-	54,126
Reserves - Other	-	-	21,716	49,070	70,786
Reserves - Parking Lots	-	-	25,808	-	25,808
Reserves - Playground	-	-	-	47,009	47,009
Reserves - Ponds	-	29,500	11,758	45,010	86,268
Reserves - Highwoods Streetl.	-	-	17,048	-	17,048
Reserves - Swimming Pools	-	-	26,034	103,320	129,354
Unassigned:	32,660	1,273,516	375,819	694,361	2,376,356
TOTAL FUND BALANCES	\$ 32,660	\$ 1,594,300	\$ 739,538	\$ 1,250,523	\$ 3,617,021
TOTAL LIABILITIES & FUND BALANCES	\$ 4,249,102	\$ 1,598,654	\$ 752,858	\$ 1,298,261	\$ 7,898,875

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 5,000	\$ 2,917	\$ 4,634	\$ 1,717
Interest - Tax Collector	-	-	133	133
Special Assmnts- Tax Collector	339,908	339,908	328,646	(11,262)
Special Assmnts- Developer	133,528	133,528	-	(133,528)
Special Assmnts- Discounts	(13,596)	(13,596)	(12,617)	979
TOTAL REVENUES	464,840	462,757	320,796	(141,961)
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	8,000	4,667	4,000	667
FICA Taxes	612	357	306	51
ProfServ-Engineering	9,000	5,250	168	5,082
ProfServ-Legal Services	5,000	2,917	1,494	1,423
ProfServ-Mgmt Consulting Serv	35,583	20,757	20,856	(99)
ProfServ-Special Assessment	-	-	6,128	(6,128)
Auditing Services	3,993	3,993	1,151	2,842
Postage and Freight	300	175	117	58
Insurance - General Liability	9,772	7,329	9,293	(1,964)
Printing and Binding	1,623	947	58	889
Legal Advertising	909	530	453	77
Miscellaneous Services	2,296	1,339	346	993
Misc-Assessmnt Collection Cost	6,798	6,358	6,321	37
Office Supplies	75	44	-	44
Annual District Filing Fee	55	55	54	1
Total Administration	84,016	54,718	50,745	3,973
<u>Field</u>				
ProfServ-Field Management	7,463	4,353	6,008	(1,655)
Contracts-Landscape	114,000	66,500	71,925	(5,425)
Electricity - Streetlighting	70,000	40,833	49,775	(8,942)
Electricity - Fountain	5,700	3,325	525	2,800
R&M-Irrigation	7,500	4,375	21,126	(16,751)
R&M-Landscape Renovations	30,000	17,500	8,216	9,284
R&M-Ponds	13,750	8,021	5,595	2,426
R&M-Street Signs	3,000	1,750	-	1,750
Misc-Holiday Decor	10,000	5,833	5,500	333
Misc-Contingency	13,043	7,608	1,064	6,544
Op Supplies - General	1,000	583	244	339

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending April 30, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Reserve - Clubhouse/Cabana	100,000	100,000	-	100,000
Reserve - Monuments/Signage	10,000	10,000	-	10,000
Reserve - Ponds	10,000	10,000	-	10,000
Total Field	395,456	280,681	169,978	110,703
TOTAL EXPENDITURES	479,472	335,399	220,723	114,676
Excess (deficiency) of revenues				
Over (under) expenditures	(14,632)	127,358	100,073	(27,285)
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	(14,632)	-	-	-
TOTAL FINANCING SOURCES (USES)	(14,632)	-	-	-
Net change in fund balance	\$ (14,632)	\$ 127,358	\$ 100,073	\$ (27,285)
FUND BALANCE, BEGINNING (OCT 1, 2019)	1,494,227	1,494,227	1,494,227	
FUND BALANCE, ENDING	\$ 1,479,595	\$ 1,621,585	\$ 1,594,300	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 2,700	\$ 1,575	\$ 1,816	\$ 241
Interest - Tax Collector	-	-	133	133
Special Assmnts- Tax Collector	615,334	615,334	594,948	(20,386)
Special Assmnts- Discounts	(24,613)	(24,613)	(22,840)	1,773
TOTAL REVENUES	593,421	592,296	574,057	(18,239)
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	8,000	4,667	4,000	667
FICA Taxes	612	357	306	51
ProfServ-Arbitrage Rebate	600	350	-	350
ProfServ-Engineering	9,000	5,250	127	5,123
ProfServ-Legal Services	5,000	2,917	177	2,740
ProfServ-Mgmt Consulting Serv	27,710	16,164	15,751	413
ProfServ-Special Assessment	-	-	4,628	(4,628)
Auditing Services	3,500	3,500	869	2,631
Postage and Freight	128	75	88	(13)
Insurance - General Liability	9,772	7,329	9,293	(1,964)
Printing and Binding	1,226	715	34	681
Legal Advertising	687	401	342	59
Miscellaneous Services	5,000	2,917	136	2,781
Misc-Assessmnt Collection Cost	12,307	12,307	11,442	865
Office Supplies	100	58	-	58
Annual District Filing Fee	41	41	41	-
Total Administration	83,683	57,048	47,234	9,814
<u>Field</u>				
Payroll-Pool Monitors	10,000	5,833	4,407	1,426
FICA Taxes	765	446	337	109
ProfServ-Field Management	16,689	9,735	6,008	3,727
Contracts-Landscape	97,720	57,003	57,423	(420)
Communication - Telephone	1,200	700	876	(176)
Electricity - Streetlighting	137,300	80,092	79,487	605
Utility - Water	7,520	4,387	4,372	15
Electricity - Fountain	3,960	2,310	-	2,310
R&M-Court Maintenance	7,500	4,375	458	3,917
R&M-Equipment	13,300	7,758	1,380	6,378
R&M-Irrigation	11,000	6,417	24,027	(17,610)

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending April 30, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
R&M-Landscape Renovations	25,000	14,583	32,975	(18,392)
R&M-Ponds	14,568	8,498	8,498	-
R&M-Pools	8,000	4,667	2,975	1,692
R&M-Streetlights	7,585	4,425	-	4,425
Misc-Holiday Lighting	5,000	2,917	4,500	(1,583)
Misc-Contingency	70,438	41,089	6,915	34,174
Op Supplies - General	4,000	2,333	1,587	746
Reserve - Clubhouse/Cabana	2,385	2,385	-	2,385
Reserve - Court Amenities	10,034	10,034	-	10,034
Reserve - Fences	8,937	8,937	-	8,937
Reserve - Irrigation/Landscape	2,594	2,594	-	2,594
Reserve - Monuments/Signage	12,022	12,022	-	12,022
Reserve - Other	21,716	21,716	-	21,716
Reserve - Parking Lot	798	798	-	798
Reserve - Ponds	2,888	2,888	-	2,888
Reserve -Highwoods Streelights	16,988	16,988	-	16,988
Reserve - Swimming Pools	2,200	2,200	27,342	(25,142)
Total Field	522,107	338,130	263,567	74,563
TOTAL EXPENDITURES				
	605,790	395,178	310,801	84,377
Excess (deficiency) of revenues				
Over (under) expenditures	(12,369)	197,118	263,256	66,138
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	(12,369)	-	-	-
TOTAL FINANCING SOURCES (USES)	(12,369)	-	-	-
Net change in fund balance	\$ (12,369)	\$ 197,118	\$ 263,256	\$ 66,138
FUND BALANCE, BEGINNING (OCT 1, 2019)	476,282	476,282	476,282	
FUND BALANCE, ENDING	\$ 463,913	\$ 673,400	\$ 739,538	

