

**PINEY-Z COMMUNITY  
DEVELOPMENT DISTRICT**

**JANUARY 22, 2018**

**AGENDA PACKAGE**

**Piney-Z Community Development District**

**Inframark, Infrastructure Management Services**

210 North University Drive, Suite 702 • Coral Springs, Florida 33071  
Telephone: (954) 603-0033 • Fax: (954) 345-1292

January 15, 2018

Board of Supervisors  
Piney-Z Community Development District

Dear Board Members:

On Monday, January 22, 2018 the Board of Supervisors of the Piney-Z Community Development District will hold a meeting at 5:30 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. Open Board Discussion – 5:30 PM to 6:30 PM**
- 5. Approval of the Minutes of the November 20, 2017 Meeting**
- 6. Acceptance of the October, November and December Financial Statements and Approval of the Check Register and Invoices**
- 7. CDD Manager's Report**
  - A. Piney-Z CDD Amenities and Management (Fitness Center, Lodge, Pavilion, Playground, Pool, Grounds)
  - B. Records Retention Update
  - C. Rental Wear & Tear/+\$6,908.57
  - D. Pool Renovation Report (Mr. Evans)
  - E. Pool Staffing
- 8. District Manager's Report**
  - A. Inframark Infrastructure Management Services - Customer Letter
  - B. Consideration of Supervisor Lee's Request for Back Workshop Pay (FY 2011-FY 2014)
- 9. District Attorney's Report**
  - A. Recording of Workshop Minutes
- 10. Old Business**
  - A. Inframark (formerly Severn Trent) Contract
- 11. Supervisor Requests**
- 12. 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

## **Fifth 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, November 20, 2017 at 5:30 p.m. at the Piney-Z Plantation Lodge, 950 Piney-Z Plantation Road, Tallahassee, Florida.

Present and constituting a quorum were:

Gerry Cashin	Chair
Cheryl Hudson	Vice Chairman
Michael Lee	Assistant Secretary
Art Kirby	Assistant Secretary
Ann Pincus	Assistant Secretary

Also present were:

Bob Nanni	District Manager / Secretary
Melinda Parker	CDD Manager (via telephone)
M. Christopher Lyon	District Legal Counsel
Rick Evans	Buildings & Grounds Manager
Residents	

*The following is a summary of the discussions and actions taken at the November 20, 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 5:32 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**

There being none, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Board of Supervisors General Comments**

- An issue with UPS using a resident's garage in the community was addressed. UPS contacted Ms. Parker about parking a POD in the pool parking lot for

November and December. She told them pool renovations would be starting. With the current issue of the cease and desist UPS has contacted Ms. Parker again about utilizing the pool parking lot. Ms. Parker and Mr. Evans would recommend not doing so.

- Discussion continued on facilities usage by UPS for a POD and golf cart.

*The record will reflect Mr. Lyon joined the meeting.*

- Discussion continued on the UPS issue.
- Mr. Lyon noted there is a benefit to the residents for doing so and it would be appropriate if the Board so choose to allow it.

**FIFTH ORDER OF BUSINESS**

**Approval of the Minutes of the  
September 18, 2017 Meeting**

On MOTION by Ms. Hudson seconded by Mr. Kirby, the September 18, 2017 minutes were approved with votes as follows: <b>Cheryl Hudson - Aye</b> <b>Ann Pincus - Aye</b> <b>Michael Lee – Aye</b> <b>Art Kirby - Aye</b> <b>Gerry Cashin - Aye</b>
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**SIXTH ORDER OF BUSINESS**

**Acceptance of the September  
Financial Statements and  
Approval of the Check Registers  
and Invoices**

Ms. Hudson MOVED to approve the September financial statements, check register and invoices with the questions to be answered and Ms. Pincus seconded the motion.
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- Mr. Nanni will email answers to the following questions to the Board:
  - P.1 “due to” and “due from” of \$1,313, what is that?
  - Pre-payment of \$10,000 under Administrative Expense, what is that?
  - Excess Funds used for Capital vs. Reserves?

The motion was approved, as amended, with votes as follows:  
**Michael Lee – Aye**  
**Art Kirby - Aye**  
**Cheryl Hudson - Aye**  
**Ann Pincus - Aye**  
**Gerry Cashin - Aye**

**SEVENTH ORDER OF BUSINESS**

**Public Hearing – Adoption of Amended Rules – Policies and Procedures for Amenities-Resolution 2018-1**

On MOTION by Mr. Kirby seconded by Ms. Hudson, the public hearing for the adoption of the Amenities Rules for Resolution 2018-1 was opened with votes as follows:  
**Michael Lee - Aye**  
**Art Kirby - Aye**  
**Cheryl Hudson – Aye**  
**Ann Pincus - Aye**  
**Gerry Cashin - Aye**

- Ms. Cashin requested that questions be presented at this time.
  - Mr. Kirby commented that Ms. Parker did a fine job on modernizing the language for the Policies and Procedures.
  - Mr. Lyon read Resolution 2018-1 by title.

On MOTION by Mr. Kirby seconded by Ms. Pincus, the Resolution 2018-1, the Policies and Procedures for Amenities was adopted with votes as follows:  
**Michael Lee - Aye**  
**Art Kirby - Aye**  
**Cheryl Hudson – Aye**  
**Ann Pincus - Aye**  
**Gerry Cashin – Aye**

On MOTION by Ms. Hudson seconded by Mr. Kirby, the public hearing was closed with votes as follows:  
**Michael Lee - Aye**  
**Art Kirby - Aye**

**Cheryl Hudson – Aye**  
**Ann Pincus - Aye**  
**Gerry Cashin – Aye**

**EIGHTH ORDER OF BUSINESS**

**Ratification of Ecologic Pool Service, LLC Contract**

Ms. Hudson MOVED for the ratification of the Contract with Ecologic Pool Service, LLC for renovations to the Piney-Z CDD pool that was executed on October 17, 2017 for \$76,893.10, with the \$25,000 deposit coming from Reserves of FY 2018, the balance coming from Reserves of \$8,500 in FY 2017, with the remaining balance of \$4,946.55 coming out of the CDD Amenity Reserves and the final payment from CDD Amenity Reserves and Ms. Pincus seconded the motion.

- Mr. Kirby inquired as to a percentage buffer.
  - There is a contingency of 15% overage buffer was left for unanticipated situations, as noted.

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

**NINTH ORDER OF BUSINESS**

**CDD Manager’s Report**

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

- Mr. Kirby inquired about the Girls Scouts and Ms. Parker noted this is covered under the new Amenities Rules, lines 422-427.
- Ms. Parker inquired if the effective date of the rules is tonight with the response being yes.

On MOTION by Ms. Pincus seconded by Mr. Kirby, authorizing Ms. Parker and Mr. Evans to make reasonable accommodations for UPS for a POD and golf carts, if approached, was approved with votes as follows:

<p><b>Cheryl Hudson- Aye</b>  <b>Ann Pincus - Aye</b>  <b>Michael Lee – Aye</b>  <b>Art Kirby - Aye</b>  <b>Gerry Cashin – Aye</b></p>
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**TENTH ORDER OF BUSINESS**

**District Manager’s Report**

**A. Motion Assigning Fund Balance**

<p>On MOTION by Mr. Kirby seconded by Ms. Pincus, the Assignment of Fund Balance as of September 30, 2017 for FY 2017 was approved with votes as follows:  <b>Michael Lee - Aye</b>  <b>Art Kirby - Aye</b>  <b>Cheryl Hudson – Aye</b>  <b>Ann Pincus - Aye</b>  <b>Gerry Cashin – Aye</b></p>
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**B. Consideration of Audit Engagement for FY 2017**

- There was no increase from last year in the amount of \$3,150.

<p>Mr. Kirby MOVED to approve the audit engagement for FY 2017 and Ms. Hudson seconded the motion:</p>
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- Mr. Kirby inquired if there is a need for public notice.
  - Mr. Lyon noted that it is posted on the DFS website and on the CDD website.
  - A discussion ensued on notification of the ability to contact the auditor with questions on the audit on the website for transparency.

<p>The motion was approved with votes as follows:  <b>Michael Lee - Aye</b>  <b>Art Kirby - Aye</b>  <b>Cheryl Hudson – Aye</b>  <b>Ann Pincus - Aye</b>  <b>Gerry Cashin – Aye</b></p>
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**TWELFTH ORDER OF BUSINESS**

**Old Business**

**A. Severn Trent Contracts**



- Ms. Cashin reported she spoke with Mr. Koncar. He is aware they have reduced the number of meetings from 12 to six. He will work up a new contract to include pricing.

**B. District Management**

- Mr. Lyon noted it has been two years since he has seen the old contract but he thinks they are on a month-to-month basis. It is better to have a more recent formal document. He suggested requesting Severn Trent to send a contract as a new district to be managed by Severn Trent as a starting point.

On MOTION by Ms. Hudson seconded by Ms. Pincus, requiring Severn Trent to provide a list of all CDD records in their possession and all records destroyed according to GS1-SL and categorized by the Records Destruction Act, including 20 annual cover sheets and corresponding spreadsheets by January 22, 2018 was approved with votes as follows:  
**Cheryl Hudson - Aye**  
**Ann Pincus - Aye**  
**Michael Lee – Aye**  
**Art Kirby - Aye**  
**Gerry Cashin – Aye**

- Mr. Lee addressed rejoining FASD and reaching out to them for recommendations regarding services the CDD may need.

