

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, Club Manager

Regular Meeting Agenda Tuesday, May 17, 2022 – 5:30 p.m.

- 1. Roll Call**
- 2. Public Comments (3) Minute Time Limit**
- 3. Consent Agenda**
 - A. Approval of the Minutes of the April 19, 2022 Meeting (P. 2)
 - B. Approval of the March 31, 2022 Financial Report (P. 4)
 - C. Report on Number of Registered Voters (6,961) (P. 17)
- 4. Staff Reports**
 - A. Engineer's Report
 - B. Attorney's Report
 - C. Manager's Report
 - i. Consideration of Making June 7, 2022 Workshop a Regular Meeting.
 - ii. Presentation of the Proposed Fiscal Year 2023 Budget (P. 18), and Consideration of Resolution 2022-02, Approving Proposed Budget and Setting the Public Hearing (P. 38)
 - D. Club Manager's Report
- 5. Supervisor Requests/New Business**
- 6. Adjournment**

The next Workshop is scheduled for Tuesday, June 7, 2022 at 5:30 p.m.

The next Meeting is scheduled for Tuesday, June 21, 2022 at 5:30 p.m.

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

Meeting Location:
West Meadows Community Center
8401 New Tampa Boulevard
Tampa, Florida 33647
813-977-1160

**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 Tuesday, April 19, 2022 at 5:30 p.m. at the West Meadows Community Center, located at 8401 New Tampa Boulevard, Tampa, Florida.

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	Club Manager

Following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Vega called the meeting to order. The supervisors introduced themselves and a quorum was established.

SECOND ORDER OF BUSINESS

Public Comments (3) Minute Time Limit

None.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. Approval of the Minutes of the March 15, 2022 Meeting**
- B. Approval of the February 28, 2022 Financial Report**
- C. Acceptance of the Fiscal Year 2021 Audit**

On MOTION by Mr. Hamilton, seconded by Mr. van Rooyen, with all in favor, the Consent Agenda, comprised of the Minutes of the March 15, 2022 Meeting, the February 28, 2022 Financial Report and acceptance of the Fiscal Year 2021 Audit were approved. 5-0
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FOURTH ORDER OF BUSINESS

Staff Reports

- A. Engineer's Report**

- Mr. Vega informed the Board that Ms. Stewart stated she is on schedule to send the DEO report to the State.

B. Attorney’s Report

- None.

C. Manager’s Report

- Mr. Vega informed the Board he is waiting on the West Meadows expansion plans (MEP) pages to complete the plan set so that the District can solicit bids.

D. Club Manager’s Report

- Mr. Benson reported there were 190 children at the Easter egg hunt.

FIFTH ORDER OF BUSINESS

None.

Supervisor Requests/New Business

SIXTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Hamilton, seconded by Mr. van Rooyen, with all in favor, the meeting was adjourned at 6:06 p.m. 4-0

Mark Vega
Secretary

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

Financial Report

March 31, 2022

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)

March 31, 2022

Balance Sheet
 March 31, 2022

ACCOUNT DESCRIPTION	GENERAL FUND	GENERAL FUND AREA 3	GENERAL FUND AREA 6	GENERAL FUND AREA 7	TOTAL
ASSETS					
Cash - Checking Account	\$ 1,411,057	\$ -	\$ -	\$ -	\$ 1,411,057
Accounts Receivable	-	-	-	17,000	17,000
Assessments Receivable	-	1,011	1,015	1,836	3,862
Allow-Doubtful Collections	-	(1,011)	(1,015)	(1,836)	(3,862)
Due From Other Funds	-	1,693,674	1,168,210	1,780,023	4,641,907
Investments:					
Money Market Account	3,286,354	-	-	-	3,286,354
Prepaid Items	-	-	297	487	784
Deposits	-	-	585	-	585
Utility Deposits - TECO	-	8,965	21,255	24,388	54,608
TOTAL ASSETS	\$ 4,697,411	\$ 1,702,639	\$ 1,190,347	\$ 1,821,898	\$ 9,412,295
LIABILITIES					
Accounts Payable	\$ 2,242	\$ 9,358	\$ 1,149	\$ 10,189	\$ 22,938
Accrued Expenses	-	750	9,616	22,200	32,566
Deposits	-	-	366	14,746	15,112
Due To Other Funds	4,641,907	-	-	-	4,641,907
TOTAL LIABILITIES	4,644,149	10,108	11,131	47,135	4,712,523
FUND BALANCES					
Nonspendable:					
Prepaid Items	-	-	297	487	784
Deposits	-	8,965	21,840	24,388	55,193
Assigned to:					
Operating Reserves	-	112,569	134,451	223,955	470,975
Reserves - Clubhouse	-	-	-	101,888	101,888
Reserves - Clubhouse/Cabana	-	200,000	-	-	200,000
Reserves - Court Amenities	-	-	43,407	22,015	65,422
Reserves - Fences	-	-	59,280	-	59,280
Reserves- Irrigation/Landscape	-	38,500	16,652	90,020	145,172
Reserves - Monuments/Signage	-	4,644	44,936	-	49,580
Reserves - Other	-	-	65,148	147,210	212,358
Reserves - Parking Lots	-	-	27,404	-	27,404
Reserves - Playground	-	-	-	61,007	61,007
Reserves - Ponds	-	44,238	17,534	90,020	151,792
Reserves - Highwoods Streetl.	-	-	51,024	-	51,024
Reserves - Swimming Pools	-	-	3,092	141,875	144,967
Unassigned:	53,262	1,283,615	694,151	871,898	2,902,926
TOTAL FUND BALANCES	\$ 53,262	\$ 1,692,531	\$ 1,179,216	\$ 1,774,763	\$ 4,699,772
TOTAL LIABILITIES & FUND BALANCES	\$ 4,697,411	\$ 1,702,639	\$ 1,190,347	\$ 1,821,898	\$ 9,412,295

Statement of Revenues, Expenditures and Changes in Fund Balances
 For the Period Ending March 31, 2022