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending April 30, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 4,000	\$ 2,333	\$ 2,979	\$ 646
Room Rentals	5,000	2,917	2,288	(629)
Interest - Tax Collector	-	-	133	133
Special Assmnts- Tax Collector	1,107,092	1,107,092	1,070,411	(36,681)
Special Assmnts- Discounts	(44,284)	(44,284)	(41,092)	3,192
Other Miscellaneous Revenues	100	58	2,029	1,971
Access Cards	-	-	338	338
TOTAL REVENUES	1,071,908	1,068,116	1,037,086	(31,030)
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	8,000	4,667	4,000	667
FICA Taxes	612	357	306	51
ProfServ-Dissemination Agent	1,000	583	-	583
ProfServ-Engineering	6,000	3,500	249	3,251
ProfServ-Legal Services	5,000	2,917	347	2,570
ProfServ-Mgmt Consulting Serv	52,448	30,595	30,909	(314)
ProfServ-Special Assessment	-	-	9,081	(9,081)
Auditing Services	5,035	2,937	1,705	1,232
Postage and Freight	500	292	173	119
Insurance - General Liability	12,830	9,623	9,293	330
Printing and Binding	600	350	77	273
Legal Advertising	1,000	583	671	(88)
Miscellaneous Services	1,000	583	278	305
Misc-Assessmnt Collection Cost	22,142	12,916	20,586	(7,670)
Office Supplies	250	146	-	146
Annual District Filing Fee	80	80	80	-
Total Administration	116,497	70,129	77,755	(7,626)
<u>Field</u>				
Payroll-Part Time	87,550	51,071	41,096	9,975
Payroll-Part Time Club Suprvsr	30,900	18,025	12,800	5,225
Payroll-Site Manager	74,263	43,320	39,646	3,674
FICA Taxes	14,743	8,600	8,075	525

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending April 30, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Life and Health Insurance	6,500	3,792	4,624	(832)
Workers' Compensation	9,038	5,272	-	5,272
Contracts-Security Services	3,750	2,188	3,935	(1,747)
Contracts-Landscape	44,800	26,133	24,757	1,376
Contracts-Irrigation	6,600	3,850	-	3,850
Contracts-Pools	20,100	11,725	7,625	4,100
Contracts-Lakes	4,500	2,625	-	2,625
Contracts-Pest Control	965	564	644	(80)
Communication - Mobile	1,452	847	590	257
Communication - Teleph - Field	4,548	2,653	2,747	(94)
Electricity - Streetlighting	242,800	141,633	153,739	(12,106)
Utility - Water	30,000	17,500	18,574	(1,074)
Utility - Refuse Removal	11,000	6,417	8,122	(1,705)
Electricity - Fountain	4,000	2,333	1,820	513
Rentals & Leases	3,120	1,820	3,915	(2,095)
Rental-Fitness Equipment	18,828	10,983	10,983	-
R&M-General	30,000	17,500	15,519	1,981
R&M-Court Maintenance	7,500	4,375	10,220	(5,845)
R&M-Electrical	8,000	4,667	3,031	1,636
R&M-Gate	2,000	1,167	-	1,167
R&M-Irrigation	4,000	2,333	3,701	(1,368)
R&M-Landscape Renovations	13,000	7,583	8,025	(442)
R&M-Pest Control	100	58	-	58
R&M-Ponds	7,000	4,083	2,758	1,325
R&M-Pools	23,000	13,417	5,528	7,889
R&M-Plumbing	4,000	2,333	825	1,508
R&M-Painting	10,000	5,833	5,731	102
Misc-Access Cards	3,250	1,896	-	1,896
Misc-Holiday Lighting	4,000	2,333	4,000	(1,667)
Misc-Special Events	15,000	8,750	4,093	4,657
Misc-Clubhouse Activities	4,000	2,333	1,502	831
Misc-Contingency	4,754	2,773	4	2,769
Misc-Web Hosting	309	180	512	(332)
Cleaning Supplies	2,500	1,458	2,093	(635)

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending April 30, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Op Supplies - General	20,000	11,667	8,736	2,931
Reserve - Clubhouse	56,944	56,944	-	56,944
Reserve - Court Amenities	11,361	11,361	-	11,361
Reserve - Other	49,070	49,070	-	49,070
Reserve - Playground	6,999	6,999	-	6,999
Reserve - Swimming Pools	70,872	70,872	-	70,872
Total Field	977,116	651,336	419,970	231,366
TOTAL EXPENDITURES	1,093,613	721,465	497,725	223,740
Excess (deficiency) of revenues				
Over (under) expenditures	(21,705)	346,651	539,361	192,710
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(21,705)	-	-	-
TOTAL FINANCING SOURCES (USES)	(21,705)	-	-	-
Net change in fund balance	\$ (21,705)	\$ 346,651	\$ 539,361	\$ 192,710
FUND BALANCE, BEGINNING (OCT 1, 2019)	711,162	711,162	711,162	
FUND BALANCE, ENDING	\$ 689,457	\$ 1,057,813	\$ 1,250,523	

**Tampa Palms Open Space and Transportation
Community Development District**

Supporting Schedules

April 30, 2020

Tampa Palms Open Space & Transportation

Community Development District

Non-Ad Valorem Special Assessments (Hillsborough County Tax Collector - Monthly Collection Distributions) For the Fiscal Year Ending September 30, 2020

					ALLOCATION		
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	Area 3 General Fund Assessments	Area 6 General Fund Assessments	Area 7 General Fund Assessments
Assessments Levied				\$ 2,062,336	\$ 339,908	\$ 615,336	\$ 1,107,093
Allocation %				100%	16.47%	29.84%	53.68%
11/05/19	\$ 23,172	\$ 1,196	\$ 473	\$ 24,841	\$ 4,094	\$ 7,412	\$ 13,335
11/15/19	120,438	5,106	2,458	128,001	21,097	38,191	68,713
11/22/19	101,618	4,287	2,074	107,980	17,797	32,218	57,965
12/06/19	1,389,578	59,036	28,359	1,476,973	243,430	440,682	792,861
12/12/19	91,279	3,737	1,863	96,879	15,967	28,906	52,006
01/08/20	64,123	2,212	1,309	67,643	11,149	20,183	36,312
02/05/20	30,802	687	629	32,117	5,293	9,583	17,241
03/04/20	22,661	263	462	23,387	3,855	6,978	12,554
04/07/20	35,437	24	723	36,184	5,964	10,796	19,424
TOTAL	\$ 1,879,108	\$ 76,549	\$ 38,349	\$ 1,994,006	\$ 328,646	\$ 594,948	\$ 1,070,411
% COLLECTED					97%	97%	97%
TOTAL OUTSTANDING					\$ 68,330	\$ 11,262	\$ 20,388
					\$ 36,682		

