#### **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 21, 2021 – 5:30 p.m.

- 1. Roll Call
- 2. Public Comments (3) Minute Time Limit
- 3. Consent Agenda
  - Approval of the Minutes of the May 17, 2021 Meeting (Page 2) A.
  - В. Acceptance of the April 30, 2021 Financial Report (Page 6)
- 4. Staff Reports
  - A. Engineer's Report
  - Attorney's Report В.
  - Manager's Report C.
  - D. Club Manager's Report and Action Items
- 5. Supervisor Requests/New Business
- 6. Adjournment

The next Workshop is scheduled for Tuesday, July 6, 2021 at 5:30 p.m. The next Meeting is scheduled for Monday, July 19, 2021 at 5:30 p.m.

813-991-1116 Ext. 1004

# 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 17, 2021, and called to order at 5:34 p.m. at the West Meadows Community Center, located at 8401 New Tampa Boulevard, Tampa, Florida.

### Present and constituting a quorum were:

Lura Leigh WillhiteChairpersonBrad van RooyenVice ChairmanRick HamiltonAssistant SecretaryLeah BlackAssistant SecretaryJay KrauseAssistant Secretary

Also present were:

Mark Vega District Manager
Chet Benson Field Manager

Following is a summary of the discussions and actions taken at the May 17, 2021 Tampa Palms Open Space and Transportation Community Development District's Board of Supervisors Meeting.

#### FIRST ORDER OF BUSINESS Roll Call

Mr. Vega called the meeting to order. Supervisors introduced themselves, and a quorum was established.

#### SECOND ORDER OF BUSINESS

**Public Comments (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 19, 2021 Meeting
- B. Acceptance of the March 31, 2021 Financial Report

On MOTION by Mr. van Rooyen, seconded by Mr. Hamilton, with all in favor, the Consent Agenda, comprised of the Minutes of the April 19, 2021 Meeting and acceptance of the March 31, 2021 Financial Report, was approved.

#### FOURTH ORDER OF BUSINESS

#### **Staff Reports**

- A. Engineer
- B. Attorney

No reports.

- C. Manager's Report
  - i. Distribution of the Proposed Budget for Fiscal Year 2022 and Consideration of Resolution 2021-02, Approving the Budget and Setting the Public Hearing
- The largest increase is in Area 6, as there are many projects to be completed. The
  Oasis Apartments may be omitted from their methodology, if possible. The Oasis
  does have a pool.
- Use of basketball courts was discussed. Mr. Vega offered to include \$75,000 for security year-round from noon to 10:00 p.m. Mr. van Rooyen commented a guard shack would be needed at the gate to Richmond Park, along with fencing in the back. Discussion ensued.
- Staffing for West Meadows was discussed. An increase is necessary.
- The location for the Budget Public

Mr. van Rooyen exited the meeting for a short period.

### ii. Report on Number of Registered Voters (6,671)

• This information is required to be disseminated to the Board by Statute.

#### iii. Discussion of Area 10 Project

- Mr. Smith is preparing drawings which will be available at the next workshop.
- Tennis courts may not be pushed back, as they are near the flood plain lines.

#### D. Club Manager's Report and Action Items

- i. Pool Hours
- Mr. Benson indicated the current pool hours will remain.

Mr. Benson addressed miscellaneous items.

• \$17,000 is needed to resurface the tennis courts, and the funds are available in Reserves.

Ms. Black MOVED to approve resurfacing of the tennis courts in the amount of \$17,000 from Reserves, and Ms. Willhite seconded the motion.

- The cracking problem can never be resolved. Application of fill-in paint on a yearly basis will be needed. The only other option is to remove the courts, and have a contractor perform a compaction test to certify 98% compaction, which can still pose the same problem.
- The cracks at the back two courts are going to be filled in and painted. The front two courts are going to be grinded, leveled and resurfaced, which involves application of a blacktop and re-painting.
- The last time they were re-done was three years ago.
- Mr. Benson hired a subcontractor for Welch.

There being no further discussion,

On VOICE vote, with all in favor, the prior motion was approved, as discussed.

- Mr. van Rooyen discussed the basketball and volleyball courts. Mr. Benson will
  obtain a quote for lighting at the volleyball court to be presented at the next
  workshop. Mr. Vega recommended LED lighting.
- C. Manager's Report (Continued)
  - i. Distribution of the Proposed Budget for Fiscal Year 2022, and Consideration of Resolution 2021-02, Approving the Budget and Setting the Public Hearing (Continued)
- Staffing of amenities was discussed. Mr. van Rooyen believes training is important.

  There is not much turnover. Discussion ensued.
- The Board concurred there will be a \$20 increase for Area 7.
- The Board discussed the location for the Public Hearing.

On MOTION by Mr. van Rooyen, seconded by Mr. Hamilton, with all in favor, Resolution 2021-02, Approving the Budget for Fiscal Year 2022 and Setting a Public Hearing Thereon Pursuant to Florida Law, to be Held Monday, August 16, 2021 at 5:30 p.m. at the West Meadows Community Center, located at 8401 New Tampa Boulevard, Tampa, Florida 33647, was adopted.