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>
<u>REVENUES</u>					
Interest - Investments	\$ 4,100	\$ 2,050	\$ 2,425	\$ 375	59.15%
Interest - Tax Collector	-	-	5	5	0.00%
Special Assmnts- Tax Collector	344,921	324,782	333,228	8,446	96.61%
Special Assmnts- Developer	135,483	-	-	-	0.00%
Special Assmnts- Discounts	(13,797)	(12,559)	(12,958)	(399)	93.92%
Other Miscellaneous Revenues	-	-	250	250	0.00%
TOTAL REVENUES	470,707	314,273	322,950	8,677	68.61%
<u>EXPENDITURES</u>					
<u>Administration</u>					
P/R-Board of Supervisors	8,000	4,000	3,600	400	45.00%
FICA Taxes	612	306	275	31	44.93%
ProfServ-Engineering	5,000	2,500	11,913	(9,413)	238.26%
ProfServ-Legal Services	2,000	1,000	113	887	5.65%
ProfServ-Mgmt Consulting	37,848	18,924	18,893	31	49.92%
ProfServ-Special Assessment	8,147	8,147	7,986	161	98.02%
Auditing Services	3,993	1,997	1,151	846	28.83%
Postage and Freight	165	83	76	7	46.06%
Insurance - General Liability	11,824	8,868	9,300	(432)	78.65%
Printing and Binding	116	59	1	58	0.86%
Legal Advertising	1,500	750	-	750	0.00%
Miscellaneous Services	500	250	-	250	0.00%
Misc-Assessment Collection Cost	6,898	6,083	6,405	(322)	92.85%
Office Supplies	75	38	-	38	0.00%
Annual District Filing Fee	54	54	54	-	100.00%
Total Administration	86,732	53,059	59,767	(6,708)	68.91%
<u>Field</u>					
Florida Retirement System	6,667	3,333	2,369	964	35.53%
ProfServ-Field Management	10,928	5,464	5,305	159	48.55%
Contracts-Landscape	123,300	61,650	61,650	-	50.00%
Electricity - Streetlights	85,000	42,500	52,780	(10,280)	62.09%
Electricity - Fountain	1,500	750	-	750	0.00%
R&M-Irrigation	4,400	2,200	17,235	(15,035)	391.70%
R&M-Landscape Renovations	12,000	6,000	540	5,460	4.50%
R&M-Ponds	7,680	3,840	6,293	(2,453)	81.94%
R&M-Street Signs	1,500	750	-	750	0.00%
Holiday Decoration	10,000	5,000	5,500	(500)	55.00%
Misc-Contingency	-	-	13,148	(13,148)	0.00%

Statement of Revenues, Expenditures and Changes in Fund Balances
 For the Period Ending March 31, 2022

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
Op Supplies - General	1,000	500	4,095	(3,595)	409.50%
Reserve - Clubhouse/Cabana	100,000	100,000	-	100,000	0.00%
Reserve - Monuments/Signage	10,000	10,000	-	10,000	0.00%
Reserve - Ponds	10,000	10,000	-	10,000	0.00%
Total Field	<u>383,975</u>	<u>251,987</u>	<u>168,915</u>	<u>83,072</u>	<u>43.99%</u>
TOTAL EXPENDITURES	470,707	305,046	228,682	76,364	48.58%
Excess (deficiency) of revenues Over (under) expenditures	-	9,227	94,268	85,041	0.00%
Net change in fund balance	\$ -	\$ 9,227	\$ 94,268	\$ 85,041	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2021)	1,598,263	1,598,263	1,598,263		
FUND BALANCE, ENDING	<u>\$ 1,598,263</u>	<u>\$ 1,607,490</u>	<u>\$ 1,692,531</u>		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2022

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>
<u>REVENUES</u>					
Interest - Investments	\$ 1,000	\$ 500	\$ 780	\$ 280	78.00%
Interest - Tax Collector	-	-	5	5	0.00%
Special Assmnts- Tax Collector	667,675	556,396	645,040	88,644	96.61%
Special Assmnts- Discounts	(26,707)	(22,256)	(25,084)	(2,828)	93.92%
Other Miscellaneous Revenues	-	-	250	250	0.00%
TOTAL REVENUES	641,968	534,640	620,991	86,351	96.73%
<u>EXPENDITURES</u>					
<u>Administration</u>					
P/R-Board of Supervisors	8,000	4,000	3,600	400	45.00%
FICA Taxes	612	306	275	31	44.93%
ProfServ-Engineering	5,000	2,500	7,574	(5,074)	151.48%
ProfServ-Legal Services	2,500	1,250	116	1,134	4.64%
ProfServ-Mgmt Consulting	28,835	14,418	14,269	149	49.49%
ProfServ-Special Assessment	5,069	5,069	5,442	(373)	107.36%
Auditing Services	3,500	3,500	869	2,631	24.83%
Postage and Freight	150	75	57	18	38.00%
Insurance - General Liability	11,824	8,868	7,024	1,844	59.40%
Printing and Binding	75	38	1	37	1.33%
Legal Advertising	750	375	-	375	0.00%
Miscellaneous Services	5,000	2,500	-	2,500	0.00%
Misc-Assessment Collection Cost	13,354	11,128	12,399	(1,271)	92.85%
Office Supplies	99	49	-	49	0.00%
Annual District Filing Fee	41	41	41	-	100.00%
Total Administration	84,809	54,117	51,667	2,450	60.92%
<u>Field</u>					
Payroll-Pool Monitors	10,000	5,000	3,486	1,514	34.86%
FICA Taxes	765	383	264	119	34.51%
Florida Retirement System	6,667	3,333	2,369	964	35.53%
ProfServ-Field Management	10,813	5,406	5,305	101	49.06%
Contracts-Landscape	98,440	49,220	49,220	-	50.00%
Communication - Telephone	1,200	600	1,033	(433)	86.08%
Electricity - Streetlights	137,300	68,650	68,650	-	50.00%
Utility - Water	7,520	3,760	4,675	(915)	62.17%
Electricity - Fountain	3,000	1,500	-	1,500	0.00%
R&M-Court Maintenance	40,000	20,000	374	19,626	0.94%
R&M-Irrigation	20,000	10,000	3,722	6,278	18.61%
R&M-Landscape Renovations	35,000	17,500	28,525	(11,025)	81.50%
R&M-Ponds	14,568	7,284	7,690	(406)	52.79%
R&M-Pools	8,000	4,000	3,650	350	45.63%
R&M-Streetlights	7,500	3,750	429	3,321	5.72%
Misc-Holiday Lighting	5,000	2,500	7,000	(4,500)	140.00%
Misc-Contingency	66,824	33,412	9,498	23,914	14.21%

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2022

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
Op Supplies - General	4,000	2,000	4,123	(2,123)	103.08%
Reserve - Clubhouse/Cabana	2,385	2,385	-	2,385	0.00%
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 Streetlights	16,988	16,988	-	16,988	0.00%
Reserve - Swimming Pools	2,200	2,200	-	2,200	0.00%
Total Field	557,159	318,860	200,013	118,847	35.90%
TOTAL EXPENDITURES	641,968	372,977	251,680	121,297	39.20%
Excess (deficiency) of revenues					
Over (under) expenditures	-	161,663	369,311	207,648	0.00%
Net change in fund balance	\$ -	\$ 161,663	\$ 369,311	\$ 207,648	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2021)	809,905	809,905	809,905		
FUND BALANCE, ENDING	\$ 809,905	\$ 971,568	\$ 1,179,216		