**Cash and Investment Report
4/30/2020**

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>MATURITY</u>	<u>BALANCE</u>
Checking Account - Operating	Wells Fargo	0.35%	n/a	\$ 1,248,309
Checking Account - Operating	Valley National	1.45%	n/a	\$ 30,054
Debit Card Account	BB&T	0.00%	n/a	\$ 866
		Subtotal		<u>\$ 1,279,229</u>
Certificate of Deposit - 12 Months	Valley National	1.52%	01/31/21	212,509
		Subtotal		<u>\$ 212,509</u>
Certificate of Deposit - 37 Months	Valley National	1.75%	11/30/20	258,101
Certificate of Deposit - 37 Months	Valley National	1.75%	11/30/20	258,101
Certificate of Deposit - 37 Months	Valley National	1.75%	11/30/20	262,474
		Subtotal		<u>\$ 778,676</u>
Money Market Account	Bank United	0.45%	n/a	1,338,688
		Subtotal		<u>\$ 1,338,688</u>
		Total		<u><u>\$ 3,609,102</u></u>

TAMPA PALMS OPEN SPACE AND TRANSPORTATION
Community Development District

Annual Operating Budget

Fiscal Year 2021

Proposed Budget

06.03.20 v3

Prepared by:



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Tampa Palms Open Space and Transportation
Community Development District

Operating Budget
Fiscal Year 2021

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION			ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	ACTUAL	ACTUAL	BUDGET	THRU	MAY -	PROJECTED	BUDGET
	FY 2018	FY 2019	FY 2020	APR-2020	SEP-2020	FY 2020	FY 2021
REVENUES							
Interest - Investments	\$ 6,062	\$ 11,524	\$ 5,000	\$ 4,634	\$ 1,500	\$ 6,134	\$ 5,000
Interest - Tax Collector	615	171	-	133	-	133	-
Special Assmnts- Tax Collector	225,172	340,592	339,908	328,646	11,262	339,908	339,908
Special Assmnts- Developer	118,282	133,528	133,528	-	133,528	133,528	133,528
Special Assmnts- Discounts	(8,487)	(12,523)	(13,596)	(12,617)	-	(12,617)	(13,596)
Developer Contribution	27,393	3,652	-	-	-	-	-
Other Miscellaneous Revenues	-	1,835	-	-	-	-	-
TOTAL REVENUES	369,037	478,779	464,840	320,796	146,290	467,086	464,840
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	7,533	6,067	8,000	4,000	3,333	7,333	8,000
FICA Taxes	576	464	612	306	255	561	612
ProfServ-Engineering	3,102	1,962	9,000	168	5,500	5,668	8,500
ProfServ-Legal Services	4,059	1,077	5,000	1,494	2,083	3,577	5,000
ProfServ-Mgmt Consulting Serv	34,547	41,605	35,583	20,856	14,826	35,682	36,753
ProfServ-Special Assessment	-	-	-	6,128	-	6,128	6,741
Auditing Services	4,000	3,923	3,993	1,151	2,842	3,993	3,993
Postage and Freight	240	163	300	117	84	201	300
Insurance - General Liability	6,990	11,406	9,772	9,293	479	9,772	10,749
Printing and Binding	1,623	120	1,623	58	41	99	120
Legal Advertising	909	2,180	909	453	324	777	1,500
Miscellaneous Services	2,296	1,285	2,296	346	247	593	2,300
Misc-Assessmnt Collection Cost	(1,638)	3,922	6,798	6,321	225	6,546	6,798
Office Supplies	-	18	75	-	75	75	75
Annual District Filing Fee	55	54	55	54	-	54	54
Total Administrative	66,151	74,246	84,016	50,745	30,315	81,060	91,495
<i>Field</i>							
ProfServ-Field Management	6,867	10,234	7,463	6,008	4,292	10,300	10,609
Contracts-Landscape	98,045	107,091	114,000	71,925	51,375	123,300	123,300
Electricity - Streetlighting	74,807	88,324	70,000	49,775	29,167	78,942	70,000

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	BUDGET	THRU	MAY -	PROJECTED	BUDGET
	FY 2018	FY 2019	FY 2020	APR-2020	SEP-2020	FY 2020	FY 2021
Electricity - Fountain	4,333	1,220	5,700	525	2,375	2,900	5,500
R&M-Irrigation	9,983	7,105	7,500	21,126	1,500	22,626	7,500
R&M-Landscape Renovations	31,680	5,844	30,000	8,216	3,732	11,948	12,000
R&M-Ponds	20,807	23,177	13,750	5,595	3,200	8,795	7,680
R&M-Street Signs	555	130	3,000	-	2,500	2,500	3,000
Misc-Holiday Decor	5,500	5,500	10,000	5,500	-	5,500	10,000
Misc-Contingency	-	-	13,043	1,064	7,500	8,564	8,162
Op Supplies - General	279	1,062	1,000	244	650	894	1,000
Cap Outlay-Machinery and Equip	15,920	-	-	-	-	-	-
Reserve - Clubhouse	-	-	100,000	-	-	-	100,000
Reserve - Monuments/Signage	-	-	10,000	-	-	-	10,000
Reserve - Ponds	-	-	10,000	-	-	-	10,000
Total Field	274,888	250,833	395,456	169,978	106,290	276,268	378,751
TOTAL EXPENDITURES	341,039	325,079	479,472	220,723	136,605	357,328	470,246
Excess (deficiency) of revenues							
Over (under) expenditures	27,998	153,700	(14,632)	100,073	9,685	109,758	-
OTHER FINANCING SOURCES (USES)							
Interfund Transfer- In	658,412	-	-	-	-	-	-
TOTAL OTHER SOURCES (USES)	658,412	-	-	-	-	-	-
Net change in fund balance	686,410	153,700	(14,632)	100,073	9,685	109,758	-
FUND BALANCE, BEGINNING	654,117	1,340,527	1,494,227	1,494,227	-	1,494,227	1,603,985
FUND BALANCE, ENDING	\$ 1,340,527	\$ 1,494,227	\$ 1,479,595	\$ 1,594,300	\$ 9,685	\$ 1,603,985	\$ 1,603,985