#### FIFTH ORDER OF BUSINESS

### **Supervisor Requests/New Business**

- Ms. Black discussed the fitness room. The angled bench is rarely used. Residents would like something else to replace it.
- Mr. Krause discussed changing of the trash in the dog stations. Mr. Benson is
  having this handled. The landscaping in these areas also needs to be addressed.
  Mr. Vega and Mr. Benson are seeking a different vendor to pick up this trash on
  Mondays and Fridays.
- Mr. van Rooyen is concerned that some of the District's vendors are seeking increases. The District may have to solicit bids for different services.
- Mr. Benson spoke to the pool vendor regarding the chlorine in the pool. Dry
  chlorine is a problem as opposed to liquid chlorine.

#### SIXTH ORDER OF BUSINESS

#### Adjournment

On MOTION by Mr. van Rooyen, seconded by Mr. Krause, with all in favor, the meeting was adjourned at approximately 6:30 p.m.

Mark Vega Secretary

# **Financial Report**

April 30, 2021

Prepared by



# **Tampa Palms Open Space and Transportation**

Community Development District

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## **Financial Statements**

(Unaudited)

April 30, 2021

# Community Development District

## Balance Sheet April 30, 2021

| ACCOUNT DESCRIPTION               | GEN | IERAL FUND | GEN | NERAL FUND<br>AREA 3 | GEN | IERAL FUND<br>AREA 6 | GEN | IERAL FUND<br>AREA 7 |    | TOTAL     |
|-----------------------------------|-----|------------|-----|----------------------|-----|----------------------|-----|----------------------|----|-----------|
| <u>ASSETS</u>                     |     |            |     |                      |     |                      |     |                      |    |           |
| Cash - Checking Account           | \$  | 843,430    | \$  | -                    | \$  | -                    | \$  | -                    | \$ | 843,430   |
| Accounts Receivable               |     | -          |     | -                    |     | -                    |     | 17,000               |    | 17,000    |
| Assessments Receivable            |     | -          |     | 755                  |     | 551                  |     | 1,002                |    | 2,308     |
| Allow-Doubtful Collections        |     | -          |     | (447)                |     | -                    |     | -                    |    | (447)     |
| Due From Other Funds              |     | -          |     | 1,596,508            |     | 938,308              |     | 1,536,762            |    | 4,071,578 |
| Investments:                      |     |            |     |                      |     |                      |     |                      |    |           |
| Money Market Account              |     | 3,281,763  |     | -                    |     | -                    |     | -                    |    | 3,281,763 |
| Prepaid Items                     |     | -          |     | 710                  |     | 890                  |     | 2,475                |    | 4,075     |
| Deposits                          |     | -          |     | -                    |     | 585                  |     | -                    |    | 585       |
| Utility Deposits - TECO           |     | -          |     | 8,965                |     | 21,255               |     | 24,388               |    | 54,608    |
| TOTAL ASSETS                      | \$  | 4,125,193  | \$  | 1,606,491            | \$  | 961,589              | \$  | 1,581,627            | \$ | 8,274,900 |
| LIABILITIES                       |     |            |     |                      |     |                      |     |                      |    |           |
| Accounts Payable                  | \$  | 2,242      | \$  | 3,065                | \$  | 3,104                | \$  | 4,659                | \$ | 13,070    |
| •                                 | Ψ   | 2,242      | Ψ   | 3,003                | Ψ   |                      | Ψ   | 3,339                | Ψ  | 15,431    |
| Accrued Expenses                  |     | -          |     | -                    |     | 12,092               |     |                      |    |           |
| Deposits                          |     | -          |     | -                    |     | 366                  |     | 21,334               |    | 21,700    |
| Deferred Revenue                  |     |            |     | 308                  |     | 551                  |     | 1,002                |    | 1,861     |
| Due To Other Funds                |     | 4,071,578  |     | -                    |     | -                    |     | -                    |    | 4,071,578 |
| TOTAL LIABILITIES                 |     | 4,071,933  |     | 3,373                |     | 16,113               |     | 32,221               |    | 4,123,640 |
|                                   |     |            |     |                      |     |                      |     |                      |    |           |
| FUND BALANCES                     |     |            |     |                      |     |                      |     |                      |    |           |
| Nonspendable:                     |     |            |     |                      |     |                      |     |                      |    |           |
| Prepaid Items                     |     | -          |     | 710                  |     | 890                  |     | 2,475                |    | 4,075     |
| Deposits                          |     | -          |     | 8,965                |     | 21,840               |     | 24,388               |    | 55,193    |
| Assigned to:                      |     |            |     |                      |     |                      |     |                      |    |           |
| Operating Reserves                |     | -          |     | 114,868              |     | 137,286              |     | 224,592              |    | 476,746   |
| Reserves - Clubhouse              |     | -          |     | -                    |     | -                    |     | 56,944               |    | 56,944    |
| Reserves - Clubhouse/Cabana       |     | -          |     | 200,000              |     | 10,780               |     | -                    |    | 210,780   |
| Reserves - Court Amenities        |     | -          |     | -                    |     | 33,373               |     | 33,162               |    | 66,535    |
| Reserves - Fences                 |     | -          |     | -                    |     | 50,343               |     | -                    |    | 50,343    |
| Reserves- Irrigation/Landscape    |     | -          |     | 38,500               |     | 14,058               |     | 45,010               |    | 97,568    |
| Reserves - Monuments/Signage      |     | -          |     | 9,644                |     | 32,914               |     | -                    |    | 42,558    |
| Reserves - Other                  |     | -          |     | -                    |     | 43,432               |     | 98,140               |    | 141,572   |
| Reserves - Parking Lots           |     | -          |     | -                    |     | 26,606               |     | -                    |    | 26,606    |
| Reserves - Playground             |     | -          |     | -                    |     | -                    |     | 54,008               |    | 54,008    |
| Reserves - Ponds                  |     | -          |     | 39,500               |     | 14,646               |     | 45,010               |    | 99,156    |
| Reserves - Highwoods Streetl.     |     | -          |     | -                    |     | 34,036               |     | -                    |    | 34,036    |
| Reserves - Swimming Pools         |     | -          |     | -                    |     | 892                  |     | 78,178               |    | 79,070    |
| Unassigned:                       |     | 53,260     |     | 1,190,931            |     | 524,380              |     | 887,499              |    | 2,656,070 |
| TOTAL FUND BALANCES               | \$  | 53,260     | \$  | 1,603,118            | \$  | 945,476              | \$  | 1,549,406            | \$ | 4,151,260 |
| TOTAL LIABILITIES & FUND BALANCES | \$  | 4,125,193  | \$  | 1,606,491            | \$  | 961,589              | \$  | 1,581,627            | \$ | 8,274,900 |