Statement of Revenues, Expenditures and Changes in Fund Balances
 For the Period Ending March 31, 2022

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES					
Interest - Investments	\$ 1,600	\$ 800	\$ 1,032	\$ 232	64.50%
Room Rentals	5,000	2,500	2,425	(75)	48.50%
Interest - Tax Collector	-	-	5	5	0.00%
Special Assmnts- Tax Collector	1,139,060	949,217	1,100,444	151,227	96.61%
Special Assmnts- Discounts	(45,562)	(37,968)	(42,794)	(4,826)	93.92%
Other Miscellaneous Revenues	100	50	3,544	3,494	3544.00%
Access Cards	-	-	483	483	0.00%
TOTAL REVENUES	1,100,198	914,599	1,065,139	150,540	96.81%

EXPENDITURES

Administration

P/R-Board of Supervisors	8,000	4,000	3,600	400	45.00%
FICA Taxes	612	306	275	31	44.93%
ProfServ-Dissemination Agent	1,000	500	-	500	0.00%
ProfServ-Engineering	6,000	3,000	16,746	(13,746)	279.10%
ProfServ-Legal Services	3,000	1,500	113	1,387	3.77%
ProfServ-Mgmt Consulting	55,642	27,821	28,000	(179)	50.32%
ProfServ-Special Assessment	10,787	10,787	10,574	213	98.03%
Auditing Services	5,035	2,517	1,705	812	33.86%
Postage and Freight	450	225	112	113	24.89%
Insurance - General Liability	15,524	11,643	13,783	(2,140)	88.79%
Printing and Binding	200	100	1	99	0.50%
Legal Advertising	1,000	500	-	500	0.00%
Miscellaneous Services	500	250	-	250	0.00%
Misc-Assessment Collection Cost	22,780	11,436	21,153	(9,717)	92.86%
Office Supplies	250	125	-	125	0.00%
Annual District Filing Fee	80	80	80	-	100.00%
Total Administration	130,860	74,790	96,142	(21,352)	73.47%

Field

Payroll-Part Time	90,000	45,000	43,748	1,252	48.61%
Payroll-Part Time Club Suprvsr	40,000	20,000	21,424	(1,424)	53.56%
Payroll-Site Manager	78,786	39,393	36,254	3,139	46.02%
FICA Taxes	15,972	7,986	8,534	(548)	53.43%
Florida Retirement System	6,667	3,333	2,369	964	35.53%
Life and Health Insurance	10,500	5,250	4,327	923	41.21%
Workers' Compensation	9,038	4,519	-	4,519	0.00%
Contracts-Security Services	3,750	1,875	2,080	(205)	55.47%
Contracts-Landscape	42,345	21,173	23,716	(2,543)	56.01%
Contracts-Irrigation	6,600	3,300	-	3,300	0.00%
Contracts-Pools	20,100	10,050	9,150	900	45.52%
Contracts-Lakes	4,500	2,250	-	2,250	0.00%
Contracts-Pest Control	965	483	522	(39)	54.09%
Communication - Mobile	1,452	726	369	357	25.41%

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2022

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
Communication - Teleph - Field	4,548	2,274	2,348	(74)	51.63%
Electricity - Streetlights	242,800	121,400	132,377	(10,977)	54.52%
Utility - Water	25,000	12,500	15,157	(2,657)	60.63%
Utility - Refuse Removal	11,000	5,500	5,748	(248)	52.25%
Electricity - Fountain	3,500	1,750	2,230	(480)	63.71%
Rentals & Leases	9,420	4,710	4,827	(117)	51.24%
R&M-General	25,000	12,500	6,793	5,707	27.17%
R&M-Court Maintenance	10,500	5,250	-	5,250	0.00%
R&M-Electrical	9,500	4,750	2,243	2,507	23.61%
R&M-Gate	2,000	1,000	-	1,000	0.00%
R&M-Irrigation	4,500	2,250	1,198	1,052	26.62%
R&M-Landscape Renovations	12,000	6,000	10,430	(4,430)	86.92%
R&M-Pest Control	100	50	-	50	0.00%
R&M-Ponds	4,236	2,118	2,132	(14)	50.33%
R&M-Pools	15,000	7,500	250	7,250	1.67%
R&M-Plumbing	2,500	1,250	1,495	(245)	59.80%
R&M-Painting	9,000	4,500	-	4,500	0.00%
Misc-Access Cards	2,500	1,250	4,480	(3,230)	179.20%
Misc-Holiday Lighting	4,000	2,000	2,000	-	50.00%
Special Events	10,000	5,000	5,235	(235)	52.35%
Misc-Clubhouse Activities	4,000	2,000	332	1,668	8.30%
Misc-Contingency	15,663	7,832	13,711	(5,879)	87.54%
Misc-Web Hosting	650	325	-	325	0.00%
Cleaning Supplies	2,500	1,250	620	630	24.80%
Op Supplies - General	13,500	6,750	5,202	1,548	38.53%
Reserve - Clubhouse	56,944	56,944	17,250	39,694	30.29%
Reserve - Court Amenities	11,361	11,361	8,800	2,561	77.46%
Reserve - Other	49,070	49,070	-	49,070	0.00%
Reserve - Playground	6,999	6,999	-	6,999	0.00%
Reserve - Swimming Pools	70,872	70,872	8,100	62,772	11.43%
Total Field	969,338	582,293	405,451	176,842	41.83%
TOTAL EXPENDITURES	1,100,198	657,083	501,593	155,490	45.59%
Excess (deficiency) of revenues					
Over (under) expenditures	-	257,516	563,546	306,030	0.00%
Net change in fund balance	\$ -	\$ 257,516	\$ 563,546	\$ 306,030	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2021)	1,211,217	1,211,217	1,211,217		
FUND BALANCE, ENDING	\$ 1,211,217	\$ 1,468,733	\$ 1,774,763		

