

Tampa Palms Open Space and Transportation Community Development District

Board of Supervisors

- Brad van Rooyen, Chairperson
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- Fred Pfister, Assistant Secretary
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- Bob Lennon, Assistant Secretary

Mark Vega, District Manager
Vivek Babbar, District Counsel
Scott Steady, Land Use Counsel
Tonja Stewart, District Engineer
Chet Benson, Clubhouse Manager
Ed Sanchez, Assistant Clubhouse Manager

TPOST CDD Workshop Agenda Tuesday, May 2, 2023 – 5:30 p.m.

1. **Open Workshop**
2. **Discussion with Operations**
3. **Discussion of Fiscal Year 2024 Proposed Budget**
4. **Close Workshop**

The next Meeting is scheduled for Tuesday, May 16, 2023 at 5:15 p.m.

District Office:

Inframark
210 N. University Drive, Suite 702
Coral Springs, FL 33071
813-991-1140

Workshop Location:

West Meadows Community Center
8401 New Tampa Boulevard
Tampa, Florida 33647
(813) 977-1160

TAMPA PALMS OPEN SPACE AND TRANSPORTATION
Community Development District

Annual Operating and Debt Service Budget

Fiscal Year 2024

Proposed Budget

Printed on 04/24/2023

Prepared by:



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Tampa Palms Open Space and Transportation
Community Development District

Operating Budget
Fiscal Year 2024

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2024 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET	THRU	FEB-	PROJECTED	BUDGET
			FY 2023	JAN - 2023	SEPT - 2023	FY 2023	FY 2024
REVENUES							
Interest - Investments	\$ 4,562	\$ 10,971	\$ 4,100	\$ 21,588	43,176	\$ 64,764	\$ 11,969
Interest - Tax Collector	15	5	-	276	-	276	-
Special Assmnts- Tax Collector	339,734	346,276	344,921	326,505	18,416	344,921	398,967
Special Assmnts- Developer	133,528	135,483	135,483	-	135,483	135,483	47,004
Special Assmnts- Delinquent	-	589	-	-	-	-	-
Special Assmnts- Discounts	(12,542)	(12,479)	(13,797)	(12,977)	(820)	(13,797)	(15,959)
Other Miscellaneous Revenues	-	250	-	1,447	-	1,447	-
TOTAL REVENUES	465,297	481,095	470,707	336,839	196,255	533,094	441,981
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	7,200	7,000	8,000	1,067	6,933	8,000	8,000
FICA Taxes	551	536	612	82	530	612	612
ProfServ-Engineering	898	17,617	18,000	268	1,500	1,768	12,000
ProfServ-Legal Services	169	1,217	2,000	74	1,926	2,000	12,000
ProfServ-Mgmt Consulting	36,696	37,786	38,983	12,994	25,989	38,983	40,152
ProfServ-Special Assessment	7,406	7,986	8,785	8,785	-	8,785	9,664
ProfServ-Assessment Methodology	-	-	7,500	-	7,500	7,500	-
Auditing Services	1,375	1,151	3,993	-	3,993	3,993	3,993
Postage and Freight	1,013	460	165	43	122	165	165
Insurance - General Liability	12,403	12,400	13,007	9,261	-	9,261	10,187
Printing and Binding	9	3	100	6	94	100	100
Legal Advertising	1,403	7,031	1,500	124	1,376	1,500	1,500
Miscellaneous Services	1,250	556	500	-	500	500	500
Misc-Assessment Collection Cost	3,863	4,178	6,898	6,271	368	6,639	7,979
Office Supplies	-	-	75	-	75	75	75
Annual District Filing Fee	54	54	54	54	-	54	54
Total Administrative	74,290	97,975	110,172	39,029	50,907	89,936	106,981
<i>Field</i>							
Florida Retirement System	3,538	4,818	6,667	1,744	4,923	6,667	6,667
ProfServ-Field Management	10,609	10,609	11,256	3,678	7,578	11,256	11,594
Contracts-Landscape	123,300	124,328	133,164	43,155	90,009	133,164	139,822
Contracts-Ponds	-	-	-	-	-	-	8,980
Electricity - Streetlights	105,590	120,714	134,000	43,013	90,987	134,000	134,000
R&M-General	15,000	-	-	-	-	-	-
R&M-Irrigation	7,421	17,235	13,948	7,327	6,621	13,948	13,948
R&M-Landscape Renovations	8,708	540	8,000	2,000	6,000	8,000	8,000
R&M-Ponds	9,370	12,401	10,000	6,358	12,716	19,074	-
Holiday Decoration	5,500	5,500	10,000	6,500	-	6,500	6,500
Misc-Contingency	17,931	24,065	21,000	-	21,000	21,000	-
Op Supplies - General	2,551	6,063	2,500	2,470	4,940	7,410	2,500
Reserve - Ponds	5,262	-	10,000	-	-	-	-
Total Field	314,780	326,273	362,035	116,245	244,774	361,019	332,011
TOTAL EXPENDITURES	389,070	424,248	472,207	155,274	295,681	450,955	438,992
Excess (deficiency) of revenues							
Over (under) expenditures	76,227	56,847	-	181,565	(99,426)	82,139	2,989
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	-	-	-	-	2,989
TOTAL OTHER SOURCES (USES)	-	-	-	-	-	-	2,989
Net change in fund balance	76,227	56,847	-	181,564	(99,426)	82,139	2,989
FUND BALANCE, BEGINNING	1,522,037	1,598,264	1,655,110	1,655,110	-	1,655,110	1,737,249
FUND BALANCE, ENDING	\$ 1,598,264	\$ 1,655,110	\$ 1,655,110	\$ 1,836,674	\$ (99,426)	\$ 1,737,249	\$ 1,740,238

