

1  
2  
3 **MINUTES OF MEETING**  
4 **TAMPA PALMS**  
5 **COMMUNITY DEVELOPMENT DISTRICT**

6 The Regular Meeting of the Board of Supervisors of the Tampa Palms Community  
7 Development District was held on Wednesday November 10, 2021 at 6:00 p.m. at the Compton  
8 Park Recreation Building, 16101 Compton Drive, Tampa, Florida.

9  
10 **FIRST ORDER OF BUSINESS - Welcome & Roll Call**

11 Mr. Field called the meeting to order.

12 The Board members and staff introduced themselves for the record.

13  
14 **Present**

15 Gene Field	Chairman
16 Mike Gibson	Vice Chairman
17 Don ONeal	Supervisor
18 Tracy Falkowitz	Supervisor

19  
20 **Also present were:**

21 Maggie Wilson	Consultant/Resident
22 Warren Dixon	TPOA Business Consultant
23 Brian Koerber	TPOA Property Manager

24  
25  
26 Mr. Field established that a quorum was present.

27  
28 **Pledge of Allegiance**

29 Mr. Gibson led the recitation of the Pledge of Allegiance.

30  
31 **SECOND ORDER OF BUSINESS – Strategic Planning Review**

32  
33 Mr. Field reviewed the most current strategic plans, focusing on those issues which  
34 have immediate impact and noting that the Board Book contained the full examination. The  
35 full strategic plans and 2021-22 Focus were included in the advance Board Package; a copy of  
36 which is attached hereto and made a part of the public record.

37  
38 **THIRD ORDER OF BUSINESS - Public Comments.**

39  
40

1           There being none the next item followed.

2

3           **FOURTH ORDER OF BUSINESS – Supervisor Comments**

4           There being none, the next matter followed.

5

6           **FIFTY ORDER OF BUSINESS - Approval of the October 13, 2021 Minutes**

7

8           On MOTION by Mr. Gibson, SECONDED by Mr. Oneal WITH ALL IN FAVOR, the Board  
9           approved the Minutes of the October 13, 2021 CDD Board Meeting.

10

11           **SIXTH ORDER OF BUSINESS - Approval of District Disbursements**

12

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

14           On MOTION by Mr. Oneal SECONDED by Mr. Gibson WITH ALL IN FAVOR, the Board  
15           approved the Disbursements for the month ending September 30, 2021 in the amount of  
16           \$233,218.77.

17

18           A copy of the Board Financial Analysis, Financial Statements and Check Register are attached  
19           hereto and made a part of the public record.

20

21           **SEVENTH ORDER OF BUSINESS – Consultant Reports**

22

23           ♦           **Community Appearance**

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

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



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

**Community Appearance**  
*Getting Ready For The Holidays*

**Holiday Lighting**

- Main Entries
  - Ligustrum & Palms
  - Hedges Around Monuments
  - Guardhouse
- Road Side
  - Pillars & Fencing

The slide features two photographs: one of a building entrance with illuminated arches and another of a park area with trees and a guardhouse.

7 Ms. Wilson advised that the OLM landscape  
8 inspection took place last week and the community score was  
9 93.5%. Work continued to revitalize the boulevards and  
10 entries. Wyndham & Enclave are next, most likely in  
11 January.

**Community Appearance**  
*Boulevards & Entries*

- Landscape Inspection Positive
- Standard Trimming & Shaping
- Wyndham Entry Next
  - Refresh Planting
  - Work Starts Soon

The slide includes three photographs showing different views of park boulevards and entries.

13 ♦ **Parks**

14 Ms. Wilson reviewed the park the change in park  
15 guard routines which has just commenced.

**Parks Play A Vital Role**  
*Community-Based Rover Guard*

**PARK HOURS PER WEEK**

39	39.5	39.5
WOLF PARK	WOLF PARK	WOLF PARK
WOLF PARK	WOLF PARK	WOLF PARK
WOLF PARK	WOLF PARK	WOLF PARK

**Rover(s) On Site**

- Three Weeks
  - Working Well - So Far
- Flexibility
  - Times Varied, As Needed
  - Community Determined
- Advanced Certification - Staffing
- Improved Value/Performance

The slide contains a pie chart showing park hours and a table with park names and hours.

16 She noted that the flexibility of guard placement and  
17 the upgrade in guard personnel has been obvious to residents  
18 who have positively commented on guard engagement and  
19 availability.

21 ♦ **Budget Amendment**

22 Ms. Wilson noted that as previously planned by  
23 the Board, the FY 2020-21 Budget will be amended as  
24 reviewed at the Budget Hearing to reflect both the  
25 District's five-year plan and the monies for the Signature  
26 Projects that are reserved in the fund balance and moved  
27 from the fund balance to the Adopted Budget by  
28 amendment on an as needed/as completed basis.

**Budget Amendment**  
*Appropriating Funds On Hand*

- Signature Projects
  - Anticipated Expenses
  - Appropriated As Needed
- General Fund
  - Adds \$21,280 Carry Forward Revenue
  - Adds \$106,280 Expenses
- Budget Balanced

**Resolution 2022-1**  
**Requires Board Approval**

The slide includes a graphic with the word 'AMENDMENT' and a hand holding a pen.