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

Supporting Schedules

March 31, 2022

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, 2022**

Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	ALLOCATION		
					Area 3 General Fund Assessments	Area 6 General Fund Assessments	Area 7 General Fund Assessments
Assessments Levied				\$ 2,151,656	\$ 344,921	\$ 667,675	\$ 1,139,060
Allocation %				100%	16.02%	31.03%	52.94%
11/04/21	\$ 26,904	\$ 1,316	\$ 549	\$ 28,769	\$ 4,612	\$ 8,927	\$ 15,230
11/17/21	197,982	8,418	4,040	210,440	33,735	65,301	111,404
11/24/21	226,478	9,629	4,622	240,729	38,590	74,700	127,439
12/01/21	835,630	35,503	17,054	888,187	142,381	275,611	470,195
12/07/21	453,933	19,300	9,264	482,497	77,347	149,722	255,428
12/13/21	91,563	3,799	1,869	97,231	15,587	30,172	51,473
01/05/22	76,124	2,597	1,554	80,275	12,868	24,910	42,496
02/04/22	24,302	590	496	25,388	4,070	7,878	13,440
03/04/22	25,001	(316)	510	25,195	4,039	7,818	13,338
TOTAL	\$ 1,957,917	\$ 80,837	\$ 39,957	\$ 2,078,711	\$ 333,228	\$ 645,040	\$ 1,100,444
% COLLECTED				96.61%	96.61%	96.61%	96.61%
TOTAL OUTSTANDING				\$ 72,945	\$ 11,693	\$ 22,635	\$ 38,616

**Cash and Investment Report
3/31/2022**

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>MATURITY</u>	<u>BALANCE</u>
Checking Account - Operating	Valley National	0.05%	n/a	\$ 1,411,057
		Subtotal		<u>\$ 1,411,057</u>
Money Market Account	Bank United	0.25%	n/a	3,286,354
		Subtotal		<u>\$ 3,286,354</u>
		Total		<u><u>\$ 4,697,411</u></u>



Craig Latimer
Supervisor of Elections

Our Vision: To be the best place in America to vote

April 18, 2022

To whom it may concern,

As per F.S. 190.006, you'll find the number of qualified registered electors for your Community Development District as of April 15, 2022, listed below.

Community Development District	Number of Registered Electors
Tampa Palms Open Space	6961

We ask that you respond to our office with a current list of CDD office holders by **June 1st** and that you update us throughout the year if there are changes. This will enable us to provide accurate information to potential candidates during filing and qualifying periods.

Please note it is the responsibility of each district to keep our office updated with current district information. If you have any questions, please do not hesitate to contact me at (813) 384-3944 or ewhite@votehillsborough.gov.

Respectfully,

Enjoli White
Candidate Services Manager



TAMPA PALMS OPEN SPACE AND TRANSPORTATION
Community Development District

Annual Operating and Debt Service Budget

Fiscal Year 2023

Proposed Budget

05.04.22

Prepared by:



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Tampa Palms Open Space and Transportation
Community Development District

Operating Budget
Fiscal Year 2023

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2020	FY 2021	BUDGET	THRU	APR -	PROJECTED	BUDGET
			FY 2022	MAR - 2022	SEP-2022	FY 2022	FY 2023
REVENUES							
Interest - Investments	\$ 5,830	\$ 4,562	\$ 4,100	\$ 2,425	2200	\$ 4,625	\$ 5,000
Interest - Tax Collector	136	15	-	5	-	5	-
Special Assmnts- Tax Collector	340,522	339,990	344,921	333,228	11,693	344,921	344,921
Special Assmnts- Developer	133,528	133,528	135,483	-	135,483	135,483	135,483
Special Assmnts- Delinquent	267	-	-	-	-	-	-
Special Assmnts- Discounts	(12,486)	(12,542)	(13,797)	(12,958)	-	(12,958)	(13,797)
Other Miscellaneous Revenues	-	-	-	250	-	250	-
TOTAL REVENUES	467,797	465,553	470,707	322,950	149,376	472,326	471,607

EXPENDITURES

Administrative

P/R-Board of Supervisors	6,733	7,200	8,000	3,600	4,400	8,000	8,000
FICA Taxes	555	551	612	275	337	612	612
ProfServ-Engineering	1,015	898	5,000	11,913	2,500	14,413	2,000
ProfServ-Legal Services	1,912	169	2,000	113	1,887	2,000	2,000
ProfServ-Mgmt Consulting	35,752	36,696	37,848	18,893	18,955	37,848	38,983
ProfServ-Special Assessment	6,128	7,406	8,147	7,986	-	7,986	8,785
Auditing Services	1,151	1,375	3,993	1,151	2,842	3,993	3,993
Postage and Freight	165	1,013	165	76	89	165	165
Insurance - General Liability	12,218	12,403	11,824	9,300	2,524	11,824	13,006
Printing and Binding	60	9	116	1	75	76	100
Legal Advertising	2,586	1,403	1,500	-	1,500	1,500	1,500
Miscellaneous Services	470	1,250	500	-	500	500	500
Misc-Assessment Collection Cost	3,957	3,863	6,898	6,405	234	6,639	6,898
Office Supplies	-	-	75	-	75	75	75
Annual District Filing Fee	54	54	54	54	-	54	54
Total Administrative	72,756	74,290	86,732	59,767	35,917	95,684	86,672

Field

Florida Retirement System	-	3,538	6,667	2,369	4,298	6,667	6,667
ProfServ-Field Management	10,300	10,609	10,928	5,305	5,623	10,928	11,256
Contracts-Landscape	123,300	123,300	123,300	61,650	61,650	123,300	123,300
Electricity - Streetlights	81,569	105,590	85,000	52,780	46,000	98,780	95,000
Electricity - Fountain	465	-	1,500	-	1,500	1,500	1,500
R&M-Irrigation	31,191	7,421	4,400	17,235	3,500	20,735	5,000
R&M-Landscape Renovations	69,233	8,708	12,000	540	7,500	8,040	4,832
R&M-Ponds	9,683	9,370	7,680	6,293	1,200	7,493	7,680
R&M-Street Signs	-	-	1,500	-	1,500	1,500	1,500
Holiday Decoration	5,500	5,500	10,000	5,500	4,500	10,000	5,500
Misc-Contingency	1,681	17,931	-	13,148	1,200	14,348	200
Op Supplies - General	719	2,551	1,000	4,095	1,500	5,595	2,500

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2020	FY 2021	BUDGET	THRU	APR -	PROJECTED	BUDGET
			FY 2022	MAR - 2022	SEP-2022	FY 2022	FY 2023
Reserve - Clubhouse/Cabana	-	-	100,000	-	100,000	100,000	100,000
Reserve - Monuments/Signage	33,590	15,000	10,000	-	10,000	10,000	10,000
Reserve - Ponds	-	5,262	10,000	-	10,000	10,000	10,000
Total Field	367,231	314,780	383,975	168,915	259,971	428,886	384,935
TOTAL EXPENDITURES	439,987	389,070	470,707	228,682	295,888	524,570	471,607
Excess (deficiency) of revenues							
Over (under) expenditures	27,810	76,483	-	94,268	(146,512)	(52,244)	-
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	-	-	-	-	-
TOTAL OTHER SOURCES (USES)	-	-	-	-	-	-	-
Net change in fund balance	27,810	76,483	-	94,268	(146,512)	(52,244)	-
FUND BALANCE, BEGINNING	1,493,970	1,521,780	1,598,263	1,598,263	-	1,598,263	1,546,019
FUND BALANCE, ENDING	\$ 1,521,780	\$ 1,598,263	\$ 1,598,263	\$ 1,692,531	\$ (146,512)	\$ 1,546,019	\$ 1,546,019