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2024	\$ 1,737,249
Net Change in Fund Balance - Fiscal Year 2024	2,989
Reserves - Fiscal Year 2024 Additions	-
Total Funds Available (Estimated) - 9/30/2024	1,740,238

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

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

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital	109,748 ⁽¹⁾
Reserves - Other	417,382 ⁽²⁾
Subtotal	<u>527,130</u>

Total Allocation of Available Funds	<u>536,095</u>
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Total Unassigned (undesignated) Cash	<u>\$ 1,204,143</u>
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Notes

- (1) Represents approximately 3 months of operating expenditures
- (2) Represents reserves from prior year.

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2024 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET	THRU	FEB-	PROJECTED	BUDGET
			FY 2023	JAN - 2023	SEPT - 2023	FY 2023	FY 2024
REVENUES							
Interest - Investments	\$ 1,482	\$ 4,175	\$ 1,000	\$ 11,310	\$ 22,620	\$ 33,930	\$ 21,762
Interest - Tax Collector	15	5	-	276	-	276	-
Special Assmnts- Tax Collector	614,776	667,680	667,675	629,558	38,117	667,675	725,405
Special Assmnts- Delinquent	-	1,137	-	-	-	-	-
Special Assmnts- Discounts	(22,695)	(24,063)	(26,707)	(25,021)	(1,686)	(26,707)	(29,016)
Other Miscellaneous Revenues	6,588	250	-	1,447	-	1,447	-
TOTAL REVENUES	600,166	649,184	641,968	617,570	59,051	676,621	718,151
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	7,200	7,000	8,000	1,067	6,933	8,000	8,000
FICA Taxes	551	536	612	82	530	612	612
ProfServ-Engineering	678	11,882	5,000	203	4,797	5,000	5,000
ProfServ-Legal Services	138	950	2,500	56	2,444	2,500	2,500
ProfServ-Mgmt Consulting	27,715	28,538	29,700	9,900	19,800	29,700	30,591
ProfServ-Special Assessment	4,608	5,442	5,986	5,986	-	5,986	6,585
Auditing Services	1,093	869	3,500	-	3,500	3,500	3,500
Postage and Freight	765	423	150	32	118	150	150
Insurance - General Liability	12,403	9,365	13,006	6,995	-	6,995	14,307
Printing and Binding	7	2	75	4	64	68	75
Legal Advertising	1,060	2,277	750	94	656	750	750
Miscellaneous Services	-	924	1,000	-	1,000	1,000	1,000
Misc-Assessment Collection Cost	7,045	7,814	13,354	12,091	762	12,853	14,508
Office Supplies	-	-	99	-	99	99	99
Annual District Filing Fee	41	41	41	41	-	41	41
Total Administrative	63,304	76,063	83,773	36,551	40,704	77,255	87,717
<i>Field</i>							
Payroll-Pool Monitors	6,381	7,374	10,000	2,622	7,378	10,000	10,000
FICA Taxes	488	561	765	201	564	765	765
Florida Retirement System	3,083	4,818	6,667	1,744	4,923	6,667	6,667
ProfServ-Field Management	10,609	10,609	11,137	3,678	7,459	11,137	11,471
Contracts-Landscape	98,440	99,260	106,315	35,765	70,550	106,315	114,820
Communication - Telephone	2,074	2,159	2,000	835	1,165	2,000	2,000
Electricity - Streetlights	132,490	149,174	137,300	54,116	108,232	162,348	162,500
Utility - Water	6,279	8,560	6,800	5,022	10,044	15,066	15,000
Electricity - Fountain	-	-	1,500	-	1,500	1,500	1,500
R&M-Court Maintenance	-	374	30,000	-	30,000	30,000	30,000
R&M-Equipment	3,827	-	-	2,791	5,582	8,373	30,000
R&M-Irrigation	6,242	13,043	20,000	18,380	36,760	55,140	20,000
R&M-Landscape Renovations	4,750	37,568	35,000	7,011	27,989	35,000	35,000
R&M-Ponds	14,969	15,418	14,568	5,268	9,300	14,568	14,568
R&M-Pools	7,540	7,125	8,000	2,880	5,120	8,000	8,000
R&M-Streetlights	1,391	429	7,500	3,057	6,114	9,171	7,500
Misc-Holiday Lighting	4,500	7,000	5,000	7,000	-	7,000	5,000
Misc-Contingency	29,678	84,028	71,081	25,593	45,488	71,081	71,080
Op Supplies - General	4,443	8,517	4,000	3,743	7,486	11,229	4,000
Reserve - Clubhouse/Cabana	11,910	-	2,385	-	-	-	2,385