Mr. Lee MOVED to rejoin FASD.

Ms. Hudson seconded the motion.

The motion to rejoin FASD, as amended, at a not to exceed of \$500 from Misc.-Contingency - Parks and Rec. with Mr. Lee paying the fee and the CDD reimbursing him was approved with votes as follows:

**Cheryl Hudson - Aye**  
**Ann Pincus - Aye**  
**Michael Lee – Aye**  
**Art Kirby - Aye**  
**Gerry Cashin – Aye**

**THIRTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

**A. Resolution 1997-01 Update – Support and Legal Defense of the Board of Supervisors and District Staff**

- Mr. Lyon read Resolution 2018-2 by title.
- The changes from original were to include District Staff and delete District Engineer.

On MOTION by Mr. Kirby seconded by Mr. Lee, the Resolution 2018-2 the Support and Legal Defense of the Board of Supervisors and District Staff was adopted with votes as follows:  
**Michael Lee - Aye**  
**Art Kirby - Aye**  
**Cheryl Hudson – Aye**  
**Ann Pincus - Aye**  
**Gerry Cashin – Aye**

On MOTION by Mr. Kirby seconded by Ms. Hudson, the consent for Ms. Parker to manage the yoga class was approved with votes as follows:  
**Michael Lee - Aye**  
**Art Kirby - Aye**  
**Cheryl Hudson – Aye**  
**Ann Pincus - Aye**  
**Gerry Cashin – Aye**

**ELEVENTH ORDER OF BUSINESS**

**District Attorney’s Report**

- Ms. Cashin reported the HOA Board will be meeting with their attorney to address the strip of land issue.
- Discussion followed on the strip of land.

On MOTION by Mr. Lee seconded by Mr. Kirby, the recording of existing legal documents related to the CDD property executed was approved with votes as follows:  
**Cheryl Hudson - Aye**  
**Ann Pincus - Aye**  
**Michael Lee – Aye**  
**Art Kirby - Aye**  
**Gerry Cashin – Aye**

**FOURTEENTH 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 8:14 p.m.

\_\_\_\_\_  
Bob Nanni  
Secretary

\_\_\_\_\_  
Geraldine Cashin  
Chair

## **Sixth Order of Business**

# **PINEY-Z**

## **Community Development District**

*Financial Report*

*October 31, 2017*

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**Piney-Z  
Community Development District**

**Financial Statements**

(Unaudited)

October 31, 2017

**Balance Sheet**  
October 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	\$ 3,059	\$ -	\$ -	\$ 3,059
Cash On Hand/Petty Cash	250	-	-	250
Accounts Receivable	91	-	-	91
Due From Other Districts	4,035	-	-	4,035
Due From Other Funds	101,313	-	-	101,313
Investments:				
Money Market Account	259,069	-	-	259,069
Prepayment Account	-	-	1	1
Redemption Fund	-	647	-	647
Reserve Fund	-	9,500	-	9,500
Revenue Fund	-	32,038	125,676	157,714
Prepaid Items	7,073	-	-	7,073
<b>TOTAL ASSETS</b>	<b>\$ 374,890</b>	<b>\$ 42,185</b>	<b>\$ 125,677</b>	<b>\$ 542,752</b>
<b><u>LIABILITIES</u></b>				
Accounts Payable	\$ 108,747	\$ -	\$ -	\$ 108,747
Accrued Expenses	180	-	-	180
Unearned Revenue	16,961	-	-	16,961
Due To Other Funds	-	1,313	-	1,313
<b>TOTAL LIABILITIES</b>	<b>125,888</b>	<b>1,313</b>	<b>-</b>	<b>127,201</b>



**Balance Sheet**  
October 31, 2017

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<b>FUND BALANCES</b>				
<b>Nonspendable:</b>				
Prepaid Items	7,073	-	-	7,073
<b>Restricted for:</b>				
Debt Service	-	40,872	125,677	166,549
<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>	22,915	-	-	22,915
<b>TOTAL FUND BALANCES</b>	<b>\$ 249,002</b>	<b>\$ 40,872</b>	<b>\$ 125,677</b>	<b>\$ 415,551</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 374,890</b>	<b>\$ 42,185</b>	<b>\$ 125,677</b>	<b>\$ 542,752</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending October 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	\$ 1,000	\$ 83	\$ 97	\$ 14
Special Assmnts- Tax Collector	394,707	-	-	-
Special Assmnts- Discounts	(15,788)	-	-	-
Settlements	8,481	8,481	-	(8,481)
Other Miscellaneous Revenues	130	-	91	91
Access Cards	105	15	-	(15)
Pavilion Rental	200	-	80	80
Lodge Rental	13,000	800	-	(800)
<b>TOTAL REVENUES</b>	<b>401,835</b>	<b>9,379</b>	<b>268</b>	<b>(9,111)</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
P/R-Board of Supervisors	12,000	1,000	-	1,000
FICA Taxes	918	77	-	77
ProfServ-Legal Services	24,000	2,000	-	2,000
ProfServ-Mgmt Consulting Serv	54,275	4,523	4,523	-
ProfServ-Special Assessment	4,637	-	-	-
Auditing Services	3,150	-	-	-
Postage and Freight	150	12	63	(51)
Insurance - General Liability	10,615	2,654	-	2,654
Printing and Binding	200	17	15	2
Legal Advertising	1,200	-	-	-
Miscellaneous Services	150	12	12	-
Misc-Assessmnt Collection Cost	11,841	-	-	-
Misc-Contingency	115	10	-	10
Office Supplies	250	21	-	21
Annual District Filing Fee	175	175	175	-
<b>Total Administration</b>	<b>123,676</b>	<b>10,501</b>	<b>4,788</b>	<b>5,713</b>
<b><u>Field</u></b>				
Contr-Landscape-Amenities Area	12,312	1,026	986	40
R&M-Trees and Trimming	3,000	250	-	250
Misc-Contingency	3,000	250	-	250
<b>Total Field</b>	<b>18,312</b>	<b>1,526</b>	<b>986</b>	<b>540</b>
<b><u>Parks and Recreation - General</u></b>				
Payroll-Maintenance	6,306	200	162	38
Payroll-Administrative	49,172	3,930	1,726	2,204

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
FICA Taxes	4,244	316	144	172
Workers' Compensation	2,842	710	-	710
Contracts-Janitorial Services	2,340	195	-	195
Contracts-Security Services	1,524	381	195	186
Contracts-Fire Exting. Insp.	350	350	-	350
Contract-Copier Maintenance	240	20	-	20
Contract-Dumpster Rental	312	26	-	26
Contracts-Pest Control	429	-	-	-
Contracts-Fire Insp Sprinkler System	300	300	-	300
Contract-Website Hosting	240	240	-	240
Communication - Teleph - Field	100	-	-	-
Postage and Freight	50	4	-	4
Utility - General	16,000	1,333	2,862	(1,529)
Utility - Other	3,792	316	-	316
Electricity - Streetlighting	1,380	115	108	7
Utility - Irrigation	2,500	208	691	(483)
Utility - Refuse Removal	1,100	92	99	(7)
Rental Dumpster	-	-	26	(26)
R&M-General	3,500	292	20	272
R&M-Electrical	300	25	-	25
R&M-Roof	300	25	-	25
R&M-Fire Equipment	200	200	-	200
R&M-Plumbing	300	25	-	25
Misc-Contingency	3,000	250	-	250
Misc-Information Technology	450	37	113	(76)
Misc-Mileage Reimbursement	450	37	-	37
Office Supplies	1,500	125	198	(73)
Supplies-Cleaning & Paper	350	30	55	(25)
Reserves-Lodge	3,525	-	-	-
<b>Total Parks and Recreation - General</b>	<b>107,096</b>	<b>9,782</b>	<b>6,399</b>	<b>3,383</b>
<b>Swimming Pool</b>				
Payroll-Lifeguards	21,353	525	614	(89)
Payroll-Maintenance	18,919	1,000	462	538
Payroll-Administrative	6,556	100	229	(129)
FICA Taxes	3,582	124	100	24
Communication - Teleph - Field	100	100	-	100
R&M-General	1,000	83	-	83
R&M-Electrical	150	12	-	12
R&M-Pools	5,000	300	-	300

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Misc-Licenses & Permits	275	-	-	-
Misc-Contingency	4,000	333	-	333
Op Supplies - Pool Chemicals	3,250	300	-	300
Reserve - Pool	25,000	-	38,447	(38,447)
Reserves-Pool Equipment	2,085	-	-	-
Reserves-Pool Filters	500	-	-	-
Reserves-Pool Pumps	1,500	-	-	-
<b>Total Swimming Pool</b>	<b>93,270</b>	<b>2,877</b>	<b>39,852</b>	<b>(36,975)</b>
<b><u>Fitness Center</u></b>				
Payroll-Maintenance	2,102	175	46	129
Payroll-Administrative	3,278	273	118	155
FICA Taxes	412	34	13	21
Contracts-Janitorial Services	1,560	130	180	(50)
Contracts-Fitness Equipment	1,200	100	-	100
Contracts-Pest Control	215	-	-	-
R&M-General	750	62	30	32
R&M-Electrical	200	17	-	17
R&M-Equipment	1,250	104	-	104
Misc-Contingency	1,250	104	-	104
Supplies-Cleaning & Paper	325	27	14	13
Non-Capitalized New Equipment	1,112	-	-	-
<b>Total Fitness Center</b>	<b>13,654</b>	<b>1,026</b>	<b>401</b>	<b>625</b>
<b><u>Park &amp; Grounds</u></b>				
Payroll-Maintenance	14,715	1,226	924	302
Payroll-Administrative	6,556	546	229	317
FICA Taxes	1,627	135	88	47
Contracts-Janitorial Services	1,300	108	-	108
Contracts-Roof	300	300	-	300
Contracts-Pest Control	214	-	-	-
R&M-General	1,750	146	11	135
R&M-Electrical	450	37	-	37
R&M-Irrigation	750	62	563	(501)
R&M-Backflow Inspection	255	255	-	255
Misc-Contingency	4,000	333	-	333
Supplies-Cleaning & Paper	160	13	32	(19)
Reserve-Gutters	3,750	-	-	-
Reserve-Mulch	1,000	-	-	-
Reserve - Parking Lot	9,000	-	-	-