30 The budget amendment presented for Fiscal Year 2020-21 will make changes to the Revenue  
31 and the Expenditures as follows:

32 1. Revenue

- Carryforward revenue will increase by \$21,280 from \$85,000 in the Adopted Budget to \$106,280 in the Amended Budget.
- Total revenue for FY 2020-21 will increase from \$ 2,739,291 in the Adopted Budget to \$ 2,760,571 for the Amended Budget.

2. Expenditures

- Budget for TP Signature projects will increase by \$106,280 from \$0 for the Adopted Budget to the actual expenditure of \$106,280 for the Amended Budget.
- Total expenditures for FY 2020-21 will increase from \$ 2,739,291 for the Adopted Budget to \$2,760,571 for the Amended Budget.

Ms. Wilson noted that to approve this change, the Board should approve Resolution 2022-1.

On MOTION by Mr. Gibson, SECONDED by Ms. Falkowitz WITH ALL IN FAVOR, the Board approved Resolution 2022-1, the Budget Amendment for FY FY 2020-21, increasing carryforward revenue by \$21,280 and increasing the Signature Projects expense line item by \$106,280, confirming a balanced budget of \$2,760,571.

◆ Sunshine Laws

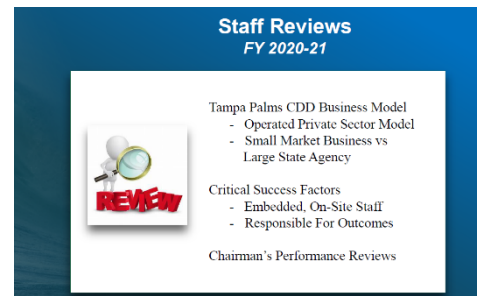
Ms. Wilson reviewed the open records / Sunshine Laws that apply to CDDs; specifically that CDD matters may not be discussed between board members except at a noticed meeting.

Further, third parties may not act as conduits between board members and also that members should be wary of posting about CDD matters on social media where other members may observe and / or discuss their positions on CDD subjects outside of a noticed meeting.



◆ Staff Reviews

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



1 Mr. Field noted that success of the model is built on private-sector initiatives, experience, broad  
2 skill sets and “do-what-it-takes attitude”. Staff compensation must be competitive with the  
3 private sector.

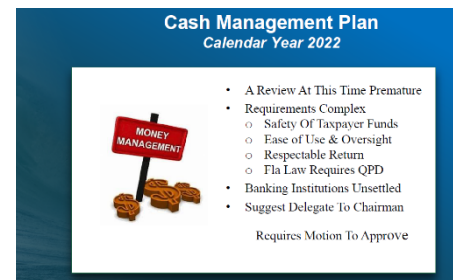
4 Mr. Field reviewed professional compensation trend documentation and made  
5 recommendations for the administrative position a 2.5% increase on the position salary.

6 Mr. Field reviewed professional compensation trend documentation and made  
7 recommendations for the consulting general manager a 2.0% increase on the position  
8 compensation.

9 On MOTION by Mr. Gibson, SECONDED by Ms. Falkowitz WITH ALL IN FAVOR, the  
10 Board approved a 2.5 % increase for the administrative position and a 2% increase for the  
11 consulting general manager.

12  
13 ♦ Cash Management

14 Ms. Wilson noted that as was detailed by the Chairman in  
15 his *Forward-Looking Financial Update* made to the  
16 Board earlier this year, there are continuing situations and  
17 conditions creating an unfavorable forward financial  
18 momentum, such as the Covid crises, political uncertainty  
19 and the uncertain Fed interest rate.



20 Staff recommended that no action be taken at this time and that the Board by motion approve  
21 that the Chairman direct and approve any negotiated options regarding banking agreements  
22 should such opportunities appear before the Board can meet.

23  
24 On MOTION by Ms. Falkowitz, SECONDED by Mr. Gibson WITH ALL IN FAVOR, the  
25 Board approved delegating to the Chairman, Gene Field, authority to negotiate and approve  
26 cash management agreements.

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

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

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

32 There being none, the next item followed.

33

1 **NINTH ORDER OF BUSINESS – Public Comments**

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

4

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

6 Mr. Oneal stated that he understood that plant materials are a problem but wondered  
7 when the median near Sterling Manor would be replanted. Ms. Wilson noted that it had been  
8 completed the week before.

9 Mr. Oneal complimented the ABM teams stating that even under difficult conditions,  
10 the community was looking good.

11

12 **ELEVENTH ORDER OF BUSINESS - Adjournment**

13 There being no further business,


14

15 On MOTION by Ms. Falkowitz SECONDED by Mr. Oneal, WITH ALL IN FAVOR, the  
16 meeting was adjourned.

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

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

22 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a  
23 publicly noticed meeting held on January 12, 2022.

24 

25 **Signature**


26 Raymond J Lotito

27 **Printed Name**

28 **Title:**

29  Assistant Secretary

30  DPGF

24 

25 **Signature**

26 Gene Field

27 **Printed Name**

28 **Title:**

29  Vice Chairperson

30  Chairperson