

**PINEY-Z COMMUNITY  
DEVELOPMENT DISTRICT**

**SEPTEMBER 18, 2017**

**AGENDA PACKAGE**

**Piney-Z Community Development District**  
**Severn Trent Services, Management Services Division**  
210 North University Drive, Suite 702 • Coral Springs, Florida 33071  
Telephone: (954) 603-0033 • Fax: (954) 345-1292

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September 8, 2017

Board of Supervisors  
Piney-Z Community Development District

Dear Board Members:

On Monday, September 18, 2017 the Board of Supervisors of the Piney-Z Community Development District will hold a meeting at 6:30 p.m. at the Piney-Z Plantation Lodge, 950 Piney-Z Plantation Road, Tallahassee, Florida. Following is the advance agenda for the meeting:

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Audience Comments & Supervisor Response(s)**
- 4. Approval of the Minutes of the July 24, 2017 Meeting**
- 5. Acceptance of the July and August Financial Statements and Approval of the Check Register and Invoices**
- 6. CDD Manager's Report**
  - A. Piney-Z CDD Amenities and Management (Fitness Center, Lodge, Pavilion, Playground, Pool, Grounds)
  - B. Pool Renovation Bids - Vote Required
  - C. Amenities Rules Draft Revisions - Vote Required
- 7. District Manager's Report**
- 8. District Attorney's Report**
  - A. 27' Strip of Land Update
- 9. Old Business**
  - A. Severn Trent Contract
  - B. National Night Out
  - C. Food Truck Events
- 10. Supervisor Requests**
- 11. Adjournment**

Any additional supporting materials we have received for the items listed above are enclosed. Others may be distributed under separate cover. The balance of the agenda is routine in nature. If you have any questions, please give me a call at (813) 991-1116, extension 105.

Sincerely,

Bob Nanni/ms  
District Manager

cc: Christopher Lyon      Melinda Parker      Bob Reid

## **Fourth Order of Business**

**MINUTES OF MEETING  
PINEY-Z  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Piney-Z Community Development District was held Monday, July 24, 2017 at 6:30 p.m. at the Piney-Z Plantation Lodge, 950 Piney-Z Plantation Road, Tallahassee, Florida.

Present and constituting a quorum were:

Gerry Cashin	Chairperson
Cheryl Hudson	Vice Chairman
Art Kirby	Assistant Secretary
Ann Pincus	Assistant Secretary

Also present were:

Bob Nanni	District Manager / Secretary
Chris Lyon	District Attorney
Melinda Parker	CDD Manager
Rick Evans	Grounds & Building Manager
Residents	

*The following is a summary of the discussions and actions taken at the July 24, 2017 Piney-Z Community Development District's Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Cashin called the meeting to order at 6:30 p.m. and Mr. Nanni called the roll.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

- Mr. Erick Arroyo, Neighborhood Crime Watch Chair, outlined National Night Out plans for August 1, 2017, noting all is being done with donations and volunteers will handle cleanup.
- Mr. Kirby suggested closing the pool for the event and discussion followed.

<p>On MOTION by Mr. Kirby seconded by Ms. Pincus, to close the pool 5:00 p.m. to 8:30 p.m. and pay the lifeguards, was approved with votes as follows:  <b>Cheryl Hudson - Aye</b>  <b>Ann Pincus - Aye</b>  <b>Art Kirby - Aye</b>  <b>Gerry Cashin - Aye</b></p>
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**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the June 19, 2017 Meeting**

<p>On MOTION by Ms. Hudson seconded by Ms. Pincus, the June 19, 2017 minutes, were approved with votes as follows:  <b>Cheryl Hudson - Aye</b>  <b>Ann Pincus - Aye</b>  <b>Art Kirby - Aye</b>  <b>Gerry Cashin - Aye</b></p>
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**FIFTH ORDER OF BUSINESS**

**Acceptance of the June Financial Statement and Approval of the Check Register and Invoices**

<p>On MOTION by Ms. Hudson seconded by Ms. Pincus, to approve the June financial statement and check registers were approved with votes as follows:  <b>Cheryl Hudson - Aye</b>  <b>Ann Pincus - Aye</b>  <b>Art Kirby - Aye</b>  <b>Gerry Cashin - Aye</b></p>
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**SIXTH ORDER OF BUSINESS**

**Public Hearing to Consider the Adoption of the Budget for Fiscal Year 2018 and Levy of Non-Ad Valorem Maintenance Assessments**

<p>Ms. Hudson MOVED to open the public hearing and Mr. Kirby seconded the motion.</p>
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The MOTION was approved, with votes as follows:  
**Cheryl Hudson - Aye**  
**Ann Pincus - Aye**  
**Art Kirby - Aye**  
**Gerry Cashin - Aye**

- Ms. Cashin noted there is no increase in assessments for FY 2018 but it is a tight budget.

**A. Consideration of Resolution 2017-4 - Annual Appropriation and Adoption of the Budget**

- Mr. Lyon read Resolution 2017-4, by title, into the record.

On MOTION by Ms. Pincus seconded by Ms. Hudson, Resolution 2017-4 the annual appropriation resolution of the Piney-Z Community Development District (the “District”) relating to the annual appropriations and adopting the budget for the fiscal year beginning October 1, 2017, and ending September 30, 2018 was adopted with votes as follows:  
**Cheryl Hudson - Aye**  
**Ann Pincus - Aye**  
**Art Kirby - Aye**  
**Gerry Cashin - Aye**

**B. Consideration of Resolution 2017-5 - Levy of Non-Ad Valorem Maintenance Assessments**

- Mr. Lyon read Resolution 2017-5, by title, into the record.

On MOTION by Mr. Kirby seconded by Ms. Pincus, Resolution 2017-5 a resolution of the Board of Supervisors of the Piney-Z Community Development District imposing special assessments and certifying an assessment roll; providing a severability clause; and providing an effective date was adopted with votes as follows:  
**Cheryl Hudson - Aye**  
**Ann Pincus - Aye**  
**Art Kirby - Aye**  
**Gerry Cashin - Aye**

On MOTION by Ms. Hudson seconded by Mr. Kirby, the public hearing was closed with votes as follows:  
**Cheryl Hudson - Aye**  
**Ann Pincus - Aye**  
**Art Kirby - Aye**  
**Gerry Cashin - Aye**

**SEVENTH ORDER OF BUSINESS**

**CDD Manager’s Report**

**A. Piney-Z CDD Amenities and Management (Fitness Center, Lodge, Pavilion, Playground, Pool, Grounds, Staffing and Administrative)**

- Ms. Parker addressed spending fiscal year 2017 funds through the end of September. At the beginning of September she should know the funds remaining to be able to do a few things such as:
  - An emergency phone for the pool at an approximate cost of \$800.
  - Upright bike for the fitness center at a cost of \$2,265.
  - An elliptical bike at a cost of \$4,749.

Ms. Hudson MOVED to purchase an upright bike and an elliptical bike for the fitness center and Ms. Pincus seconded the motion.

The MOTION was approved with votes as follows:  
**Cheryl Hudson - Aye**  
**Ann Pincus - Aye**  
**Art Kirby - Aye**  
**Gerry Cashin – Aye**

**B. National Night Out – August 1**

- Ms. Parker addressed her concerns with receiving documentation with regard to liability.
  - Mr. Lyon noted it is up to the Board to decide if they want to move forward if they do not receive the requested documentation.
- The event is sponsored by the Neighborhood Watch.
- Discussion continued on the event, with it being noted the Board will review the event at the next meeting.

**C. Leon County Tax Collector, Doris Malloy, Agreement (Requires Board Vote)**

Ms. Hudson MOVED to approve the Leon County Tax Collector Agreement and Ms. Pincus seconded the motion.

- A question was raised as to whether there are any changes to the agreement with it being noted there are not.

The MOTION was approved with votes as follows:  
**Cheryl Hudson - Aye**  
**Ann Pincus - Aye**  
**Art Kirby - Aye**  
**Gerry Cashin – Aye**

**EIGHTH ORDER OF BUSINESS                      District Manager’s Report**

**A. Meeting Schedule for Fiscal Year 2018**

- Discussion followed on the FY2018 meeting schedule.

Mr. Kirby MOVED that meeting be scheduled for the third Monday of every month. Motion died for lack of a second.

- Ms. Cashin proposed meeting quarterly and requested a motion for the same.
- Ms. Cashin proposed meeting six times per year, every other month.

Ms. Hudson MOVED that meetings be scheduled for every other month and Ms. Pincus seconded the motion.

The MOTION, for six meetings per year, was approved with votes as follows:  
**Cheryl Hudson - Aye**  
**Ann Pincus - Aye**  
**Art Kirby - Nay**  
**Gerry Cashin – Aye**

- The meeting dates were discussed.
- Dates
  - Monday, November 20,
  - Monday, January 22, 2018
  - Monday, March 26, 2018



- Monday, May, 21, 2018
- Monday, July 23, 2018
- Monday, September 17, 2018

On MOTION by Ms. Hudson seconded by Ms. Pincus, the meeting schedule as outlined, was approved with votes as follows as follows:  
**Cheryl Hudson - Aye**  
**Ann Pincus - Aye**  
**Art Kirby - Nay**  
**Gerry Cashin – Aye**

- A 5:30 p.m. meeting time was discussed with it being noted the plan is for the business meeting to begin at 6:30 but a vote can be taken prior to this time as it is a meeting and not a workshop.

On MOTION by Ms. Hudson seconded by Ms. Pincus, the meeting time being set for 5:30 p.m., was approved with votes as follows as follows:  
**Cheryl Hudson - Aye**  
**Ann Pincus - Aye**  
**Art Kirby - Nay**  
**Gerry Cashin – Aye**

**NINTH ORDER OF BUSINESS                      District Attorney’s Report**

- Mr. Lyon reported all the moving pieces are done with the exception of the HOA agreeing to execute a Quit Claim Deed for the 27 foot strip of land.

**TENTH ORDER OF BUSINESS                      Old Business**

- Ms. Cashin reported on the negotiation status with Mr. Koncar for Severn Trent Services contract.

**ELEVENTH ORDER OF BUSINESS                      Supervisor Requests**

- A. **Gym Hours – Proposal to Extend to 11:00 P.M. (Cashin)**

On MOTION by Mr. Kirby seconded by Ms. Hudson, adjusting the gym closing time to 11:00 p.m. leaving access time at 10:00 p.m., was approved with votes as follows as follows:  
**Cheryl Hudson - Aye**  
**Ann Pincus - Aye**  
**Art Kirby - Aye**  
**Gerry Cashin – Aye**

**B. Review Pool Schedule after August 15 – Regular and Adult Swim (Cashin)**

- The Board reviewed the pool schedule including adult swim:
- The consensus of the Board is to address the pool schedule next year.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Ms. Pincus seconded by Ms. Hudson, with all in favor, the meeting was adjourned at 8:43 p.m.

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Bob Nanni  
Secretary

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Geraldine Cashin  
Chairperson

## **Fifth Order of Business**

## MEMORANDUM



**TO: Board of Supervisors**  
**FROM: Tiziana Cessna, District Accountant**  
**CC: Bob Nanni, District Manager / Alan Baldwin, Accounting Manager**  
**DATE: July 30, 2017**  
**SUBJECT: July Financials**

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Please find attached the July 2017 financial report. During your review, please keep in mind that the goals for revenues are to meet or exceed the year-to-date budget and for expenditures to be at or below the year-to-date budget. As of July the revenue has a favorable variance due to the allocation of the settlement for FY 2017. Expenditures are at 92% of the year-to-date budget. Should you have any questions or require additional information, please do not hesitate to contact me at Tiziana.Cessna@STServices.com.

### General Fund

Total Revenues for the General Fund were at a favorable variance of 107% of the year-to-date budget, due to the insurance settlements of the hurricane and lightning strike damages.

- The YTD Non-Ad Valorem assessments collections are at 100%.
- Settlement - FY2017 portion of the O&M maintenance settlement with Piney-Z Land LLC. Includes lightning strike damages of 9/19/16 and Hurricane Hermine damages of 9/2/16 claims.
- Other Miscellaneous Revenue includes a refund of Insurance premium from 14-15 and 15-16.

Total Expenditures through July were at a favorable 92% of the YTD budget.

