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Advanced Board Package

*Board of Supervisors
Regular Meeting*

*Tuesday
March 14, 2017
5:00 p.m.*

At the:

*Palmetto Library
923 6th Street West.
Palmetto, Florida*

*Note: The Advanced Meeting Package is a working document and thus all materials are considered **DRAFTS** prior to presentation and Board acceptance, approval or adoption.*

Bradford J. Smith, Seat 1
Barbara E. Gard, Seat 2
Joseph R. Varady, Jr., Seat 3
Charles Weidner, Seat 4
Judi F. O'Connor, Seat 5



DPFG Management & Consulting LLC
15310 Amberly Drive, Suite 175, Tampa, Florida 33647
Phone: 813-374-9105

March 7, 2017

Board of Supervisors
Palms of Terra Ceia Bay
Community Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Palms of Terra Ceia Bay Community Development District is scheduled for **Tuesday March 14, 2017 at 5:00 p.m. at the Palmetto Library located at 923 6th Street West, Palmetto, Florida.**

The advanced copy of the agenda for the meeting is attached, along with associated documentation for your consideration. Any additional support material will be forwarded to you under separate cover or distributed at the meeting.

The balance of the agenda is routine in nature and staff will present their reports at the meeting. If you have any questions, please contact me.

Sincerely,

Bruce St. Denis
Bruce St. Denis
District Manager

Cc: Attorney
District Records

Bradford J. Smith, Seat 1
Barbara E. Gard, Seat 2
Joseph R. Varady, Jr., Seat 3
Charles Weidner, Seat 4
Judi F. O'Connor, Seat 5



Board of Supervisors Public Meeting Notice

Regular Session

March 14, 2017

Palms of Terra Ceia Bay

Palmetto Library

923 6th Street West

Palmetto, Florida

5:00 p.m.

AGENDA:

1. Roll Call
2. Pledge of Allegiance
3. Meeting Properly Advertised
4. Administrative Matters
 - A. Approval of the Minutes of the January 10, 2016 Meeting Exhibit 1
 - B. Acceptance of the February 2017 Financial Statement Exhibit 2
5. Business Matters
 - A. Discussion of March 13th, 2017 Bonita Vista Public Hearing
 - B. Discussion of Number of Gate Decals per Household
 - C. Discussion of Certificate of Deposit (under separate cover)
6. Other Business Matter
7. Public Comment
8. Public Comments & Questions: Other Subjects
9. Manager Report
10. Adjournment

EXHIBIT 2.

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**MINUTES OF MEETING
PALMS OF TERRA CEIA BAY
COMMUNITY DEVELOPMENT DISTRICT**

9 The Regular Meeting of the Board of Supervisors of the Palms of Terra Ceia Bay Community
10 Development District was held on Tuesday, February 7, 2017 at 5:00 p.m. at the Palmetto Library, 923 6th
11 Street West, Palmetto, Florida.

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FIRST ORDER OF BUSINESS – Roll Call

16 Chairman Brad Smith called the meeting to order.

17 Present and constituting a quorum were:

18 Bradford Smith	Board Supervisor, Chairman
19 Joseph Varady, Jr.	Board Supervisor, Vice Chairman
20 Barbara Gard	Board Supervisor, Assistant Secretary
21 Judi O'Connor	Board Supervisor, Assistant Secretary
22 Charlie Weidner	Board Supervisor, Assistant Secretary

23 Also present was:

24 Bruce St. Denis District Manager

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Pledge of Allegiance

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SECOND ORDER OF BUSINESS – Meeting Properly Advertised.

31 Mr. Smith confirmed with the District Manager that the meeting was properly advertised.

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THIRD ORDER OF BUSINESS – Administrative Matters

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A. Approval of the December 13, 2016 Meeting Minutes

38 Mr. Smith presented the Minutes of the December 13, 2016 Meeting and asked for comments,
39 questions, or corrections.

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On a MOTION by Mr. Varady, Jr., SECONDED by Ms. O'Connor, WITH ALL IN FAVOR, the Board approved the December 13, 2016 Meeting Minutes for the Palms of Terra Ceia Bay Community Development District.

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B. Approval of the Minutes of the January 10, 2017 Meeting

48 Mr. Smith presented the Minutes of the January 10, 2017 Meeting and asked for comments,
49 questions or corrections.

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On a MOTION by Ms. O'Connor, SECONDED by Mr. Varady, Jr., WITH ALL IN FAVOR, the Board approved the January 10, 2017 Meeting Minutes for the Palms of Terra Ceia Bay Community Development District.

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C. Approval of the January 2017 Financial Statements (*under separate cover*)

58 Mr. St. Denis presented the January 2017 Financial Statements and asked for comments or questions.

59 Discussion ensued. Mr. St. Denis will check retrofitting expenses after October 2016.

60 Mr. Weidner asked about putting money from Roads into a CD.

41 On a MOTION by Mr. Weidner, SECONDED by Mr. Smith, WITH ALL IN FAVOR, the Board authorized
42 District Staff to put \$100,000 from Road Funds into a CD, not to exceed 13 months, for the Palms of Terra
43 Ceia Bay Community Development District.