| ACCOUNT DESCRIPTION            | AI | NNUAL<br>DOPTED<br>UDGET | R TO DATE   | TO DATE<br>TUAL | VARIAN<br>FAV(U | , ,     | YTD ACTUAL<br>AS A % OF<br>ADOPTED BUD |
|--------------------------------|----|--------------------------|-------------|-----------------|-----------------|---------|--|
| <u>REVENUES</u>                |    |                          |             |                 |                 |         |  |
| Interest - Investments         | \$ | 5,000                    | \$<br>2,917 | \$<br>2,932     | \$              | 15      | 58.64%                                 |
| Interest - Tax Collector       |    | -                        | -           | 20              |                 | 20      | 0.00%                                  |
| Special Assmnts- Tax Collector |    | 339,908                  | 339,908     | 333,839         |                 | (6,069) | 98.21%                                 |
| Special Assmnts- Developer     |    | 133,528                  | 133,528     | -               | (1              | 33,528) | 0.00%                                  |
| Special Assmnts- Discounts     |    | (13,596)                 | (13,596)    | (12,641)        |                 | 955     | 92.98%                                 |
| TOTAL REVENUES                 |    | 464,840                  | 462,757     | 324,150         | (1              | 38,607) | 69.73%                                 |
| EXPENDITURES                   |    |                          |             |                 |                 |         |  |
| <u>Administration</u>          |    |                          |             |                 |                 |         |  |
| P/R-Board of Supervisors       |    | 8,000                    | 4,667       | 4,133           |                 | 534     | 51.66%                                 |
| FICA Taxes                     |    | 612                      | 357         | 316             |                 | 41      | 51.63%                                 |
| ProfServ-Engineering           |    | 8,500                    | 4,958       | 514             |                 | 4,444   | 6.05%                                  |
| ProfServ-Legal Services        |    | 5,000                    | 2,917       | 102             |                 | 2,815   | 2.04%                                  |
| ProfServ-Mgmt Consulting Serv  |    | 36,781                   | 21,456      | 21,406          |                 | 50      | 58.20%                                 |
| ProfServ-Special Assessment    |    | 6,741                    | 6,741       | 7,406           |                 | (665)   | 109.87%                                |
| Auditing Services              |    | 3,993                    | 3,993       | 1,375           |                 | 2,618   | 34.44%                                 |
| Postage and Freight            |    | 300                      | 175         | 70              |                 | 105     | 23.33%                                 |
| Insurance - General Liability  |    | 10,749                   | 8,062       | 9,302           |                 | (1,240) | 86.54%                                 |
| Printing and Binding           |    | 120                      | 70          | 7               |                 | 63      | 5.83%                                  |
| Legal Advertising              |    | 1,500                    | 875         | -               |                 | 875     | 0.00%                                  |
| Miscellaneous Services         |    | 2,300                    | 1,339       | 1,250           |                 | 89      | 54.35%                                 |
| Misc-Assessmnt Collection Cost |    | 6,798                    | 6,358       | 6,424           |                 | (66)    | 94.50%                                 |
| Office Supplies                |    | 75                       | 44          | -               |                 | 44      | 0.00%                                  |
| Annual District Filing Fee     |    | 54                       | <br>54      | <br>54          |                 |         | 100.00%                                |
| Total Administration           |    | 91,523                   | <br>62,066  | <br>52,359      |                 | 9,707   | 57.21%                                 |
| <u>Field</u>                   |    |                          |             |                 |                 |         |  |
| ProfServ-Field Management      |    | 10,609                   | 6,189       | 6,189           |                 | -       | 58.34%                                 |
| Contracts-Landscape            |    | 123,300                  | 71,925      | 71,925          |                 | -       | 58.33%                                 |
| Electricity - Streetlighting   |    | 70,000                   | 40,833      | 57,624          | (               | 16,791) | 82.32%                                 |
| Electricity - Fountain         |    | 5,500                    | 3,208       | -               |                 | 3,208   | 0.00%                                  |
| R&M-Irrigation                 |    | 7,500                    | 4,375       | 990             |                 | 3,385   | 13.20%                                 |
| R&M-Landscape Renovations      |    | 12,000                   | 7,000       | 8,708           |                 | (1,708) | 72.57%                                 |
| R&M-Ponds                      |    | 7,680                    | 4,480       | 4,614           |                 | (134)   | 60.08%                                 |
| R&M-Street Signs               |    | 3,000                    | 1,750       | -               |                 | 1,750   | 0.00%                                  |
| Holiday Decoration             |    | 10,000                   | 5,833       | 5,500           |                 | 333     | 55.00%                                 |
| Misc-Contingency               |    | 8,162                    | 4,761       | 12,587          |                 | (7,826) | 154.21%                                |