- Administration
  - ▶ Insurance - General Liability - Premium was rated lower than expected due to market conditions.
- Park and Recreation - General
  - ▶ Utility - Other - Comcast increased their standard service charges.
  - ▶ Utility-irrigation. Due to drought season the irrigation usage has increased.
  - ▶ R&M-Emergency & Disaster Relief includes cameras lost in lightning strike.
  - ▶ Misc-Information Technology includes website work.
  - ▶ Non-Capitalized New Equipment includes new access control/cameras.
- Swimming Pool
  - ▶ ProfServ-Pool Maintenance - Pool service contract was cancelled.
  - ▶ Non-Capitalized New Equipment includes open air shed for pool pumps, sand filters and new security cameras (balance).
- Park and Grounds
  - ▶ R&M-General represents repair to bar and roof soft wash of pavilion.
  - ▶ R&M-Irrigation repairs of broken pipes.
  - ▶ Misc-Hurricane Expense includes repair to pavilion bar, replacement of main sign, repair to pavilion roof and remove tree stumps and restore area between lodge and pool.

## **NOTES TO FY 2017 FINANCIALS (TRANSACTIONS RELATED TO FY 2016)**

### **General Fund**

- **Settlements (\$28,730.03)**
  - **\$5,270.01, for lightning strike damages of 9-19-16**
  - **\$23,460.02, for Hurricane Hermine damages of 9-2-16**
- **Expenditures (\$21,294.83)**
  - **Parks and Recreation, General**
    - **R&M General, includes net \$232.00 for cornices**
    - **R&M Emergency & Disaster Relief, includes \$3,750.00 for cameras lost in 9-19-16 lightning strike**
    - **Misc-Information Technology, includes \$600 for website re-organization**
    - **Non- capitalized new equipment, includes \$4,286.80 for balance owed on new access control/cameras contract**
  - **Swimming Pool**
    - **Non-capitalized new equipment, includes \$2,121.83 for open air shed for pool pumps and sand filters**
  - **Park and Grounds**
    - **Misc-Hurricane Hermine expenses include:**
      - **Miscellaneous pavilion repairs, \$750**
      - **Replacement of main sign, \$500**
      - **Repair of pavilion roof, \$8,391.20**
      - **Removal of tree stumps and restoration of area between lodge and pool, \$663.00**

**PINEY-Z**  
**Community Development District**

*Financial Report*

*July 31, 2017*

**Prepared by**



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**Piney-Z  
Community Development District**

**Financial Statements**

**(Unaudited)**

**July 31, 2017**



**Balance Sheet**  
July 31, 2017

<u>ACCOUNT DESCRIPTION</u>	<u>GENERAL FUND</u>	<u>SERIES 2002 DEBT SERVICE FUND</u>	<u>SERIES 2008 DEBT SERVICE FUND</u>	<u>TOTAL</u>
<b><u>ASSETS</u></b>				
Cash - Checking Account	\$ 41,721	\$ -	\$ -	\$ 41,721
Cash On Hand/Petty Cash	250	-	-	250
Due From Other Funds	1,313	-	-	1,313
Investments:				
Money Market Account	357,202	-	-	357,202
Prepayment Account	-	-	1	1
Redemption Fund	-	647	-	647
Reserve Fund	-	9,500	-	9,500
Revenue Fund	-	32,017	125,612	157,629
Prepaid Items	293	-	-	293
<b>TOTAL ASSETS</b>	<b>\$ 400,779</b>	<b>\$ 42,164</b>	<b>\$ 125,613</b>	<b>\$ 568,556</b>
<b><u>LIABILITIES</u></b>				
Accounts Payable	\$ 10,228	\$ -	\$ -	\$ 10,228
Accrued Expenses	108	-	-	108
Unearned Revenue	16,961	-	-	16,961
Due To Other Funds	-	1,313	-	1,313
<b>TOTAL LIABILITIES</b>	<b>27,297</b>	<b>1,313</b>	<b>-</b>	<b>28,610</b>
<b><u>FUND BALANCES</u></b>				
<b><u>Nonspendable:</u></b>				
Prepaid Items	293	-	-	293
<b><u>Restricted for:</u></b>				
Debt Service	-	40,851	125,613	166,464
<b><u>Assigned to:</u></b>				
Operating Reserves	98,829	-	-	98,829
Reserves - CDD Amenity	79,314	-	-	79,314
Reserves-Lodge	3,525	-	-	3,525
Reserves - Other	16,961	-	-	16,961
Reserves - Parking Lots	7,000	-	-	7,000
Reserves - Park	500	-	-	500
Reserves - Pools	8,500	-	-	8,500
Reserves-Pool Equipment	2,085	-	-	2,085
Reserves-Pool Filters	500	-	-	500
Reserves-Pool Pumps	1,800	-	-	1,800
<b>Unassigned:</b>	<b>154,175</b>	<b>-</b>	<b>-</b>	<b>154,175</b>
<b>TOTAL FUND BALANCES</b>	<b>\$ 373,482</b>	<b>\$ 40,851</b>	<b>\$ 125,613</b>	<b>\$ 539,946</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 400,779</b>	<b>\$ 42,164</b>	<b>\$ 125,613</b>	<b>\$ 568,556</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending July 31, 2017

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>
<b><u>REVENUES</u></b>				
Interest - Investments	\$ 1,000	\$ 833	\$ 1,129	\$ 296
Special Assmnts- Tax Collector	394,709	394,709	394,706	(3)
Special Assmnts- Discounts	(15,788)	(15,788)	(15,030)	758
Settlements	33,924	33,924	62,654	28,730
Other Miscellaneous Revenues	130	130	785	655
Access Cards	105	105	688	583
Pavilion Rental	800	480	240	(240)
Lodge Rental	13,000	10,790	11,185	395
<b>TOTAL REVENUES</b>	<b>427,880</b>	<b>425,183</b>	<b>456,357</b>	<b>31,174</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
P/R-Board of Supervisors	12,000	10,000	7,800	2,200
FICA Taxes	918	765	597	168
ProfServ-Legal Services	25,000	20,833	20,042	791
ProfServ-Mgmt Consulting Serv	54,275	45,230	45,229	1
ProfServ-Special Assessment	4,637	4,637	4,637	-
Auditing Services	3,150	3,150	3,150	-
Postage and Freight	500	417	260	157
Insurance - General Liability	12,053	12,053	9,748	2,305
Printing and Binding	500	417	223	194
Legal Advertising	1,500	600	811	(211)
Miscellaneous Services	150	125	192	(67)
Misc-Assessmnt Collection Cost	11,841	11,841	11,390	451
Misc-Contingency	550	459	-	459
Office Supplies	250	208	-	208
Annual District Filing Fee	175	175	175	-
<b>Total Administration</b>	<b>127,499</b>	<b>110,910</b>	<b>104,254</b>	<b>6,656</b>
<b><u>Field</u></b>				
Contr-Landscape-Amenities Area	12,312	10,260	8,040	2,220
R&M-Trees and Trimming	3,000	2,500	-	2,500
Misc-Contingency	3,500	2,917	922	1,995
<b>Total Field</b>	<b>18,812</b>	<b>15,677</b>	<b>8,962</b>	<b>6,715</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending July 31, 2017

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>
<b><u>Parks and Recreation - General</u></b>				
Payroll-Maintenance	8,008	6,673	6,811	(138)
Payroll-Administrative	48,204	40,170	44,185	(4,015)
FICA Taxes	4,300	3,583	3,901	(318)
Workers' Compensation	2,878	2,878	3,038	(160)
Contracts-Janitorial Services	2,834	2,362	2,185	177
Contracts-Security Services	4,202	4,202	1,846	2,356
Contracts-Fire Exting. Insp.	350	350	350	-
Contracts-Fire Insp Sprinkler System	300	300	-	300
Communication - Teleph - Field	100	83	100	(17)
Postage and Freight	500	417	-	417
Utility - General	15,218	12,681	12,728	(47)
Utility - Other	2,490	2,075	2,564	(489)
Electricity - Streetlighting	1,358	1,131	1,077	54
Utility - Irrigation	1,700	1,417	2,517	(1,100)
Utility - Refuse Removal	1,147	955	916	39
Rental Dumpster	312	260	260	-
R&M-General	7,250	6,041	2,238	3,803
R&M-Electrical	450	375	359	16
R&M-Pest Control	858	858	713	145
R&M-Roof	270	-	75	(75)
R&M-Emergency& Disaster Relief	-	-	3,750	(3,750)
R&M-Fire Equipment	200	200	12	188
R&M-Flooring	1,236	1,030	-	1,030
R&M-Plumbing	600	500	-	500
R&M-Copier	420	350	76	274
Misc-Contingency	3,750	3,125	1,753	1,372
Misc-Information Technology	750	625	1,075	(450)
Misc-Mileage Reimbursement	447	372	263	109
Office Supplies	1,800	1,500	1,360	140
Supplies-Cleaning & Paper	495	413	355	58
Non-Capitalized New Equipment	2,497	2,497	8,298	(5,801)
Reserves-Lodge	3,525	-	-	-
Reserve - Parking Lot	7,000	-	-	-
<b>Total Parks and Recreation - General</b>	<b>125,449</b>	<b>97,423</b>	<b>102,805</b>	<b>(5,382)</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending July 31, 2017

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>
<b><u>Swimming Pool</u></b>				
Payroll-Lifeguards	21,353	11,400	11,376	24
Payroll-Maintenance	6,006	5,005	7,996	(2,991)
Payroll-Administrative	9,641	8,034	5,522	2,512
FICA Taxes	2,831	2,360	1,904	456
ProfServ-Pool Maintenance	6,000	5,000	1,500	3,500
Communication - Teleph - Field	100	83	102	(19)
R&M-General	1,450	1,209	98	1,111
R&M-Electrical	300	250	148	102
R&M-Pools	8,100	6,750	1,359	5,391
Misc-Licenses & Permits	275	275	250	25
Misc-Contingency	4,000	3,333	2,260	1,073
Op Supplies - Pool Chemicals	4,250	3,550	1,853	1,697
Non-Capitalized New Equipment	6,000	3,000	2,122	878
Reserve - Pool	8,500	-	-	-
Reserves-Pool Equipment	2,085	-	-	-
Reserves-Pool Filters	500	-	-	-
Reserves-Pool Pumps	1,800	-	-	-
<b>Total Swimming Pool</b>	<b>83,191</b>	<b>50,249</b>	<b>36,490</b>	<b>13,759</b>
<b><u>Fitness Center</u></b>				
Payroll-Maintenance	4,004	3,337	688	2,649
Payroll-Administrative	3,214	2,679	468	2,211
FICA Taxes	552	460	88	372
Contracts-Janitorial Services	1,404	1,172	1,185	(13)
Contracts-Fitness Equipment	1,200	1,000	1,000	-
R&M-General	1,500	1,250	-	1,250
R&M-Electrical	300	250	37	213
R&M-Equipment	1,250	1,041	-	1,041
Misc-Contingency	1,500	1,250	-	1,250
Supplies-Cleaning & Paper	185	154	426	(272)
Non-Capitalized New Equipment	10,629	2,400	2,400	-
<b>Total Fitness Center</b>	<b>25,738</b>	<b>14,993</b>	<b>6,292</b>	<b>8,701</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending July 31, 2017

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>Park &amp; Grounds</u></b>				
Payroll-Maintenance	22,022	18,351	16,913	1,438
Payroll-Administrative	3,213	2,677	735	1,942
FICA Taxes	1,930	1,609	1,350	259
Contracts-Janitorial Services	962	866	830	36
R&M-General	1,355	1,130	1,380	(250)
R&M-Electrical	250	208	276	(68)
R&M-Irrigation	300	250	1,244	(994)
R&M-Backflow Inspection	255	255	315	(60)
Misc-Hurricane Expense	-	-	10,304	(10,304)
Misc-Contingency	4,000	3,333	89	3,244
Supplies-Cleaning & Paper	150	125	68	57
Non-Capitalized New Equipment	3,600	1,700	1,683	17
Reserve - Parks	500	-	-	-
<b>Total Park &amp; Grounds</b>	<b>38,537</b>	<b>30,504</b>	<b>35,187</b>	<b>(4,683)</b>
<b><u>Reserves</u></b>				
Reserve - CDD Amenity	8,654	-	-	-
<b>Total Reserves</b>	<b>8,654</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>427,880</b>	<b>319,756</b>	<b>293,990</b>	<b>25,766</b>
Excess (deficiency) of revenues Over (under) expenditures	-	105,427	162,367	56,940
Net change in fund balance	\$ -	\$ 105,427	\$ 162,367	\$ 56,940
<b>FUND BALANCE, BEGINNING (OCT 1, 2016)</b>	<b>211,115</b>	<b>211,115</b>	<b>211,115</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 211,115</b>	<b>\$ 316,542</b>	<b>\$ 373,482</b>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending July 31, 2017