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>Total Park &amp; Grounds</b>	45,827	3,161	1,847	1,314
<b>TOTAL EXPENDITURES</b>	<b>401,835</b>	<b>28,873</b>	<b>54,273</b>	<b>(25,400)</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	(19,494)	(54,005)	(34,511)
Net change in fund balance	\$ -	\$ (19,494)	\$ (54,005)	\$ (34,511)
<b>FUND BALANCE, BEGINNING (OCT 1, 2017)</b>	<b>303,007</b>	<b>303,007</b>	<b>303,007</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 303,007</b>	<b>\$ 283,513</b>	<b>\$ 249,002</b>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending October 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	\$ 4	\$ 6	\$ 2
Special Assmnts- Tax Collector	55,899	-	-	-
Special Assmnts- Discounts	(2,236)	-	-	-
<b>TOTAL REVENUES</b>	<b>53,713</b>	<b>4</b>	<b>6</b>	<b>2</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
ProfServ-Trustee Fees	3,502	-	-	-
Misc-Assessmnt Collection Cost	1,677	-	-	-
<b>Total Administration</b>	<b>5,179</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	65,000	-	-	-
Interest Expense	6,250	-	-	-
<b>Total Debt Service</b>	<b>71,250</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>76,429</b>	<b>-</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues				
Over (under) expenditures	(22,716)	4	6	2
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Contribution to (Use of) Fund Balance	(22,716)	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(22,716)</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ (22,716)	\$ 4	\$ 6	\$ 2
<b>FUND BALANCE, BEGINNING (OCT 1, 2017)</b>	<b>40,866</b>	<b>40,866</b>	<b>40,866</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 18,150</b>	<b>\$ 40,870</b>	<b>\$ 40,872</b>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending October 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	\$ 8	\$ 21	\$ 13
Special Assmnts- Tax Collector	214,130	-	-	-
Special Assmnts- Discounts	(8,565)	-	-	-
<b>TOTAL REVENUES</b>	<b>205,665</b>	<b>8</b>	<b>21</b>	<b>13</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
ProfServ-Dissemination Agent	1,000	-	-	-
ProfServ-Trustee Fees	4,400	-	-	-
Misc-Assessmnt Collection Cost	6,424	-	-	-
<b>Total Administration</b>	<b>11,824</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	175,000	-	-	-
Interest Expense	15,300	-	-	-
<b>Total Debt Service</b>	<b>190,300</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>202,124</b>	<b>-</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues Over (under) expenditures	3,541	8	21	13
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Contribution to (Use of) Fund Balance	3,541	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>3,541</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ 3,541	\$ 8	\$ 21	\$ 13
<b>FUND BALANCE, BEGINNING (OCT 1, 2017)</b>	<b>125,656</b>	<b>125,656</b>	<b>125,656</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 129,197</b>	<b>\$ 125,664</b>	<b>\$ 125,677</b>	

# **FINANCIALS**



# **PINEY-Z**

## **Community Development District**

*Financial Report*

*November 30, 2017*

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**Piney-Z  
Community Development District**

**Financial Statements**

**(Unaudited)**

**November 30, 2017**

**Balance Sheet**  
November 30, 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	\$ 240,847	\$ -	\$ -	\$ 240,847
Cash On Hand/Petty Cash	250	-	-	250
Accounts Receivable	91	-	-	91
Due From Other Districts	4,035	-	-	4,035
Due From Other Funds	-	3,778	19,501	23,279
Investments:				
Money Market Account	59,113	-	-	59,113
Prepayment Account	-	3,250	1	3,251
Redemption Fund	-	647	-	647
Reserve Fund	-	6,250	-	6,250
Revenue Fund	-	28,920	118,048	146,968
Prepaid Items	3,979	-	-	3,979
<b>TOTAL ASSETS</b>	<b>\$ 308,315</b>	<b>\$ 42,845</b>	<b>\$ 137,550</b>	<b>\$ 488,710</b>
<b><u>LIABILITIES</u></b>				
Accounts Payable	\$ 10,143	\$ -	\$ -	\$ 10,143
Accrued Expenses	2,299	-	-	2,299
Unearned Revenue	16,961	-	-	16,961
Accrued Taxes Payable	1,308	-	-	1,308
Due To Other Funds	23,279	-	-	23,279
<b>TOTAL LIABILITIES</b>	<b>53,990</b>	<b>-</b>	<b>-</b>	<b>53,990</b>

**Balance Sheet**  
November 30, 2017

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<b>FUND BALANCES</b>				
<b>Nonspendable:</b>				
Prepaid Items	3,979	-	-	3,979
<b>Restricted for:</b>				
Debt Service	-	42,845	137,550	180,395
<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>	31,332	-	-	31,332
<b>TOTAL FUND BALANCES</b>	<b>\$ 254,325</b>	<b>\$ 42,845</b>	<b>\$ 137,550</b>	<b>\$ 434,720</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 308,315</b>	<b>\$ 42,845</b>	<b>\$ 137,550</b>	<b>\$ 488,710</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending November 30, 2017

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>REVENUES</u></b>				
Interest - Investments	\$ 1,000	\$ 166	\$ 139	\$ (27)
Special Assmnts- Tax Collector	394,707	39,471	39,008	(463)
Special Assmnts- Discounts	(15,788)	(1,579)	(1,950)	(371)
Settlements	8,481	8,481	-	(8,481)
Other Miscellaneous Revenues	130	-	91	91
Access Cards	105	30	9	(21)
Pavilion Rental	200	-	320	320
Lodge Rental	13,000	2,100	1,440	(660)
<b>TOTAL REVENUES</b>	<b>401,835</b>	<b>48,669</b>	<b>39,057</b>	<b>(9,612)</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
P/R-Board of Supervisors	12,000	2,000	800	1,200
FICA Taxes	918	153	61	92
ProfServ-Legal Services	24,000	4,000	6,117	(2,117)
ProfServ-Mgmt Consulting Serv	54,275	9,046	9,046	-
ProfServ-Special Assessment	4,637	-	-	-
Auditing Services	3,150	-	-	-
Postage and Freight	150	25	86	(61)
Insurance - General Liability	10,615	2,654	-	2,654
Printing and Binding	200	34	15	19
Legal Advertising	1,200	250	494	(244)
Miscellaneous Services	150	25	44	(19)
Misc-Assessmnt Collection Cost	11,841	1,184	1,112	72
Misc-Contingency	115	19	-	19
Office Supplies	250	42	-	42
Annual District Filing Fee	175	175	175	-
<b>Total Administration</b>	<b>123,676</b>	<b>19,607</b>	<b>17,950</b>	<b>1,657</b>
<b><u>Field</u></b>				
Contr-Landscape-Amenities Area	12,312	2,052	1,790	262
R&M-Trees and Trimming	3,000	500	-	500
Misc-Contingency	3,000	500	32	468
<b>Total Field</b>	<b>18,312</b>	<b>3,052</b>	<b>1,822</b>	<b>1,230</b>
<b><u>Parks and Recreation - General</u></b>				
Payroll-Maintenance	6,306	515	1,432	(917)
Payroll-Administrative	49,172	7,860	7,265	595

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending November 30, 2017

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
FICA Taxes	4,244	641	665	(24)
Workers' Compensation	2,842	710	-	710
Contracts-Janitorial Services	2,340	390	225	165
Contracts-Security Services	1,524	381	195	186
Contracts-Fire Exting. Insp.	350	350	-	350
Contract-Copier Maintenance	240	40	-	40
Contract-Dumpster Rental	312	52	-	52
Contracts-Pest Control	429	72	73	(1)
Contracts-Fire Insp Sprinkler System	300	300	-	300
Contract-Website Hosting	240	240	-	240
Communication - Teleph - Field	100	100	-	100
Postage and Freight	50	8	-	8
Utility - General	16,000	2,666	5,746	(3,080)
Utility - Other	3,792	632	597	35
Electricity - Streetlighting	1,380	230	338	(108)
Utility - Irrigation	2,500	416	1,261	(845)
Utility - Refuse Removal	1,100	184	292	(108)
Rental Dumpster	-	-	52	(52)
R&M-General	3,500	584	196	388
R&M-Electrical	300	50	249	(199)
R&M-Roof	300	50	-	50
R&M-Fire Equipment	200	200	-	200
R&M-Plumbing	300	50	-	50
R&M-Copier	-	-	8	(8)
Misc-Contingency	3,000	500	141	359
Misc-Information Technology	450	75	182	(107)
Misc-Mileage Reimbursement	450	75	70	5
Office Supplies	1,500	250	198	52
Supplies-Cleaning & Paper	350	59	55	4
Reserves-Lodge	3,525	-	-	-
<b>Total Parks and Recreation - General</b>	<b>107,096</b>	<b>17,680</b>	<b>19,240</b>	<b>(1,560)</b>
<b>Swimming Pool</b>				
Payroll-Lifeguards	21,353	525	614	(89)
Payroll-Maintenance	18,919	2,000	907	1,093
Payroll-Administrative	6,556	350	977	(627)
FICA Taxes	3,582	220	191	29
Communication - Teleph - Field	100	100	-	100
R&M-General	1,000	166	129	37
R&M-Electrical	150	25	-	25