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2023	\$ 1,546,019
Net Change in Fund Balance - Fiscal Year 2023	-
Reserves - Fiscal Year 2023 Additions	120,000
Total Funds Available (Estimated) - 9/30/2023	1,666,019

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

Deposits	8,965
Subtotal	<u>8,965</u>

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital		87,902 ⁽¹⁾
Reserves - Clubhouse Prior Years	200,000	
FY 2022 Reserve Funding	100,000	
FY 2023 Reserve Funding	100,000	400,000
Reserves - Irrigation/Landscape Prior Years	38,500	38,500
Reserves - Monuments/Signage Prior Years	4,644	
FY 2022 Reserve Funding	10,000	
FY 2023 Reserve Funding	10,000	24,644
Reserves - Ponds Prior Years	44,238	
FY 2022 Reserve Funding	10,000	
FY 2023 Reserve Funding	10,000	64,238
Subtotal		<u>615,284</u>

Total Allocation of Available Funds	624,249
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Total Unassigned (undesignated) Cash	<u>\$ 1,041,770</u>
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Notes

(1) Represents approximately 3 months of operating expenditures

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2020	FY 2021	BUDGET FY 2022	THRU MAR - 2022	APR - SEP-2022	PROJECTED FY 2022	BUDGET FY 2023
REVENUES							
Interest - Investments	\$ 2,214	\$ 1,482	\$ 1,000	\$ 780	350	\$ 1,130	\$ 1,100
Interest - Tax Collector	138	15	-	5	-	5	-
Special Assmnts- Tax Collector	609,267	615,240	667,675	645,040	22,635	667,675	667,675
Special Assmnts- Delinquent	483	-	-	-	-	-	-
Special Assmnts- Discounts	(22,340)	(22,695)	(26,707)	(25,084)	-	(25,084)	(26,707)
Other Miscellaneous Revenues	-	6,588	-	250	-	250	-
TOTAL REVENUES	589,762	600,630	641,968	620,991	22,985	643,976	642,068

EXPENDITURES

Administrative

P/R-Board of Supervisors	6,733	7,200	8,000	3,600	4,400	8,000	8,000
FICA Taxes	555	551	612	275	337	612	612
ProfServ-Engineering	767	678	5,000	7,574	2,500	10,074	5,000
ProfServ-Legal Services	412	138	2,500	116	1,750	1,866	2,500
ProfServ-Mgmt Consulting	27,002	27,715	28,835	14,269	14,566	28,835	29,700
ProfServ-Special Assessment	4,628	4,608	5,069	5,442	-	5,442	5,986
Auditing Services	869	1,093	3,500	869	2,631	3,500	3,500
Postage and Freight	125	765	150	57	75	132	150
Insurance - General Liability	12,218	12,403	11,824	7,024	4,800	11,824	13,006
Printing and Binding	36	7	75	1	64	65	75
Legal Advertising	1,953	1,060	750	-	750	750	750
Miscellaneous Services	229	-	5,000	-	1,000	1,000	1,000
Misc-Assessment Collection Cost	7,079	7,045	13,354	12,399	453	12,852	13,354
Office Supplies	-	-	99	-	99	99	99
Annual District Filing Fee	41	41	41	41	-	41	41
Total Administrative	62,647	63,304	84,809	51,667	33,424	85,091	83,773

Field

Payroll-Pool Monitors	6,464	6,381	10,000	3,486	6,514	10,000	10,000
FICA Taxes	494	488	765	264	498	762	765
Florida Retirement System	-	3,083	6,667	2,369	4,298	6,667	6,667
ProfServ-Field Management	10,300	10,609	10,813	5,305	5,508	10,813	11,137
Contracts-Landscape	98,440	98,440	98,440	49,220	49,220	98,440	98,440
Communication - Telephone	1,581	2,074	1,200	1,033	850	1,883	2,000
Electricity - Streetlights	120,485	132,490	137,300	68,650	65,000	133,650	137,300
Utility - Water	6,910	6,279	7,520	4,675	1,920	6,595	6,800
Electricity - Fountain	230	-	3,000	-	3,000	3,000	1,500
R&M-Court Maintenance	643	-	40,000	374	25,000	25,374	30,000
R&M-Irrigation	28,060	6,242	20,000	3,722	6,278	10,000	20,000
R&M-Landscape Renovations	38,392	4,750	35,000	28,525	6,475	35,000	35,000
R&M-Ponds	14,568	14,969	14,568	7,690	6,878	14,568	14,568
R&M-Pools	6,821	7,540	8,000	3,650	4,350	8,000	8,000
R&M-Streetlights	1,599	1,391	7,500	429	1,071	1,500	7,500
Misc-Holiday Lighting	4,500	4,500	5,000	7,000	-	7,000	5,000
Misc-Contingency	10,277	29,678	66,824	9,498	7,500	16,998	79,055
Op Supplies - General	2,393	4,443	4,000	4,123	2,500	6,623	4,000
Reserve - Clubhouse/Cabana	-	14,767	2,385	-	2,385	2,385	2,385
Reserve - Court Amenities	-	-	10,034	-	10,034	10,034	10,034
Reserve - Fences	-	-	8,937	-	8,937	8,937	8,937
Reserve - Irrigation/Landscape	-	-	2,594	-	2,594	2,594	2,594
Reserve - Monuments/Signage	-	-	12,022	-	12,022	12,022	12,022

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2020	FY 2021	BUDGET	THRU	APR -	PROJECTED	BUDGET
			FY 2022	MAR - 2022	SEP-2022	FY 2022	FY 2023
Reserve - Other	-	-	21,716	-	21,716	21,716	21,716
Reserve - Parking Lot	-	-	798	-	798	798	798
Reserve - Ponds	-	-	2,888	-	2,888	2,888	2,888
Reserve -Highwoods Streetlights	-	-	16,988	-	16,988	16,988	16,988
Reserve - Swimming Pools	27,342	-	2,200	-	2,200	2,200	2,200
Total Field	381,259	349,095	557,159	200,013	277,422	477,435	558,294
TOTAL EXPENDITURES	443,906	412,399	641,968	251,680	310,846	562,526	642,068
Excess (deficiency) of revenues							
Over (under) expenditures	145,856	188,231	-	369,311	(287,861)	81,450	-
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	-	-	-	-	-
TOTAL OTHER SOURCES (USES)	-	-	-	-	-	-	-
Net change in fund balance	145,856	188,231	-	369,311	(287,861)	81,450	-
FUND BALANCE, BEGINNING	475,818	621,674	809,905	809,905	-	809,905	891,355
FUND BALANCE, ENDING	\$ 621,674	\$ 809,905	\$ 809,905	\$ 1,179,216	\$ (287,861)	\$ 891,355	\$ 891,355