45 On a MOTION by Ms. O'Connor, SECONDED by Mr. Varady, Jr., WITH ALL IN FAVOR, the Board
46 accepted the January 2017 Financial Statements for the Palms of Terra Ceia Bay Community Development
47 District.

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49 Mr. Smith mentioned that Mr. Forbes asked to resign. After interviews, Mr. Smith and Mr. St. Denis
50 selected Ms. Robyn Davis as his replacement. He then introduced Ms. Davis to everyone.

51 **FOURTH ORDER OF BUSINESS – Business Matters**

52 **A. Public Hearing Regarding Amending Vehicle Gate Decal Fee**

53 **1. Open Public Hearing**

54 Mr. Smith asked for a motion to open the Public Hearing.

55 On a MOTION by Ms. O'Connor, SECONDED by Mr. Varady, Jr., WITH ALL IN FAVOR, the Board
56 opened the Public Hearing for the Palms of Terra Ceia Bay Community Development District.

57
58 **2. Review of Resolution 2017-03 Amending Vehicle Gate Decal Fee**

59 Mr. Smith gave an overview of Resolution 2017-03 Amending Vehicle Gate Decal Fee
60 stating that the decal fee would be \$30 per vehicle.

61 Discussion ensued. Mr. St. Denis then read the 4 Sections of the Resolution.

62 **3. Public Comment and Testimony**

63 Resident asked what was in place to confirm the number in a household. Mr. Smith stated
64 there are records with that information. She then asked what would be the maximum. Mr. Smith stated that
65 would be addressed at the next meeting.

66 Resident asked why the cost of the decal was being raised. Mr. Smith said the sticker costs
67 had gone up.

68 **4. Close Public Hearing**

69 On a MOTION by Ms. Gard, SECONDED by Ms. O'Connor, WITH ALL IN FAVOR, the Board closed the
70 Public Hearing for the Palms of Terra Ceia Bay Community Development District.

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72 **B. Approval and Adoption of Resolution 2017-03 Amending Vehicle Gate Decal Fee**

73 Mr. Smith presented Approval and Adoption of Resolution 2017-03 Amending Vehicle Gate Decal
74 Fee and asked for comments or questions.

75 On a MOTION by Ms. O'Connor, SECONDED by Mr. Varady, Jr., WITH ALL IN FAVOR, the Board
76 adopted Resolution **2017-03** Amending Vehicle Gate Decal Fee for the Palms of Terra Ceia Bay Community
77 Development District.

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80 **C. Additional Matters**

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82 Mr. Smith asked if there were any additional matters for discussion.

83 Ms. O'Connor asked what was happening with the sign. Mr. St. Denis said it would be discussed in
84 the Manager's Report.

85 Ms. Gard asked about the broken curb across from Terra Ceia Club. Mr. St. Denis said he asked
86 Russ to see if it could be realigned. He hasn't heard back yet.

87 Ms. Gard asked if there was any more information on the build out at 10 Downing or the 16 unit 3
88 story apartment building going in next to us. Mr. Smith said the 16 unit 3 story apartment complex sent out
89 that a public hearing is scheduled for Thursday, February 16 at 5:30 p.m. by the Planning Board and would
90 be held at the City Commission Office. Then the City Commission will hold a Public Hearing on Monday,
91 February 27 at 7 p.m.

92 Discussion ensued. Some Board members would try to attend the February 16 meeting to get more
93 information.

94 Ms. Gard asked about the audit. Mr. St. Denis explained that the information has been provided to
95 Grau and needs to be adopted by the Board the end of June.

96 Ms. Gard asked for a clubhouse updated. Mr. Smith said an agreement was still trying to be worked
97 out.

98 Ms. Gard asked about the Stantec list of what they have been doing and how they are spending the
99 money. Mr. St. Denis said he would get it together and email it out.

100 **FIFTH ORDER OF BUSINESS – Other Business Matters**

101 There being none, next item followed.

102 **SIXTH ORDER OF BUSINESS – Public Comments**

103 Resident asked about the work being done on parcel across from the golf course. Ms. Gard gave an
104 update. Discussion ensued.

105 Residents asked about the building on 14th Avenue and do we know the name of the builder.

106 **SEVENTH ORDER OF BUSINESS - Public Comments & Questions: Other Subjects**

107 There being none, next item followed.

108 **EIGHTH ORDER OF BUSINESS – Manager's Report (*under separate cover*)**

109 Mr. St. Denis presented the Manager's Report and asked for comments or questions.

110 Ms. Gard suggested that the Manager's Report be placed further up on the agenda.

111 **NINTH ORDER OF BUSINESS – Adjournment**

112 On a MOTION by Mr. Varady, Jr., SECONDED by Ms. O'Connor, WITH ALL IN FAVOR, the Board
113 adjourned the meeting for the Palms of Terra Ceia Bay Community Development District.