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 20201	\$ 1,603,985
Net Change in Fund Balance - Fiscal Year 2021	-
Reserves - Fiscal Year 2021 Additions	120,000
Total Funds Available (Estimated) - 9/30/2021	1,723,985

ALLOCATION OF AVAILABLE FUNDS***Nonspendable Fund Balance***

Deposits	8,965
Subtotal	8,965

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital		112,561 ⁽¹⁾
Reserves - Clubhouse Prior Years	-	
FY 2020 Reserve Funding	100,000	
FY 2021 Reserve Funding	100,000	200,000
Reserves - Irrigation/Landscape Prior Years	38,500	38,500
Reserves - Monuments/Signage Prior Years	33,234	
FY 2020 Reserve Funding	10,000	
FY 2021 Reserve Funding	10,000	53,234
Reserves - Ponds Prior Years	29,500	
FY 2020 Reserve Funding	10,000	
FY 2021 Reserve Funding	10,000	49,500
Subtotal		453,795

Total Allocation of Available Funds	462,760
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Total Unassigned (undesignated) Cash	\$ 1,261,224
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Notes

(1) Represents approximately 3 months of operating expenditures

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU APR-2020	PROJECTED MAY - SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
REVENUES							
Interest - Investments	\$ 3,263	\$ 4,420	\$ 2,700	\$ 1,816	\$ 757	\$ 2,573	\$ 2,700
Interest - Tax Collector	504	171	-	133	-	133	-
Special Assmnts- Tax Collector	401,047	609,564	615,334	594,948	20,386	615,334	615,334
Special Assmnts- Discounts	(15,127)	(22,402)	(24,613)	(22,840)	-	(22,840)	(24,613)
Other Miscellaneous Revenues	6,970	1,835	-	-	-	-	-
TOTAL REVENUES	396,657	593,588	593,421	574,057	21,143	595,200	593,421
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	7,533	6,067	8,000	4,000	3,333	7,333	8,000
FICA Taxes	576	464	612	306	255	561	612
ProfServ-Arbitrage Rebate	600	600	600	-	600	600	-
ProfServ-Engineering	2,582	1,482	9,000	127	3,750	3,877	5,000
ProfServ-Legal Services	3,037	669	5,000	177	772	949	3,372
ProfServ-Mgmt Consulting Serv	26,131	31,423	27,710	15,751	11,546	27,297	28,116
ProfServ-Special Assessment	-	-	-	4,628	-	4,628	5,091
Auditing Services	3,500	2,963	3,500	869	2,631	3,500	3,500
Postage and Freight	182	123	128	88	63	151	180
Insurance - General Liability	6,990	11,406	9,772	9,293	479	9,772	10,749
Printing and Binding	1,226	90	1,226	34	24	58	90
Legal Advertising	687	1,646	687	342	286	628	750
Miscellaneous Services	7,646	678	5,000	136	2,083	2,219	5,000
Misc-Assessmnt Collection Cost	2,829	7,013	12,307	11,442	408	11,850	12,307
Office Supplies	-	-	100	-	42	42	100
Annual District Filing Fee	40	41	41	41	-	41	41
Total Administrative	67,276	64,665	83,683	47,234	26,272	73,506	82,907

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL	PROJECTED	TOTAL	ANNUAL
				THRU APR-2020	MAY - SEP-2020	PROJECTED FY 2020	BUDGET FY 2021
<i>Field</i>							
Payroll-Pool Monitors	4,756	8,969	10,000	4,407	4,167	8,574	10,000
FICA Taxes	364	686	765	337	319	656	765
ProfServ-Field Management	6,867	10,234	16,689	6,008	4,342	10,350	10,660
Contracts-Landscape	118,077	100,590	97,720	57,423	41,017	98,440	98,440
Communication - Telephone	1,639	1,097	1,200	876	500	1,376	1,200
Electricity - Streetlighting	136,287	136,124	137,300	79,487	57,208	136,695	137,300
Utility - Water	11,795	8,127	7,520	4,372	3,133	7,505	7,520
Electricity - Fountain	1,383	-	3,960	-	1,650	1,650	3,000
R&M-Court Maintenance	-	-	7,500	458	3,125	3,583	7,500
R&M-Equipment	5,549	5,185	13,300	1,380	986	2,366	10,000
R&M-Irrigation	11,071	16,408	11,000	24,027	9,500	33,527	20,000
R&M-Landscape Renovations	48,800	33,394	25,000	32,975	5,000	37,975	25,000
R&M-Ponds	14,568	14,568	14,568	8,498	6,070	14,568	14,568
R&M-Pools	7,695	8,445	8,000	2,975	2,125	5,100	8,000
R&M-Streetlights	7,585	4,853	7,585	-	3,160	3,160	7,500
Misc-Holiday Lighting	4,500	4,500	5,000	4,500	-	4,500	5,000
Misc-Contingency	641	46,367	70,438	6,915	29,349	36,264	60,668
Op Supplies - General	2,481	4,199	4,000	1,587	1,134	2,721	4,000
Cap Outlay-Machinery and Equip	34,006	-	-	-	-	-	-
Reserve - Clubhouse/Cabana	-	-	2,385	-	-	-	2,385
Reserve - Court Amenities	-	-	10,034	-	-	-	10,034
Reserve - Fences	-	12,500	8,937	-	-	-	8,937
Reserve - Irrigation Landscape	-	-	2,594	-	-	-	2,594

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU APR-2020	PROJECTED MAY - SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
Reserve - Monuments Signage	-	-	12,022	-	-	-	12,022
Reserve - Parking Lot	-	-	798	-	-	-	798
Reserve - Ponds	-	-	2,888	-	-	-	2,888
Reserve -Highwoods Streelights	-	-	16,988	-	-	-	16,988
Reserve - Swimming Pool	-	11,646	2,200	-	-	-	2,200
Reserve - Other	-	-	21,716	27,342	-	27,342	21,716
Total Field	423,949	431,998	522,107	263,567	172,784	409,009	511,683
TOTAL EXPENDITURES	491,225	496,663	605,790	310,801	199,057	482,516	594,590
Excess (deficiency) of revenues							
Over (under) expenditures	(94,568)	96,925	(12,369)	263,256	(177,914)	112,684	-
OTHER FINANCING SOURCES (USES)							
Interfund Transfer - In	98,885	-	-	-	-	-	-
Contribution to (Use of) Fund Balance	-		(12,369)	-	-	-	-
TOTAL OTHER SOURCES (USES)	98,885	-	(12,369)	-	-	-	-
Net change in fund balance	4,317	96,925	(12,369)	263,256	(177,914)	112,684	-
FUND BALANCE, BEGINNING	375,040	379,357	476,282	476,282	-	476,282	588,966
FUND BALANCE, ENDING	\$ 379,357	\$ 476,282	\$ 463,913	\$ 739,538	\$ (177,914)	\$ 588,966	\$ 588,966