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2024 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET	THRU	FEB-	PROJECTED	BUDGET
			FY 2023	JAN - 2023	SEPT - 2023	FY 2023	FY 2024
Reserve - Court Amenities	-	-	10,034	27,675	-	27,675	10,034
Reserve - Fences	-	-	8,937	-	-	-	8,937
Reserve - Irrigation/Landscape	-	-	2,594	5,980	-	5,980	2,594
Reserve - Monuments/Signage	-	8,458	12,022	-	-	-	12,022
Reserve - Other	-	-	21,716	-	-	-	21,716
Reserve - Parking Lot	-	-	798	-	-	-	798
Reserve - Ponds	-	-	2,888	-	-	-	2,888
Reserve -Highwoods Streetlights	-	-	16,988	-	-	-	16,988
Reserve - Swimming Pools	-	-	2,200	-	-	-	2,200
Total Field	349,094	464,475	558,195	213,361	385,654	599,015	630,433
TOTAL EXPENDITURES	412,398	540,538	641,968	249,912	426,358	676,270	718,151
Excess (deficiency) of revenues							
Over (under) expenditures	187,768	108,646	-	367,655	(367,307)	351	-
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	-	-	-	-	-
TOTAL OTHER SOURCES (USES)	-	-	-	-	-	-	-
Net change in fund balance	187,768	108,646	-	367,655	(367,307)	351	-
FUND BALANCE, BEGINNING	622,139	809,907	918,553	809,905	-	809,905	810,256
FUND BALANCE, ENDING	\$ 809,907	\$ 918,553	\$ 918,553	\$ 1,177,560	\$ (367,307)	\$ 810,256	\$ 810,256

Exhibit "B"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2024	\$ 810,256
Net Change in Fund Balance - Fiscal Year 2024	-
Reserves - Fiscal Year 2024 Additions	80,562
Total Funds Available (Estimated) - 9/30/2024	890,818

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

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

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital	159,397 ⁽¹⁾
Reserves - Clubhouse/Cabana	4,770
Reserves - Court Amenities	63,475
Reserves - Court Amenities (Expenses)	(27,675)
Reserves - Fences	77,154
Reserves - Irrigation/Landscape	21,840
Reserves - Irrigation/Landscape (Expenses)	(5,980)
Reserves - Monuments/Signage	68,980
Reserves - Parking Lot	28,970
Reserves - Ponds	20,422
Reserves - Highwoods Streeights	85,000
Reserves - Swimming Pools	7,492
Reserves - Other	108,580
Subtotal	<u>612,425</u>