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on _____.

Signature

Signature

Printed Name
Title: **Secretary** **Assistant Secretary**

Printed Name
Title: **Chairman** **Vice Chairman**

EXHIBIT 1.

PALMS OF TERRA CEIA BAY
COMMUNITY DEVELOPMENT DISTRICT
UNAUDITED FINANCIAL STATEMENTS

Preliminary

As of

February 28, 2017

Palms Of Terra Ceia Bay CDD
Balance Sheet
February 28, 2017

	<u>GENERAL FUND</u>	<u>CAP PROJECTS FUND</u>	<u>TOTAL</u>
<u>ASSETS:</u>			
POOLED CASH	\$ 212,192	\$ 250,291	\$ 462,482
CASH ON HAND	30	-	30
INVESTMENTS:			
MMK ACCOUNT	122,152	-	122,152
CONSTRUCTION	-	-	-
ACCOUNTS RECEIVABLE	-	-	-
ASSESSMENTS RECEIVABLE -ON ROLL	28,048	4,874	32,922
DUE FROM OTHER FUNDS	-	-	-
DEPOSITS	35	-	35
PREPAID ITEMS	-	-	-
TOTAL ASSETS	\$ 362,456	\$ 255,165	\$ 617,621
<u>LIABILITIES:</u>			
ACCOUNTS PAYABLE	\$ 9,100	\$ -	\$ 9,100
ACCRUED EXPENSES	-	-	-
SALES TAX	-	-	-
DUE TO OTHER FUNDS	-	-	-
DEFERRED REVENUE-ON ROLL	28,048	4,874	32,922
<u>FUND BALANCE:</u>			
NON SPENDABLE (Deposits & Prepaid)	35	-	35
SPENDABLE:			
ASSIGNED			
CAPITAL PROJECTS - Operating (FY16)	74,388	-	74,388
CAPITAL PROJECTS - Contingency (FY16)	9,863	-	9,863
CAPITAL PROJECTS - Reserve Study (FY17)	-	43,126	43,126
CAPITAL PROJECTS - Alloc to Roads Improvement	-	148,805	148,805
CAPITAL PROJECTS - Alloc to Pier Improvement	-	15,367	15,367
CAPITAL PROJECTS - Alloc to Boardwalk Improvement	-	14,446	14,446
CAPITAL PROJECTS - Alloc to Gatehouse Improvement	-	9,069	9,069
CAPITAL PROJECTS - Alloc to Stormsystem Improvement	-	19,478	19,478
UNASSIGNED FY2016	241,023	-	241,023
TOTAL LIABILITIES & FUND BALANCE	\$ 362,456	\$ 255,165	\$ 617,621

Palms Of Terra Ceia Bay
General Fund
Statement of Revenue, Expenses and Changes in Fund Balance
FY2017 For The Period Ending February 28, 2017

	FY 2017 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE				
ASSESSMENT - ON-ROLL (Ad Valorem)	\$ 270,209	\$ 245,890	\$ 248,161	\$ 2,271
ASSESSMENT - NON-AD VALOREM (NET)	-	-	-	-
ASSESSMENT - NON-AD VALOREM ESTUARIES(N)	6,000	-	-	-
INTEREST REVENUE	-	-	5	5
GATE DECALS	-	-	1,010	1,010
MISCELLANEOUS REVENUE	-	-	126	126
TOTAL REVENUE	276,209	245,890	249,303	3,413
EXPENDITURES				
DISTRICT ADMINISTRATION				
BOARD OF SUPERVISORS SALARIES	12,000	5,000	5,200	(200)
ADMINISTRATIVE ASSISTANT	10,080	4,200	3,931	269
PAYROLL TAXES - FICA & FUTA	1,689	704	697	6
PAYROLL FEES	780	325	382	(57)
SUBTOTAL PERSONNEL	24,549	10,229	10,210	18
CONSULTING & PROFESSIONAL FEES:				
AUDIT SERVICES	3,100	1,292	-	1,292
LEGAL SERVICES	8,000	3,333	1,440	1,893
ENGINEERING SERVICES	2,000	833	-	833
ENVIRONMENTAL CONSULTING	-	-	-	-
DISTRICT MANAGEMENT	57,000	23,750	23,750	-
SUBTOTAL CONSULTING & PROFESSIONAL F	70,100	29,208	25,190	4,018
SUBTOTAL DISTRICT ADMINISTRATION	94,649	39,437	35,400	4,037
INSURANCE:				
PUBLIC OFFICIALS LIABILITY	2,500	2,403	2,403	-
FLOOD	900	375	-	375
WORKERS COMPENSATION INS	900	375	2,082	(1,707)
INSURANCE - GENERAL LIABILITY	7,500	7,500	5,669	1,831
SUBTOTAL INSURANCE	11,800	10,653	10,154	499
OFFICE:				
OFFICE SUPPLIES AND POSTAGE	2,000	833	480	354
RECORDS STORAGE	210	88	93	(6)
PUBLICATIONS	2,000	833	-	833
COMPUTER SOFTWARE & TECH SUPPORT	500	208	157	51
OFFICE EQUIPMENT	500	208	-	208
MISCELLANEOUS SERVICES	250	104	-	104
LEGAL ADVERTISING & MEETING NOTICES	4,000	1,667	419	1,248
STATE REGISTRATION	175	175	175	-
BANK SERVICES CHARGES	250	104	25	79
WEBSITE HOSTING & MANAGEMENT	960	400	417	(17)
SUBTOTAL OFFICE & GENERAL ADMINISTRATION	10,845	4,621	1,766	2,855
TOTAL ADMINISTRATIVE EXPENSES	117,294	54,711	47,320	7,391
UTILITIES & GATEHOUSE EXPENSES				
UTILITIES:				
ELECTRICITY	18,000	7,500	5,149	2,351
WATER & SEWER	700	292	224	68
TELEPHONE & INTERNET	2,300	958	920	38
SUBTOTAL UTILITIES	21,000	8,750	6,293	2,457