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending November 30, 2017

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
R&M-Pools	5,000	300	-	300
Misc-Licenses & Permits	275	-	-	-
Misc-Contingency	4,000	666	-	666
Op Supplies - Pool Chemicals	3,250	300	-	300
Reserve - Pool	25,000	-	38,447	(38,447)
Reserves-Pool Equipment	2,085	-	-	-
Reserves-Pool Filters	500	-	-	-
Reserves-Pool Pumps	1,500	-	-	-
<b>Total Swimming Pool</b>	<b>93,270</b>	<b>4,652</b>	<b>41,265</b>	<b>(36,613)</b>
<b><u>Fitness Center</u></b>				
Payroll-Maintenance	2,102	350	208	142
Payroll-Administrative	3,278	546	449	97
FICA Taxes	412	68	50	18
Contracts-Janitorial Services	1,560	260	180	80
Contracts-Fitness Equipment	1,200	200	100	100
Contracts-Pest Control	215	36	36	-
R&M-General	750	125	30	95
R&M-Electrical	200	34	68	(34)
R&M-Equipment	1,250	208	148	60
Misc-Contingency	1,250	208	-	208
Supplies-Cleaning & Paper	325	54	14	40
Non-Capitalized New Equipment	1,112	-	-	-
<b>Total Fitness Center</b>	<b>13,654</b>	<b>2,089</b>	<b>1,283</b>	<b>806</b>
<b><u>Park &amp; Grounds</u></b>				
Payroll-Maintenance	14,715	2,452	4,054	(1,602)
Payroll-Administrative	6,556	1,092	977	115
FICA Taxes	1,627	271	385	(114)
Contracts-Janitorial Services	1,300	216	45	171
Contracts-Roof	300	300	-	300
Contracts-Pest Control	214	36	36	-
R&M-General	1,750	292	87	205
R&M-Electrical	450	75	-	75
R&M-Irrigation	750	125	563	(438)
R&M-Backflow Inspection	255	255	-	255
Misc-Contingency	4,000	666	-	666
Supplies-Cleaning & Paper	160	26	32	(6)
Reserve-Gutters	3,750	-	-	-
Reserve-Mulch	1,000	-	-	-



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending November 30, 2017

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Reserve - Parking Lot	9,000	-	-	-
<b>Total Park &amp; Grounds</b>	<u>45,827</u>	<u>5,806</u>	<u>6,179</u>	<u>(373)</u>
<b>TOTAL EXPENDITURES</b>	<b>401,835</b>	<b>52,886</b>	<b>87,739</b>	<b>(34,853)</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	(4,217)	(48,682)	(44,465)
Net change in fund balance	<u>\$ -</u>	<u>\$ (4,217)</u>	<u>\$ (48,682)</u>	<u>\$ (44,465)</u>
<b>FUND BALANCE, BEGINNING (OCT 1, 2017)</b>	<b>303,007</b>	<b>303,007</b>	<b>303,007</b>	
<b>FUND BALANCE, ENDING</b>	<u><b>\$ 303,007</b></u>	<u><b>\$ 298,790</b></u>	<u><b>\$ 254,325</b></u>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending November 30, 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	\$ 8	\$ 12	\$ 4
Special Assmnts- Tax Collector	55,899	5,590	5,525	(65)
Special Assmnts- Discounts	(2,236)	(224)	(276)	(52)
<b>TOTAL REVENUES</b>	<b>53,713</b>	<b>5,374</b>	<b>5,261</b>	<b>(113)</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
ProfServ-Trustee Fees	3,502	-	-	-
Misc-Assessmnt Collection Cost	1,677	168	157	11
<b>Total Administration</b>	<b>5,179</b>	<b>168</b>	<b>157</b>	<b>11</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	65,000	-	-	-
Interest Expense	6,250	3,125	3,125	-
<b>Total Debt Service</b>	<b>71,250</b>	<b>3,125</b>	<b>3,125</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>76,429</b>	<b>3,293</b>	<b>3,282</b>	<b>11</b>
Excess (deficiency) of revenues Over (under) expenditures	(22,716)	2,081	1,979	(102)
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Contribution to (Use of) Fund Balance	(22,716)	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(22,716)</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ (22,716)	\$ 2,081	\$ 1,979	\$ (102)
<b>FUND BALANCE, BEGINNING (OCT 1, 2017)</b>	<b>40,866</b>	<b>40,866</b>	<b>40,866</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 18,150</b>	<b>\$ 42,947</b>	<b>\$ 42,845</b>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending November 30, 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	\$ 16	\$ 43	\$ 27
Special Assmnts- Tax Collector	214,130	21,413	21,162	(251)
Special Assmnts- Discounts	(8,565)	(857)	(1,058)	(201)
<b>TOTAL REVENUES</b>	<b>205,665</b>	<b>20,572</b>	<b>20,147</b>	<b>(425)</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
ProfServ-Dissemination Agent	1,000	-	-	-
ProfServ-Trustee Fees	4,400	-	-	-
Misc-Assessmnt Collection Cost	6,424	642	603	39
<b>Total Administration</b>	<b>11,824</b>	<b>642</b>	<b>603</b>	<b>39</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	175,000	-	-	-
Interest Expense	15,300	7,650	7,650	-
<b>Total Debt Service</b>	<b>190,300</b>	<b>7,650</b>	<b>7,650</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>202,124</b>	<b>8,292</b>	<b>8,253</b>	<b>39</b>
Excess (deficiency) of revenues				
Over (under) expenditures	3,541	12,280	11,894	(386)
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Contribution to (Use of) Fund Balance	3,541	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>3,541</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ 3,541	\$ 12,280	\$ 11,894	\$ (386)
<b>FUND BALANCE, BEGINNING (OCT 1, 2017)</b>	<b>125,656</b>	<b>125,656</b>	<b>125,656</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 129,197</b>	<b>\$ 137,936</b>	<b>\$ 137,550</b>	

# **FINANCIALS (2)**

# **PINEY-Z**

## **Community Development District**

*Financial Report*

*December 31, 2017*

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**Piney-Z  
Community Development District**

**Financial Statements**

**(Unaudited)**

**December 31, 2017**

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

Supporting Schedules

December 31, 2017



**Balance Sheet**  
December 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	\$ 737,035	\$ -	\$ -	\$ 737,035
Cash On Hand/Petty Cash	250	-	-	250
Accounts Receivable	91	-	-	91
Due From Other Districts	4,035	-	-	4,035
Due From Other Funds	-	47,321	186,287	233,608
Investments:				
Money Market Account	59,153	-	-	59,153
Prepayment Account	-	3,250	1	3,251
Redemption Fund	-	648	-	648
Reserve Fund	-	6,250	-	6,250
Revenue Fund	-	28,926	118,068	146,994
Prepaid Items	7,642	-	-	7,642
<b>TOTAL ASSETS</b>	<b>\$ 808,206</b>	<b>\$ 86,395</b>	<b>\$ 304,356</b>	<b>\$ 1,198,957</b>
<b><u>LIABILITIES</u></b>				
Accounts Payable	\$ 12,637	\$ -	\$ -	\$ 12,637
Accrued Expenses	5,653	-	-	5,653
Unearned Revenue	16,961	-	-	16,961
Due To Other Funds	233,608	-	-	233,608
<b>TOTAL LIABILITIES</b>	<b>268,859</b>	<b>-</b>	<b>-</b>	<b>268,859</b>