Total Allocation of Available Funds	634,265
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Total Unassigned (undesignated) Cash	<u>\$ 256,553</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 2024 Proposed Budget**

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET FY 2023	THRU JAN - 2023	FEB- SEPT - 2023	PROJECTED FY 2023	BUDGET FY 2024
REVENUES							
Interest - Investments	\$ 2,121	\$ 4,431	\$ 1,800	\$ 11,304	\$ 22,608	\$ 33,912	\$ 38,003
Room Rentals	4,215	6,290	5,000	1,248	3,752	5,000	5,000
Interest - Tax Collector	15	5	-	276	-	276	-
Special Assmnts- Tax Collector	1,105,731	1,140,291	1,139,060	1,075,186	63,874	1,139,060	1,266,767
Special Assmnts- Delinquent	-	2,019	-	-	-	-	-
Special Assmnts- Discounts	(40,820)	(41,095)	(45,562)	(42,732)	(2,830)	(45,562)	(50,671)
Other Miscellaneous Revenues	3,631	5,527	3,800	2,499	1,301	3,800	3,800
Access Cards	1,034	1,269	1,000	63	937	1,000	1,000
TOTAL REVENUES	1,075,927	1,118,737	1,105,098	1,047,844	89,642	1,137,486	1,263,900
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	7,204	7,000	8,000	1,067	6,933	8,000	8,000
FICA Taxes	551	536	612	82	530	612	612
ProfServ-Dissemination Agent	-	-	1,000	-	1,000	1,000	1,000
ProfServ-Engineering	1,330	25,200	6,000	397	5,603	6,000	6,000
ProfServ-Legal Services	233	1,750	3,000	110	2,890	3,000	3,000
ProfServ-Mgmt Consulting	54,385	56,000	57,311	19,104	38,207	57,311	59,030
ProfServ-Special Assessment	9,806	10,574	11,631	11,631	-	11,631	12,794
Auditing Services	1,929	1,705	5,035	-	5,035	5,035	5,035
Postage and Freight	1,501	532	450	63	387	450	450
Insurance - General Liability	12,403	18,377	17,077	13,725	-	13,725	15,098
Printing and Binding	14	4	200	8	192	200	200
Legal Advertising	2,079	451	1,000	184	816	1,000	1,000
Miscellaneous Services	1,250	39	500	-	500	500	500
Misc-Assessment Collection Cost	12,585	13,399	22,781	20,649	1,277	21,926	25,335
Office Supplies	-	-	250	-	250	250	250
Annual District Filing Fee	80	80	80	80	-	80	80
Total Administrative	105,350	135,647	134,927	67,100	63,621	130,721	138,384
<i>Field</i>							
Payroll-Part Time	79,245	104,396	90,000	34,004	55,996	90,000	120,000
Payroll-Part Time Club Suprvsr	40,211	43,178	40,000	14,502	25,498	40,000	60,700
Payroll-Site Manager	70,932	73,067	78,786	27,330	51,456	78,786	81,500
Payroll-Pool Monitors	-	184	-	-	-	-	-
FICA Taxes	16,034	17,611	15,972	6,485	10,171	16,656	20,058
Florida Retirement System	3,715	4,818	6,667	1,743	4,924	6,667	6,667
Life and Health Insurance	8,640	8,598	10,500	3,725	6,775	10,500	10,500
Workers' Compensation	-	-	9,038	5,600	3,438	9,038	9,038
Contracts-Security Services	4,868	4,160	3,750	2,086	1,664	3,750	3,750
Contracts-Landscape	42,345	45,976	42,345	14,840	27,505	42,345	44,590
Contracts-Irrigation	-	-	6,600	-	6,600	6,600	6,600
Contracts-Pools	21,045	19,745	20,100	4,975	15,125	20,100	21,600
Contracts-Lakes	-	-	4,500	-	4,500	4,500	4,500
Contracts-Pest Control	987	1,068	965	-	965	965	965
Communication - Mobile	811	734	1,200	-	1,200	1,200	1,200
Communication - Teleph - Field	4,449	4,757	4,548	1,870	2,678	4,548	4,548
Electricity - Streetlights	246,968	282,275	245,000	106,409	212,818	319,227	320,000
Utility - Water	23,256	24,032	28,000	10,143	17,857	28,000	30,000
Utility - Refuse Removal	17,082	6,588	12,000	710	11,290	2,010	2,100
Electricity - Fountain	3,176	4,531	3,500	1,954	1,546	3,500	3,500
Rentals & Leases	9,420	9,771	9,420	3,894	5,526	9,420	9,420

**Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2024 Proposed Budget**

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET	THRU	FEB-	PROJECTED	BUDGET
			FY 2023	JAN - 2023	SEPT - 2023	FY 2023	FY 2024
R&M-General	21,193	17,287	25,000	3,392	21,608	25,000	25,000
R&M-Court Maintenance	5,566	9,298	10,500	1,821	8,679	10,500	10,500
R&M-Electrical	9,249	4,037	9,500	187	9,313	9,500	9,500
R&M-Gate	-	-	2,000	1,226	774	2,000	2,000
R&M-Irrigation	3,059	7,683	4,500	3,126	1,374	4,500	4,500
R&M-Landscape Renovations	10,453	10,565	14,000	12,275	24,550	22,275	30,000
R&M-Pest Control	-	-	100	384	768	1,152	100
R&M-Ponds	4,236	4,335	4,236	1,846	2,390	4,236	4,236
R&M-Pools	6,470	13,356	15,000	1,525	13,475	15,000	15,000
R&M-Plumbing	2,946	4,601	2,500	1,399	2,798	4,197	2,500
R&M-Painting	2,675	-	9,000	-	9,000	9,000	9,000
Misc-Access Cards	2,610	5,165	2,500	-	2,500	2,500	2,500
Misc-Holiday Lighting	4,000	2,000	4,000	3,800	-	3,800	4,000
Special Events	8,752	8,938	10,000	8,001	16,002	24,003	25,000
Misc-Bad Debt	-	17,000	-	-	-	-	-
Misc-Clubhouse Activities	618	862	4,000	-	-	-	-
Misc-Contingency	14,637	37,002	8,548	13,940	27,880	41,820	8,547
Misc-Web Hosting	-	-	650	-	650	650	650
Cleaning Supplies	3,303	1,915	2,500	1,603	3,206	4,809	2,500
Op Supplies - General	11,155	11,345	13,500	2,229	11,271	13,500	13,500
Cap Outlay-Machinery and Equip	27,425	-	-	-	-	-	75,000
Reserve - Clubhouse	12,000	45,152	56,944	13,088	-	13,088	127,816
Reserve - Court Amenities	22,508	12,965	11,361	-	-	-	11,361
Reserve - Other	-	-	49,070	-	-	-	49,070
Reserve - Playground	-	7,130	6,999	-	-	-	6,999
Reserve - Swimming Pools	7,175	16,500	70,872	13,440	-	13,440	-
Total Field	745,789	892,625	970,171	323,552	623,770	922,782	1,200,515
TOTAL EXPENDITURES	851,139	1,028,272	1,105,098	731,438	687,391	1,053,503	1,338,900
Excess (deficiency) of revenues							
Over (under) expenditures	224,788	90,465	-	379,799	(597,749)	83,983	(75,000)
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	-	-	-	-	(75,000)
TOTAL OTHER SOURCES (USES)	-	-	-	-	-	-	(75,000)
Net change in fund balance	224,788	90,465	-	379,799	(597,749)	83,983	(75,000)
FUND BALANCE, BEGINNING	986,431	1,211,219	1,301,684	1,211,217	-	1,211,217	1,295,200
FUND BALANCE, ENDING	\$ 1,211,219	\$ 1,301,684	\$ 1,301,684	\$ 1,591,012	\$ (597,749)	\$ 1,295,200	\$ 1,220,200

Exhibit "C"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2024	\$ 1,295,200
Net Change in Fund Balance - Fiscal Year 2024	-
Reserves - Fiscal Year 2024 Additions	195,246
Total Funds Available (Estimated) - 9/30/2024	1,490,446