Palms Of Terra Ceia Bay
General Fund
Statement of Revenue, Expenses and Changes in Fund Balance
FY2017 For The Period Ending February 28, 2017

	FY 2017 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
GATEHOUSE/CONTROLLED ENTRY SYSTEMS:				
GATE SERVICE CONTRACT	6,425	2,677	-	2,677
GATE MAINTENANCE AND PARTS	2,000	833	1,813	(980)
GATEHOUSE - MISC.	-	-	251	(251)
CLEANING & BUILDING MAINTENANCE	1,200	500	469	31
ACCESS DECALS	875	780	780	-
SUBTOTAL GATEHOUSE	10,500	4,790	3,313	1,477
TOTAL UTILITIES & GATEHOUSE EXPENSES	31,500	13,540	9,606	3,934
GROUNDS & FIELD MAINTENANCE EXPENSES				
LANDSCAPE MAINTENANCE:				
LANDSCAPE CONTRACT	23,280	9,700	9,700	-
PEST CONTROL	800	333	20	313
PALM TREE TRIMMING (245 Palm Trees)	5,500	5,190	5,190	-
PLANTS & IMPROVEMENTS (350 Geranium & Horticulture)	6,775	2,823	1,345	1,478
MULCH	2,000	833	-	833
IRRIGATION REPAIR (Outside Of Contract)	6,000	2,500	1,645	855
ESTUARIES MANGROVE TRIMMING	6,000	2,500	-	2,500
SUBTOTAL LANDSCAPING	50,355	23,880	17,900	5,980
OTHER FIELD MAINTENANCE:				
LIGHTING REPAIR & MAINTENANCE	8,000	3,333	152	3,181
PIER AND BOARDWALK MAINTENANCE (Contract)	5,000	2,083	-	2,083
STREET REPAIR & MAINTENANCE	4,000	1,667	-	1,667
FIELD MISCELLANEOUS & MAINT	2,000	833	152	681
SUBTOTAL OTHER FIELD MAINTENANCE	19,000	7,917	304	7,613
ENVIRONMENTAL MAINTENANCE:				
STORMWATER SYSTEM MAINTENANCE	4,000	1,667	-	1,667
CONSERVATION EASEMENT MAINTENANCE	10,000	4,167	3,225	942
MANGROVE TRIMMING	10,000	7,000	7,000	-
LAKE MAINTENANCE	6,360	2,650	2,650	-
LAKE AQUATIC PLANTINGS	1,500	625	-	625
TRIPLOID GRASS CARP STOCKING	1,200	500	790	(290)
SUBTOTAL ENVIRONMENTAL MAINTENANCE	33,060	16,608	13,665	2,943
TOTAL OPERATIONS & MAINTENANCE EXPENSES	133,915	116,656	88,795	27,860
GENERAL FUND IMPROVEMENTS PROJECT :				
ROAD IMPROVEMENTS / REPAIRS	-	-	-	-
PIER RENOVATIONS / IMPROVEMENTS	-	-	-	-
STORMWATER SYSTEM REPAIRS / IMPROVEMENTS	-	-	-	-
PIER GATE	15,000	6,250	-	6,250
LED RETROFIT	10,000	4,167	-	4,167
CAPITAL IMPROVEMENTS - OTHER	-	-	4,280	(4,280)
TOTAL GENERAL FUND IMPROVEMENTS PROJECT	25,000	10,417	4,280	6,137
TOTAL EXPENDITURES	276,209	127,072	93,075	33,997
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	118,818	156,227	37,410
FUND BALANCE - BEGINNING	-	-	169,081	169,081
FUND BALANCE - ENDING	\$ -	\$ 118,818	\$ 325,309	\$ 206,491