**Balance Sheet**  
December 31, 2017

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<b>FUND BALANCES</b>				
<b>Nonspendable:</b>				
Prepaid Items	7,642	-	-	7,642
<b>Restricted for:</b>				
Debt Service	-	86,395	304,356	390,751
<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>	312,691	-	-	312,691
<b>TOTAL FUND BALANCES</b>	<b>\$ 539,347</b>	<b>\$ 86,395</b>	<b>\$ 304,356</b>	<b>\$ 930,098</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 808,206</b>	<b>\$ 86,395</b>	<b>\$ 304,356</b>	<b>\$ 1,198,957</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending December 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	\$ 1,000	\$ 250	\$ 182	\$ (68)
Special Assmnts- Tax Collector	394,707	359,185	369,160	9,975
Special Assmnts- Discounts	(15,788)	(14,367)	(15,156)	(789)
Settlements	8,481	8,481	-	(8,481)
Other Miscellaneous Revenues	130	130	669	539
Access Cards	105	45	27	(18)
Pavilion Rental	200	-	320	320
Lodge Rental	13,000	3,550	3,185	(365)
<b>TOTAL REVENUES</b>	<b>401,835</b>	<b>357,274</b>	<b>358,387</b>	<b>1,113</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
P/R-Board of Supervisors	12,000	3,000	800	2,200
FICA Taxes	918	230	61	169
ProfServ-Legal Services	24,000	6,000	8,117	(2,117)
ProfServ-Mgmt Consulting Serv	54,275	13,569	13,569	-
ProfServ-Special Assessment	4,637	4,637	4,637	-
Auditing Services	3,150	-	-	-
Postage and Freight	150	37	108	(71)
Insurance - General Liability	10,615	5,307	-	5,307
Printing and Binding	200	50	65	(15)
Legal Advertising	1,200	250	494	(244)
Miscellaneous Services	150	37	54	(17)
Misc-Assessmnt Collection Cost	11,841	10,775	10,620	155
Misc-Contingency	115	29	866	(837)
Office Supplies	250	63	-	63
Annual District Filing Fee	175	175	175	-
<b>Total Administration</b>	<b>123,676</b>	<b>44,159</b>	<b>39,566</b>	<b>4,593</b>
<b><u>Field</u></b>				
Contr-Landscape-Amenities Area	12,312	3,078	2,594	484
R&M-Trees and Trimming	3,000	750	-	750
Misc-Contingency	3,000	750	32	718
<b>Total Field</b>	<b>18,312</b>	<b>4,578</b>	<b>2,626</b>	<b>1,952</b>
<b><u>Parks and Recreation - General</u></b>				
Payroll-Maintenance	6,306	830	2,703	(1,873)
Payroll-Administrative	49,172	11,790	10,922	868

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
FICA Taxes	4,244	966	1,042	(76)
Workers' Compensation	2,842	1,421	-	1,421
Contracts-Janitorial Services	2,340	585	675	(90)
Contracts-Security Services	1,524	381	195	186
Contracts-Fire Exting. Insp.	350	350	-	350
Contract-Copier Maintenance	240	60	-	60
Contract-Dumpster Rental	312	78	-	78
Contracts-Pest Control	429	72	73	(1)
Contracts-Fire Insp Sprinkler System	300	300	-	300
Contract-Website Hosting	240	240	-	240
Communication - Teleph - Field	100	100	-	100
Postage and Freight	50	12	-	12
Utility - General	16,000	3,999	6,830	(2,831)
Utility - Other	3,792	948	597	351
Electricity - Streetlighting	1,380	345	447	(102)
Utility - Irrigation	2,500	625	1,530	(905)
Utility - Refuse Removal	1,100	276	385	(109)
Rental Dumpster	-	-	78	(78)
R&M-General	3,500	876	282	594
R&M-Electrical	300	75	265	(190)
R&M-Roof	300	75	-	75
R&M-Fire Equipment	200	200	-	200
R&M-Plumbing	300	75	3	72
R&M-Copier	-	-	8	(8)
Misc-Contingency	3,000	750	171	579
Misc-Information Technology	450	112	182	(70)
Misc-Mileage Reimbursement	450	112	95	17
Office Supplies	1,500	375	198	177
Supplies-Cleaning & Paper	350	89	99	(10)
Reserves-Lodge	3,525	-	-	-
<b>Total Parks and Recreation - General</b>	<b>107,096</b>	<b>26,117</b>	<b>26,780</b>	<b>(663)</b>
<b>Swimming Pool</b>				
Payroll-Lifeguards	21,353	525	614	(89)
Payroll-Maintenance	18,919	3,000	1,028	1,972
Payroll-Administrative	6,556	400	1,466	(1,066)
FICA Taxes	3,582	300	238	62
Communication - Teleph - Field	100	100	-	100
R&M-General	1,000	250	129	121
R&M-Electrical	150	37	-	37

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
R&M-Pools	5,000	300	-	300
Misc-Licenses & Permits	275	-	-	-
Misc-Contingency	4,000	1,000	-	1,000
Op Supplies - Pool Chemicals	3,250	300	-	300
Reserve - Pool	25,000	-	38,447	(38,447)
Reserves-Pool Equipment	2,085	-	-	-
Reserves-Pool Filters	500	-	-	-
Reserves-Pool Pumps	1,500	-	-	-
<b>Total Swimming Pool</b>	<b>93,270</b>	<b>6,212</b>	<b>41,922</b>	<b>(35,710)</b>
<b><u>Fitness Center</u></b>				
Payroll-Maintenance	2,102	525	295	230
Payroll-Administrative	3,278	819	701	118
FICA Taxes	412	102	76	26
Contracts-Janitorial Services	1,560	390	540	(150)
Contracts-Fitness Equipment	1,200	300	300	-
Contracts-Pest Control	215	36	36	-
R&M-General	750	187	30	157
R&M-Electrical	200	50	84	(34)
R&M-Equipment	1,250	312	148	164
Misc-Contingency	1,250	312	-	312
Supplies-Cleaning & Paper	325	81	33	48
Non-Capitalized New Equipment	1,112	-	-	-
<b>Total Fitness Center</b>	<b>13,654</b>	<b>3,114</b>	<b>2,243</b>	<b>871</b>
<b><u>Park &amp; Grounds</u></b>				
Payroll-Maintenance	14,715	3,678	5,902	(2,224)
Payroll-Administrative	6,556	1,638	1,466	172
FICA Taxes	1,627	406	564	(158)
Contracts-Janitorial Services	1,300	324	135	189
Contracts-Roof	300	300	-	300
Contracts-Pest Control	214	36	36	-
R&M-General	1,750	438	97	341
R&M-Electrical	450	112	31	81
R&M-Irrigation	750	187	638	(451)
R&M-Backflow Inspection	255	255	-	255
Misc-Contingency	4,000	1,000	-	1,000
Supplies-Cleaning & Paper	160	39	41	(2)
Reserve-Gutters	3,750	-	-	-
Reserve-Mulch	1,000	-	-	-

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Reserve - Parking Lot	9,000	-	-	-
<b>Total Park &amp; Grounds</b>	<u>45,827</u>	<u>8,413</u>	<u>8,910</u>	<u>(497)</u>
<b>TOTAL EXPENDITURES</b>	<b>401,835</b>	<b>92,593</b>	<b>122,047</b>	<b>(29,454)</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	264,681	236,340	(28,341)
Net change in fund balance	<u>\$ -</u>	<u>\$ 264,681</u>	<u>\$ 236,340</u>	<u>\$ (28,341)</u>
<b>FUND BALANCE, BEGINNING (OCT 1, 2017)</b>	<b>303,007</b>	<b>303,007</b>	<b>303,007</b>	
<b>FUND BALANCE, ENDING</b>	<u><b>\$ 303,007</b></u>	<u><b>\$ 567,688</b></u>	<u><b>\$ 539,347</b></u>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending December 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	\$ 12	\$ 20	\$ 8
Special Assmnts- Tax Collector	55,899	50,868	52,285	1,417
Special Assmnts- Discounts	(2,236)	(2,035)	(2,147)	(112)
<b>TOTAL REVENUES</b>	<b>53,713</b>	<b>48,845</b>	<b>50,158</b>	<b>1,313</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
ProfServ-Trustee Fees	3,502	-	-	-
Misc-Assessmnt Collection Cost	1,677	1,526	1,504	22
<b>Total Administration</b>	<b>5,179</b>	<b>1,526</b>	<b>1,504</b>	<b>22</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	65,000	-	-	-
Interest Expense	6,250	3,125	3,125	-
<b>Total Debt Service</b>	<b>71,250</b>	<b>3,125</b>	<b>3,125</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>76,429</b>	<b>4,651</b>	<b>4,629</b>	<b>22</b>
Excess (deficiency) of revenues				
Over (under) expenditures	(22,716)	44,194	45,529	1,335
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Contribution to (Use of) Fund Balance	(22,716)	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(22,716)</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ (22,716)	\$ 44,194	\$ 45,529	\$ 1,335
<b>FUND BALANCE, BEGINNING (OCT 1, 2017)</b>	<b>40,866</b>	<b>40,866</b>	<b>40,866</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 18,150</b>	<b>\$ 85,060</b>	<b>\$ 86,395</b>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending December 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	\$ 25	\$ 62	\$ 37
Special Assmnts- Tax Collector	214,130	194,858	200,271	5,413
Special Assmnts- Discounts	(8,565)	(7,795)	(8,222)	(427)
<b>TOTAL REVENUES</b>	<b>205,665</b>	<b>187,088</b>	<b>192,111</b>	<b>5,023</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
ProfServ-Dissemination Agent	1,000	-	-	-
ProfServ-Trustee Fees	4,400	-	-	-
Misc-Assessmnt Collection Cost	6,424	5,846	5,761	85
<b>Total Administration</b>	<b>11,824</b>	<b>5,846</b>	<b>5,761</b>	<b>85</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	175,000	-	-	-
Interest Expense	15,300	7,650	7,650	-
<b>Total Debt Service</b>	<b>190,300</b>	<b>7,650</b>	<b>7,650</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>202,124</b>	<b>13,496</b>	<b>13,411</b>	<b>85</b>
Excess (deficiency) of revenues				
Over (under) expenditures	3,541	173,592	178,700	5,108
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Contribution to (Use of) Fund Balance	3,541	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>3,541</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ 3,541	\$ 173,592	\$ 178,700	\$ 5,108
<b>FUND BALANCE, BEGINNING (OCT 1, 2017)</b>	<b>125,656</b>	<b>125,656</b>	<b>125,656</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 129,197</b>	<b>\$ 299,248</b>	<b>\$ 304,356</b>	