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

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

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital	274,989 ⁽¹⁾
Reserves - Clubhouse	298,440
Reserves - Clubhouse (Expenses)	(13,088)
Reserves - Court Amenities	31,772
Reserves - Irrigation/Landscape	90,020
Reserves - Other	245,350
Reserves - Playground	67,875
Reserves - Ponds	90,020
Reserves - Swimming Pools	267,119
Reserves - Swimming Pools (Expenses)	(13,440)
Subtotal	<u>1,352,497</u>

Total Allocation of Available Funds	<u>1,376,885</u>
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Total Unassigned (undesignated) Cash	<u>\$ 113,562</u>
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Notes

(1) Represents approximately 3 months of operating expenditures

TAMPA PALMS OPEN SPACE AND TRANSPORTATION

Community Development District

Budget Narrative
Fiscal Year 2024

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 2024

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.

Professional Services-Special Assessment

This budget line is for preparation of the District's assessment roll.

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 EGIS. 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.

TAMPA PALMS OPEN SPACE AND TRANSPORTATION

Community Development District

Budget Narrative
Fiscal Year 2024**EXPENDITURES****Administrative** (continued)**Office Supplies**

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

Annual District Filing Fee

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

Field**Payroll-Part Time**

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

Payroll-Project Manager

Payroll for project manager.

Payroll-Part Time Club Supervisor

Payroll for part time club supervisor.

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.

TAMPA PALMS OPEN SPACE AND TRANSPORTATION

Community Development District

Budget Narrative
Fiscal Year 2024**EXPENDITURES****Field** (continued)**Contracts-Ponds**

The District currently has a contract with a lake management company to provide pond maintenance 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.

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.

TAMPA PALMS OPEN SPACE AND TRANSPORTATION

Community Development District

Budget Narrative
Fiscal Year 2024**EXPENDITURES****Field** (continued)**R&M-Landscape Renovations**

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

R&M-Pest Control

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

R&M-Ponds

This includes periodic repairs and maintenance of the District ponds.

R&M-Pools

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

R&M-Plumbing

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

R&M-Painting

This includes the cost to paint assets of the District.

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.

TAMPA PALMS OPEN SPACE AND TRANSPORTATION

Community Development District

Budget Narrative
Fiscal Year 2024

EXPENDITURES

Field (continued)

Reserve-Highwoods Streetlights

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

Reserve-Irrigation/Landscape

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

Reserve-Playground

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

Reserve-Ponds

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

Reserve-Swimming Pools

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

Capital Outlay

Budget for capital expenditure the District may incur.