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>REVENUES</u></b>				
Interest - Investments	\$ 50	\$ 41	\$ 98	\$ 57
Special Assmnts- Tax Collector	55,899	55,899	55,903	4
Special Assmnts- Discounts	(2,236)	(2,236)	(2,129)	107
<b>TOTAL REVENUES</b>	<b>53,713</b>	<b>53,704</b>	<b>53,872</b>	<b>168</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
ProfServ-Trustee Fees	3,502	3,502	3,098	404
Misc-Assessmnt Collection Cost	1,677	1,677	1,613	64
<b>Total Administration</b>	<b>5,179</b>	<b>5,179</b>	<b>4,711</b>	<b>468</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	65,000	65,000	60,000	5,000
Principal Prepayments	-	-	10,000	(10,000)
Interest Expense	9,750	9,750	9,625	125
<b>Total Debt Service</b>	<b>74,750</b>	<b>74,750</b>	<b>79,625</b>	<b>(4,875)</b>
<b>TOTAL EXPENDITURES</b>	<b>79,929</b>	<b>79,929</b>	<b>84,336</b>	<b>(4,407)</b>
Excess (deficiency) of revenues				
Over (under) expenditures	(26,216)	(26,225)	(30,464)	(4,239)
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Contribution to (Use of) Fund Balance	(26,216)	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(26,216)</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ (26,216)	\$ (26,225)	\$ (30,464)	\$ (4,239)
<b>FUND BALANCE, BEGINNING (OCT 1, 2016)</b>	<b>71,315</b>	<b>71,315</b>	<b>71,315</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 45,099</b>	<b>\$ 45,090</b>	<b>\$ 40,851</b>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending July 31, 2017

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>REVENUES</u></b>				
Interest - Investments	\$ 100	\$ 83	\$ 252	\$ 169
Special Assmnts- Tax Collector	214,130	214,130	214,130	-
Special Assmnts- Discounts	(8,565)	(8,565)	(8,154)	411
<b>TOTAL REVENUES</b>	<b>205,665</b>	<b>205,648</b>	<b>206,228</b>	<b>580</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
ProfServ-Dissemination Agent	1,000	1,000	-	1,000
ProfServ-Trustee Fees	4,400	4,400	4,337	63
Misc-Assessmnt Collection Cost	6,424	6,424	6,179	245
<b>Total Administration</b>	<b>11,824</b>	<b>11,824</b>	<b>10,516</b>	<b>1,308</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	175,000	175,000	175,000	-
Interest Expense	22,738	22,738	22,738	-
<b>Total Debt Service</b>	<b>197,738</b>	<b>197,738</b>	<b>197,738</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>209,562</b>	<b>209,562</b>	<b>208,254</b>	<b>1,308</b>
Excess (deficiency) of revenues				
Over (under) expenditures	(3,897)	(3,914)	(2,026)	1,888
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Contribution to (Use of) Fund Balance	(3,897)	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(3,897)</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ (3,897)	\$ (3,914)	\$ (2,026)	\$ 1,888
<b>FUND BALANCE, BEGINNING (OCT 1, 2016)</b>	<b>127,639</b>	<b>127,639</b>	<b>127,639</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 123,742</b>	<b>\$ 123,725</b>	<b>\$ 125,613</b>	

**PINEY-Z**  
**Community Development District**

Supporting Schedules

July 31, 2017



**Non-Ad Valorem Special Assessments - Leon County Tax Collector  
(Monthly Assessment Collection Distributions)  
For the Fiscal Year Ending September 30, 2017**

Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Cost	Gross Amount	Allocation by Fund		
					General Fund	Series 2002 Debt Service Fund	Series 2008 Debt Service Fund
ASSESSMENTS LEVIED FY2017				\$ 664,739	\$ 394,706	\$ 55,903	\$ 214,130
Allocation %				100%	59%	8%	32%
11/18/16	\$ 6,928	\$ 376	\$ 214	\$ 7,518	\$ 4,464	\$ 632	\$ 2,422
11/14/16	64,084	3,477	1,982	69,543	41,293	5,848	22,402
12/12/16	475,269	20,415	14,699	510,383	303,054	42,922	164,408
12/27/16	38,121	1,638	1,179	40,938	24,308	3,443	13,187
01/16/17	5,162	165	160	5,486	3,258	461	1,767
02/07/17	9,455	199	292	9,947	5,906	836	3,204
03/10/17	3,653	38	113	3,804	2,259	320	1,225
04/13/17	8,863	-	274	9,137	5,425	768	2,943
05/12/17	3,246	-	100	3,347	1,987	281	1,078
06/13/17	3,394	-	105	3,499	2,077	294	1,127
06/29/17	2,069	(994)	64	1,139	676	96	367
<b>TOTAL</b>	<b>\$ 620,243</b>	<b>\$ 25,313</b>	<b>\$ 19,183</b>	<b>\$ 664,739</b>	<b>\$ 394,706</b>	<b>\$ 55,903</b>	<b>\$ 214,130</b>
<b>% COLLECTED</b>				<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

**Cash and Investment Report**

*July 31, 2017*

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Yield</u>	<u>Balance</u>
<b>GENERAL FUND</b>				
Operating Checking Account	BB&T	Business checking	0.00%	\$41,721
Petty Cash	Petty Cash	Cash	0.00%	\$250
Public Funds Money Market Account	Stonegate Bank	Money Market Account	0.40%	\$257,202
			<b>Subtotal</b>	<u>\$299,173</u>
<b>DEBT SERVICE FUNDS</b>				
Series 2002 Redemption Account	US Bank	Government Obligation Fund	0.00%	\$647
Series 2002 Reserve Account (1)	US Bank	US Bank Money Market	0.10%	\$9,500
Series 2002 Revenue Account	US Bank	Open-ended Commercial Paper	0.05%	\$32,017
Series 2008 Prepayment account	US Bank	Government Obligation Fund	0.00%	\$1
Series 2008 Revenue Account	US Bank	Open-ended Commercial Paper	0.05%	\$125,612
			<b>Subtotal</b>	<u>\$167,777</u>
			<b>Total</b>	<u><u>\$466,950</u></u>

**Piney-Z CDD**

Bank Reconciliation

Bank Account No. 2471 BB&T - GF  
 Statement No. 07-17  
 Statement Date 7/31/2017

<b>G/L Balance (LCY)</b>	41,720.87	<b>Statement Balance</b>	42,170.87
<b>G/L Balance</b>	41,720.87	<b>Outstanding Deposits</b>	0.00
<b>Positive Adjustments</b>	0.00		
	<hr/>		
<b>Subtotal</b>	41,720.87	<b>Subtotal</b>	42,170.87
<b>Negative Adjustments</b>	0.00	<b>Outstanding Checks</b>	450.00
	<hr/>	<b>Differences</b>	0.00
<b>Ending G/L Balance</b>	41,720.87	<b>Ending Balance</b>	41,720.87
<b>Difference</b>	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
<b>Outstanding Checks</b>						
7/18/2017	Payment	56834	QUALITY FLOOR CLEANING, LLC	450.00	0.00	450.00
<b>Total Outstanding Checks.....</b>				<b>450.00</b>		<b>450.00</b>

PINEY-Z  
Community Development District

**Payment Register by Bank Account**  
For the Period from 7/1/17 to 7/31/17  
(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>BB&amp;T - GF - (ACCT# XXXXX2471)</b>									
Check	56824	07/06/17	Vendor	TALL TIMBERS SERVICES, INC.	18998	Backflow Certification/Re-cert	R&M-Backflow Inspection	001-546459-57240	\$315.00
Check	56825	07/06/17	Vendor	BB&T	062617-0985	PURCHASES 5/24-6/22	STORAGE BOXES	001-546001-57201	\$9.80
Check	56825	07/06/17	Vendor	BB&T	062617-0985	PURCHASES 5/24-6/22	AIR FRESHENERS	001-552083-57201	\$34.89
Check	56825	07/06/17	Vendor	BB&T	062617-0985	PURCHASES 5/24-6/22	BALLAST PAV MEN'S ROOM	001-546020-57240	\$19.97
Check	56825	07/06/17	Vendor	BB&T	062617-0985	PURCHASES 5/24-6/22	VELCRO, FOR OFFICE SIGN	001-546001-57201	\$2.97
Check	56825	07/06/17	Vendor	BB&T	062617-0985	PURCHASES 5/24-6/22	LEAF SKIMMER	001-552009-57205	\$17.98
Check	56825	07/06/17	Vendor	BB&T	062617-0985	PURCHASES 5/24-6/22	REPLACEMENT CLOCK	001-552009-57205	\$29.98
Check	56825	07/06/17	Vendor	BB&T	062617-0985	PURCHASES 5/24-6/22	RE-KEYED DROP BOX ON PORCH	001-551002-57201	\$8.58
Check	56825	07/06/17	Vendor	BB&T	062617-0985	PURCHASES 5/24-6/22	FUEL FOR EQUIPMENT	001-546001-57240	\$8.85
Check	56825	07/06/17	Vendor	BB&T	062617-0985	PURCHASES 5/24-6/22	LIFT CHAIR BATTERIES	001-549900-57205	\$398.38
Check	56825	07/06/17	Vendor	BB&T	062617-0985	PURCHASES 5/24-6/22	BATTERY CHARGER	001-549900-57205	\$74.39
Check	56825	07/06/17	Vendor	BB&T	062617-0985	PURCHASES 5/24-6/22	2 NEW RODS DAMAGED BY RENTER	001-546001-57201	\$9.94
Check	56825	07/06/17	Vendor	BB&T	062617-0985	PURCHASES 5/24-6/22	3 60" ROUND TABLES	001-549900-57201	\$299.94
Check	56825	07/06/17	Vendor	BB&T	062617-0985	PURCHASES 5/24-6/22	LIGHT BULBS FOR PATHWAY LIGHTS	001-546020-57240	\$15.97
Check	56826	07/06/17	Vendor	CITY OF TALLAHASSEE	062817-85610	UTILITY SERVICE 5/26-6/26/17	Utility - Irrigation	001-543014-57201	\$304.56
Check	56826	07/06/17	Vendor	CITY OF TALLAHASSEE	062817-85610	UTILITY SERVICE 5/26-6/26/17	Utility - General	001-543001-57201	\$1,454.19
Check	56826	07/06/17	Vendor	CITY OF TALLAHASSEE	062817-85610	UTILITY SERVICE 5/26-6/26/17	Utility - Refuse Removal	001-543020-57201	\$91.00
Check	56827	07/06/17	Vendor	FEDEX	5-847-65558	SVC 6/20/17	Postage and Freight	001-541006-51301	\$9.98
Check	56828	07/06/17	Vendor	FITNESS PRO	14263	JUNE MAINTENANCE	Contracts-Fitness Equipment	001-534071-57214	\$100.00
Check	56829	07/06/17	Vendor	OFFICE BUSINESS SYSTEMS INC	049174 1	COPIES/EXCESS BILLING	R&M-Copier	001-546477-57201	\$6.03
Check	56830	07/06/17	Vendor	PETTY CASH	063017	PETTY CASH JUNE 2017	Cash On Hand/Petty Cash	102000	\$101.67
Check	56831	07/06/17	Vendor	RICK EVANS	063017	MILEAGE REIMBURSEMENT JUNE '17	Misc-Mileage Reimbursement	001-549951-57201	\$28.93
Check	56832	07/06/17	Vendor	S & R LANDSCAPING, LLC	1137	LAWN MAINTENANCE JUNE	Contr-Landscape-Amenities Area	001-534053-53901	\$1,005.00
Check	56833	07/18/17	Vendor	CAPITAL SECURITY AND	73231	MONITORING SVC JULY-SEPT	Contracts-Security Services	001-534037-57201	\$195.00
Check	56834	07/18/17	Vendor	QUALITY FLOOR CLEANING, LLC	6551	GENERAL CLEANING	Contracts-Janitorial Services	001-534026-57201	\$180.00
Check	56834	07/18/17	Vendor	QUALITY FLOOR CLEANING, LLC	6551	GENERAL CLEANING	Contracts-Janitorial Services	001-534026-57214	\$90.00
Check	56834	07/18/17	Vendor	QUALITY FLOOR CLEANING, LLC	6551	GENERAL CLEANING	Contracts-Janitorial Services	001-534026-57240	\$180.00
Check	56835	07/18/17	Vendor	FIRE PROFESSIONALS OF TALLAHASSEE	08492	KITCHEN HOOD SYSTEM/SIGNS	KITCHEN HOOD SYSTEM-INSPECTION	001-534094-57201	\$175.00
Check	56835	07/18/17	Vendor	FIRE PROFESSIONALS OF TALLAHASSEE	08492	KITCHEN HOOD SYSTEM/SIGNS	SIGNS	001-546230-57201	\$12.00
Check	56836	07/20/17	Vendor	COMCAST	071117-0453478	COMMUNICATION SVC 7/25-8/24	Prepaid Expense	001-155000-57201	\$266.72
Check	56837	07/20/17	Vendor	SEVERN TRENT ENVIRONMENTAL SERVICES, INC.	21840	MGMT FEES JULY 2017	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$4,522.92
Check	56837	07/20/17	Vendor	SEVERN TRENT ENVIRONMENTAL SERVICES, INC.	21840	MGMT FEES JULY 2017	Postage and Freight	001-541006-51301	\$22.54
Check	56837	07/20/17	Vendor	SEVERN TRENT ENVIRONMENTAL SERVICES, INC.	21840	MGMT FEES JULY 2017	Printing and Binding	001-547001-51301	\$24.10
Check	56838	07/20/17	Vendor	CITY OF TALLAHASSEE	071217-5610	COMMERCIAL LIGHTING 6/13-7/12	Electricity - Streetlighting	001-543013-57201	\$106.22