**Non-Ad Valorem Special Assessments - Leon County Tax Collector  
(Monthly Assessment Collection Distributions)  
For the Fiscal Year Ending September 30, 2018**

Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Cost	Gross Amount	Net Assessments	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%
11/16/17	\$ 3,321	\$ 180	\$ 103	\$ 3,604	\$ 1,972	\$ 2,140	\$ 303	\$ 1,161
11/30/17	\$ 57,218	\$ 3,105	\$ 1,769	\$ 62,092	\$ 33,975	\$ 36,869	\$ 5,222	\$ 20,001
12/08/17	\$ 478,894	\$ 20,571	\$ 14,811	\$ 514,276	\$ 284,356	\$ 305,365	\$ 43,249	\$ 165,662
12/29/17	\$ 38,872	\$ 1,670	\$ 1,202	\$ 41,744	\$ 23,081	\$ 24,787	\$ 3,511	\$ 13,447
<b>TOTAL</b>	<b>\$ 578,304</b>	<b>\$ 25,526</b>	<b>\$ 17,886</b>	<b>\$ 621,715</b>	<b>\$ 343,383</b>	<b>\$ 369,160</b>	<b>\$ 52,285</b>	<b>\$ 200,271</b>

% COLLECTED 94% 94% 94% 94%

**Cash and Investment Report**

*December 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%	\$737,035
Petty Cash	Petty Cash	Cash	0.00%	\$250
Public Funds Money Market Account	Stonegate Bank	Money Market Account	0.80%	\$59,153
			<b>Subtotal</b>	<u>\$796,438</u>
<b>DEBT SERVICE FUNDS</b>				
Series 2002 Redemption Account	US Bank	Government Obligation Fund	0.00%	\$648
Series 2002 Prepayment Account	US Bank	Open-ended Commercial Paper	0.05%	\$3,250
Series 2002 Reserve Account	US Bank	US Bank Money Market	0.10%	\$6,250
Series 2002 Revenue Account	US Bank	Open-ended Commercial Paper	0.05%	\$28,926
Series 2008 Prepayment account	US Bank	Government Obligation Fund	0.00%	\$1
Series 2008 Revenue Account	US Bank	Open-ended Commercial Paper	0.05%	\$118,068
			<b>Subtotal</b>	<u>\$157,143</u>
			<b>Total</b>	<u><u>\$953,581</u></u>

# Piney-Z CDD

Bank Reconciliation

Bank Account No. 2471 BB&T - GF  
 Statement No. 12-17  
 Statement Date 12/31/2017

<b>G/L Balance (LCY)</b>	737,035.27	<b>Statement Balance</b>	744,393.35
<b>G/L Balance</b>	737,035.27	<b>Outstanding Deposits</b>	3,672.44
<b>Positive Adjustments</b>	0.00		
	<hr/>		
<b>Subtotal</b>	737,035.27	<b>Subtotal</b>	748,065.79
<b>Negative Adjustments</b>	0.00	<b>Outstanding Checks</b>	11,030.52
	<hr/>	<b>Differences</b>	0.00
<b>Ending G/L Balance</b>	737,035.27	<b>Ending Balance</b>	737,035.27
<b>Difference</b>	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
<b>Outstanding Checks</b>						
9/6/2017	Payment	DD000416	EMMA K. FRANCIS	70.65	0.00	70.65
9/6/2017	Payment	DD000417	BRETT A. NIETO	49.87	0.00	49.87
9/6/2017	Payment	DD000418	MELINDA J. PARKER	1,764.85	0.00	1,764.85
9/6/2017	Payment	DD000419	RICKY S EVANS	1,368.82	0.00	1,368.82
9/6/2017	Payment	DD000420	JULIET A. LILES	112.61	0.00	112.61
9/6/2017	Payment	DD000421	SHEA M. STROUD	68.57	0.00	68.57
9/6/2017	Payment	DD000422	QUINN P. SULLIVAN	235.65	0.00	235.65
9/6/2017	Payment	DD000423	RYAN A. NIETO	116.36	0.00	116.36
9/6/2017	Payment	DD000424	NOLAN J. TURNAGE	70.65	0.00	70.65
9/6/2017	Payment	DD000425	MARCIA T. KIRKLAND	176.62	0.00	176.62
9/29/2017	Payment	56896	CHERYL M. HUDSON	174.28	0.00	174.28
11/1/2017	Payment	DD000444	MELINDA J. PARKER	1,734.56	0.00	1,734.56
11/1/2017	Payment	DD000445	RICKY S EVANS	1,359.88	0.00	1,359.88
11/16/2017	Payment	56939	QUALITY FLOOR CLEANING, LLC	450.00	0.00	450.00
11/20/2017	Payment	DD000448	Payment of Invoice 005483	2,023.15	0.00	2,023.15
12/7/2017	Payment	56953	S & R LANDSCAPING, LLC	804.00	0.00	804.00
12/21/2017	Payment	56960	QUALITY FLOOR CLEANING, LLC	450.00	0.00	450.00
<b>Total Outstanding Checks.....</b>				<b>11,030.52</b>		<b>11,030.52</b>

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

**Payment Register by Bank Account**  
For the Period from 10/01/2017 to 12/31/2017  
(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	56907	10/06/17	Vendor	FITNESS PRO	14649	FITNESS EQUIPMENT/WIPES	ELLIPTICAL/EMERGE CONSOLE	001-564120-57214	\$4,199.00
Check	56907	10/06/17	Vendor	FITNESS PRO	14649	FITNESS EQUIPMENT/WIPES	RECUMBENT BIKE/EMERGE CONSOLE	001-564120-57214	\$2,465.00
Check	56907	10/06/17	Vendor	FITNESS PRO	14649	FITNESS EQUIPMENT/WIPES	GYM WIPES	001-552083-57214	\$119.84
Check	56908	10/06/17	Vendor	OFFICE BUSINESS SYSTEMS INC	050053	BLACK/COLOR COPIES	R&M-Copier	001-546477-57201	\$4.30
Check	56909	10/06/17	Vendor	PETTY CASH	090217	PETTY CASH REPLENISHMENT	Cash On Hand/Petty Cash	102000	\$32.64
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	BULBS	001-546020-57240	\$15.84
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	DRILL/DRIVER	001-546001-57201	\$99.00
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	VACUUM CLEANER BELT	001-546001-57201	\$3.88
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	BATTERIES EMERGENCY KIT	001-546020-57201	\$27.93
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	OIL FOR EQUIPMENT	001-546001-57240	\$3.98
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	BALLAST RESTROOM	001-546020-57240	\$19.97
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	TAPES/SHEETING FOR HURRICANE	001-546001-57201	\$60.79
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	BLINDS FOR LODGE	001-546001-57201	\$351.09
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	RAIN SUIT FOR HURRICANE	001-549900-57240	\$29.97
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	DECK FURNITURE	001-564120-57205	\$1,782.53
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	LEAF RAKE	001-549900-57205	\$24.72
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	REPLACEMENT POOL CANOPY	001-549067-57205	\$209.49
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	OFFICE SUPPLIES	001-551002-57201	\$271.69
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	CLEANING SUPPLIES	001-552083-57240	\$15.68
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	CLEANING SUPPLIES	001-552083-57240	\$14.57
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	CLEANING SUPPLIES	001-552083-57214	\$14.57
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	CLEANING SUPPLIES	001-552083-57201	\$43.72
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	LIGHT BULBS	001-546020-57201	\$18.46
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	WASP SPRAY	001-546001-57240	\$9.94
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	US FLAG	001-549900-57240	\$37.99
Check	56910	10/11/17	Vendor	BB&T	092517-0985	MISC CHARGES 8/18/17-9/20/17	REPLACEMENT OFFICE CHAIRS	001-551002-57201	\$420.32
Check	56911	10/24/17	Vendor	BOBCAT TRAIL CDD		***Voided Voided***			\$0.00
Check	56912	10/24/17	Vendor	CAPITAL SECURITY AND		***Voided Voided***			\$0.00
Check	56913	10/24/17	Vendor	CITY OF TALLAHASSEE		***Voided Voided***			\$0.00
Check	56914	10/24/17	Vendor	COMCAST		***Voided Voided***			\$0.00
Check	56915	10/24/17	Vendor	DEPARTMENT OF ECONOMIC OPPORTUNITY		***Voided Voided***			\$0.00
Check	56916	10/24/17	Vendor	FEDEX		***Voided Voided***			\$0.00
Check	56917	10/24/17	Vendor	LEWIS, LONGMAN, & WALKER, P.A.		***Voided Voided***			\$0.00
Check	56918	10/24/17	Vendor	RAINBOW OUTDOOR SERVICES		***Voided Voided***			\$0.00
Check	56919	10/24/17	Vendor	TODD WHITE CARPET CARE, LLC		***Voided Voided***			\$0.00
Check	56920	10/24/17	Vendor	BOBCAT TRAIL CDD	100417	RMBRS BCAT FOR PAYROLL DEPOSIT	Due From Other Districts	133500	\$4,034.65
Check	56921	10/24/17	Vendor	CAPITAL SECURITY AND	73325	MONITORING SVC 10/1/17	Contracts-Security Services	001-534037-57201	\$195.00
Check	56922	10/24/17	Vendor	CITY OF TALLAHASSEE	9/29/2017	UTILITY SERVICE 8/29-9/27/17	Utility - Irrigation	001-543014-57201	\$297.08
Check	56922	10/24/17	Vendor	CITY OF TALLAHASSEE	9/29/2017	UTILITY SERVICE 8/29-9/27/17	Utility - General	001-543001-57201	\$1,304.60
Check	56923	10/24/17	Vendor	COMCAST	53478-101117	SVC 10/25-11/24	Prepaid Expense	001-155000-57201	\$298.70