Exhibit "B"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2023	\$ 891,355
Net Change in Fund Balance - Fiscal Year 2023	-
Reserves - Fiscal Year 2023 Additions	80,562
Total Funds Available (Estimated) - 9/30/2022	971,917

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

Deposits		21,840
	Subtotal	<u>21,840</u>

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital		140,376 ⁽¹⁾
Reserves - Clubhouse/Cabana FY22	2,385	
FY 2023 Reserve Funding	2,385	4,770
Reserves - Court Amenities Prior Years	43,407	
FY 2022 Reserve Funding	10,034	
FY 2023 Reserve Funding	10,034	63,475
Reserves - Fences Prior Years	59,280	
FY 2022 Reserve Funding	8,937	
FY 2023 Reserve Funding	8,937	77,154
Reserves - Irrigation/Landscape Prior Years	16,652	
FY 2022 Reserve Funding	2,594	
FY 2022 Reserve Funding	2,594	21,840
Reserves - Monuments/Signage Prior Years	44,936	
FY 2022 Reserve Funding	12,022	
FY 2023 Reserve Funding	12,022	68,980
Reserves - Parking Lot Prior Years	27,374	
FY 2022 Reserve Funding	798	
FY 2023 Reserve Funding	798	28,970
Reserves - Ponds Prior Years	14,646	
FY 2021 Reserve Funding	2,888	
FY 2022 Reserve Funding	2,888	20,422
Reserves - Highwoods Streelights Prior Years	51,024	
FY 2022 Reserve Funding	16,988	
FY 2023 Reserve Funding	16,988	85,000
Reserves - Swimming Pools Prior Years	3,092	
FY 2022 Reserve Funding	2,200	
FY 2023 Reserve Funding	2,200	7,492
Reserves - Other Prior Years	65,148	
FY 2022 Reserve Funding	21,716	
FY 2023 Reserve Funding	21,716	108,580
	Subtotal	<u>627,059</u>

Total Allocation of Available Funds	648,899
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Total Unassigned (undesignated) Cash	\$ 323,017
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Notes

(1) Represents approximately 3 months of operating expenditures

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2020	FY 2021	BUDGET	THRU	APR -	PROJECTED	BUDGET
			FY 2022	MAR - 2022	SEP-2022	FY 2022	FY 2023
REVENUES							
Interest - Investments	\$ 3,604	\$ 2,121	\$ 1,600	\$ 1,032	850	\$ 1,882	\$ 1,800
Room Rentals	2,183	4,215	5,000	2,425	2,575	5,000	5,000
Interest - Tax Collector	143	15	-	5	-	5	-
Special Assmnts- Tax Collector	1,106,807	1,106,565	1,139,060	1,100,444	38,616	1,139,060	1,139,060
Special Assmnts- Delinquent	872	-	-	-	-	-	-
Special Assmnts- Discounts	(40,582)	(40,820)	(45,562)	(42,794)	-	(42,794)	(45,562)
Other Miscellaneous Revenues	2,915	3,631	100	3,544	1,500	5,044	3,800
Access Cards	977	1,034	-	483	250	733	1,000
TOTAL REVENUES	1,076,919	1,076,761	1,100,198	1,065,139	43,791	1,108,930	1,105,098
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	6,733	7,204	8,000	3,600	4,400	8,000	8,000
FICA Taxes	555	551	612	275	337	612	612
ProfServ-Dissemination Agent	-	-	1,000	-	1,000	1,000	1,000
ProfServ-Engineering	1,504	1,330	6,000	16,746	5,000	21,746	6,000
ProfServ-Legal Services	567	233	3,000	113	287	400	3,000
ProfServ-Mgmt Consulting	52,986	54,385	55,642	28,000	27,642	55,642	57,311
ProfServ-Special Assessment	9,081	9,806	10,787	10,574	-	10,574	11,631
Auditing Services	1,705	1,929	5,035	1,705	3,330	5,035	5,035
Postage and Freight	245	1,501	450	112	338	450	450
Insurance - General Liability	12,218	12,403	15,524	13,783	1,741	15,524	17,076
Printing and Binding	81	14	200	1	47	48	200
Legal Advertising	3,833	2,079	1,000	-	1,000	1,000	1,000
Miscellaneous Services	386	1,250	500	-	500	500	500
Misc-Assessment Collection Cost	12,862	12,585	22,780	21,153	772	21,925	22,781
Office Supplies	-	-	250	-	250	250	250
Annual District Filing Fee	80	80	80	80	-	80	80
Total Administrative	102,836	105,350	130,860	96,142	46,643	142,785	134,927
<i>Field</i>							
Payroll-Part Time	74,543	79,245	90,000	43,748	46,252	90,000	90,000
Payroll-Part Time Club Suprvsr	31,811	40,211	40,000	21,424	18,576	40,000	40,000
Payroll-Site Manager	68,552	70,932	78,786	36,254	42,532	78,786	78,786
FICA Taxes	14,820	16,034	15,972	8,534	8,213	16,747	15,972
Florida Retirement System	-	3,715	6,667	2,369	4,298	6,667	6,667
Life and Health Insurance	8,965	8,640	10,500	4,327	5,250	9,577	10,500
Workers' Compensation	-	-	9,038	-	9,038	9,038	9,038
Contracts-Security Services	4,880	4,868	3,750	2,080	1,670	3,750	3,750
Contracts-Landscape	42,401	42,345	42,345	23,716	18,629	42,345	42,345
Contracts-Irrigation	-	-	6,600	-	6,600	6,600	6,600
Contracts-Pools	15,865	21,045	20,100	9,150	9,150	18,300	20,100
Contracts-Lakes	-	-	4,500	-	4,500	4,500	4,500
Contracts-Pest Control	966	987	965	522	522	1,044	965
Communication - Mobile	1,096	811	1,452	369	481	850	1,200
Communication - Teleph - Field	4,758	4,449	4,548	2,348	2,200	4,548	4,548
Electricity - Streetlights	224,382	246,968	242,800	132,377	110,423	242,800	245,000
Utility - Water	28,014	23,256	25,000	15,157	12,843	28,000	28,000
Utility - Refuse Removal	14,619	17,082	11,000	5,748	5,252	11,000	12,000
Electricity - Fountain	3,280	3,176	3,500	2,230	1,270	3,500	3,500
Rentals & Leases	7,320	9,420	9,420	4,827	4,593	9,420	9,420