PALMS OF TERRA CEIA BAY
Capital Projects Fund
Statement of Revenue, Expenses and Changes in Fund Balance
For The Period Ending February 28, 2017

	<u>FY 2017 ADOPTED BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
REVENUE				
ASSESSMENT - ON-ROLL (Cap Imp)	\$ 48,000	40,800	\$ 43,126	\$ 2,326
ASSESSMENT DISCOUNTS	-	-	-	-
INTEREST REVENUE	-	-	-	-
TOTAL REVENUE	<u>48,000</u>	<u>40,800</u>	<u>43,126</u>	<u>2,326</u>
EXPENDITURES				
COUNTY ASSESSMENTS COLLECTIONS FEE	-	-	-	-
RESERVE STUDY	48,000	-	-	-
TOTAL EXPENDITURES	<u>48,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	40,800	43,126	2,326
NET CHANGE IN FUND BALANCE	-	40,800	43,126	2,326
FUND BALANCE - BEGINNING	-	-	207,165	207,165
FUND BALANCE - ENDING	<u>\$ -</u>	<u>\$ 40,800</u>	<u>\$ 250,291</u>	<u>\$ 209,491</u>

Palms Of Terra Ceia Bay CDD
Bank Reconciliation
February 28, 2017

Balance Per Bank Statement	\$	463,194.44
Less: Outstanding Checks		(712.05)
<i>Adjusted Bank Balance</i>	\$	<u>462,482.39</u>

Beginning Cash Balance Per Books	\$	465,605.41
Deposits		9,297.19
Cash Disbursements		(12,420.21)
<i>Balance Per Books</i>	\$	<u>462,482.39</u>