Exhibit "B"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2021	\$ 588,966
Net Change in Fund Balance - Fiscal Year 2021	-
Reserves - Fiscal Year 2021 Additions	80,562
Total Funds Available (Estimated) - 9/30/2021	669,528

ALLOCATION OF AVAILABLE FUNDS***Nonspendable Fund Balance***

Deposits	21,255
Subtotal	21,255

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital		134,486 ⁽¹⁾
Reserves - Clubhouse/Cabana Prior Years	8,395	
FY 2020 Reserve Funding	2,385	
FY 2021 Reserve Funding	2,385	
Reserves - Court Amenities Prior Years	23,339	
FY 2020 Reserve Funding	10,034	
FY 2021 Reserve Funding	10,034	43,407
Reserves - Fences Prior Years	41,406	
FY 2020 Reserve Funding	8,937	
FY 2021 Reserve Funding	8,937	59,280
Reserves - Irrigation/Landscape Prior Years	11,464	
FY 2020 Reserve Funding	2,594	
FY 2021 Reserve Funding	2,594	16,652
Reserves - Monuments/Signage Prior Years	20,892	
FY 2020 Reserve Funding	12,022	
FY 2021 Reserve Funding	12,022	44,936
Reserves - Parking Lot Prior Years	25,808	
FY 2020 Reserve Funding	798	
FY 2021 Reserve Funding	798	27,404
Reserves - Ponds Prior Years	11,758	
FY 2020 Reserve Funding	2,888	
FY 2021 Reserve Funding	2,888	17,534
Reserves - Highwoods Streelights Prior Years	17,048	
FY 2020 Reserve Funding	16,988	
FY 2021 Reserve Funding	16,988	51,024
Reserves - Swimming Pools Prior Years	26,034	
FY 2020 Reserve Funding	2,200	

Exhibit "B"

Allocation of Fund Balances

FY 2021 Reserve Funding	2,200	30,434
Reserves - Other Prior Years	21,716	
FY 2020 Reserve Funding	21,716	
Less Current Expenses	(27,342)	
FY 2021 Reserve Funding	21,716	37,806
Subtotal		462,963

Total Allocation of Available Funds	484,218
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Total Unassigned (undesignated) Cash	\$ 185,310
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Notes

(1) Represents approximately 3 months of operating expenditures

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU MAR-2020	PROJECTED APR - SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
REVENUES							
Special Assmnts- Tax Collector	-	-	-	-	-	-	159,574
Special Assmnts- Discounts	-	-	-	-	-	-	(6,383)
TOTAL REVENUES	-	-	-	-	-	-	153,191
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	-	-	-	-	-	-	3,191
Total Administrative	-	-	-	-	-	-	3,191
<i>Field</i>							
R&M-Roads (Pavers)	-	-	-	-	-	-	150,000
Total Field	-	-	-	-	-	-	150,000
TOTAL EXPENDITURES	-	-	-	-	-	-	153,191
Excess (deficiency) of revenues Over (under) expenditures	-	-	-	-	-	-	-
OTHER FINANCING SOURCES (USES)							
Interfund Transfer- In	-	-	-	-	-	-	-
TOTAL OTHER SOURCES (USES)	-	-	-	-	-	-	-
Net change in fund balance	-	-	-	-	-	-	-
FUND BALANCE, BEGINNING	-	-	-	-	-	-	-
FUND BALANCE, ENDING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION			ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	ACTUAL	ACTUAL	BUDGET	THRU	MAY -	PROJECTED	BUDGET
	FY 2018	FY 2019	FY 2020	APR-2020	SEP-2020	FY 2020	FY 2021
REVENUES							
Interest - Investments	\$ 4,735	\$ 6,938	\$ 4,000	\$ 2,979	\$ 850	\$ 3,829	\$ 3,500
Room Rentals	7,534	6,811	5,000	2,288	1,634	3,922	5,000
Interest - Tax Collector	947	171	-	133	-	133	-
Special Assmnts- Tax Collector	816,334	1,107,322	1,107,092	1,070,411	36,681	1,107,092	1,107,092
Special Assmnts- Discounts	(30,793)	(40,695)	(44,284)	(41,092)	-	(41,092)	(44,284)
Other Miscellaneous Revenues	29	2,071	100	2,029	250	2,279	100
Access Cards	1,928	540	-	338	-	338	-
TOTAL REVENUES	800,714	1,083,158	1,071,908	1,037,086	39,415	1,076,501	1,071,408
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	7,533	6,067	8,000	4,000	3,333	7,333	8,000
FICA Taxes	579	464	612	306	255	561	612
ProfServ-Dissemination Agent	2,000	1,000	1,000	-	1,000	1,000	1,000
ProfServ-Engineering	4,660	2,908	6,000	249	2,500	2,749	6,000
ProfServ-Legal Services	5,430	1,195	5,000	347	2,083	2,430	5,000
ProfServ-Mgmt Consulting Serv	51,127	61,661	52,448	30,909	21,853	52,762	54,021
ProfServ-Special Assessment	-	-	-	9,081	-	9,081	9,989
Auditing Services	5,000	5,814	5,035	1,705	3,330	5,035	5,035
Postage and Freight	356	242	500	173	208	381	500
Insurance - General Liability	9,179	11,406	12,830	9,293	3,537	12,830	14,113
Printing and Binding	2,406	177	600	77	55	132	600
Legal Advertising	1,347	3,230	1,000	671	417	1,088	1,000
Miscellaneous Services	9,243	432	1,000	278	417	695	850
Misc-Assessmnt Collection Cost	6,517	12,738	22,142	20,586	734	21,320	22,142
Office Supplies	-	15	250	-	104	104	250
Annual District Filing Fee	80	80	80	80	-	80	80
Total Administrative	105,454	107,429	116,497	77,755	39,826	117,581	129,192