| ACCOUNT DESCRIPTION                   | ANNUAL<br>ADOPTED<br>BUDGET | ΥE | AR TO DATE<br>BUDGET | YE | AR TO DATE | ARIANCE (\$)<br>AV(UNFAV) | YTD ACTUAL<br>AS A % OF<br>ADOPTED BUD |
|---------------------------------------|-----------------------------|----|----------------------|----|------------|---------------------------|--|
|                                       |                             |    |                      |    |            |                           |  |
| Op Supplies - General                 | 1,000                       |    | 583                  |    | 2,311      | (1,728)                   | 231.10%                                |
| Reserve - Clubhouse/Cabana            | 100,000                     |    | 100,000              |    | -          | 100,000                   | 0.00%                                  |
| Reserve - Monuments/Signage           | 10,000                      |    | 10,000               |    | 15,000     | (5,000)                   | 150.00%                                |
| Reserve - Ponds                       | 10,000                      |    | 10,000               |    | 5,262      | <br>4,738                 | 52.62%                                 |
| Total Field                           | 378,751                     |    | 270,937              |    | 190,710    | 80,227                    | 50.35%                                 |
|                                       |                             |    |                      |    |            |                           | 1                                      |
| TOTAL EXPENDITURES                    | 470,274                     |    | 333,003              |    | 243,069    | 89,934                    | 51.69%                                 |
| Excess (deficiency) of revenues       |                             |    |                      |    |            |                           |  |
| Over (under) expenditures             | <br>(5,434)                 |    | 129,754              |    | 81,081     | <br>(48,673)              | 0.00%                                  |
| OTHER FINANCING SOURCES (USES)        |                             |    |                      |    |            |                           |  |
| Contribution to (Use of) Fund Balance | (5,434)                     |    | -                    |    | -          | -                         | 0.00%                                  |
| TOTAL FINANCING SOURCES (USES)        | (5,434)                     |    | -                    |    | -          | -                         | 0.00%                                  |
| Net change in fund balance            | \$<br>(5,434)               | \$ | 129,754              | \$ | 81,081     | \$<br>(48,673)            | 0.00%                                  |
| FUND BALANCE, BEGINNING (OCT 1, 2020) | 1,522,037                   |    | 1,522,037            |    | 1,522,037  |                           |  |
| FUND BALANCE, ENDING                  | \$<br>1,516,603             | \$ | 1,651,791            | \$ | 1,603,118  |                           |  |