PALMS OF TERRA CEIA BAY

Check Register

FY2017

Date	Ref #	Vendor Name	Memo	Deposits	Disbursements	Balance
Balance as of 9/30/2016				447.02	31,167.66	258,335.27
10/03/2016	3682	BOYD INSURANCE & INVESTMENT SERVICES, INC	Insurance FY 2017		5,669.00	252,666.27
10/03/2016	3683	DPFG	CDD Mgmt - October		4,750.00	247,916.27
10/03/2016	3685	VENTURESIN.COM, INC.	Web Site Hosting/Domain Name		96.99	247,819.28
10/03/2016		BB & T	Service Charge		5.00	247,814.28
10/06/2016	ACH10062016	Paychex	P/R Fees		75.25	247,739.03
10/06/2016	10066DD	Barbara Gard	BOS Mtg - 9/13/16		184.70	247,554.33
10/06/2016	10068DD	Bradford Smith	BOS Mtg - 9/13/16		184.70	247,369.63
10/06/2016	10069DD	JOSEPH VARADY	BOS Mtg - 9/13/16		184.70	247,184.93
10/06/2016	10067DD	JUDITH O'CONNOR	BOS Mtg - 9/13/16		183.45	247,001.48
10/06/2016	ACH10062016	Paychex	BOS Mtg - 9/13/16		129.98	246,871.50
10/20/2016	3686	CITY OF PALMETTO	9/1-9/29 - 2311 W. 14th Ave Grdhs.		53.75	246,817.75
10/20/2016	3687	LUMAR'S CLEANING	Cleaning Guardhouse May/Sep		200.00	246,617.75
10/20/2016	3688	Russell Kitching Lawn Services, Inc.	Landscape Maint - Aug		1,940.00	244,677.75
10/20/2016	3689	ACCESS	Records Storage		35.00	244,642.75
10/20/2016	3690	BRADENTON HERALD	Legal Ad		93.60	244,549.15
10/20/2016	3691	Grau and Associates	Audit FY 2016		2,000.00	242,549.15
10/20/2016	3692	Russell Kitching Lawn Services, Inc.	Landscape Maint - October		2,680.00	239,869.15
10/20/2016	3693	THE LAKE DOCTORS	Lake Maint - October		530.00	239,339.15
10/26/2016	ACH10262016	Paychex	P/R Fees		86.15	239,253.00
10/26/2016	ACH10262016	Paychex	BOS Mtg - 9/26 - 10/20/16		241.08	239,011.92
10/26/2016	10074DD	JOSEPH VARADY	BOS Mtg - 10/26/16		184.70	238,827.22
10/26/2016	10073DD	Bradford Smith	BOS Mtg - 10/26/16		184.70	238,642.52
10/26/2016	10072DD	JUDITH O'CONNOR	BOS Mtg - 10/26/16		183.45	238,459.07
10/26/2016	10071DD	Barbara Gard	BOS Mtg - 10/26/16		184.70	238,274.37
10/26/2016	10070DD	Phillip D. Forbes	9/26-10/20 - P/R		609.51	237,664.86
10/26/2016	10262016	FLORIDA POWER AND LIGHT	Electricity		987.28	236,677.58
10/31/2016		MANATEE COUNTY	Tax Collections - Excess	1,119.75		237,797.33
10/31/2016	3694	BRIGHT HOUSE NETWORKS	10/27-11/26 - Cable/Internet		159.85	237,637.48
10/31/2016	3695	LUMAR'S CLEANING	Cleaning Guardhouse - October		100.00	237,537.48
10/31/2016		DEPOSIT	Gate Decals	190.00		237,727.48
Balance as of 10/31/2016				1,309.75	21,917.54	237,727.48
11/01/2016	3696	DPFG	CDD Mgmt - November		4,750.00	232,977.48
11/01/2016		BB & T	Service Charge		5.00	232,972.48
11/02/2016	3697	BOYD INSURANCE & INVESTMENT SERVICES, INC	Professional Liability		2,402.68	230,569.80
11/07/2016	3698	CITY OF PALMETTO	9/30-10/28- 2311 W. 14th Ave Guardhouse		59.13	230,510.67
11/07/2016	3699	OFFICE DEPOT BUSINESS CREDIT	Supplies		252.17	230,258.50
11/07/2016	3700	Russell Kitching Lawn Services, Inc.	Landscape Maint - November		2,220.00	228,038.50
11/07/2016	3701	TEM SYSTEMS, INC	Repair to Camera		250.75	227,787.75
11/07/2016	3702	THE LAKE DOCTORS	Lake Maint - November		530.00	227,257.75
11/07/2016	3703	VENTURESIN.COM, INC.	Web Site Hosting - November		80.00	227,177.75
11/14/2016	3704	ACCESS	11/1-11/30 - Records Storage		17.50	227,160.25
11/14/2016	3705	Dye, Deitrich, Petruff & St. Paul, P.L.	Legal Svcs - October		427.50	226,732.75
11/14/2016	3706	Intechrate Systems	Tech. Support		141.00	226,591.75
11/15/2016		MANATEE COUNTY	Tax Collection - Excess Fees	168.84		226,760.59
11/16/2016		MANATEE COUNTY	FY16 Tax Collections	4,946.59		231,707.18
11/18/2016		MANATEE COUNTY	FY17 Tax Collections	31,675.17		263,382.35
11/23/2016	3707	FLORIDA DEPT OF ECONOMIC OPPORTUNIT	Annual Filing Fee		175.00	263,207.35
11/25/2016	ACH11252016	FLORIDA POWER AND LIGHT	Electricity		988.94	262,218.41
11/25/2016	ACH11252016	Paychex	10/24-11/17 P/R		208.43	262,009.98
11/25/2016	10076DD	Barbara Gard	BOS Mtg - 11/8/16		184.70	261,825.28
11/25/2016	10077DD	Bradford Smith	BOS Mtg - 11/8/16		184.70	261,640.58
11/25/2016	10078DD	JOSEPH VARADY	BOS Mtg - 11/8/16		184.70	261,455.88
11/25/2016	ACH11252016	Paychex	P/R Fee		86.15	261,369.73
11/25/2016	10075DD	Phillip D. Forbes	10/24-11/17 - P/R		609.51	260,760.22
11/29/2016		MANATEE COUNTY	FY17 Tax Collections	54,622.02		315,382.24
Balance as of 11/30/2016				91,412.62	13,757.86	315,382.24
12/01/2016	3708	DPFG	CDD Mgmt - December		4,750.00	310,632.24
12/01/2016		BB & T	Service Charge		5.00	310,627.24
12/02/2016		Deposit	Gate Decals - Nov	190.00		310,817.24
12/02/2016		MANATEE COUNTY	Tax Collections	76,189.50		387,006.74
12/05/2016	3709	BRIGHT HOUSE NETWORKS	11/27-12/26 - Cable/Internet		159.85	386,846.89
12/05/2016	3710	CITY OF PALMETTO	10/29-11/09 - 2311 W. 14th Ave Guardhouse		54.77	386,792.12
12/05/2016	3711	Dye, Deitrich, Petruff & St. Paul, P.L.	Legal Svcs - September		1,440.00	385,352.12
12/05/2016	3712	JONES & SONS PEST CONTROL	Pest Control		20.00	385,332.12
12/05/2016	3713	LUMAR'S CLEANING	Cleaning - November		100.00	385,232.12
12/05/2016	3714	THE LAKE DOCTORS	Lake & Pond Maint - December		530.00	384,702.12
12/05/2016	3715	Nick Tsantles	Lighting Repairs		91.51	384,610.61
12/05/2016	3716	TEM SYSTEMS, INC	Gate Repairs		1,813.39	382,797.22
12/08/2016		MANATEE COUNTY	Tax Collections	55,725.85		438,523.07
12/13/2016	ACH121316	FLORIDA POWER AND LIGHT	Electricity		1,022.71	437,500.36