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2023 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2020	FY 2021	BUDGET	THRU	APR -	PROJECTED	BUDGET
			FY 2022	MAR - 2022	SEP-2022	FY 2022	FY 2023
R&M-General	18,738	21,193	25,000	6,793	18,207	25,000	25,000
R&M-Court Maintenance	10,929	5,566	10,500	-	10,500	10,500	10,500
R&M-Electrical	5,424	9,249	9,500	2,243	7,257	9,500	9,500
R&M-Gate	-	-	2,000	-	2,000	2,000	2,000
R&M-Irrigation	5,721	3,059	4,500	1,198	3,302	4,500	4,500
R&M-Landscape Renovations	11,127	10,453	12,000	10,430	3,500	13,930	14,000
R&M-Pest Control	-	-	100	-	100	100	100
R&M-Ponds	4,782	4,236	4,236	2,132	2,104	4,236	4,236
R&M-Pools	11,330	6,470	15,000	250	10,000	10,250	15,000
R&M-Plumbing	1,100	2,946	2,500	1,495	1,005	2,500	2,500
R&M-Painting	9,081	2,675	9,000	-	-	-	9,000
Misc-Access Cards	3,822	2,610	2,500	4,480	-	4,480	2,500
Misc-Holiday Lighting	4,000	4,000	4,000	2,000	-	2,000	4,000
Special Events	7,843	8,752	10,000	5,235	4,765	10,000	10,000
Misc-Clubhouse Activities	1,502	618	4,000	332	2,500	2,832	4,000
Misc-Contingency	1,119	14,637	15,663	13,711	-	13,711	8,547
Misc-Web Hosting	643	-	650	-	650	650	650
Cleaning Supplies	3,853	3,303	2,500	620	1,880	2,500	2,500
Op Supplies - General	13,121	11,155	13,500	5,202	8,298	13,500	13,500
Reserve - Clubhouse	-	12,000	56,944	17,250	39,694	56,944	56,944
Reserve - Court Amenities	-	22,508	11,361	8,800	2,561	11,361	11,361
Reserve - Other	-	-	49,070	-	49,070	49,070	49,070
Reserve - Playground	-	-	6,999	-	6,999	6,999	6,999
Reserve - Swimming Pools	-	7,175	70,872	8,100	62,772	70,872	70,872
Total Field	698,815	745,789	969,338	405,451	549,456	954,907	970,170
TOTAL EXPENDITURES	801,651	851,139	1,100,198	501,593	596,099	1,097,692	1,105,097
Excess (deficiency) of revenues							
Over (under) expenditures	275,268	225,622	-	563,546	(552,308)	11,238	-
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	-	-	-	-	-
TOTAL OTHER SOURCES (USES)	-	-	-	-	-	-	-
Net change in fund balance	275,268	225,622	-	563,546	(552,308)	11,238	-
FUND BALANCE, BEGINNING	710,327	985,595	1,211,217	1,211,217	-	1,211,217	1,222,455
FUND BALANCE, ENDING	\$ 985,595	\$ 1,211,217	\$ 1,211,217	\$ 1,774,763	\$ (552,308)	\$ 1,222,455	\$ 1,222,455

Exhibit "C"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2023	\$ 1,222,455
Net Change in Fund Balance - Fiscal Year 2023	-
Reserves - Fiscal Year 2023 Additions	195,246
Total Funds Available (Estimated) - 9/30/2022	1,417,701

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

Deposits	24,388
Subtotal	<u>24,388</u>

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital		256,802 ⁽¹⁾
Reserves - Clubhouse Prior Years	101,888	
FY 2022 Reserve Funding	56,944	
FY 2023 Reserve Funding	56,944	215,776
Reserves - Court Amenities Prior Years	22,015	
FY 2022 Reserve Funding	11,361	
Less FY22 Expense	(8,800)	
FY 2023 Reserve Funding	11,361	35,937
Reserves - Irrigation/Landscape Prior Years	90,020	90,020
Reserves - Other Prior Years	147,210	
FY 2022 Reserve Funding	49,070	
FY 2023 Reserve Funding	49,070	245,350
Reserves - Playground Prior Years	61,007	
FY 2021 Reserve Funding	6,999	
FY 2022 Reserve Funding	6,999	75,005
Reserves - Ponds Prior Years	90,020	90,020
Reserves - Swimming Pools Prior Years	141,875	
FY 2022 Reserve Funding	70,872	
Less FY22 Expense	(8,100)	
FY 2023 Reserve Funding	70,872	275,519
Subtotal		<u>1,284,429</u>
Total Allocation of Available Funds		1,308,817
Total Unassigned (undesignated) Cash		\$ <u>108,883</u>

Notes

(1) Represents approximately 3 months of operating expenditures

TAMPA PALMS OPEN SPACE AND TRANSPORTATION

Community Development District

Budget Narrative
Fiscal Year 2023

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.

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.

TAMPA PALMS OPEN SPACE AND TRANSPORTATION

Community Development District

Budget Narrative
Fiscal Year 2023**EXPENDITURES****Administrative** (continued)**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.

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.

TAMPA PALMS OPEN SPACE AND TRANSPORTATION

Community Development District

Budget Narrative
Fiscal Year 2023

EXPENDITURES

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.

Payroll-Site Manager

Payroll for site manager.

FICA Taxes

Payroll taxes for employees.

Retirement Benefits

Retirement Benefits 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.

Contracts-Pest control

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

TAMPA PALMS OPEN SPACE AND TRANSPORTATION

Community Development District

Budget Narrative
Fiscal Year 2023**EXPENDITURES**Field (continued)**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.

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.

TAMPA PALMS OPEN SPACE AND TRANSPORTATION

Community Development District

Budget Narrative
Fiscal Year 2023**EXPENDITURES**Field (continued)**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.

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.

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.