| ACCOUNT DESCRIPTION            | Α  | ANNUAL<br>DOPTED<br>BUDGET |    | R TO DATE |    | R TO DATE |    | RIANCE (\$)<br>V(UNFAV) | YTD ACTUAL<br>AS A % OF<br>ADOPTED BUD |
|--------------------------------|----|----------------------------|----|-----------|----|-----------|----|-------------------------|--|
| REVENUES                       |    |                            |    |           |    |           |    |                         |  |
| Interest - Investments         | \$ | 2,700                      | \$ | 1,575     | \$ | 864       | \$ | (711)                   | 32.00%                                 |
| Interest - Tax Collector       | ,  | _                          | ·  | -         | ·  | 20        | •  | 20                      | 0.00%                                  |
| Special Assmnts- Tax Collector |    | 615,334                    |    | 615,334   |    | 604,347   |    | (10,987)                | 98.21%                                 |
| Special Assmnts- Discounts     |    | (24,613)                   |    | (24,613)  |    | (22,884)  |    | 1,729                   | 92.98%                                 |
| TOTAL REVENUES                 |    | 593,421                    |    | 592,296   |    | 582,347   |    | (9,949)                 | 98.13%                                 |
| <u>EXPENDITURES</u>            |    |                            |    |           |    |           |    |                         |  |
| Administration                 |    |                            |    |           |    |           |    |                         |  |
| P/R-Board of Supervisors       |    | 8,000                      |    | 4,667     |    | 4,133     |    | 534                     | 51.66%                                 |
| FICA Taxes                     |    | 612                        |    | 357       |    | 316       |    | 41                      | 51.63%                                 |
| ProfServ-Engineering           |    | 5,000                      |    | 2,917     |    | 388       |    | 2,529                   | 7.76%                                  |
| ProfServ-Legal Services        |    | 3,372                      |    | 1,967     |    | 77        |    | 1,890                   | 2.28%                                  |
| ProfServ-Mgmt Consulting Serv  |    | 27,995                     |    | 16,330    |    | 16,167    |    | 163                     | 57.75%                                 |
| ProfServ-Special Assessment    |    | 5,091                      |    | 5,091     |    | 4,608     |    | 483                     | 90.51%                                 |
| Auditing Services              |    | 3,500                      |    | 3,500     |    | 1,093     |    | 2,407                   | 31.23%                                 |
| Postage and Freight            |    | 180                        |    | 105       |    | 53        |    | 52                      | 29.44%                                 |
| Insurance - General Liability  |    | 10,749                     |    | 8,062     |    | 9,302     |    | (1,240)                 | 86.54%                                 |
| Printing and Binding           |    | 90                         |    | 53        |    | 5         |    | 48                      | 5.56%                                  |
| Legal Advertising              |    | 750                        |    | 438       |    | -         |    | 438                     | 0.00%                                  |
| Miscellaneous Services         |    | 5,000                      |    | 2,917     |    | -         |    | 2,917                   | 0.00%                                  |
| Misc-Assessmnt Collection Cost |    | 12,307                     |    | 12,307    |    | 11,629    |    | 678                     | 94.49%                                 |
| Office Supplies                |    | 100                        |    | 58        |    | -         |    | 58                      | 0.00%                                  |
| Annual District Filing Fee     |    | 41                         |    | 41        |    | 41        |    | _                       | 100.00%                                |
| Total Administration           |    | 82,787                     |    | 58,810    |    | 47,812    |    | 10,998                  | 57.75%                                 |
| <u>Field</u>                   |    |                            |    |           |    |           |    |                         |  |
| Payroll-Pool Monitors          |    | 10,000                     |    | 5,833     |    | 3,778     |    | 2,055                   | 37.78%                                 |
| FICA Taxes                     |    | 765                        |    | 446       |    | 289       |    | 157                     | 37.78%                                 |
| ProfServ-Field Management      |    | 10,640                     |    | 6,207     |    | 6,189     |    | 18                      | 58.17%                                 |
| Contracts-Landscape            |    | 98,440                     |    | 57,423    |    | 57,423    |    | -                       | 58.33%                                 |
| Communication - Telephone      |    | 1,200                      |    | 700       |    | 1,209     |    | (509)                   | 100.75%                                |
| Electricity - Streetlighting   |    | 137,300                    |    | 80,092    |    | 77,034    |    | 3,058                   | 56.11%                                 |
| Utility - Water                |    | 7,520                      |    | 4,387     |    | 4,134     |    | 253                     | 54.97%                                 |
| Electricity - Fountain         |    | 3,000                      |    | 1,750     |    | -         |    | 1,750                   | 0.00%                                  |
| R&M-Court Maintenance          |    | 7,500                      |    | 4,375     |    | -         |    | 4,375                   | 0.00%                                  |
| R&M-Equipment                  |    | 10,000                     |    | 5,833     |    | 971       |    | 4,862                   | 9.71%                                  |
| R&M-Irrigation                 |    | 20,000                     |    | 11,667    |    | 1,516     |    | 10,151                  | 7.58%                                  |
| R&M-Landscape Renovations      |    | 25,000                     |    | 14,583    |    | 1,150     |    | 13,433                  | 4.60%                                  |
| R&M-Ponds                      |    | 14,568                     |    | 8,498     |    | 8,717     |    | (219)                   | 59.84%                                 |
| R&M-Pools                      |    | 8,000                      |    | 4,667     |    | 4,165     |    | 502                     | 52.06%                                 |

| ACCOUNT DESCRIPTION                   | Α  | ANNUAL<br>DOPTED<br>BUDGET | TO DATE       |    | AR TO DATE<br>ACTUAL |    | RIANCE (\$) | YTD ACTUAL<br>AS A % OF<br>ADOPTED BUD |
|---------------------------------------|----|----------------------------|---------------|----|----------------------|----|-------------|--|
|                                       |    |                            |               |    |                      |    |             |  |
| R&M-Streetlights                      |    | 7,500                      | 4,375         |    | 1,391                |    | 2,984       | 18.55%                                 |
| Misc-Holiday Lighting                 |    | 5,000                      | 2,917         |    | 4,500                |    | (1,583)     | 90.00%                                 |
| Misc-Contingency                      |    | 60,668                     | 35,390        |    | 20,710               |    | 14,680      | 34.14%                                 |
| Op Supplies - General                 |    | 4,000                      | 2,333         |    | 3,255                |    | (922)       | 81.38%                                 |
| Reserve - Clubhouse/Cabana            |    | 2,385                      | 2,385         |    | 14,767               |    | (12,382)    | 619.16%                                |
| Reserve - Court Amenities             |    | 10,034                     | 10,034        |    | -                    |    | 10,034      | 0.00%                                  |
| Reserve - Fences                      |    | 8,937                      | 8,937         |    | -                    |    | 8,937       | 0.00%                                  |
| Reserve - Irrigation/Landscape        |    | 2,594                      | 2,594         |    | -                    |    | 2,594       | 0.00%                                  |
| Reserve - Monuments/Signage           |    | 12,022                     | 12,022        |    | -                    |    | 12,022      | 0.00%                                  |
| Reserve - Other                       |    | 21,716                     | 21,716        |    | -                    |    | 21,716      | 0.00%                                  |
| Reserve - Parking Lot                 |    | 798                        | 798           |    | -                    |    | 798         | 0.00%                                  |
| Reserve - Ponds                       |    | 2,888                      | 2,888         |    | -                    |    | 2,888       | 0.00%                                  |
| Reserve -Highwoods Streelights        |    | 16,988                     | 16,988        |    | -                    |    | 16,988      | 0.00%                                  |
| Reserve - Swimming Pools              |    | 2,200                      | <br>2,200     |    | -                    |    | 2,200       | 0.00%                                  |
| Total Field                           |    | 511,663                    | <br>332,038   |    | 211,198              |    | 120,840     | 41.28%                                 |
| TOTAL EXPENDITURES                    |    | 594,450                    | <br>390,848   |    | 259,010              |    | 131,838     | 43.57%                                 |
| Excess (deficiency) of revenues       |    |                            |               |    |                      |    |             |  |
| Over (under) expenditures             |    | (1,029)                    | <br>201,448   | -  | 323,337              |    | 121,889     | 0.00%                                  |
| OTHER FINANCING SOURCES (USES)        |    |                            |               |    |                      |    |             |  |
| Contribution to (Use of) Fund Balance |    | (1,029)                    | -             |    | -                    |    | -           | 0.00%                                  |
| TOTAL FINANCING SOURCES (USES)        |    | (1,029)                    | -             |    | -                    |    | -           | 0.00%                                  |
| Net change in fund balance            | \$ | (1,029)                    | \$<br>201,448 | \$ | 323,337              | \$ | 121,889     | 0.00%                                  |
| FUND BALANCE, BEGINNING (OCT 1, 2020) |    | 622,139                    | 622,139       |    | 622,139              |    |             |  |
| FUND BALANCE, ENDING                  | \$ | 621,110                    | \$<br>823,587 | \$ | 945,476              | :  |             |  |