PALMS OF TERRA CEIA BAY

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FY2017

Date	Ref #	Vendor Name	Memo	Deposits	Disbursements	Balance
12/19/2016	3717	ACCESS	12/1-12/31 - Records Storage		17.50	437,482.86
12/19/2016	3718	BRADENTON HERALD	Ad		261.00	437,221.86
12/19/2016	3719	Dye, Deitrich, Petruff & St. Paul, P.L.	Legal Svcs - November		2,092.50	435,129.36
12/19/2016	3720	LUMAR'S CLEANING	Cleaning Guardhouse - December		100.00	435,029.36
12/19/2016	3721	OFFICE DEPOT BUSINESS CREDIT	Supplies		159.97	434,869.39
12/19/2016	3722	VOIDED	W/C Ins - FY 2017		0.00	434,869.39
12/19/2016	3723	STANTEC CONSULTING SERVICES INC.	Mangrove/Vegetative		10,225.00	424,644.39
12/19/2016	3724	THE LAKE DOCTORS	Grass Carp		790.00	423,854.39
12/19/2016	3725	VENTURESIN.COM, INC.	Web Site Hosting - December		80.00	423,774.39
12/21/2016	ACH12212016	Paychex	P/R Fees		86.15	423,688.24
12/21/2016	10080DD	Barbara Gard	BOS Mtg. - 12/13/16		184.70	423,503.54
12/21/2016	10082DD	Bradford Smith	BOS Mtg. - 12/13/16		184.70	423,318.84
12/21/2016	10083DD	JOSEPH VARADY	BOS Mtg. - 12/13/16		184.70	423,134.14
12/21/2016	10081DD	JUDITH O'CONNOR	BOS Mtg. - 12/13/16		183.45	422,950.69
12/21/2016	10079DD	Phillip D. Forbes	11/21-12/15/16 P/R		554.10	422,396.59
12/21/2016	ACH12212016	Paychex	11/21-12/15 & BOS Mtg - 12/13/16		231.46	422,165.13
12/30/2016	3726	BRIGHT HOUSE NETWORKS	12/27-1/26 - Cable/Internet		159.85	422,005.28
12/30/2016		Deposit	Gate Decals - Dec	420.00		422,425.28
Balance as of 12/31/2016				132,525.35	25,482.31	422,425.28
01/03/2017	3727	DPFG	CDD Mgmt - January		4,750.00	417,675.28
01/03/2017	3728	VENTURESIN.COM, INC.	Web Site Hosting - January		80.00	417,595.28
01/03/2017		BB & T	Service Charge		5.00	417,590.28
01/12/2017	3729	PREFERRED GOVERNMENTAL INSURANCE TRUST	W/C Ins - FY 2017		2,000.00	415,590.28
01/13/2017	3730	A-TEAM UNDERGROUND LLC & PLUMBING SERVICE	Underground repairs		4,280.00	411,310.28
01/13/2017	3731	CITY OF PALMETTO	11/30-12/29 - 2311 W 14th Ave Guardhouse		54.77	411,255.51
01/13/2017	3732	OFFICE DEPOT	Supplies		67.45	411,188.06
01/13/2017	3733	Russell Kitching Lawn Services, Inc.	Landscape Maint - January		1,940.00	409,248.06
01/13/2017	3734	SAWDY ELECTRIC	Replace Photo Eye		107.00	409,141.06
01/13/2017	3735	THE LAKE DOCTORS	Lake Maint - January		530.00	408,611.06
01/20/2017	ACH01202017	Paychex	P/R Fees		222.65	408,388.41
01/20/2017	10085DD	Barbara Gard	BOS Mtg - 1/10/17		184.70	408,203.71
01/20/2017	10087DD	Bradford Smith	BOS Mtg - 1/10/17		184.70	408,019.01
01/20/2017	10088DD	JOSEPH VARADY	BOS Mtg - 1/10/17		184.70	407,834.31
01/20/2017	10086DD	JUDITH O'CONNOR	BOS Mtg - 1/10/17		183.87	407,650.44
01/20/2017	ACH01202017	Paychex	12/19-1/12/17 & Supervisors		244.87	407,405.57
01/20/2017	10084DD	Phillip D. Forbes	12/19-1/12/17 - P/R		734.18	406,671.39
01/20/2017	ACH12017	Paychex	Workers Comp. 12/19-1/12/17		20.67	406,650.72
01/20/2017		DEPOSIT	Payroll Fee Refund	71.09		406,721.81
01/23/2017		MANATEE COUNTY	Deposit	59,339.13		466,060.94
01/25/2017	ACH12517	FLORIDA POWER AND LIGHT	Electricity		1,094.77	464,966.17
01/27/2017	3736	Nick Tsantles	Misc.		174.52	464,791.65
01/27/2017	3737	ACCESS	Records Storage - January		17.50	464,774.15
01/27/2017	3738	Dye, Deitrich, Petruff & St. Paul, P.L.	Legal Svcs - December		360.00	464,414.15
01/27/2017	3739	LUMAR'S CLEANING	Cleaning Guardhouse - January		100.00	464,314.15
01/31/2017	3740	BRIGHT HOUSE NETWORKS	1/27-2/26 - Cable/Internet		148.74	464,165.41
01/31/2017		DEPOSIT	Dye, Deitrich, Petruff & St. Paul	1,440.00		465,605.41
Balance as of 1/31/2017				60,850.22	17,670.09	465,605.41
02/01/2017	3741	DPFG	CDD Mgmt - February		4,750.00	460,855.41
02/01/2017		Deposit	Gate Decals	210.00		461,065.41
02/01/2017		BB & T	Service Charge		5.00	461,060.41
02/03/2017		Paychex	Payroll Fee Refund	30.69		461,091.10
02/03/2017		Paychex	Payroll Fee Refund	141.19		461,232.29
02/08/2017	3742	CITY OF PALMETTO	12/30-1/31 - 2311 W. 14th Ave Guardhouse		55.36	461,176.93
02/08/2017	3743	TEM SYSTEMS, INC	Bar Codes		390.00	460,786.93
02/08/2017	3744	THE LAKE DOCTORS	Lake & Pond Maint - February		530.00	460,256.93
02/08/2017	3745	VENTURESIN.COM, INC.	Web Site Hosting - February		80.00	460,176.93
02/08/2017	3746	VOIDED	Online Pymt		0.00	460,176.93
02/17/2017	ACH02172017	Paychex	P/R Fees		68.62	460,108.31
02/17/2017	10091DD	Barbara Gard	BOS Mtg - 2/7/17		184.70	459,923.61
02/17/2017	10093DD	Bradford Smith	BOS Mtg - 2/7/17		184.70	459,738.91
02/17/2017	10095	CHARLES WEIDNER	BOS Mtgs (3)		554.10	459,184.81
02/17/2017	10094DD	JOSEPH VARADY	BOS Mtg - 2/7/17		184.70	459,000.11
02/17/2017	10092DD	JUDITH O'CONNOR	BOS Mtg - 2/7/17		183.87	458,816.24
02/17/2017	10090DD	Phillip D. Forbes	P/R - 01/16-2/10/17		609.51	458,206.73
02/17/2017	10089DD	Robyn Davis	P/R - 01/16-2/10/17		498.69	457,708.04
02/17/2017	ACH02172017	Paychex	P/R - 01/16-2/10/17		421.81	457,286.23
02/23/2017	3747	ACCESS	1/2-2/28 - Storage		23.03	457,263.20
02/23/2017	3748	BRADENTON HERALD	Legal Ad		157.95	457,105.25
02/23/2017	3749	Russell Kitching Lawn Services, Inc.	Landscape Maint - February		1,940.00	455,165.25
02/23/2017		Microsoft Office 365	Deposit	1.45		455,166.70
02/23/2017		MANATEE COUNTY	Deposit	8,788.86		463,955.56