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	BUDGET FY 2020	THRU APR-2020	MAY - SEP-2020	PROJECTED FY 2020	BUDGET FY 2021
<i>Field</i>							
Payroll-Salaries	2,194	2,910	-	-	-	-	-
Payroll-Part Time	78,341	91,077	87,550	41,096	36,479	77,575	80,000
Payroll-Part Time Club Suprvsr	30,285	30,275	30,900	12,800	12,875	25,675	40,000
Payroll-Site Manager	67,540	65,779	74,263	39,646	30,943	70,589	76,491
FICA Taxes	14,735	16,136	14,743	8,075	6,143	14,218	15,032
Life and Health Insurance	6,441	7,150	6,500	4,624	2,708	7,332	10,500
Workers' Compensation	8,218	-	9,038	-	9,038	9,038	9,038
Contracts-Irrigation	-	-	6,600	-	2,750	2,750	6,600
Contracts-Security Services	4,207	3,780	3,750	3,935	1,563	5,498	3,750
Contracts-Landscape	46,246	51,784	44,800	24,757	17,644	42,401	42,345
Contracts-Pools	18,900	18,900	20,100	7,625	8,375	16,000	20,100
Contracts-Lakes	3,924	(327)	4,500	-	1,875	1,875	4,500
Contracts-Pest Control	966	966	965	644	402	1,046	965
Communication - Mobile	1,456	1,534	1,452	590	605	1,195	1,452
Communication - Teleph - Field	4,181	4,070	4,548	2,747	1,895	4,642	4,548
Electricity - Streetlighting	253,386	259,801	242,800	153,739	109,814	263,553	242,800
Utility - Water	23,089	28,934	30,000	18,574	13,267	31,841	30,000
Utility - Refuse Removal	9,839	11,832	11,000	8,122	5,801	13,923	11,000
Electricity - Fountain	3,723	3,229	4,000	1,820	1,300	3,120	4,000
Rentals & Leases	3,120	4,695	3,120	3,915	3,915	7,830	9,420
Rental-Fitness Equipment	18,828	18,828	18,828	10,983	1,569	12,552	-
R&M-General	27,909	14,975	30,000	15,519	12,500	28,019	30,000
R&M-Court Maintenance	-	-	7,500	10,220	3,125	13,345	12,500
R&M-Electrical	8,701	6,934	8,000	3,031	3,333	6,364	8,000
R&M-Gate	211	260	2,000	-	-	-	2,000
R&M-Irrigation	4,921	4,839	4,000	3,701	1,667	5,368	5,000
R&M-Landscape Renovations	12,964	9,001	13,000	8,025	5,417	13,442	14,000
R&M-Pest Control	-	-	100	-	-	-	100

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	BUDGET FY 2020	THRU APR-2020	MAY - SEP-2020	PROJECTED FY 2020	BUDGET FY 2021
R&M-Ponds	422	4,158	7,000	2,758	2,917	5,675	4,236
R&M-Pools	15,151	1,590	23,000	5,528	9,583	15,111	23,000
R&M-Plumbing	1,005	3,293	4,000	825	1,667	2,492	4,000
R&M-Painting	11,000	5,970	10,000	5,731	4,167	9,898	10,000
Misc-Access Cards	9,415	5,565	3,250	-	1,500	1,500	2,500
Misc-Holiday Lighting	4,000	4,000	4,000	4,000	-	4,000	4,000
Misc-Special Events	-	-	15,000	4,093	6,250	10,343	10,000
Misc-Clubhouse Activities	7,661	7,545	4,000	1,502	1,667	3,169	4,000
Misc-Contingency	-	2,200	4,754	4	1,981	1,985	2,500
Misc-Web Hosting	79	692	309	512	129	641	750
Cleaning Supplies	2,438	3,854	2,500	2,093	1,495	3,588	2,500
Op Supplies - General	16,168	13,848	20,000	8,736	8,333	17,069	15,000
Cap Outlay-Machinery and Equip	-	39,792	-	-	-	-	-
Reserve - Clubhouse	-	32,539	56,944	-	-	-	56,944
Reserve - Court Amenities	24,820	8,200	11,361	-	-	-	11,361
Reserve - Other	-	-	49,070	-	-	-	49,070
Reserve - Playground	35,114	-	6,999	-	-	-	6,999
Reserve - Swimming Pools	-	35,090	70,872	-	-	-	70,872
Total Field	785,593	825,698	977,116	419,970	334,690	754,660	961,872
Unidentified Orgunit							
Unemployment Compensation	-	-	-	-	-	-	-
Total Unidentified Orgunit	-	-	-	-	-	-	-
TOTAL EXPENDITURES	891,047	933,127	1,093,613	497,725	374,517	872,242	1,091,064
Excess (deficiency) of revenues							
Over (under) expenditures	(90,333)	150,031	(21,705)	539,361	(335,101)	204,260	(19,656)
OTHER FINANCING SOURCES (USES)							
Interfund Transfer - In	234,398	-	-	-	-	-	-
TOTAL OTHER SOURCES (USES)	234,398	-	(21,705)	-	-	-	(19,656)
Net change in fund balance	144,065	150,031	(21,705)	539,361	(335,101)	204,260	(19,656)
FUND BALANCE, BEGINNING	416,791	560,856	711,162	711,162	-	711,162	915,422
FUND BALANCE, ENDING	\$ 560,856	\$ 711,162	\$ 689,457	\$ 1,250,523	\$ (335,101)	\$ 915,422	\$ 895,766

Exhibit "C"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2021	\$ 915,422
Net Change in Fund Balance - Fiscal Year 2021	(19,656)
Reserves - Fiscal Year 2021 Additions	195,246
Total Funds Available (Estimated) - 9/30/2021	1,091,012

ALLOCATION OF AVAILABLE FUNDS***Nonspendable Fund Balance***

Deposits	24,388
Subtotal	24,388

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital		223,955 ⁽¹⁾
Reserves - Clubhouse Prior Years	-	
FY 2020 Reserve Funding	56,944	
FY 2021 Reserve Funding	56,944	113,888
Reserves - Court Amenities Prior Years	21,801	
FY 2020 Reserve Funding	11,361	
FY 2021 Reserve Funding	11,361	44,523
Reserves - Irrigation/Landscape Prior Years	45,010	45,000
Reserves - Other Prior Years	49,070	
FY 2020 Reserve Funding	49,070	
FY 2021 Reserve Funding	49,070	147,210
Reserves - Playground Prior Years	47,009	
FY 2020 Reserve Funding	6,999	
FY 2021 Reserve Funding	6,999	61,007
Reserves - Ponds Prior Years	45,010	
Reserves - Swimming Pools Prior Years	1,020	
FY 2020 Reserve Funding	70,872	
FY 2021 Reserve Funding	70,872	142,764
Subtotal		823,357

Total Allocation of Available Funds	847,745
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Total Unassigned (undesignated) Cash	\$ 243,267
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Notes

(1) Represents approximately 3 months of operating expenditures

TAMPA PALMS OPEN SPACE AND TRANSPORTATION

Community Development District

*General Fund***Budget Narrative**
Fiscal Year 2021**REVENUES****Interest-Investments**

The District earns interest on the monthly average collected balance for their operating accounts.

Room Rentals

The District receives revenue from room rentals

Special Assessments-Tax Collector

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year.

Special Assessments-Developer

The Developer is responsible for their portion of the property within the District.

Special Assessments-Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

Other Miscellaneous Revenues

The District receives other revenue from vending machine sales and the HOA for picking up trash.

EXPENDITURES**Administrative****P/R-Board of Supervisors**

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year is based upon all supervisors attending all of the meetings.

Professional Services - Dissemination Agent

The District is required by the Securities and Exchange Commission to comply with Rule 15c2-12(b)-(5), which relates to additional reporting requirements for unrelated bond issues. The budgeted amount for the fiscal year is based on standard fees charged for this service.