Tampa Palms Open Space and Transportation
Community Development District

Supporting Budget Schedule
Fiscal Year 2024

Comparison of Assessment Rates Fiscal Year 2024 vs. Fiscal Year 2023				
Product Designation	Units	FY 2024	General Fund FY 2023	Percent Change
AREA 3				
RESIDENTIAL NEIGHBORHOODS				
THE PROMANADE CONDOMINIUMS	240	\$173	\$79	118.75%
EMERALD POINTE TOWNHOMES	131	\$223	\$328	-32.13%
BUCKINGHAM AT TAMPA PALMS	105	\$223	\$328	-32.01%
TAMPA PALMS AREA 3 NEIGHBORHOOD	24	\$223	\$328	-31.95%
TUSCANY AT TAMPA PALMS	198	\$223	\$328	-32.08%
STAFFORD PLACE	118	\$223	\$328	-32.06%
COMPTON PLACE APARTMENTS (BY PARCEL)	384	\$23,559	\$31,047	-24.12%
EDGEWATER OAKS APARTMENTS (BY PARCEL)	402	\$24,632	\$56,007	-56.02%
38C - FUTURE APARTMENTS (Developer Off Roll)	220	\$13,536	\$26,161	-48.26%
38D - FUTURE APARTMENTS (Developer Off Roll)	374	\$22,912	\$49,023	-53.26%
COMMERCIAL PARCELS				
LA FITNESS	1	\$1,001	\$11,307	-91.15%
CHASE BANK	1	\$3,721	\$2,032	83.12%
MARKET SQUARE AT TAMPA PALMS	1	\$92,183	\$62,167	48.28%
RACE TRAC	1	\$15,482	\$3,630	326.50%
LOWES	1	\$35,366	\$18,498	91.19%
CVS/METRO CITY BANK	1	\$17,083	\$5,093	235.42%
VACANT GENERAL COMMERCIAL	1	\$166	\$3,630	-95.43%
36 - VACANT COMMERCIAL (Developer Off Roll)	1	\$10,556	\$6,532	61.60%
AREA 6				
RESIDENTIAL NEIGHBORHOODS				
Single Family	310	\$1,088	\$1,568	-30.62%
Enclave	280	\$743	\$211	251.92%
Marquis of Tampa Apartments	280	\$209	\$267	-21.53%
Equestrian Parc	384	\$238	\$15	1484.87%
Oasis at Highwoods Preserve Apartments	295	\$17	\$14	18.82%
COMMERCIAL PARCELS				
18251 Crain Nest Dr, - Vacant Commercial	1	\$222	\$1,369	-83.79%
Aldi Supermarket	1	\$2,899	\$700	314.16%
The Walk at Highlands Preserve	1	\$5,907	\$5,300	11.45%
Small Retail Strip Center - Mattress Firm	1	\$912	\$0	n/a
1801 Highlands Preserve Pkwy. - Multi-Story Office	1	\$378	\$2,500	-84.87%
Depository Trust & Clearing Corporation (DTCC)	1	\$2,150	\$3,295	-34.76%
Syniverse Technologies	1	\$2,477	\$2,806	-11.72%
Metropolitan Life Insurance Company	1	\$2,673	\$1,419	88.34%
18216 Crane Nest Dr. - Multi-Story Office	1	\$1,609	\$1,510	6.55%
National Veterans Disability Advocates	1	\$2,238	\$2,043	9.53%
Burns & Wilcox	1	\$989	\$2,635	-62.48%
Glory Days Grill	1	\$864	\$0	n/a
Floridacentral Credit Union	1	\$582	\$0	n/a
AMC Highwoods 20	1	\$674	\$5,461	-87.66%
Holiday Inn Express & Inn	1	\$724	\$784	-7.64%

Comparison of Assessment Rates Fiscal Year 2024 vs. Fiscal Year 2023				
Product Designation	Units	FY 2024	General Fund FY 2023	Percent Change
AREA 7				
RESIDENTIAL NEIGHBORHOODS				
AUDUBON LANDING VILLAS	94	\$793	\$750	5.77%
DOVES LANDING ATTACHED VILLAS	82	\$793	\$750	5.73%
EAGLES LANDING	33	\$795	\$750	6.06%
THE ESTATES	296	\$797	\$750	6.25%
HAWKS LANDING	101	\$795	\$750	5.99%
LAKWOOD	90	\$794	\$750	5.81%
MALLARD'S LANDING	44	\$795	\$750	6.05%
THE PRESERVE	278	\$795	\$750	5.96%
PROMENADE TOWNHOMES	120	\$791	\$750	5.52%
STONE RIDGE TOWNHOMES	78	\$791	\$750	5.52%
WATERGRASS	178	\$794	\$750	5.84%
COMMERCIAL PARCELS				
METRO SELF STORAGE	1	\$477	\$7,809	-93.89%
TIRES PLUS	1	\$365	\$1,576	-76.86%
BANK OF AMERICA	1	\$2,127	\$1,411	50.71%
REGIONS BANK	1	\$1,549	\$1,576	-1.73%
MCDONALD'S	1	\$10,165	\$894	1037.05%
WENDY'S	1	\$297	\$750	-60.43%
PEBBLE CREEK ANIMAL HOSPITAL	1	\$321	\$1,254	-74.43%
THE SHOPPES AT PEBBLE CREEK	1	\$335	\$719	-53.46%
NEW TAMPA CENTER- PUBLIX	1	\$17,546	\$3,116	463.09%
MOBIL MART - 5 FUEL STATIONS	1	\$5,161	\$750	588.19%
WAL-MART	1	\$1,336	\$25,832	-94.83%
CVS	1	\$6,057	\$1,576	284.36%
		\$0		
APARTMENTS/CONTINUING CARE/COMMUNITY PARCELS				
PORTOFINO APARTMENTS	396	\$38	\$0	n/a
LEGACY AT HIGHWOODS PRESERVE	88	\$106	\$104	2.00%
18700 Highwoods Preserve* Non-Profit	1	\$8,714	\$6,730	29.47%