PALMS OF TERRA CEIA BAY

Check Register

FY2017

Date	Ref #	Vendor Name	Memo	Deposits	Disbursements	Balance
02/23/2017	3750	VOIDED	Printing Error	0.00		463,955.56
02/24/2017	3751	TEM SYSTEMS, INC	Bar Codes		390.00	463,565.56
02/24/2017	3752	BRIGHT HOUSE NETWORKS	2/27-2/26 - Cable/Internet		152.94	463,412.62
02/24/2017		Bay Estates	Electricity - Share Cost	125.00		463,537.62
02/27/2017	ACH2272017	FLORIDA POWER AND LIGHT	Electricity		1,055.23	462,482.39
Balance as of 2/28/2017				9,297.19	12,420.21	462,482.39

**PALMS OF TERRA CEIA BAY
ASSESSMENTS RECEIVABLE DETAIL
February 28, 2017**

Date	Name	Memo	O&M	Cap Impr	Total
10/01/2016		FY16 Accrued On-Roll Assessments Receivable	<u>276,209.00</u>	<u>48,000.00</u>	<u>324,209.00</u>
11/16/2016	Manatee County	Tax Collection thru 10/31/16	4,214.23	732.36	4,946.59
11/18/2016	Manatee County	Tax Collections Received 11/1-11/11/16	26,985.57	4,689.60	31,675.17
11/29/2016	Manatee County	Tax Collections Received 11/12-11/19/16	46,535.07	8,086.95	54,622.02
12/02/2016	Manatee County	Taxes Collected 11/21-11/27/16	64,909.43	11,280.07	76,189.50
12/08/2016	Manatee County	Tax Collections 11/28-11/30/16	47,475.48	8,250.37	55,725.85
01/23/2017	Manatee County	Tax Collections 12/1-12/31/16	50,553.80	8,785.33	59,339.13
02/23/2017	Manatee County	Tax Collections 1/1-1/31/17	7,487.64	1,301.22	8,788.86
	Total Collected		248,161.22	43,125.90	291,287.12
	Net Assessments Receivable		<u><u>28,047.78</u></u>	<u><u>4,874.10</u></u>	<u><u>32,921.88</u></u>



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