TAMPA PALMS OPEN SPACE AND TRANSPORTATION

Community Development District

*General Fund***Budget Narrative**
Fiscal Year 2021**EXPENDITURES****Administrative** (continued)**Professional Services-Engineering**

The District's engineer provides general engineering services to the District, i.e. attendance and preparation for monthly board meetings when requested, review of invoices, and other specifically requested assignments.

Professional Services-Legal Services

The District's Attorney provides general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research as directed or requested by the Board of Supervisors and the District Manager.

Professional Services-Management Consulting Services

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services. Also included are costs for Information Technology charges to process all of the District's financial activities, i.e. accounts payable, financial statements, budgets, etc., on a main frame computer owned by Inframark in accordance with the management contract and the charge for rentals. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

Auditing Services

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees from an existing engagement letter.

Postage and Freight

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Insurance-General Liability

The District's General Liability & Public Officials Liability Insurance policy is with Preferred Governmental Insurance Trust. They specialize in providing insurance coverage to governmental agencies. The budgeted amount allows for a projected increase in the premium.

Printing and Binding

Copies used in the preparation of agenda packages, required mailings, and other special projects.

Budget Narrative
Fiscal Year 2021

EXPENDITURES

Administrative (continued)**Legal Advertising**

The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.

Miscellaneous Services

This includes monthly bank charges and other miscellaneous expenses that may be incurred during the year.

Miscellaneous-Assessment Collection Costs

The District reimburses the Tax Collector for her or his necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The budgeted amount for collection costs was based on a maximum of 2% of the anticipated assessment collections.

Office Supplies

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

Annual District Filing Fee

The District is required to pay an annual fee of \$175 to the Department of Community Affairs.

Field**Payroll-Part Time**

Payroll for part time employees utilized in the field for operations and maintenance of District assets.

Payroll-Project Manager

Payroll for project manager.

Payroll-Part Time Club Supervisor

Payroll for part time club supervisor.

Budget Narrative
Fiscal Year 2021**EXPENDITURES****Field** (continued)**Payroll-Site Manager**

Payroll for site manager.

FICA Taxes

Payroll taxes for employees.

Life and Health Insurance

Health insurance for site manager.

Workers' Compensation

Workers' compensation for employees.

Professional Services-Field Management

This includes employees utilized in the field and office management of all District assets.

Contracts-Janitorial Services

Expenses incurred for cleaning services for the District.

Contracts-Irrigation

This includes repairs and maintenance of the irrigation system to ensure proper operation and adequate water for District plantings.

Contracts-Security Service

Expenses incurred for security services for the District.

Contracts-Landscape

The District currently has a contract with a landscape firm to provide landscaping services for the District.

Contracts-Pools

The District currently has a contract with a pool company to provide pool maintenance for the District.

TAMPA PALMS OPEN SPACE AND TRANSPORTATION

Community Development District

General Fund

Budget Narrative Fiscal Year 2021

EXPENDITURES

Field (continued)

Contracts-Pest control

The District currently has a contract with a pest control firm to provide pest control services for the District.

Communication-Mobile

Mobile telephone expenses for field services.

Communication-Telephone-Field

Telephone and fax machine expenses for field services.

Electricity-Streetlighting

Streetlighting usage for District facilities and assets.

Utility-Water

Water irrigation usage for District facilities and assets.

Utility-Refuse Removal

Refuse removal for District facilities.

Electricity-Fountain

Electricity usage for District fountains.

Rentals & Leases

This includes the cost of renting an ice machine.

Rental-Fitness Equipment

This includes the cost of leasing fitness equipment

R&M-Equipment

This includes the cost to repair or replace equipment of the District.

Budget Narrative
Fiscal Year 2021

EXPENDITURES

Field (continued)**R&M-General**

The District periodically implements needed repairs to ensure maintenance of District assets.

R&M-Electrical

The District periodically implements needed electrical repairs to ensure maintenance of District assets.

R&M-Gate

The District periodically implements needed gate repairs to ensure maintenance of District assets.

R&M-Irrigation

This includes repairs and maintenance of the irrigation system to ensure proper operation and adequate water for District plantings.

R&M-Landscape Renovations

This includes the cost to install any new landscapes within the District.

R&M-Pest Control

This includes periodic application of pesticides to District facilities to ensure a pest free, safe and healthy environment.

R&M-Ponds

This includes periodic repairs and maintenance of the District ponds.

R&M-Pools

This includes periodic repairs and maintenance of the District swimming pools.

R&M-Plumbing

This includes the cost to repair or replace plumbing of the District.

R&M-Painting

This includes the cost to paint assets of the District.

Budget Narrative
Fiscal Year 2021

EXPENDITURES

Field (continued)**R&M-Streetlights**

This includes the cost to repair or replace streetlights within the District.

R&M-Street Signs

This includes the cost to repair or replace signs within the District.

Misc-Access Cards

This includes the cost of access cards.

Misc-Clubhouse Activities

This includes the cost of holiday lighting within the District and other clubhouse activities.

Misc-Holiday Lighting

This includes the cost of holiday lighting within the District.

Misc-Contingency

The District will utilize contingency funds as needed for unforeseen and/or emergency expenditures.

Misc-Web Hosting

This includes the cost of website maintenance.

Reserve-Clubhouse

The District will set aside funds to ensure repair and/or replacement of the clubhouse.

Reserve-Court Amenities

The District will set aside funds to ensure repair and/or replacement of the court amenities.

Reserve-Fences

The District will set aside funds to ensure repair and/or replacement of the fences.

Budget Narrative
Fiscal Year 2021

EXPENDITURES

Field (continued)

Reserve-Highwoods Streetlights

The District will set aside funds to ensure repair and/or replacement of the Highwoods Streetlights.

Reserve-Irrigation/Landscape

The District will set aside funds to ensure repair and/or replacement of the irrigation system and landscape.

Reserve-Playground

The District will set aside funds to ensure repair and/or replacement of the playground.

Reserve-Ponds

The District will set aside funds to ensure repair and/or replacement of the ponds.

Reserve-Swimming Pools

The District will set aside funds to ensure repair and/or replacement of the swimming pools.