PINEY-Z  
Community Development District

**Payment Register by Bank Account**  
For the Period from 7/1/17 to 7/31/17  
(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
Check	56839	07/20/17	Vendor	FITNESS PRO	14186	FD AZUL ST JOHNS WATER ROWER	Non-Capitalized New Equipment	001-564120-57214	\$2,400.00
Check	56840	07/24/17	Vendor	LEWIS, LONGMAN, & WALKER, P.A.	MCL-119802	PROFESSIONAL SVC JUNE 2017	ProfServ-Legal Services	001-531023-51401	\$2,042.19
Check	56841	07/24/17	Vendor	MARPAN SUPPLY CO., INC.	1449287	CONTAINER RENTAL AUGUST 2017	Prepaid Expense	001-155000-57201	\$26.00
Check	56842	07/28/17	Employee	CHERYL M. HUDSON	PAYROLL	July 28, 2017 Payroll Posting			\$174.28
ACH	DD000378	07/12/17	Employee	LUKE J. LILES	PAYROLL	July 12, 2017 Payroll Posting			\$313.76
ACH	DD000379	07/12/17	Employee	EMMA K. FRANCIS	PAYROLL	July 12, 2017 Payroll Posting			\$149.61
ACH	DD000380	07/12/17	Employee	JOSHUA M. LILES	PAYROLL	July 12, 2017 Payroll Posting			\$99.73
ACH	DD000381	07/12/17	Employee	BRETT A. NIETO	PAYROLL	July 12, 2017 Payroll Posting			\$149.61
ACH	DD000382	07/12/17	Employee	MELINDA J. PARKER	PAYROLL	July 12, 2017 Payroll Posting			\$1,744.03
ACH	DD000383	07/12/17	Employee	RICKY S EVANS	PAYROLL	July 12, 2017 Payroll Posting			\$1,368.82
ACH	DD000384	07/12/17	Employee	JULIET A. LILES	PAYROLL	July 12, 2017 Payroll Posting			\$112.61
ACH	DD000385	07/12/17	Employee	SHEA M. STROUD	PAYROLL	July 12, 2017 Payroll Posting			\$189.09
ACH	DD000386	07/12/17	Employee	QUINN P. SULLIVAN	PAYROLL	July 12, 2017 Payroll Posting			\$222.33
ACH	DD000387	07/12/17	Employee	RYAN A. NIETO	PAYROLL	July 12, 2017 Payroll Posting			\$128.83
ACH	DD000388	07/12/17	Employee	NOLAN J. TURNAGE	PAYROLL	July 12, 2017 Payroll Posting			\$221.93
ACH	DD000389	07/12/17	Employee	MARCIA T. KIRKLAND	PAYROLL	July 12, 2017 Payroll Posting			\$248.62
ACH	DD000390	07/26/17	Employee	LUKE J. LILES	PAYROLL	July 26, 2017 Payroll Posting			\$157.92
ACH	DD000391	07/26/17	Employee	EMMA K. FRANCIS	PAYROLL	July 26, 2017 Payroll Posting			\$250.47
ACH	DD000392	07/26/17	Employee	JOSHUA M. LILES	PAYROLL	July 26, 2017 Payroll Posting			\$199.48
ACH	DD000393	07/26/17	Employee	BRETT A. NIETO	PAYROLL	July 26, 2017 Payroll Posting			\$170.38
ACH	DD000394	07/26/17	Employee	MELINDA J. PARKER	PAYROLL	July 26, 2017 Payroll Posting			\$1,738.84
ACH	DD000395	07/26/17	Employee	RICKY S EVANS	PAYROLL	July 26, 2017 Payroll Posting			\$1,328.62
ACH	DD000396	07/26/17	Employee	JULIET A. LILES	PAYROLL	July 26, 2017 Payroll Posting			\$162.63
ACH	DD000397	07/26/17	Employee	SHEA M. STROUD	PAYROLL	July 26, 2017 Payroll Posting			\$132.98
ACH	DD000398	07/26/17	Employee	QUINN P. SULLIVAN	PAYROLL	July 26, 2017 Payroll Posting			\$287.53
ACH	DD000399	07/26/17	Employee	RYAN A. NIETO	PAYROLL	July 26, 2017 Payroll Posting			\$283.82
ACH	DD000400	07/26/17	Employee	NOLAN J. TURNAGE	PAYROLL	July 26, 2017 Payroll Posting			\$94.08
ACH	DD000401	07/26/17	Employee	MARCIA T. KIRKLAND	PAYROLL	July 26, 2017 Payroll Posting			\$116.36
ACH	DD000402	07/28/17	Employee	DELORES A. PINCUS	PAYROLL	July 28, 2017 Payroll Posting			\$184.70
ACH	DD000403	07/28/17	Employee	ARTHUR R. KIRBY	PAYROLL	July 28, 2017 Payroll Posting			\$174.28
<b>Account Total</b>									<b>\$24,996.03</b>

<b>Total Amount Paid</b>	<b>\$24,996.03</b>
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# **FINANCIALS (2)**

## MEMORANDUM



**TO: Board of Supervisors**  
**FROM: Tiziana Cessna, District Accountant**  
**CC: Bob Nanni, District Manager / Alan Baldwin, Accounting Manager**  
**DATE: September 3, 2017**  
**SUBJECT: August Financials**

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Please find attached the August 2017 financial report. During your review, please keep in mind that the goals for revenues are to meet or exceed the year-to-date budget and for expenditures to be at or below the year-to-date budget. As of August the revenue has a favorable variance due to the allocation of the settlement for FY 2017. Expenditures are at 93% of the year-to-date budget. Should you have any questions or require additional information, please do not hesitate to contact me at Tiziana.Cessna@STServices.com.

### General Fund

Total Revenues for the General Fund were at a favorable variance of 107% of the year-to-date budget, due to the insurance settlements of the hurricane and lightning strike damages.

- The YTD Non-Ad Valorem assessments collections are at 100%.
- Settlement - FY2017 portion of the O&M maintenance settlement with Piney-Z Land LLC. Includes lightning strike damages of 9/19/16 and Hurricane Hermine damages of 9/2/16 claims.
- Other Miscellaneous Revenue includes a refund of Insurance premium from 14-15 and 15-16.

Total Expenditures through August were at a favorable 93% of the YTD budget.

- Administration
  - ▶ Insurance - General Liability - Premium was rated lower than expected due to market conditions.
- Park and Recreation - General
  - ▶ Utility - Other - Comcast increased their standard service charges.
  - ▶ Utility-irrigation. Due to drought season the irrigation usage has increased.
  - ▶ R&M-Emergency & Disaster Relief includes cameras lost in lightning strike.
  - ▶ Misc-Information Technology includes website work.
  - ▶ Non-Capitalized New Equipment includes new access control/cameras.
- Swimming Pool
  - ▶ ProfServ-Pool Maintenance - Pool service contract was cancelled.
  - ▶ Non-Capitalized New Equipment includes open air shed for pool pumps, sand filters and new security cameras (balance).
- Park and Grounds
  - ▶ R&M-General represents repair to bar and roof soft wash of pavilion.
  - ▶ R&M-Irrigation repairs of broken pipes.
  - ▶ Misc-Hurricane Expense includes repair to pavilion bar, replacement of main sign, repair to pavilion roof and remove tree stumps and restore area between lodge and pool.

## **NOTES TO FY 2017 FINANCIALS (TRANSACTIONS RELATED TO FY 2016)**

### **General Fund**

- **Settlements (\$28,730.03)**
  - **\$5,270.01, for lightning strike damages of 9-19-16**
  - **\$23,460.02, for Hurricane Hermine damages of 9-2-16**
- **Expenditures (\$21,294.83)**
  - **Parks and Recreation, General**
    - **R&M General, includes net \$232.00 for cornices**
    - **R&M Emergency & Disaster Relief, includes \$3,750.00 for cameras lost in 9-19-16 lightning strike**
    - **Misc-Information Technology, includes \$600 for website re-organization**
    - **Non- capitalized new equipment, includes \$4,286.80 for balance owed on new access control/cameras contract**
  - **Swimming Pool**
    - **Non-capitalized new equipment, includes \$2,121.83 for open air shed for pool pumps and sand filters**
  - **Park and Grounds**
    - **Misc-Hurricane Hermine expenses include:**
      - **Miscellaneous pavilion repairs, \$750**
      - **Replacement of main sign, \$500**
      - **Repair of pavilion roof, \$8,391.20**
      - **Removal of tree stumps and restoration of area between lodge and pool, \$663.00**



**PINEY-Z**  
**Community Development District**

*Financial Report*

*August 31, 2017*

**Prepared by**



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**Piney-Z  
Community Development District**

**Financial Statements**

**(Unaudited)**

**August 31, 2017**

**Balance Sheet**  
August 31, 2017

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<b><u>ASSETS</u></b>				
Cash - Checking Account	\$ 71,217	\$ -	\$ -	\$ 71,217
Cash On Hand/Petty Cash	243	-	-	243
Due From Other Funds	1,313	-	-	1,313
Investments:				
Money Market Account	297,322	-	-	297,322
Prepayment Account	-	-	1	1
Redemption Fund	-	647	-	647
Reserve Fund	-	9,500	-	9,500
Revenue Fund	-	32,024	125,634	157,658
Prepaid Items	3,680	-	-	3,680
<b>TOTAL ASSETS</b>	<b>\$ 373,775</b>	<b>\$ 42,171</b>	<b>\$ 125,635</b>	<b>\$ 541,581</b>
<b><u>LIABILITIES</u></b>				
Accounts Payable	\$ 2,475	\$ -	\$ -	\$ 2,475
Accrued Expenses	4,308	-	-	4,308
Unearned Revenue	16,961	-	-	16,961
Accrued Wages Payable	5,082	-	-	5,082
Accrued Taxes Payable	389	-	-	389
Due To Other Funds	-	1,313	-	1,313
<b>TOTAL LIABILITIES</b>	<b>29,215</b>	<b>1,313</b>	<b>-</b>	<b>30,528</b>
<b><u>FUND BALANCES</u></b>				
<b>Nonspendable:</b>				
Prepaid Items	3,680	-	-	3,680
<b>Restricted for:</b>				
Debt Service	-	40,858	125,635	166,493
<b>Assigned to:</b>				
Operating Reserves	98,829	-	-	98,829
Reserves - CDD Amenity	79,314	-	-	79,314
Reserves-Lodge	3,525	-	-	3,525
Reserves - Other	16,961	-	-	16,961
Reserves - Parking Lots	7,000	-	-	7,000
Reserves - Park	500	-	-	500
Reserves - Pools	8,500	-	-	8,500
Reserves-Pool Equipment	2,085	-	-	2,085
Reserves-Pool Filters	500	-	-	500
Reserves-Pool Pumps	1,800	-	-	1,800
<b>Unassigned:</b>	121,866	-	-	121,866
<b>TOTAL FUND BALANCES</b>	<b>\$ 344,560</b>	<b>\$ 40,858</b>	<b>\$ 125,635</b>	<b>\$ 511,053</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 373,775</b>	<b>\$ 42,171</b>	<b>\$ 125,635</b>	<b>\$ 541,581</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending August 31, 2017