| ACCOUNT DESCRIPTION            | ANNUAL<br>ADOPTED<br>BUDGET | YEAR TO DA |      | YEAR TO DATE<br>ACTUAL | VARIANCE (\$)<br>FAV(UNFAV) | YTD ACTUAL<br>AS A % OF<br>ADOPTED BUD |
|--------------------------------|-----------------------------|------------|------|------------------------|-----------------------------|--|
| REVENUES                       |                             |            |      |                        |                             |  |
| Interest - Investments         | \$<br>3,500                 | \$ 2,0     | )42  | \$ 1,185               | \$ (857)                    | 33.86%                                 |
| Room Rentals                   | 5,000                       | 2,9        | 917  | 1,792                  | (1,125)                     | 35.84%                                 |
| Interest - Tax Collector       | -                           |            | -    | 20                     | 20                          | 0.00%                                  |
| Special Assmnts- Tax Collector | 1,107,092                   | 1,107,0    | 092  | 1,087,325              | (19,767)                    | 98.21%                                 |
| Special Assmnts- Discounts     | (44,284)                    | (44,2      | 284) | (41,172                | ) 3,112                     | 92.97%                                 |
| Other Miscellaneous Revenues   | 100                         |            | 58   | 1,833                  | 1,775                       | 1833.00%                               |
| Access Cards                   | -                           |            | -    | 530                    | 530                         | 0.00%                                  |
| TOTAL REVENUES                 | 1,071,408                   | 1,067,     | 325  | 1,051,513              | (16,312)                    | 98.14%                                 |
| EXPENDITURES                   |                             |            |      |                        |                             |  |
| <u>Administration</u>          |                             |            |      |                        |                             |  |
| P/R-Board of Supervisors       | 8,000                       | 4,6        | 667  | 4,137                  | 530                         | 51.71%                                 |
| FICA Taxes                     | 612                         | ;          | 357  | 316                    | 41                          | 51.63%                                 |
| ProfServ-Dissemination Agent   | 1,000                       | ;          | 583  | -                      | 583                         | 0.00%                                  |
| ProfServ-Engineering           | 6,000                       | 3,         | 500  | 762                    | 2,738                       | 12.70%                                 |
| ProfServ-Legal Services        | 5,000                       | 2,9        | 917  | 151                    | 2,766                       | 3.02%                                  |
| ProfServ-Mgmt Consulting Serv  | 54,021                      | 31,        | 512  | 31,725                 | (213)                       | 58.73%                                 |
| ProfServ-Special Assessment    | 9,989                       | 9,9        | 989  | 9,806                  | 183                         | 98.17%                                 |
| Auditing Services              | 5,035                       | 2,9        | 937  | 1,929                  | 1,008                       | 38.31%                                 |
| Postage and Freight            | 500                         | 2          | 292  | 104                    | 188                         | 20.80%                                 |
| Insurance - General Liability  | 14,113                      | 10,        | 585  | 9,303                  | 1,282                       | 65.92%                                 |
| Printing and Binding           | 600                         | ;          | 350  | 10                     | 340                         | 1.67%                                  |
| Legal Advertising              | 1,000                       | ;          | 583  | -                      | 583                         | 0.00%                                  |
| Miscellaneous Services         | 850                         | 4          | 196  | 1,250                  | (754)                       | 147.06%                                |
| Misc-Assessmnt Collection Cost | 22,142                      | 12,9       | 916  | 20,923                 | (8,007)                     | 94.49%                                 |
| Office Supplies                | 250                         |            | 146  | -                      | 146                         | 0.00%                                  |
| Annual District Filing Fee     | <br>80                      |            | 80   | 80                     | -                           | 100.00%                                |
| Total Administration           | <br>129,192                 | 81,9       | 910  | 80,496                 | 1,414                       | 62.31%                                 |
| <u>Field</u>                   |                             |            |      |                        |                             |  |
| Payroll-Part Time              | 80,000                      | 46,6       | 667  | 40,004                 | 6,663                       | 50.01%                                 |
| Payroll-Part Time Club Suprvsr | 40,000                      | 23,3       | 333  | 22,083                 | 1,250                       | 55.21%                                 |
| Payroll-Site Manager           | 76,491                      | 44,6       | 520  | 38,764                 | 5,856                       | 50.68%                                 |
| FICA Taxes                     | 15,032                      | 8,         | 769  | 8,600                  | 169                         | 57.21%                                 |
| Life and Health Insurance      | 10,500                      | 6,         | 125  | 5,856                  | 269                         | 55.77%                                 |
| Workers' Compensation          | 9,038                       | 5,2        | 272  | -                      | 5,272                       | 0.00%                                  |
| Contracts-Security Services    | 3,750                       | 2,         | 188  | 3,135                  | (947)                       | 83.60%                                 |
| Contracts-Landscape            | 42,345                      | 24,        | 701  | 24,701                 | -                           | 58.33%                                 |
| Contracts-Irrigation           | 6,600                       | 3,8        | 350  | -                      | 3,850                       | 0.00%                                  |
| Contracts-Pools                | 20,100                      | 11,        | 725  | 12,795                 | (1,070)                     | 63.66%                                 |
| Contracts-Lakes                | 4,500                       | 2,6        | 525  | -                      | 2,625                       | 0.00%                                  |
| Contracts-Pest Control         | 965                         | ;          | 564  | 651                    | (87)                        | 67.46%                                 |
| Communication - Mobile         | 1,452                       | 8          | 347  | 279                    | 568                         | 19.21%                                 |
| Communication - Teleph - Field | 4,548                       | 2,6        | 653  | 2,749                  | (96)                        | 60.44%                                 |