Tampa Palms Open Space and Transportation
Community Development District

Supporting Budget Schedules
Fiscal Year 2021

TAMPA PALMS OPEN SPACE AND TRANSPORTATION CDD Agenda Page #45
FY 2020-21 PROPOSED ASSESSMENTS

TPOST Area 3		Prior Year FY 2019-20	Proposed FY 2020-21	
Parcel Name		Total	Total	Incr (Dcr)
Compton Estates	Apartment	\$29,952	\$29,952	\$0
The Promenade at Tampa Palms	Multi-Family	\$78	\$78	\$0
TPOST 3 Residential Villages	Single Family	\$323	\$323	\$0
T Palms Shopping Plza LLC (Market Square)	Coml	\$61,267	\$61,267	\$0
T PalmsShping Plaza II LLC (CVS)	Coml	\$5,019	\$5,019	\$0
T Palms Shping Plaza II LLC (Chase)	Coml	\$2,003	\$2,003	\$0
Vereit Real Estate LP (LA Fitness)	Coml	\$11,144	\$11,144	\$0
T Palms Shping Plaza II LLC (RaceTrac)	Coml	\$3,578	\$3,578	\$0
T Palms Shping Plaza II LLC (Vacant)	Coml	\$3,578	\$3,578	\$0

Off Roll - Developer Direct TPOST Area 3

TPOST 3 Not Yet Developed		Prior Year FY 2019-20	Proposed FY 2020-21	
Parcel Identifier		Total	Total	Incr (Dcr)
32A	Not Dev	\$29,518	\$29,518	\$0
32B	Not Dev	\$23,473	\$23,473	\$0
36	Not Dev	\$6,437	\$6,437	\$0
38C	Not Dev	\$25,783	\$25,783	\$0
38D	Not Dev	\$48,316	\$48,316	\$0

TPOST AREA 6		Prior Year FY 2019-20	Proposed FY 2020-21	
Parcel Name	Residential Units	Total	Total	Incr (Dcr)
THE MARQUIS OF TAMPA PALMS (NORTHSTAR)	Apartment	\$194	\$249	\$55
The Enclave at Richmond Place	Apartment	\$194	\$249	\$55
Richmond Place Villages	Single Family	\$1,409	\$1,883	\$474

TPOST AREA 6 COMMERCIAL		Prior Year FY 2019-20	Proposed FY 2020-21	
Parcel Name	Commercial Units	Total	Total	Incr (Dcr)
FLIK INC	Coml	\$5,461	\$5,799	\$338
LG RT Tampa LLC	Coml	\$700	\$744	\$44
CLPV, LLC	Coml	\$784	\$832	\$48
FJS LLC	Coml	\$317	\$337	\$20
581 HIGHWOODS LP	Coml	\$5,862	\$6,130	\$268
SOP 8125 HW PALM WAY LLC	Coml	\$2,806	\$2,926	\$120

DEPOSITORY TRUST	Coml	\$3,295	\$3,435	\$140
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TAMPA PALMS OPEN SPACE AND TRANSPORTATION CDD Agenda Page #46
FY 2020-21 PROPOSED ASSESSMENTS

METROPOLITAN LIFE INSURANCE	Coml	\$1,419	\$1,480	\$61
581 HIGHWOODS LP	Coml	\$1,510	\$1,588	\$78

TPOST AREA 6 COMMERCIAL (Cont'd)		Prior Year FY 2019-20	Proposed FY 2020-21	
Parcel Name	Commercial Units	Total	Total	Incr (Dcr)
HRLP PRESERVE LLC	Coml	\$2,043	\$2,130	\$87
581 HIGHWOODS LP	Coml	\$1,369	\$1,427	\$58
THP LLC	Coml	\$2,635	\$2,635	\$0
Walk at Highwoods Preserve 18 LLC	Coml	\$5,300	\$5,628	\$328
Oasis at Highwoods Preserve LLC	Coml	\$4,265	\$4,529	\$264
Equestrian Parc at Highwoods Preserve * Conc	Coml	\$15	\$15	\$0

* Per Unit = \$15 per Unit

TPOST AREA 7		Prior Year FY 2019-20	Proposed FY 2020-21	
Parcel Name	Residential Units	Total	Total	Incr (Dcr)
West Meadows Villages	1394	\$730	\$755	\$25

TPOST AREA 7 COMMERCIAL		Prior Year FY 2019-20	Proposed FY 2020-21	
Parcel Name		Total	Total	Incr (Dcr)
New Tampa Storage LLC	Coml	\$7,551	\$7,702	\$151
Victory Oil Investments Properties LLC	Coml	\$562	\$573	\$11
McDonalds Corporation	Coml	\$865	\$882	\$17
Barnett Bank NA	Coml	\$1,364	\$1,391	\$27
PR II New Tampa Center LLC	Coml	\$3,013	\$3,074	\$61
Bright House Networks LLC	Coml	\$294	\$300	\$6
Werthmann Sandra Jones (CVS Pharmacy Inc.	Coml	\$1,524	\$1,555	\$31
Amsouth Bank of Florida	Coml	\$1,524	\$1,555	\$31
DEAL JULIE TRUSTEE	Coml	\$1,524	\$1,555	\$31
Tom Sash Trustee	Coml	\$1,524	\$1,555	\$31
Wal-Mart Stores East LP	Coml	\$24,979	\$25,480	\$501
Tampa Bay Veterinary Properties LLC	Coml	\$1,212	\$1,237	\$25
JN 470 LLC	Coml	\$160	\$164	\$4
Leap New Tampa LC	Coml	\$695	\$709	\$14
Portofina	Coml	\$28,081	\$28,644	\$563
Pinpoint Legacy at Highwoods Preserve LLC	Coml	\$8,826	\$9,002	\$176
Panna Surendra Mahadevua LLC	Coml	\$6,508	\$6,638	\$130

RESOLUTION 2020-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TAMPA PALMS OPEN SPACE AND TRANSPORTATION COMMUNITY DEVELOPMENT DISTRICT APPROVING THE BUDGET FOR FISCAL YEAR 2021 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW

WHEREAS, the District Manager has heretofore prepared and submitted to the Board a proposed Operating and/or Debt Service Budget for Fiscal Year 2021; a copy of which is attached hereto, and

WHEREAS, the Board of Supervisors has considered said proposed Budget and desires to set the required Public Hearing thereon;

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TAMPA PALMS OPEN SPACE AND TRANSPORTATION COMMUNITY DEVELOPMENT DISTRICT;

1. The Budget proposed by the District Manager for Fiscal Year 2021 is hereby approved as the basis for conducting a Public Hearing to adopt said Budget.
2. A Public Hearing on said approved Budget is hereby declared and set for the following date, hour and location:

Date: Monday, August 17, 2020
Hour: 5:30 p.m.
Location: West Meadows Community Center
8401 New Tampa Boulevard
Tampa, Florida 33647

3. This Public Hearing may be conducted remotely by communications media technology, pursuant to Executive Orders 20-52, 20-69, 20-112 and 20-117 issued by Governor DeSantis, on March 9, 2020, March 20, 2020, April 29, 2020 and May 8, 2020, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes, in the event the emergency management conditions still exist for the District. Information regarding participation by communications media technology may be found at the District's website www.tpostcdd.com or by contacting the District Manager at Mar.Vega@inframark.com.

Notice of this Public Hearing shall be published in the manner prescribed in Florida Law.

Adopted this 15th day of June, 2020.

Lura Leigh Willhite
Chairperson

Mark Vega
Secretary