<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>
<b><u>REVENUES</u></b>				
Interest - Investments	\$ 1,000	\$ 916	\$ 1,246	\$ 330
Special Assmnts- Tax Collector	394,709	394,709	394,706	(3)
Special Assmnts- Discounts	(15,788)	(15,788)	(15,030)	758
Settlements	33,924	33,924	62,654	28,730
Other Miscellaneous Revenues	130	130	785	655
Access Cards	105	105	748	643
Pavilion Rental	800	640	320	(320)
Lodge Rental	13,000	11,790	12,545	755
<b>TOTAL REVENUES</b>	<b>427,880</b>	<b>426,426</b>	<b>457,974</b>	<b>31,548</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
P/R-Board of Supervisors	12,000	11,000	7,800	3,200
FICA Taxes	918	842	597	245
ProfServ-Legal Services	25,000	22,916	22,042	874
ProfServ-Mgmt Consulting Serv	54,275	49,753	49,752	1
ProfServ-Special Assessment	4,637	4,637	4,637	-
Auditing Services	3,150	3,150	3,150	-
Postage and Freight	500	459	292	167
Insurance - General Liability	12,053	12,053	9,748	2,305
Printing and Binding	500	459	223	236
Legal Advertising	1,500	1,500	811	689
Miscellaneous Services	150	137	237	(100)
Misc-Assessmnt Collection Cost	11,841	11,841	11,390	451
Misc-Contingency	550	505	-	505
Office Supplies	250	229	-	229
Annual District Filing Fee	175	175	175	-
<b>Total Administration</b>	<b>127,499</b>	<b>119,656</b>	<b>110,854</b>	<b>8,802</b>
<b><u>Field</u></b>				
Contr-Landscape-Amenities Area	12,312	11,286	9,045	2,241
R&M-Trees and Trimming	3,000	2,750	-	2,750
Misc-Contingency	3,500	3,209	1,123	2,086
<b>Total Field</b>	<b>18,812</b>	<b>17,245</b>	<b>10,168</b>	<b>7,077</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending August 31, 2017

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>Parks and Recreation - General</u></b>				
Payroll-Maintenance	8,008	7,340	7,319	21
Payroll-Administrative	48,204	44,187	44,185	2
FICA Taxes	4,300	3,941	3,940	1
Workers' Compensation	2,878	2,878	3,038	(160)
Contracts-Janitorial Services	2,834	2,598	2,345	253
Contracts-Security Services	4,202	4,202	1,846	2,356
Contracts-Fire Exting. Insp.	350	350	350	-
Contracts-Fire Insp Sprinkler System	300	300	250	50
Communication - Teleph - Field	100	91	100	(9)
Postage and Freight	500	459	-	459
Utility - General	15,218	13,949	14,128	(179)
Utility - Other	2,490	2,283	2,830	(547)
Electricity - Streetlighting	1,358	1,244	1,182	62
Utility - Irrigation	1,700	1,559	2,826	(1,267)
Utility - Refuse Removal	1,147	1,051	1,007	44
Rental Dumpster	312	286	286	-
R&M-General	7,250	6,645	2,372	4,273
R&M-Electrical	450	412	394	18
R&M-Pest Control	858	858	858	-
R&M-Roof	270	-	75	(75)
R&M-Emergency& Disaster Relief	-	-	3,750	(3,750)
R&M-Fire Equipment	200	200	12	188
R&M-Flooring	1,236	1,133	-	1,133
R&M-Plumbing	600	550	11	539
R&M-Copier	420	385	76	309
Misc-Contingency	3,750	3,437	1,753	1,684
Misc-Information Technology	750	687	1,075	(388)
Misc-Mileage Reimbursement	447	409	282	127
Office Supplies	1,800	1,650	1,858	(208)
Supplies-Cleaning & Paper	495	454	405	49
Non-Capitalized New Equipment	2,497	2,497	8,622	(6,125)
Reserves-Lodge	3,525	-	-	-
Reserve - Parking Lot	7,000	-	-	-
<b>Total Parks and Recreation - General</b>	<b>125,449</b>	<b>106,035</b>	<b>107,175</b>	<b>(1,140)</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending August 31, 2017

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>Swimming Pool</u></b>				
Payroll-Lifeguards	21,353	15,300	16,227	(927)
Payroll-Maintenance	6,006	5,505	10,167	(4,662)
Payroll-Administrative	9,641	8,838	9,230	(392)
FICA Taxes	2,831	2,596	2,725	(129)
ProfServ-Pool Maintenance	6,000	5,500	1,500	4,000
Communication - Teleph - Field	100	91	102	(11)
R&M-General	1,450	1,330	140	1,190
R&M-Electrical	300	275	148	127
R&M-Pools	8,100	7,425	1,359	6,066
Misc-Licenses & Permits	275	275	250	25
Misc-Contingency	4,000	3,666	2,260	1,406
Op Supplies - Pool Chemicals	4,250	3,905	1,853	2,052
Non-Capitalized New Equipment	6,000	3,000	2,122	878
Reserve - Pool	8,500	-	-	-
Reserves-Pool Equipment	2,085	-	-	-
Reserves-Pool Filters	500	-	-	-
Reserves-Pool Pumps	1,800	-	-	-
<b>Total Swimming Pool</b>	<b>83,191</b>	<b>57,706</b>	<b>48,083</b>	<b>9,623</b>
<b><u>Fitness Center</u></b>				
Payroll-Maintenance	4,004	3,671	861	2,810
Payroll-Administrative	3,214	2,947	1,704	1,243
FICA Taxes	552	506	196	310
Contracts-Janitorial Services	1,404	1,288	1,265	23
Contracts-Fitness Equipment	1,200	1,100	1,000	100
R&M-General	1,500	1,375	-	1,375
R&M-Electrical	300	275	37	238
R&M-Equipment	1,250	1,145	-	1,145
Misc-Contingency	1,500	1,375	-	1,375
Supplies-Cleaning & Paper	185	170	466	(296)
Non-Capitalized New Equipment	10,629	-	2,400	(2,400)
<b>Total Fitness Center</b>	<b>25,738</b>	<b>13,852</b>	<b>7,929</b>	<b>5,923</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending August 31, 2017

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>
<b><u>Park &amp; Grounds</u></b>				
Payroll-Maintenance	22,022	20,186	18,945	1,241
Payroll-Administrative	3,213	2,945	3,207	(262)
FICA Taxes	1,930	1,770	1,695	75
Contracts-Janitorial Services	962	914	990	(76)
R&M-General	1,355	1,243	1,402	(159)
R&M-Electrical	250	229	324	(95)
R&M-Irrigation	300	275	1,244	(969)
R&M-Backflow Inspection	255	255	315	(60)
Misc-Hurricane Expense	-	-	10,304	(10,304)
Misc-Contingency	4,000	3,666	89	3,577
Supplies-Cleaning & Paper	150	137	122	15
Non-Capitalized New Equipment	3,600	1,700	1,683	17
Reserve - Parks	500	-	-	-
<b>Total Park &amp; Grounds</b>	<b>38,537</b>	<b>33,320</b>	<b>40,320</b>	<b>(7,000)</b>
<b><u>Reserves</u></b>				
Reserve - CDD Amenity	8,654	-	-	-
<b>Total Reserves</b>	<b>8,654</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>427,880</b>	<b>347,814</b>	<b>324,529</b>	<b>23,285</b>
Excess (deficiency) of revenues Over (under) expenditures	-	78,612	133,445	54,833
Net change in fund balance	\$ -	\$ 78,612	\$ 133,445	\$ 54,833
<b>FUND BALANCE, BEGINNING (OCT 1, 2016)</b>	<b>211,115</b>	<b>211,115</b>	<b>211,115</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 211,115</b>	<b>\$ 289,727</b>	<b>\$ 344,560</b>	



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending August 31, 2017

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>REVENUES</u></b>				
Interest - Investments	\$ 50	\$ 45	\$ 105	\$ 60
Special Assmnts- Tax Collector	55,899	55,899	55,903	4
Special Assmnts- Discounts	(2,236)	(2,236)	(2,129)	107
<b>TOTAL REVENUES</b>	<b>53,713</b>	<b>53,708</b>	<b>53,879</b>	<b>171</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
ProfServ-Trustee Fees	3,502	3,502	3,098	404
Misc-Assessmnt Collection Cost	1,677	1,677	1,613	64
<b>Total Administration</b>	<b>5,179</b>	<b>5,179</b>	<b>4,711</b>	<b>468</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	65,000	65,000	60,000	5,000
Principal Prepayments	-	-	10,000	(10,000)
Interest Expense	9,750	9,750	9,625	125
<b>Total Debt Service</b>	<b>74,750</b>	<b>74,750</b>	<b>79,625</b>	<b>(4,875)</b>
<b>TOTAL EXPENDITURES</b>	<b>79,929</b>	<b>79,929</b>	<b>84,336</b>	<b>(4,407)</b>
Excess (deficiency) of revenues				
Over (under) expenditures	(26,216)	(26,221)	(30,457)	(4,236)
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Contribution to (Use of) Fund Balance	(26,216)	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(26,216)</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ (26,216)	\$ (26,221)	\$ (30,457)	\$ (4,236)
<b>FUND BALANCE, BEGINNING (OCT 1, 2016)</b>	<b>71,315</b>	<b>71,315</b>	<b>71,315</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 45,099</b>	<b>\$ 45,094</b>	<b>\$ 40,858</b>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending August 31, 2017

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>REVENUES</u></b>				
Interest - Investments	\$ 100	\$ 91	\$ 274	\$ 183
Special Assmnts- Tax Collector	214,130	214,130	214,130	-
Special Assmnts- Discounts	(8,565)	(8,565)	(8,154)	411
<b>TOTAL REVENUES</b>	<b>205,665</b>	<b>205,656</b>	<b>206,250</b>	<b>594</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
ProfServ-Dissemination Agent	1,000	1,000	-	1,000
ProfServ-Trustee Fees	4,400	4,400	4,337	63
Misc-Assessmnt Collection Cost	6,424	6,424	6,179	245
<b>Total Administration</b>	<b>11,824</b>	<b>11,824</b>	<b>10,516</b>	<b>1,308</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	175,000	175,000	175,000	-
Interest Expense	22,738	22,738	22,738	-
<b>Total Debt Service</b>	<b>197,738</b>	<b>197,738</b>	<b>197,738</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>209,562</b>	<b>209,562</b>	<b>208,254</b>	<b>1,308</b>
Excess (deficiency) of revenues				
Over (under) expenditures	(3,897)	(3,906)	(2,004)	1,902
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Contribution to (Use of) Fund Balance	(3,897)	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(3,897)</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ (3,897)	\$ (3,906)	\$ (2,004)	\$ 1,902
<b>FUND BALANCE, BEGINNING (OCT 1, 2016)</b>	<b>127,639</b>	<b>127,639</b>	<b>127,639</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 123,742</b>	<b>\$ 123,733</b>	<b>\$ 125,635</b>	

**PINEY-Z**  
**Community Development District**

Supporting Schedules

August 31, 2017

**Non-Ad Valorem Special Assessments - Leon County Tax Collector  
(Monthly Assessment Collection Distributions)  
For the Fiscal Year Ending September 30, 2017**

Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Cost	Gross Amount	Allocation by Fund		
					General Fund	Series 2002 Debt Service Fund	Series 2008 Debt Service Fund
ASSESSMENTS LEVIED FY2017				\$ 664,739	\$ 394,706	\$ 55,903	\$ 214,130
Allocation %				100%	59%	8%	32%
11/18/16	\$ 6,928	\$ 376	\$ 214	\$ 7,518	\$ 4,464	\$ 632	\$ 2,422
11/14/16	64,084	3,477	1,982	69,543	41,293	5,848	22,402
12/12/16	475,269	20,415	14,699	510,383	303,054	42,922	164,408
12/27/16	38,121	1,638	1,179	40,938	24,308	3,443	13,187
01/16/17	5,162	165	160	5,486	3,258	461	1,767
02/07/17	9,455	199	292	9,947	5,906	836	3,204
03/10/17	3,653	38	113	3,804	2,259	320	1,225
04/13/17	8,863	-	274	9,137	5,425	768	2,943
05/12/17	3,246	-	100	3,347	1,987	281	1,078
06/13/17	3,394	-	105	3,499	2,077	294	1,127
06/29/17	2,069	(994)	64	1,139	676	96	367
<b>TOTAL</b>	<b>\$ 620,243</b>	<b>\$ 25,313</b>	<b>\$ 19,183</b>	<b>\$ 664,739</b>	<b>\$ 394,706</b>	<b>\$ 55,903</b>	<b>\$ 214,130</b>
<b>% COLLECTED</b>				<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