TAMPA PALMS OPEN SPACE AND TRANSPORTATION
Community Development District

Budget Narrative
Fiscal Year 2023

EXPENDITURES

Field (continued)

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 Schedule
Fiscal Year 2023

**Comparison of Assessment Rates
Fiscal Year 2023 vs. Fiscal Year 2022**

Product Designation	General Fund			Total Assessments per Unit		
	FY 2023	FY 2022	Percent Change	FY 2023	FY 2022	Percent Change
AREA 3						
TPOST 3 Villages - Residentail	\$328	\$328	0.00%	\$328	\$328	0.00%
Compton Estates (Apt)	\$31,047	\$31,047	0.00%	\$31,047	\$31,047	0.00%
The Promenade at Tampa Palms (Multi)	\$79	\$79	0.00%	\$79	\$79	0.00%
Lowe's Home Centers Inc	\$18,498	\$18,498	0.00%	\$18,498	\$18,498	0.00%
Tampa Palms Shopping Plaza LLC	\$62,167	\$62,167	0.00%	\$62,167	\$62,167	0.00%
Tampa Palms Shopping Plaza II LLC-CVS	\$5,093	\$5,093	0.00%	\$5,093	\$5,093	0.00%
Tampa Palms Shopping Plaza II LLC-Chase	\$2,032	\$2,032	0.00%	\$2,032	\$2,032	0.00%
Vereit Real Estate LP-LA Fitness	\$11,307	\$11,307	0.00%	\$11,307	\$11,307	0.00%
Tampa Palms Shopping Plaza II LLC-RaceTrac	\$3,630	\$3,630	0.00%	\$3,630	\$3,630	0.00%
Tampa Palms Shopping Plaza II LLC-Vacant	\$3,630	\$3,630	0.00%	\$3,630	\$3,630	0.00%
OFF ROLL - DEVELOPER DIRECT						
32A	\$29,950	\$29,950	0.00%	\$29,950	\$29,950	0.00%
32B	\$23,817	\$23,817	0.00%	\$23,817	\$23,817	0.00%
36	\$6,532	\$6,532	0.00%	\$6,532	\$6,532	0.00%
38C	\$26,166	\$26,166	0.00%	\$26,166	\$26,166	0.00%
38D	\$49,023	\$49,023	0.00%	\$49,023	\$49,023	0.00%
AREA 6						
Richond Place - Residentail	\$1,568	\$1,568	0.00%	\$1,568	\$1,568	0.00%
8315 Torrington	\$2,068	\$2,068	0.00%	\$2,068	\$2,068	0.00%
8317 Torrington	\$2,368	\$2,368	0.00%	\$2,368	\$2,368	0.00%
8319 Torrington	\$2,068	\$2,068	0.00%	\$2,068	\$2,068	0.00%
The Marquis of Tampa Palms (Multi)	\$211	\$211	0.00%	\$211	\$211	0.00%
The Enclave at Richmond Place (Apt)	\$211	\$211	0.00%	\$211	\$211	0.00%
Flik Inc	\$5,461	\$5,461	0.00%	\$5,461	\$5,461	0.00%
LG RT Tampa LLC	\$700	\$700	0.00%	\$700	\$700	0.00%
CLPV LLC	\$784	\$784	0.00%	\$784	\$784	0.00%
FJS LLC	\$3,117	\$3,117	0.00%	\$3,117	\$3,117	0.00%
581 Highwoods LP	\$5,862	\$5,862	0.00%	\$5,862	\$5,862	0.00%
SOP 8125 HW Palm Way LLC	\$2,806	\$2,806	0.00%	\$2,806	\$2,806	0.00%
Sdepository Trust	\$3,295	\$3,295	0.00%	\$3,295	\$3,295	0.00%
MET LIFE INS	\$1,419	\$1,419	0.00%	\$1,419	\$1,419	0.00%
581 Highwoods LP	\$1,510	\$1,510	0.00%	\$1,510	\$1,510	0.00%
HRLP Preserve LLC	\$2,043	\$2,043	0.00%	\$2,043	\$2,043	0.00%
581 Highwoods LP	\$1,369	\$1,369	0.00%	\$1,369	\$1,369	0.00%
THP LLC	\$2,635	\$2,635	0.00%	\$2,635	\$2,635	0.00%
Walk st Highwoods Preserve 18 LLC	\$5,300	\$5,300	0.00%	\$5,300	\$5,300	0.00%
Oasis at Highwoods Preserve LLC	\$4,265	\$4,265	0.00%	\$4,265	\$4,265	0.00%
Equestrian Parc at Highwoods Preserve	\$5,187	\$5,187	0.00%	\$5,187	\$5,187	0.00%
AREA 7						
West Meadows - Residentail	\$750	\$750	0.00%	\$750	\$750	0.00%
New Tampa Storage LLC	\$7,809	\$7,809	0.00%	\$7,809	\$7,809	0.00%
Victory Oil Investment Properties LLC	\$581	\$581	0.00%	\$581	\$581	0.00%
McDonalds Corporation	\$894	\$894	0.00%	\$894	\$894	0.00%
Barnett Bank NA	\$1,411	\$1,411	0.00%	\$1,411	\$1,411	0.00%
PR II New Tampa Center LLC	\$3,116	\$3,116	0.00%	\$3,116	\$3,116	0.00%
Bright House Networks LLC	\$304	\$304	0.00%	\$306	\$306	0.00%
Werthmann Sandra Jones- CVS Pharmacy	\$1,576	\$1,576	0.00%	\$1,576	\$1,576	0.00%
Amsouth Bank of Florida	\$1,576	\$1,576	0.00%	\$1,576	\$1,576	0.00%
Deal Julie Trustee	\$1,576	\$1,576	0.00%	\$1,576	\$1,576	0.00%
Tom Sash Trustee	\$1,576	\$1,576	0.00%	\$1,576	\$1,576	0.00%
Wal-Mart Stores East LP	\$25,832	\$25,832	0.00%	\$25,832	\$25,832	0.00%
Tampa Bay Vetinary Properties LLC	\$1,254	\$1,254	0.00%	\$1,254	\$1,254	0.00%
Shaked 19 LLC	\$166	\$166	0.00%	\$166	\$166	0.00%
Leap New Tampa LLC	\$719	\$719	0.00%	\$719	\$719	0.00%
New Tampa Investments LLC-Portofino	\$29,041	\$29,041	0.00%	\$29,041	\$29,041	0.00%
Pinpoint Legacy at Highwoods Preserve LLC	\$9,127	\$9,127	0.00%	\$9,127	\$9,127	0.00%
Panna Surendra Mahadevua LLC	\$6,730	\$6,730	0.00%	\$6,730	\$6,730	0.00%

RESOLUTION 2022-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TAMPA PALMS OPEN SPACE AND TRANSPORTATION COMMUNITY DEVELOPMENT DISTRICT APPROVING THE BUDGET FOR FISCAL YEAR 2023 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors of the Tampa Palms Open Space and Transportation Community Development District (the “Board”) prior to June 15, 2022, a Proposed Operating and/or Debt Service Budget for Fiscal Year 2023; 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 2023 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: Tuesday, August 16, 2022
Hour: 5:30 p.m.
Location: West Meadows Community Center
8401 New Tampa Boulevard
Tampa, Florida

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

Adopted this 17th day of May, 2022.

Lura Leigh Willhite
Chairperson

Mark Vega
Secretary