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

**Payment Register by Bank Account**  
For the Period from 10/01/2017 to 12/31/2017  
(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	56924	10/24/17	Vendor	DEPARTMENT OF ECONOMIC OPPORTUNITY	70261	FY 17/18 DISTRICT FILING FEES	Annual District Filing Fee	001-554007-51301	\$175.00
Check	56925	10/24/17	Vendor	FEDEX	5-948-95040	POSTAGE 9/21/17	Postage and Freight	001-541006-51301	\$10.39
Check	56926	10/24/17	Vendor	LEWIS, LONGMAN, & WALKER, P.A.	MCL-121248	GEN COUNSEL THRU SEP 2017	ProfServ-Legal Services	001-531023-51401	\$2,000.00
Check	56927	10/24/17	Vendor	RAINBOW OUTDOOR SERVICES	6106	LANDSCAPE BEDS	Misc-Contingency	001-549900-53901	\$3,253.54
Check	56928	10/24/17	Vendor	TODD WHITE CARPET CARE, LLC	6207	STEAM CLEANING	R&M-General	001-546001-57214	\$30.00
Check	56928	10/24/17	Vendor	TODD WHITE CARPET CARE, LLC	6207	STEAM CLEANING	R&M-General	001-546001-57201	\$20.00
Check	56929	11/08/17	Vendor	CHRISTOS MANTZANAS	0000828	10/23/2017: WEBSITE UPDATES	Misc-Information Technology	001-549942-57201	\$112.50
Check	56930	11/08/17	Vendor	CITY OF TALLAHASSEE	103117	UTILITY SERVICE 9/14-10/11/17	Electricity - Streetlighting	001-543013-57201	\$108.16
Check	56931	11/08/17	Vendor	FEDEX	5-963-48638	SVC 10/5/17	Postage and Freight	001-541006-51301	\$10.01
Check	56931	11/08/17	Vendor	FEDEX	5-971-24188	10/24/2017: POSTAGE/FREIGHT	Postage and Freight	001-541006-51301	\$11.52
Check	56932	11/08/17	Vendor	MARPAN SUPPLY CO., INC.	1460744	CONTAINER RENTAL 10/13/17	Rental Dumpster	001-544027-57201	\$26.00
Check	56933	11/08/17	Vendor	RAINBOW OUTDOOR SERVICES	6149	10/12/17: REPLACED 1.5" VALVE	R&M-Irrigation	001-546041-57240	\$562.59
Check	56934	11/08/17	Vendor	RICK EVANS	103117	MILEAGE EXP OCT 2017	Misc-Mileage Reimbursement	001-549951-57201	\$32.48
Check	56935	11/08/17	Vendor	S & R LANDSCAPING, LLC	1356	10/26/2017: OCT LAWN MAINT	Contr-Landscape-Amenities Area	001-534053-53901	\$804.00
Check	56936	11/16/17	Vendor	BB&T	102517-0985	MISC CHARGES 9/21/17-9/18/17	2 COMPUTERS-MICROSOFT OFFICE	001-551002-57201	\$198.00
Check	56936	11/16/17	Vendor	BB&T	102517-0985	MISC CHARGES 9/21/17-9/18/17	GAS FOR GROUND EQUIPMENT	001-546001-57240	\$11.30
Check	56936	11/16/17	Vendor	BB&T	102517-0985	MISC CHARGES 9/21/17-9/18/17	CLEANING SUPPLIES	001-552083-57201	\$40.86
Check	56936	11/16/17	Vendor	BB&T	102517-0985	MISC CHARGES 9/21/17-9/18/17	PINESTRAW FOR OFFICE BED	001-534053-53901	\$182.00
Check	56936	11/16/17	Vendor	BB&T	102517-0985	MISC CHARGES 9/21/17-9/18/17	PAPER/CLEANING SUPPLIES	001-552083-57201	\$14.39
Check	56936	11/16/17	Vendor	BB&T	102517-0985	MISC CHARGES 9/21/17-9/18/17	PAPER/CLEANING SUPPLIES	001-552083-57214	\$14.39
Check	56936	11/16/17	Vendor	BB&T	102517-0985	MISC CHARGES 9/21/17-9/18/17	PAPER/CLEANING SUPPLIES	001-552083-57240	\$32.26
Check	56937	11/16/17	Vendor	FITNESS PRO	15065	OCT FITNESS CTR MAINT	Contracts-Fitness Equipment	001-534071-57214	\$100.00
Check	56937	11/16/17	Vendor	FITNESS PRO	15064	INSPECT HELIX TRAINER	LOOSE BEARINGS	001-546022-57214	\$147.50
Check	56938	11/16/17	Vendor	OFFICE BUSINESS SYSTEMS INC	050357	COPIES 9/30-10/30/17	R&M-Copier	001-546477-57201	\$2.44
Check	56939	11/16/17	Vendor	QUALITY FLOOR CLEANING, LLC	6767	GENERAL CLEANING	Contracts-Janitorial Services	001-534026-57214	\$180.00
Check	56939	11/16/17	Vendor	QUALITY FLOOR CLEANING, LLC	6767	GENERAL CLEANING	Contracts-Janitorial Services	001-534026-57201	\$225.00
Check	56939	11/16/17	Vendor	QUALITY FLOOR CLEANING, LLC	6767	GENERAL CLEANING	Contracts-Janitorial Services	001-534026-57240	\$45.00
Check	56940	11/16/17	Vendor	INFRAMARK, LLC	24566	OCT 2017 MANAGEMENT SRVCS	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$4,522.92
Check	56940	11/16/17	Vendor	INFRAMARK, LLC	24566	OCT 2017 MANAGEMENT SRVCS	Postage and Freight	001-541006-51301	\$42.32
Check	56940	11/16/17	Vendor	INFRAMARK, LLC	24566	OCT 2017 MANAGEMENT SRVCS	Printing and Binding	001-547001-51301	\$15.30
Check	56941	11/21/17	Vendor	BRIAN PESCHL	25433	QTRLY PEST SVC	Contract-Pest Control	001-534125-57240	\$36.25
Check	56941	11/21/17	Vendor	BRIAN PESCHL	25433	QTRLY PEST SVC	Contract-Pest Control	001-534125-57201	\$72.50
Check	56941	11/21/17	Vendor	BRIAN PESCHL	25433	QTRLY PEST SVC	Contract-Pest Control	001-534125-57214	\$36.25
Check	56942	11/21/17	Vendor	LAWSON & LAWSON ELECTRICAL SERVICES, INC.	5535	WIRE/INSTALL 20 AMP CIRCUIT	WIRE/INSTALL 20 AMP CIRCUIT/HOMELINE 20 AMP BREAKE	001-546020-57201	\$244.50
Check	56943	11/21/17	Vendor	LEWIS, LONGMAN, & WALKER, P.A.	MCL-121698	GEN REP OCT 2017	ProfServ-Legal Services	001-531023-51401	\$2,000.00
Check	56944	11/21/17	Vendor	TALLAHASSEE DEMOCRAT	0001317521	NOTICE OF MEETINGS	Legal Advertising	001-548002-51301	\$494.28
Check	56945	11/24/17	Employee	MICHAEL D. LEE	PAYROLL	November 24, 2017 Payroll Posting			\$184.70
Check	56946	11/24/17	Employee	CHERYL M. HUDSON	PAYROLL	November 24, 2017 Payroll Posting			\$174.28
Check	56947	11/29/17	Vendor	CITY OF TALLAHASSEE	111317	10/12-11/13/2017 UTILITIES	Electricity - Streetlighting	001-543013-57201	\$229.53
Check	56948	12/07/17	Vendor	CITY OF TALLAHASSEE	113017	SVC 10/23-11/28	Utility - Irrigation	001-543014-57201	\$203.41
Check	56948	12/07/17	Vendor	CITY OF TALLAHASSEE	113017	SVC 10/23-11/28	Utility - General	001-543001-57201	\$1,326.98
Check	56948	12/07/17	Vendor	CITY OF TALLAHASSEE	113017	SVC 10/23-11/28	Utility - Refuse Removal	001-543020-57201	\$93.08