**Cash and Investment Report**

*August 31, 2017*

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Yield</u>	<u>Balance</u>
<b>GENERAL FUND</b>				
Operating Checking Account	BB&T	Business checking	0.00%	\$71,217
Petty Cash	Petty Cash	Cash	0.00%	\$243
Public Funds Money Market Account	Stonegate Bank	Money Market Account	0.40%	\$297,322
			<b>Subtotal</b>	<u>\$368,782</u>
<b>DEBT SERVICE FUNDS</b>				
Series 2002 Redemption Account	US Bank	Government Obligation Fund	0.00%	\$647
Series 2002 Reserve Account (1)	US Bank	US Bank Money Market	0.10%	\$9,500
Series 2002 Revenue Account	US Bank	Open-ended Commercial Paper	0.05%	\$32,024
Series 2008 Prepayment account	US Bank	Government Obligation Fund	0.00%	\$1
Series 2008 Revenue Account	US Bank	Open-ended Commercial Paper	0.05%	\$125,634
			<b>Subtotal</b>	<u>\$167,806</u>
			<b>Total</b>	<u><u>\$536,588</u></u>

**Piney-Z CDD**

Bank Reconciliation

Bank Account No. 2471 BB&T - GF  
 Statement No. 08-17  
 Statement Date 8/31/2017

<b>G/L Balance (LCY)</b>	71,216.69	<b>Statement Balance</b>	71,709.35
<b>G/L Balance</b>	71,216.69	<b>Outstanding Deposits</b>	0.00
<b>Positive Adjustments</b>	0.00		
	<hr/>	<b>Subtotal</b>	71,709.35
<b>Subtotal</b>	71,216.69	<b>Outstanding Checks</b>	492.66
<b>Negative Adjustments</b>	0.00	<b>Differences</b>	0.00
	<hr/>		
<b>Ending G/L Balance</b>	71,216.69	<b>Ending Balance</b>	71,216.69
<b>Difference</b>	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
<b>Outstanding Checks</b>						
8/3/2017	Payment	56848	RICK EVANS	23.14	0.00	23.14
8/22/2017	Payment	56871	COMCAST	298.52	0.00	298.52
8/29/2017	Payment	56874	MARPAN SUPPLY CO., INC.	26.00	0.00	26.00
8/30/2017	Payment	56875	BRIAN PESCHL	145.00	0.00	145.00
<b>Total Outstanding Checks.....</b>				<b>492.66</b>		<b>492.66</b>

PINEY-Z  
Community Development District

**Payment Register by Bank Account**  
For the Period from 8/1/17 to 8/31/17  
(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>BB&amp;T - GF - (ACCT# XXXXX2471)</b>									
Check	56843	08/02/17	Vendor	CAPITAL SECURITY AND	73257	REMOVE/INST DOOR LOCK FRONT GA	Misc-Contingency	001-549900-57205	\$785.00
Check	56843	08/02/17	Vendor	CAPITAL SECURITY AND	73256	LIGHTNING STRICK/CONTROL SYST	REPLACE POWER SUPPLET TO OFFICE CONTROLLERS	001-549900-57201	\$765.00
Check	56844	08/02/17	Vendor	FITNESS PRO	14448	JULY MAINTENANCE	Contracts-Fitness Equipment	001-534071-57214	\$100.00
Check	56845	08/02/17	Vendor	KEITH MCNEILL PLUMBING	W30299	REMOVED/INSTALLED SINK	REMOVED/INSTALLED NEW 2 COMPARTMENT SINK	001-564120-57201	\$1,190.45
Check	56846	08/02/17	Vendor	S & R LANDSCAPING, LLC	1164	LAWN MAINTENANCE AUG	Contr-Landscape-Amenities Area	001-534053-53901	\$804.00
Check	56847	08/03/17	Vendor	FITNESS PRO	14505	GYM WIPES	Supplies-Cleaning & Paper	001-552083-57214	\$119.84
Check	56848	08/03/17	Vendor	RICK EVANS	INEYZ-073117	MILEAGE REIMBURSEMENT JULY '17	Misc-Mileage Reimbursement	001-549951-57201	\$23.14
Check	56849	08/04/17	Vendor	BB&T	0985-072517	HOME DEPOT 6/27-7/19/17	COVER FOR LIFT CHAIR BATTERY	001-549900-57205	\$68.31
Check	56849	08/04/17	Vendor	BB&T	0985-072517	HOME DEPOT 6/27-7/19/17	OFFICE SUPPLIES/ENVELOPES	001-551002-57201	\$7.72
Check	56849	08/04/17	Vendor	BB&T	0985-072517	HOME DEPOT 6/27-7/19/17	PAPER SUPPLIES/TOILET PAPER	001-552083-57201	\$19.10
Check	56849	08/04/17	Vendor	BB&T	0985-072517	HOME DEPOT 6/27-7/19/17	PAPER SUPPLIES/TOILET PAPER	001-552083-57214	\$19.10
Check	56849	08/04/17	Vendor	BB&T	0985-072517	HOME DEPOT 6/27-7/19/17	PAPER SUPPLIES/TOILET PAPER	001-552083-57240	\$4.26
Check	56849	08/04/17	Vendor	BB&T	0985-072517	HOME DEPOT 6/27-7/19/17	PAPER SUPPLIES/PAPER TOWELS	001-552083-57201	\$15.08
Check	56849	08/04/17	Vendor	BB&T	0985-072517	HOME DEPOT 6/27-7/19/17	PAPER SUPPLIES/PAPER TOWELS	001-552083-57240	\$1.68
Check	56849	08/04/17	Vendor	BB&T	0985-072517	HOME DEPOT 6/27-7/19/17	OFFICE SUPPLIES/COPIER PAPER	001-551002-57201	\$28.98
Check	56849	08/04/17	Vendor	BB&T	0985-072517	HOME DEPOT 6/27-7/19/17	PAPER SUPPLIES/TOILET PAPER	001-552083-57201	(\$10.61)
Check	56849	08/04/17	Vendor	BB&T	0985-072517	HOME DEPOT 6/27-7/19/17	PAPER SUPPLIES/TOILET PAPER	001-552083-57214	(\$10.62)
Check	56849	08/04/17	Vendor	BB&T	0985-072517	HOME DEPOT 6/27-7/19/17	2 NO PARKING SIGNS	001-549900-57240	\$7.94
Check	56849	08/04/17	Vendor	BB&T	0985-072517	HOME DEPOT 6/27-7/19/17	39 VIZIO TV	001-551002-57201	\$268.88
Check	56849	08/04/17	Vendor	BB&T	0985-072517	HOME DEPOT 6/27-7/19/17	COPIES/CONSTRUCTION DRAWING FOR POOL	001-549900-57205	\$78.26
Check	56849	08/04/17	Vendor	BB&T	0985-072517	HOME DEPOT 6/27-7/19/17	3 COMPARTMENT SINK/KITCHEN	001-564120-57201	\$525.64
Check	56849	08/04/17	Vendor	BB&T	0985-072517	HOME DEPOT 6/27-7/19/17	OIL FOR EQUIPMENT	001-546001-57240	\$8.97
Check	56849	08/04/17	Vendor	BB&T	0985-072517	HOME DEPOT 6/27-7/19/17	WEED SPRAY	001-546001-57240	\$14.97
Check	56849	08/04/17	Vendor	BB&T	0985-072517	HOME DEPOT 6/27-7/19/17	COUPON TOILET PAPER	001-552083-57201	(\$2.00)
Check	56850	08/04/17	Vendor	OFFICE BUSINESS SYSTEMS INC	049478	BLACK/COLOR COPIES	R&M-Copier	001-546477-57201	\$6.06
Check	56851	08/04/17	Vendor	RAY A WILKINSON JR	072817	PRESSURE WASH LODGE	EXTERIOR WALLS-ROOF DRIP/ PPRESSION WASH FRONT ENT	001-546001-57201	\$672.00
Check	56852	08/10/17	Vendor	CITY OF TALLAHASSEE	073117	UTILITY SERVICE 6/27-7/27/17	Utility - Irrigation	001-543014-57201	\$309.05
Check	56852	08/10/17	Vendor	CITY OF TALLAHASSEE	073117	UTILITY SERVICE 6/27-7/27/17	Utility - Other	001-543004-57201	\$1,461.47
Check	56852	08/10/17	Vendor	CITY OF TALLAHASSEE	073117	UTILITY SERVICE 6/27-7/27/17	Utility - Refuse Removal	001-543020-57201	\$91.00
Check	56853	08/10/17	Vendor	FEDEX	5-882-81602	SVC 7/25/17	Postage and Freight	001-541006-51301	\$10.02
Check	56854	08/10/17	Vendor	SEVERN TRENT ENVIRONMENTAL SERVICES, INC.	22512	MGMT FEES AUGUST 2017	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$4,522.92
Check	56854	08/10/17	Vendor	SEVERN TRENT ENVIRONMENTAL SERVICES, INC.	22512	MGMT FEES AUGUST 2017	Postage and Freight	001-541006-51301	\$22.54
Check	56854	08/10/17	Vendor	SEVERN TRENT ENVIRONMENTAL SERVICES, INC.	22512	MGMT FEES AUGUST 2017	Printing and Binding	001-547001-51301	\$0.20
Check	56855	08/15/17	Vendor	TALLAHASSEE DEMOCRAT	0001275657	NOTICE OF MEETING 6/26	Legal Advertising	001-548002-51301	\$455.20
Check	56856	08/17/17	Vendor	LEWIS, LONGMAN, & WALKER, P.A.	MCL-120360	GENERAL SERVICE 7/1-7/31/17	ProfServ-Legal Services	001-531023-51401	\$2,000.00
Check	56857	08/17/17	Vendor	QUALITY FLOOR CLEANING, LLC	6616	GEN CLEANING 7/6-7/31/17	Contracts-Janitorial Services	001-534026-57201	\$160.00
Check	56857	08/17/17	Vendor	QUALITY FLOOR CLEANING, LLC	6616	GEN CLEANING 7/6-7/31/17	Contracts-Janitorial Services	001-534026-57214	\$80.00