| ACCOUNT DESCRIPTION                   | Α  | ANNUAL<br>IDOPTED<br>BUDGET | YEAR TO |        |    | AR TO DATE<br>ACTUAL | VARIANCE (\$)<br>FAV(UNFAV) | YTD ACTUAL AS A % OF ADOPTED BUD |
|---------------------------------------|----|-----------------------------|---------|--------|----|----------------------|-----------------------------|----------------------------------|
| Electricity - Streetlighting          |    | 242,800                     | 14      | 1,633  |    | 127,218              | 14,41                       | 5 52.40%                         |
| Utility - Water                       |    | 30,000                      | 1       | 7,500  |    | 13,873               | 3,62                        |                                  |
| Utility - Refuse Removal              |    | 11,000                      |         | 6,417  |    | 9,849                | (3,43                       | 2) 89.54%                        |
| Electricity - Fountain                |    | 4,000                       |         | 2,333  |    | 1,966                | 36                          | 7 49.15%                         |
| Rentals & Leases                      |    | 9,420                       |         | 5,495  |    | 6,015                | (52                         | 0) 63.85%                        |
| R&M-General                           |    | 30,000                      | 1       | 7,500  |    | 9,566                | 7,93                        | 4 31.89%                         |
| R&M-Court Maintenance                 |    | 12,500                      |         | 7,292  |    | 4,937                | 2,35                        | 5 39.50%                         |
| R&M-Electrical                        |    | 8,000                       |         | 4,667  |    | 4,755                | (8                          | 8) 59.44%                        |
| R&M-Gate                              |    | 2,000                       |         | 1,167  |    | -                    | 1,16                        | ·                                |
| R&M-Irrigation                        |    | 5,000                       |         | 2,917  |    | 1,392                | 1,52                        | 5 27.84%                         |
| R&M-Landscape Renovations             |    | 14,000                      |         | 8,167  |    | 7,683                | 48                          | 4 54.88%                         |
| R&M-Pest Control                      |    | 100                         |         | 58     |    | -                    | 5                           | 8 0.00%                          |
| R&M-Ponds                             |    | 4,236                       |         | 2,471  |    | 2,471                |                             | - 58.33%                         |
| R&M-Pools                             |    | 23,000                      | 1       | 3,417  |    | 3,949                | 9,46                        |                                  |
| R&M-Plumbing                          |    | 4,000                       |         | 2,333  |    | 2,257                | 7                           |                                  |
| R&M-Painting                          |    | 10,000                      |         | 5,833  |    | ,<br>-               | 5,83                        |                                  |
| Misc-Access Cards                     |    | 2,500                       |         | 1,458  |    | 1,435                | 2                           |                                  |
| Misc-Holiday Lighting                 |    | 4,000                       |         | 2,333  |    | 4,000                | (1,66                       |                                  |
| Misc-Special Events                   |    | 10,000                      |         | 5,833  |    | 4,125                | 1,70                        | ·                                |
| Misc-Clubhouse Activities             |    | 4,000                       |         | 2,333  |    | 266                  | 2,06                        | 7 6.65%                          |
| Misc-Contingency                      |    | 2,500                       |         | 1,458  |    | 13,893               | (12,43                      | 5) 555.72%                       |
| Misc-Web Hosting                      |    | 750                         |         | 438    |    | -                    | 43                          | ·                                |
| Cleaning Supplies                     |    | 2,500                       |         | 1,458  |    | 1,836                | (37                         | 8) 73.44%                        |
| Op Supplies - General                 |    | 15,000                      |         | 8,750  |    | 5,010                | 3,74                        | 0 33.40%                         |
| Reserve - Clubhouse                   |    | 56,944                      | 5       | 6,944  |    | 12,000               | 44,94                       | 4 21.07%                         |
| Reserve - Court Amenities             |    | 11,361                      | 1       | 1,361  |    | 2,754                | 8,60                        | 7 24.24%                         |
| Reserve - Other                       |    | 49,070                      | 4       | 19,070 |    | -                    | 49,07                       | 0.00%                            |
| Reserve - Playground                  |    | 6,999                       |         | 6,999  |    | -                    | 6,99                        | 9 0.00%                          |
| Reserve - Swimming Pools              |    | 70,872                      | 7       | 0,872  |    | 7,175                | 63,69                       | 7 10.12%                         |
| Total Field                           |    | 961,873                     | 64      | 2,446  |    | 408,042              | 234,40                      | 4 42.42%                         |
| TOTAL EXPENDITURES                    |    | 1,091,065                   | 72      | 24,356 |    | 488,538              | 235,81                      | 8 44.78%                         |
| Excess (deficiency) of revenues       |    |                             |         |        |    |                      |                             |                                  |
| Over (under) expenditures             |    | (19,657)                    | 34      | 3,469  |    | 562,975              | 219,50                      | 6 0.00%                          |
| OTHER FINANCING SOURCES (USES)        |    |                             |         |        |    |                      |                             |                                  |
| Contribution to (Use of) Fund Balance |    | (19,657)                    |         | -      |    | -                    |                             | - 0.00%                          |
| TOTAL FINANCING SOURCES (USES)        |    | (19,657)                    |         | -      |    |                      |                             | - 0.00%                          |
| Net change in fund balance            | \$ | (19,657)                    | \$ 34   | 3,469  | \$ | 562,975              | \$ 219,50                   | 6 0.00%                          |
| FUND BALANCE, BEGINNING (OCT 1, 2020) |    | 986,431                     | 98      | 86,431 | _  | 986,431              |                             |                                  |
| FUND BALANCE, ENDING                  | \$ | 966,774                     | \$ 1,32 | 9,900  | \$ | 1,549,406            |                             |                                  |
|                                       | -  |                             |         |        |    |                      |                             |                                  |