PINEY-Z  
Community Development District

**Payment Register by Bank Account**  
For the Period from 8/1/17 to 8/31/17  
(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
Check	56857	08/17/17	Vendor	QUALITY FLOOR CLEANING, LLC	6616	GEN CLEANING 7/6-7/31/17	Contracts-Janitorial Services	001-534026-57240	\$160.00
Check	56858	08/18/17	Vendor	CITY OF TALLAHASSEE	81017	SERVICES 7/13-8/10	Electricity - Streetlighting	001-543013-57201	\$105.58
ACH	56859	08/23/17	Employee	LUKE J. LILES	PAYROLL	August 23, 2017 Payroll Posting			\$16.62
ACH	56860	08/23/17	Employee	EMMA K. FRANCIS	PAYROLL	August 23, 2017 Payroll Posting			\$149.61
ACH	56861	08/23/17	Employee	JOSHUA M. LILES	PAYROLL	August 23, 2017 Payroll Posting			\$8.31
ACH	56862	08/23/17	Employee	BRETT A. NIETO	PAYROLL	August 23, 2017 Payroll Posting			\$180.77
ACH	56863	08/23/17	Employee	MELINDA J. PARKER	PAYROLL	August 23, 2017 Payroll Posting			\$1,764.85
ACH	56864	08/23/17	Employee	RICKY S EVANS	PAYROLL	August 23, 2017 Payroll Posting			\$1,306.28
ACH	56865	08/23/17	Employee	JULIET A. LILES	PAYROLL	August 23, 2017 Payroll Posting			\$199.69
ACH	56866	08/23/17	Employee	SHEA M. STROUD	PAYROLL	August 23, 2017 Payroll Posting			\$239.36
ACH	56867	08/23/17	Employee	QUINN P. SULLIVAN	PAYROLL	August 23, 2017 Payroll Posting			\$294.94
ACH	56868	08/23/17	Employee	RYAN A. NIETO	PAYROLL	August 23, 2017 Payroll Posting			\$180.77
ACH	56869	08/23/17	Employee	NOLAN J. TURNAGE	PAYROLL	August 23, 2017 Payroll Posting			\$105.20
ACH	56870	08/23/17	Employee	MARCIA T. KIRKLAND	PAYROLL	August 23, 2017 Payroll Posting			\$141.29
Check	56871	08/22/17	Vendor	COMCAST	53478-081117	SVC 8/25-9/24	Prepaid Expense	001-155000-57201	\$298.52
Check	56872	08/22/17	Vendor	FLORIDA MUNICIPAL INSURANCE TR	081517-0827	FIRT INSTALL 17/18 FY	Prepaid Expense	001-155000-57201	\$3,355.50
Check	56873	08/22/17	Vendor	PHOENIX FIRE PROTECTION INC	3764	ANNU FIRE SPRINKLER INSP	Contracts-Fire Insp Sprinkler System	001-534165-57201	\$250.00
Check	56874	08/29/17	Vendor	MARPAN SUPPLY CO., INC.	1453143	DUMPSTER 9/1/17	Prepaid Expense	001-155000-57201	\$26.00
Check	56875	08/30/17	Vendor	BRIAN PESCHL	24593	QTRLY PEST CONTROL	R&M-Pest Control	001-546070-57201	\$145.00
ACH	DD000404	08/09/17	Employee	LUKE J. LILES	PAYROLL	August 09, 2017 Payroll Posting			\$74.81
ACH	DD000405	08/09/17	Employee	EMMA K. FRANCIS	PAYROLL	August 09, 2017 Payroll Posting			\$147.53
ACH	DD000406	08/09/17	Employee	JOSHUA M. LILES	PAYROLL	August 09, 2017 Payroll Posting			\$81.04
ACH	DD000407	08/09/17	Employee	BRETT A. NIETO	PAYROLL	August 09, 2017 Payroll Posting			\$141.29
ACH	DD000408	08/09/17	Employee	MELINDA J. PARKER	PAYROLL	August 09, 2017 Payroll Posting			\$1,764.85
ACH	DD000409	08/09/17	Employee	RICKY S EVANS	PAYROLL	August 09, 2017 Payroll Posting			\$1,431.35
ACH	DD000410	08/09/17	Employee	JULIET A. LILES	PAYROLL	August 09, 2017 Payroll Posting			\$153.38
ACH	DD000411	08/09/17	Employee	SHEA M. STROUD	PAYROLL	August 09, 2017 Payroll Posting			\$441.32
ACH	DD000412	08/09/17	Employee	QUINN P. SULLIVAN	PAYROLL	August 09, 2017 Payroll Posting			\$184.93
ACH	DD000413	08/09/17	Employee	RYAN A. NIETO	PAYROLL	August 09, 2017 Payroll Posting			\$270.86
ACH	DD000414	08/09/17	Employee	NOLAN J. TURNAGE	PAYROLL	August 09, 2017 Payroll Posting			\$142.26
ACH	DD000415	08/09/17	Employee	MARCIA T. KIRKLAND	PAYROLL	August 09, 2017 Payroll Posting			\$331.99
<b>Account Total</b>									<b>\$28,717.45</b>



PINEY-Z  
Community Development District

**Payment Register by Bank Account**

For the Period from 8/1/17 to 8/31/17

(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
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STONEGATE BANK - GF MMA - (ACCT# XXXXX5680)

Check	1024	08/29/17	Vendor	PINEY Z CDD	08182018	TRANSFER TO BBT	Due From Other Funds	131000	\$60,000.00
<b>Account Total</b>									<u>\$60,000.00</u>

<b>Total Amount Paid</b>	<b>\$88,717.45</b>
--------------------------	--------------------

Total Amount Paid - Breakdown by Fund	
Fund	Amount
General Fund - 001	88,717.45
<b>Total</b>	<b>88,717.45</b>

## **Sixth Order of Business**

**6A.**

**Piney-Z Community Development District  
Property Manager's Report  
September 7, 2017  
For Meeting of September 18, 2017**

**LODGE/GARAGE**

- New three compartment kitchen sink installed, 7-24-17
- Swivel neck added to kitchen sink, to permit cleaning of all three compartments, 8-22-17
- All AC filters changed out for third quarter, 7-20-17
- Three HVAC units inspected by Key Heating (general operation, electrical, Freon pressure, cleared drain lines)
- Re-set router to re-set guest connections
- Semi-annual fire extinguishers and kitchen hood inspection completed/Tallahassee Fire Professionals, week of July 17, 2017
- Annual inspection of sprinkler system completed/Phoenix, 8-3-17
- Lodge and walk from office door to furthest parking place in front of lodge soft washed, 7-28-17
- HDMI surge protector installed on DVR
- Eucalyptus bench added to front porch, 8-17-17
- Aqua lantern replaced on rear of building, week of 8-14-17
- The yoga class approved by the board for Thursday evenings at the lodge is on temporary hiatus, awaiting return of original teacher.

**FITNESS CENTER**

- Replacement elliptical and new recumbent stationary bike ordered
- HVAC unit inspected by Key Heating (general operation, electrical, Freon pressure, cleared drain line)

**PAVILION**

- Occupancy light sensors installed in restrooms on 8-23-17
- Pressure washed rear walk to pool, picnic table leveling stones, etc.

**POOL**

- Installation of new mag lock, push-pull handles on (front) gate and request to exit button, to prevent reaching over and unlocking gate. Battery back-up installed inside Lodge
- Turned more water in pool (twice) to stay ahead of cyanuric acid issue
- Treated ants at pool
- New handle for dolphin caddy purchased and installed
- Pressure washed one-half of deck furniture
- Installed fresh pedi pad in AED

## **PLAYGROUND**

- Nothing special to report

## **PARK AND GROUNDS**

- Removed four trees (drake elm and three legustrum) and three bushes (holly) lying against buildings (pavilion and lodge) and on the roofs thereof (trees only). Also removed two trees (oak and pear) growing in loropetalum bed, and trimmed multiple dead limbs from the live oak in the front yard.

## **GENERAL**

- Provided assistance as necessary to facilitate National Night Out event on CDD grounds, 8-1-17
- Provided assistance to HOA social committee, to ensure CDD was properly covered for the food truck event on 8-15-17. Contacted departments of health, agriculture, and business and professional regulation as well as insurance agents, truck owners and the president of the food truck association.
- Working to complete pool bid comparisons for meeting upcoming

• Updates since publication:	TBD
• Rental reservations booked in July:	0
Rental fees banked in July:	\$ 0
Rental reservations booked in August:	5
Rental fees banked in August	\$1,440
Rental reservations booked in <i>calendar</i> 2017:	37
Rental fees banked in <i>calendar</i> 2017:	\$10,835

**6C.**

1 Draft September 9, 2017

2  
3  
4 RULES OF THE PINEY-Z  
5 COMMUNITY DEVELOPMENT DISTRICT

6  
7 ESTABLISHING CERTAIN POLICIES AND PROCEDURES  
8 FOR THE AMENITIES LOCATED IN THE PINEY-Z  
9 COMMUNITY DEVELOPMENT DISTRICT

10  
11 **1.01 Purpose**

12  
13 To adopt uniform policies and procedures for use of amenities located on property  
14 owned or leased by the Piney-Z Community Development District (the "CDD"), including  
15 but not limited to the swimming pool area, fitness center, lodge, pavilion and the  
16 Rosemary White Playground and Gazebo Park.

17  
18 Specific Authority Chapter 190.035; 190.011; 190.012; 120.54, Fla.  
19 Statute

20  
21 Law Implemented Chapter 190.011; 190.012; 190.035, Fla. Statute

22  
23 **1.02 Necessity**

24  
25 To establish uniform policies and procedures for the CDD amenities

26  
27 **1.03 Definitions**

28  
29 A. The term "Resident" is hereinafter defined as an individual who resides on  
30 a regular basis in a home within the CDD as a property owner, renter or  
31 member of a household. The term Resident is also defined as an  
32 individual or entity owning one or more lots within the CDD.

33  
34 B. The term "Pass Holder" is hereinafter defined as a non-resident who pays  
35 an annual fee to use the CDD amenities and members of that non-  
36 resident's household.

37  
38 C. The term "Guest" is hereinafter defined as a non-resident accompanying a  
39 Resident or Pass Holder to use the CDD amenities.

40  
41 ~~D. The term "Program Participant" is a person who enrolls in a CDD-~~  
42 ~~sponsored program or class.~~

44 **1.04 Annual Non-Resident User Fee**

45  
46 Non-residents may use the CDD amenities for an annual fee equal to the current annual  
47 Operation and Maintenance (General Fund) Assessment. The annual fee may change  
48 each fiscal year, so the CDD Manager should be contacted for the most current fee.  
49 Payment of the annual fee entitles the non-resident and members of the non-resident's  
50 household to use the CDD amenities in accordance with these Rules 12 months from  
51 the date of receipt of payment by the CDD. The fee for the full 12 months must be paid  
52 to activate membership. The CDD does not offer monthly or prorated memberships.

53  
54 **1.05 Conduct Required of Users**

55  
56 Users of the CDD amenities shall conduct themselves in a generally acceptable manner  
57 and follow all amenities rules. Violations of generally acceptable standards of conduct  
58 may result in suspension of any or all privileges. ~~The CDD Manager shall, and from time~~  
59 ~~to time as issues arise, post requirements for use and proscribed behavior.~~ Additionally,  
60 Piney-Z CDD Property is a tobacco-free zone.

61  
62 The CDD amenities' parking lot is for exclusive use by Residents, Pass Holders, and  
63 ~~Guests and Program Participants~~ only when they are using the CDD amenities in  
64 accordance with these policies and procedures. Vehicles left in parking spaces when  
65 the owner is not using the amenities are subject to towing. Additionally, vehicles left in  
66 the CDD parking lot between 12:00 a.m. and 5:00 a.m. are subject to towing.

67  
68  
69  
70 **1.06 Policies, Procedures, Charges and Regulations for the Swimming Pool**  
71 **Area, Fitness Center and the Rosemary White Playground and Gazebo Park**

- 72  
73 A. An access control device issued by CDD management is required to  
74 access both the swimming pool area and the fitness center, and may be  
75 obtained from the CDD office located at the lodge.  
76  
77 1. An address with a single occupant is entitled to no more than one  
78 access control device. An address with more than a single  
79 occupant is entitled to two access control devices, ~~the first of which~~  
80 ~~is free of charge.~~ Each access control device requires a non-  
81 refundable fee of \$9.00. If the home at an address is a rental, and  
82 the property owner resides in Tallahassee, there may still be no  
83 more than two access control devices issued for that single  
84 address.



- 86 2. When applying for an access control device, ~~first-time~~ owner  
87 applicants must provide a driver's license or other photo  
88 identification, as well as a copy of a utility bill addressed to them at  
89 the address at which they are registering. Renters applicants may  
90 apply for an access control device and are required to provide a  
91 driver's license or other government-issued photo identification ,  
92 utility bill and lease verification.  
93
- 94 3. When a property owner with an active access control device no  
95 longer resides within the District, the device may be de-activated.  
96
- 97 4. A non-refundable \$9.00 fee shall also be required for replacement  
98 access control devices.  
99
- 100 5. At all times the access control device remains the property of the  
101 CDD. It may neither be loaned or given to a friend or acquaintance,  
102 nor passed on to a subsequent owner or renter. It must be  
103 returned to the CDD office when the person to whom it has been  
104 issued is done with it.  
105

106 B. The "swimming pool area" is defined as the swimming pool and  
107 surrounding enclosed area, excluding the restricted area utilized for pool  
108 equipment.  
109

- 110 1. User qualifications for swimming pool area:  
111
- 112 a. Only Residents, Pass Holders, and Guests ~~and Program~~  
113 ~~Participants in a pool-based CDD program~~ may use the  
114 swimming pool area facilities. ~~Program Participants may use~~  
115 ~~the area during class times only.~~  
116
- 117 b. Residents and Pass Holders may bring up to four Guests per  
118 household per day unless other arrangements have been  
119 made through CDD management. ~~All requests to exceed the~~  
120 ~~maximum number shall be made to the CDD Manager five~~  
121 ~~business days in advance.~~ Reasonable requests to exceed  
122 the maximum number of Guests may will be considered  
123 provided the request can be safely accommodated.  
124

125 It is not the intention of these Rules that non-relative guests  
126 use the pool in lieu of paying an annual Pass Holder fee.  
127 Non-relative guests may use the pool no more than ten  
128 times in any pool season.

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- c. Guests must be accompanied by a Resident, Pass Holder or the CDD Manager.
  - d. Children age 15 and under must be accompanied at all times by a parent, legal guardian or designated adult.
  - e. If for any reason a parent or guardian leaves the pool area temporarily, the children must not remain in the pool.
  - f. Under no circumstances may children 15 and under be left at the pool when a parent or guardian has left the CDD grounds.
  - g. Children age 16 through 17 must be prepared to provide to CDD management and/or staff an access control device, government-issued photo identification and information as to how to reach immediately their parent(s) or legal guardian(s).
  - h. ~~All persons not authorized to use the swimming pool area will be considered trespassers.~~ Persons not authorized to use the pool area may be asked to leave. Violations will be considered trespassing.

154 C. Swimming Pool Area Schedule, Hours and Closings

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- 1. The swimming pool area schedule, hours and closings are adopted by the CDD Board of Supervisors in a public, regularly-scheduled meeting and shall be posted on the CDD website and community bulletin board located at the lodge.

161 D. General Swimming Pool Area Rules

- 162  
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171
- 1. Use of the swimming pool area at any time is at the user's own risk.
  - 2. Conduct at the swimming pool area during designated swim times must be such as to provide the greatest enjoyment for the greatest number of participants. The cooperation of all swimming pool area users is essential and required.
  - 3. Everyone must shower before entering the swimming pool.

- 172 4. All persons who enter the swimming pool area must be authorized  
173 as described in this document. Verification of authorization must be  
174 provided to the designated CDD staff person upon request.  
175 Swimming pool area users shall have with them an access control  
176 device and government-issued photo identification at all times to  
177 provide verification that they are a Resident, Pass Holder, or Guest.  
178
- 179 5. Upon entering the swimming pool area, all persons must, ~~if~~  
180 ~~requested by CDD management,~~ sign in. ~~for control and attendance~~  
181 ~~record purposes.~~ Sign-in sheets are used for control and  
182 attendance record purposes.  
183
- 184 6. Only swim wear is allowed in the swimming pool. No cut-offs or  
185 shorts with buckles or rivets are permitted. No footwear of any type  
186 may be worn into the pool.  
187
- 188 7. No pets, except service animals, are permitted in the swimming  
189 pool area.  
190
- 191 ~~8. Pool toys and equipment are not allowed in the swimming pool area~~  
192 ~~unless approved by CDD management.~~  
193
- 194 8. The CDD, CDD Board, CDD management and staff are not  
195 responsible for lost or stolen items.  
196
- 197 9. Food and drinks are not permitted in the swimming pool area.  
198
- 199 10. Glass is not permitted in the swimming pool area.  
200
- 201 11. Smoking is prohibited in the swimming pool area.  
202
- 203 12. The volume of electronic equipment must be kept low enough so as  
204 not to disturb others.  
205
- 206 13. Persons using the swimming pool area must cooperate in keeping  
207 the area clean by properly disposing of trash and taking all personal  
208 items such as towels and magazines with them when they leave  
209 the pool area.  
210
- 211 14. Children not toilet trained or requiring the use of diapers must wear  
212 an approved swimsuit diaper that fits snugly around the waist and  
213 legs.  
214

- 215 15. Diapers may not be changed in the swimming pool area. Diapers  
216 may be changed in the pavilion restrooms.  
217
- 218 16. Urinating or defecating in the swimming pool area ~~are~~ is not  
219 allowed.  
220
- 221 17. Diving, running and other hazardous or dangerous conduct is not  
222 permitted. Noisy activity that disturbs others will not be allowed.  
223 ~~Activity that results in splashing others using the swimming pool~~  
224 ~~area deck is not allowed.~~  
225
- 226 18. The swimming pool area deck may not be used for tanning or any  
227 other activity when the swimming pool area is closed.  
228
- 229 19. ~~The swimming pool area capacity will be posted on the community~~  
230 ~~bulletin board at the lodge. CDD management and staff are is~~  
231 authorized to deny persons access into the swimming pool area  
232 when the capacity (108) is reached.  
233
- 234 20. ~~Use of the swimming pool area at any time is at the user's own risk.~~  
235

236 E. Fitness Center  
237

- 238 1. Use of the fitness center is at the user's own risk.  
239
- 240 2. Equipment must be used in an appropriate and safe manner.  
241
- 242 3. Children under the age of 12 are not allowed in the exercise area.  
243 There is a play area designated for their use and they must remain  
244 in this area while their parent, legal guardian or designated adult is  
245 engaged in activity in the exercise room.  
246
- 247 4. Children age 12 through 15 must be accompanied at all times by a  
248 parent, legal guardian or designated adult.  
249
- 250 5. Children age 16 through 17 must be prepared to provide to CDD  
251 management an access control device, government-issued photo  
252 identification and information as to how to reach immediately their  
253 parent(s) or legal guardian(s).  
254
- 255 6. The fitness center schedule, hours and closings are adopted by the  
256 CDD Board of Supervisors in a public, regularly-scheduled meeting

257 and shall be posted on the CDD website and community bulletin  
258 board located at the lodge.

259  
260 7. Food and beverages, except for bottled water, are not permitted  
261 around the exercise equipment or while operating any equipment.

262  
263 8. The CDD, CDD Board and CDD management and staff are not  
264 responsible for lost or stolen items in the fitness center. Lockers are  
265 available for residents only while they are using ~~present in~~ the  
266 fitness center.

267  
268 9. The fitness center is only available to Residents, Pass Holders and  
269 their Guests. Guests are limited to two per Resident or Pass Holder  
270 and must be accompanied by the Resident or Pass Holder.

271  
272 F. Rosemary White Playground and Gazebo Park

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274 1. Use of the Rosemary White Playground and Gazebo Park is at the  
275 user's own risk.

276  
277 2. Use of the Rosemary White Playground and Gazebo Park is limited  
278 to Residents, Pass Holders and Guests accompanied by a  
279 Resident or Pass Holder.

280  
281 3. Use of the park is limited to children 12 and under. ~~under the age of~~  
282 ~~12.~~

283  
284 4. All children must be accompanied by a parent or responsible party  
285 ~~person~~ over the age of 14.

286  
287 **1.07 Policies, Procedures, Charges and Regulations for the Lodge and Pavilion**

288  
289 A. General Rules Regarding Use of the Lodge and/or Pavilion

290  
291 1. Use of the lodge and pavilion is restricted to Residents of the CDD,  
292 their family members living in the CDD, Pass Holders and their  
293 families and Guests accompanied by a Resident or Pass Holder.  
294 Exceptions to this restriction may be approved by the CDD Board at  
295 a regularly-scheduled, public meeting of the Board. The amenities  
296 may be rented to non-residents in accordance with paragraph B.

297  
298 2. Reservation of these facilities is on a first-come/first-served basis  
299 and rentals are limited to individuals 21 years of age or older.

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- 3. Access to the lodge or pavilion is limited to the hours of event rental unless arranged in advance with CDD management.

Pavilion use, which is exclusive during the time period reserved, is generally limited to the hours of sunrise to sunset.

Functions may last no longer than midnight except for New Year's Eve parties and other events which traditionally extend beyond midnight.

B. Rental Fees For the Lodge, Swimming Pool Area and Pavilion

- 1. There will be a \$500 resident damage deposit and \$750 non-resident damage deposit collected at the time the reservation is made for any damages or costs incurred in restoring the facilities to original condition. In addition to the Use/Rental Fee, a signed contract will be required with all reservations and the renter shall agree to pay any additional charges if damages exceed the damage deposit, or if clean-up fees exceed those established with the Use/Rental Fee. If a reservation is canceled, a full refund of the deposit will be granted. If a reservation is canceled more than 30 days prior to the rental, a full refund of the Use/Rental Fee will be granted. If a reservation is canceled within 30 days but more than 15 days prior to a rental, a 50% refund of the Use/Rental Fee will be granted. No refund of a Use/Rental Fee for a reservation canceled within 15 days of a rental will be granted. In the event that the facility rented is rendered unusable by an Act of God, a full refund of both fees will be made.

- 2. The Use/Rental fees are as follow:

- a. Lodge/Maximum Capacity 111  
Six hours included in fee\*

	Resident	Non-Resident
1-25 people	\$200	\$250
26-50 people	\$280	\$350
51-111 people	\$400	\$500

- b. Pavilion/Maximum Capacity 400  
Six hours included in fee\*\*

	Resident	Non-Resident
1-50 people	\$80	\$100
51-111 people	\$160	\$200
112-400 people	\$280	\$350

c. Pool/Maximum Capacity 108  
2 ½ hours included in fee\*\*\*

	Resident	Non-Resident
1-25 people	\$160	\$200
26-50 people	\$240	\$300
51-108 people	\$360	\$450

d. Pool and Lodge/Maximum Capacity 108\*\*\*

2 ½ hours included in fee for pool and 6 hours included in fee for lodge

	Resident	Non-Resident
1-25 people	\$320	\$400
26-50 people	\$400	\$500
51-108 people	\$520	\$650

<u>Damage Deposit for All Rentals</u>	<u>\$500</u>	<u>\$750</u>
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\* If available and approved, each additional hour shall be \$35.

\*\* If available and approved, each additional hour shall be \$25.

\*\*\* If available and approved, each additional hour for the lodge shall be \$35.

~~below are for rentals made by non-residents. Residents renting these facilities are entitled to a 20% discount from these rates, provided the resident renting the facilities attends the event.~~

~~e. The fees to rent the lodge for a period of six hours are:~~

~~Up to 25 people — \$250~~

~~Up to 50 people — \$350~~

~~Up to 111 people — \$500~~

~~f. The fees to rent the pool for a period of two and one-half hours are:~~

~~Up to 25 people — \$200~~

~~Up to 50 people — \$300~~

~~Up to 108 people — \$450~~

386  
387 g. ~~The fees to rent concurrently the lodge and the pool, for a~~  
388 ~~period of six hours and two and one-half hours, respectively,~~  
389 ~~are:~~

- 390 ~~\_\_\_\_\_ Up to 25 people \_\_\_\_\_ \$400~~  
391 ~~\_\_\_\_\_ Up to 50 people \_\_\_\_\_ \$500~~  
392 ~~\_\_\_\_\_ Up to 108 people \_\_\_\_\_ \$650~~

393  
394 ~~In addition to the fees noted above, those who rent the pool are~~  
395 ~~required to provide for the duration of the event one lifeguard per~~  
396 ~~twenty guests. Information as to the names and certifications of~~  
397 ~~lifeguards hired must be provided to the CDD Manager not less~~  
398 ~~than 72 hours in advance of the rental.~~

399  
400 ~~NOTE: If additional lodge rental hours are required and available,~~  
401 ~~the cost is \$35 per hour.~~

402  
403 h. ~~The fees to rent the pavilion for a period of six hours are:~~

- 404 ~~\_\_\_\_\_ Up to 50 people \_\_\_\_\_ \$100~~  
405 ~~\_\_\_\_\_ Up to 111 people \_\_\_\_\_ \$200~~  
406 ~~\_\_\_\_\_ Up to 400 people \_\_\_\_\_ \$350~~

407  
408 ~~NOTE: If additional pavilion rental hours are required and available,~~  
409 ~~the cost is \$25 per hour.~~

410  
411 C. Adjustment of Rates: Not more than once per year, the Board may  
412 adjust, by resolution adopted at a duly noticed public meeting, any of the  
413 fees set forth in paragraph B by not more than 5% percent per year to  
414 reflect actual costs of the operation of the amenities, to promote use of the  
415 amenities or for any other purpose as determined by the Board to be in  
416 the best interests of the District.

417  
418 D. Use of the Amenities: The CDD Amenities Policies and Procedures,  
419 as amended from time to time, govern the rental of the amenities and  
420 renters will be held to use consistent with those policies.

421  
422 E. The CDD Board through its management reserves the right to  
423 establish rates in extraordinary circumstances which may from time to  
424 time arise. Possible circumstances might include, 1) weekly rental to a  
425 group at a reduced rate, 2) rental to an agency which is unable to make a  
426 timely damage deposit, and 3) rental during what may be deemed "off  
427 hours."

428



429 F. Severability: The invalidity or unenforceability of any one or more  
430 provisions of this rule shall not affect the validity or enforceability of the  
431 remaining portions of this rule, or any part of this rule not held to be invalid  
432 or unenforceable.