**Supporting Schedules** 

April 30, 2021

# **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, 2021

|              |      |           |    |           |              |    |           |    |            | AL | LOCATION   |    |            |
|--------------|------|-----------|----|-----------|--------------|----|-----------|----|------------|----|------------|----|------------|
|              |      |           | D  | iscount / |              |    | Gross     |    | Area 3     |    | Area 6     |    | Area 7     |
| Date         |      | et Amount | •  | enalties) | ollection    |    | Amount    |    | neral Fund |    | neral Fund |    | neral Fund |
| Received     |      | Received  |    | Amount    | Costs        |    | Received  | As | sessments  | As | sessments  | As | sessments  |
| Assessments  | s Le | evied     |    |           |              | \$ | 2,062,334 | \$ | 339,908    | \$ | 615,334    | \$ | 1,107,092  |
| Allocation % |      |           |    |           |              | •  | 100%      | ,  | 16.47%     | Ť  | 29.84%     | Ť  | 53.68%     |
|              |      |           |    |           |              |    |           |    |            |    |            |    |            |
| 11/09/20     | \$   | 25,060    | \$ | 1,264     | \$<br>511    | \$ | 26,836    | \$ | 4,423      | \$ | 8,007      | \$ | 14,406     |
| 11/16/20     |      | 151,498   |    | 6,426     | 3,092        |    | 161,015   |    | 26,538     |    | 48,042     |    | 86,435     |
| 11/25/20     |      | 132,191   |    | 5,606     | 2,698        |    | 140,495   |    | 23,156     |    | 41,919     |    | 75,420     |
| 12/07/20     |      | 1,291,272 |    | 54,901    | 26,352       |    | 1,372,525 |    | 226,216    |    | 409,517    |    | 736,792    |
| 12/10/20     |      | 51,635    |    | 2,082     | 1,054        |    | 54,771    |    | 9,027      |    | 16,342     |    | 29,402     |
| 01/07/21     |      | 147,819   |    | 5,436     | 3,017        |    | 156,272   |    | 25,756     |    | 46,627     |    | 83,889     |
| 02/05/21     |      | 33,972    |    | 809       | 693          |    | 35,475    |    | 5,847      |    | 10,585     |    | 19,043     |
| 03/05/21     |      | 17,269    |    | 184       | 352          |    | 17,806    |    | 2,935      |    | 5,313      |    | 9,558      |
| 04/06/21     |      | 59,121    |    | (11)      | 1,207        |    | 60,317    |    | 9,941      |    | 17,997     |    | 32,379     |
| TOTAL        | \$   | 1,909,838 | \$ | 76,697    | \$<br>38,976 | \$ | 2,025,511 | \$ | 333,839    | \$ | 604,347    | \$ | 1,087,325  |
| % COLLECT    | ED   |           |    |           |              |    | 98%       |    | 98%        |    | 98%        |    | 98%        |
| TOTAL OU     | TST  | ANDING    |    |           |              | \$ | 36,823    | \$ | 6,069      | \$ | 10,987     | \$ | 19,767     |

# Cash and Investment Report 4/30/2021

| ACCOUNT NAME                 | BANK NAME       | YIELD    | MATURITY | BALANCE      |
|------------------------------|-----------------|----------|----------|--------------|
| Checking Account - Operating | Valley National | 0.05%    | n/a      | \$ 843,430   |
|                              |                 | Subtotal |          | \$ 843,430   |
| Money Market Account         | Bank United     | 0.30%    | n/a      | 3,281,763    |
|                              |                 | Subtotal |          | \$ 3,281,763 |
|                              |                 | Jubiolai |          | Ψ 0,201,700  |
|                              |                 | Total    |          | \$ 4,125,194 |