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

**Payment Register by Bank Account**  
For the Period from 10/01/2017 to 12/31/2017  
(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	56949	12/07/17	Vendor	MARPAN SUPPLY CO., INC.	1464461	SUPPLIES	Rental Dumpster	001-544027-57201	\$26.00
Check	56950	12/07/17	Vendor	OFFICE BUSINESS SYSTEMS INC	050631	COPIES 10/30-11/30/17	R&M-Copier	001-546477-57201	\$5.72
Check	56951	12/07/17	Vendor	PETTY CASH	113017	PETTY CASH NOVEMBER 2017	FERTILIZER FOR HYDRANGEAS	001-549900-53901	\$31.80
Check	56951	12/07/17	Vendor	PETTY CASH	113017	PETTY CASH NOVEMBER 2017	BULBS FOR CHRISTMAS TREES	001-549900-57201	\$80.58
Check	56952	12/07/17	Vendor	RICK EVANS	113017	MILEAGE REIMBURSEMENT	Misc-Mileage Reimbursement	001-549951-57201	\$37.38
Check	56953	12/07/17	Vendor	S & R LANDSCAPING, LLC	1460	SVC 11/6, 11/9, 11/16, 11/30	Contr-Landscape-Amenities Area	001-534053-53901	\$804.00
Check	56954	12/07/17	Vendor	INFRAMARK, LLC	25484	MGMT FEES NOV 2017	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$4,522.92
Check	56954	12/07/17	Vendor	INFRAMARK, LLC	25484	MGMT FEES NOV 2017	Postage and Freight	001-541006-51301	\$11.96
Check	56955	12/21/17	Vendor	BB&T	0985-112417	MISC CHARGES 10/8-11/23	DOOR LATCHES -RESTROOMS	001-546001-57240	\$37.36
Check	56955	12/21/17	Vendor	BB&T	0985-112417	MISC CHARGES 10/8-11/23	7 NEW SCREENS -LODGE/GARAGE	001-546001-57201	\$161.38
Check	56955	12/21/17	Vendor	BB&T	0985-112417	MISC CHARGES 10/8-11/23	CLOUD STORAGE	001-549942-57201	\$69.50
Check	56955	12/21/17	Vendor	BB&T	0985-112417	MISC CHARGES 10/8-11/23	REPAIR ITEMS FOR WATER SUPPLY LINE	001-546001-57205	\$29.80
Check	56955	12/21/17	Vendor	BB&T	0985-112417	MISC CHARGES 10/8-11/23	LIGHT SENSORS FOR GYM	001-546020-57214	\$67.86
Check	56955	12/21/17	Vendor	BB&T	0985-112417	MISC CHARGES 10/8-11/23	WATERING CAN FOR HYDRANGEAS	001-546001-57240	\$3.92
Check	56955	12/21/17	Vendor	BB&T	0985-112417	MISC CHARGES 10/8-11/23	REPAIR MATERIALS FOR PUMPS	001-546001-57205	\$99.62
Check	56955	12/21/17	Vendor	BB&T	0985-112417	MISC CHARGES 10/8-11/23	OIL FOR EQUIPMENT	001-546001-57240	\$17.94
Check	56955	12/21/17	Vendor	BB&T	0985-112417	MISC CHARGES 10/8-11/23	SPECTRACIDE-FIRE ANTS	001-546001-57240	\$7.94
Check	56955	12/21/17	Vendor	BB&T	0985-112417	MISC CHARGES 10/8-11/23	CHRISTMAS "SMALLS"	001-546001-57201	\$14.46
Check	56955	12/21/17	Vendor	BB&T	0985-112417	MISC CHARGES 10/8-11/23	SIGN STRIPS RE 5:30 PM	001-549900-57201	\$30.00
Check	56955	12/21/17	Vendor	BB&T	0985-112417	MISC CHARGES 10/8-11/23	CHRISTMAS LIGHTS	001-549900-57201	\$29.98
Check	56955	12/21/17	Vendor	BB&T	0985-112417	MISC CHARGES 10/8-11/23	PAINT MATERIALS FOR REAR STEPS	001-546001-57240	\$8.97
Check	56955	12/21/17	Vendor	BB&T	0985-112417	MISC CHARGES 10/8-11/23	BASE PLUG, TO PERMIT ADDITION OF ROOFLINE LIGHTS	001-546020-57201	\$4.83
Check	56956	12/21/17	Vendor	FEDEX	6-015-13824	SVC 11/22/17	Postage and Freight	001-541006-51301	\$10.27
Check	56957	12/21/17	Vendor	FITNESS PRO	15383	NOV FITNESS CTR MAINT	Contracts-Fitness Equipment	001-534071-57214	\$100.00
Check	56958	12/21/17	Vendor	FLORIDA MUNICIPAL INSURANCE TR	0827-120117	2nd INSTALL 17/18 FUND YEAR	Prepaid Expense	001-155000-57201	\$3,355.50
Check	56959	12/21/17	Vendor	LEWIS, LONGMAN, & WALKER, P.A.	MCL-122217	PROFESSIONAL SVC 11/16 & 11/20	ProfServ-Legal Services	001-531023-51401	\$2,117.20
Check	56960	12/21/17	Vendor	QUALITY FLOOR CLEANING, LLC	6814	GENERAL CLEANING- NOV	Contracts-Janitorial Services	001-534026-57214	\$180.00
Check	56960	12/21/17	Vendor	QUALITY FLOOR CLEANING, LLC	6814	GENERAL CLEANING- NOV	Contracts-Janitorial Services	001-534026-57240	\$45.00
Check	56960	12/21/17	Vendor	QUALITY FLOOR CLEANING, LLC	6814	GENERAL CLEANING- NOV	Contracts-Janitorial Services	001-534026-57201	\$225.00
ACH	DD000428	10/04/17	Employee	BRETT A. NIETO	PAYROLL	October 04, 2017 Payroll Posting			\$24.94
ACH	DD000429	10/04/17	Employee	MELINDA J. PARKER	PAYROLL	October 04, 2017 Payroll Posting			\$1,764.85
ACH	DD000430	10/04/17	Employee	RICKY S EVANS	PAYROLL	October 04, 2017 Payroll Posting			\$1,444.76
ACH	DD000431	10/04/17	Employee	JULIET A. LILES	PAYROLL	October 04, 2017 Payroll Posting			\$166.34
ACH	DD000432	10/04/17	Employee	SHEA M. STROUD	PAYROLL	October 04, 2017 Payroll Posting			\$269.00
ACH	DD000433	10/04/17	Employee	QUINN P. SULLIVAN	PAYROLL	October 04, 2017 Payroll Posting			\$233.80
ACH	DD000434	10/04/17	Employee	RYAN A. NIETO	PAYROLL	October 04, 2017 Payroll Posting			\$132.98
ACH	DD000435	10/04/17	Employee	NOLAN J. TURNAGE	PAYROLL	October 04, 2017 Payroll Posting			\$41.56
ACH	DD000436	10/04/17	Employee	MARCIA T. KIRKLAND	PAYROLL	October 04, 2017 Payroll Posting			\$184.93
ACH	DD000437	10/18/17	Employee	MELINDA J. PARKER	PAYROLL	October 18, 2017 Payroll Posting			\$1,649.65
ACH	DD000438	10/18/17	Employee	RICKY S EVANS	PAYROLL	October 18, 2017 Payroll Posting			\$1,342.02
ACH	DD000439	10/18/17	Employee	JULIET A. LILES	PAYROLL	October 18, 2017 Payroll Posting			\$47.79
ACH	DD000440	10/18/17	Employee	SHEA M. STROUD	PAYROLL	October 18, 2017 Payroll Posting			\$214.02

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

**Payment Register by Bank Account**  
For the Period from 10/01/2017 to 12/31/2017  
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Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
ACH	DD000441	10/18/17	Employee	QUINN P. SULLIVAN	PAYROLL	October 18, 2017 Payroll Posting			\$87.27
ACH	DD000442	10/18/17	Employee	RYAN A. NIETO	PAYROLL	October 18, 2017 Payroll Posting			\$85.19
ACH	DD000443	10/18/17	Employee	MARCIA T. KIRKLAND	PAYROLL	October 18, 2017 Payroll Posting			\$132.98
ACH	DD000444	11/01/17	Employee	MELINDA J. PARKER	PAYROLL	November 01, 2017 Payroll Posting			\$1,734.56
ACH	DD000445	11/01/17	Employee	RICKY S EVANS	PAYROLL	November 01, 2017 Payroll Posting			\$1,359.88
ACH	DD000446	11/15/17	Employee	MELINDA J. PARKER	PAYROLL	November 15, 2017 Payroll Posting			\$1,761.10
ACH	DD000447	11/15/17	Employee	RICKY S EVANS	PAYROLL	November 15, 2017 Payroll Posting			\$1,404.56
ACH	DD000448	11/20/17	Vendor	CITY OF TALLAHASSEE	103017	SVC 9/28/17-10/23/17	Utility - General	001-543001-57201	\$1,557.28
ACH	DD000448	11/20/17	Vendor	CITY OF TALLAHASSEE	103017	SVC 9/28/17-10/23/17	Utility - Refuse Removal	001-543020-57201	\$99.38
ACH	DD000448	11/20/17	Vendor	CITY OF TALLAHASSEE	103017	SVC 9/28/17-10/23/17	Utility - Irrigation	001-543014-57201	\$366.49
ACH	DD000449	11/24/17	Employee	DELORES A. PINCUS	PAYROLL	November 24, 2017 Payroll Posting			\$184.70
ACH	DD000450	11/24/17	Employee	ARTHUR R. KIRBY	PAYROLL	November 24, 2017 Payroll Posting			\$174.28
ACH	DD000451	11/28/17	Employee	MELINDA J. PARKER	PAYROLL	November 28, 2017 Payroll Posting			\$1,766.40
ACH	DD000452	11/28/17	Employee	RICKY S EVANS	PAYROLL	November 28, 2017 Payroll Posting			\$1,435.83
ACH	DD000453	12/13/17	Employee	MELINDA J. PARKER	PAYROLL	December 13, 2017 Payroll Posting			\$1,755.79
ACH	DD000454	12/13/17	Employee	RICKY S EVANS	PAYROLL	December 13, 2017 Payroll Posting			\$1,355.42
ACH	DD000455	12/27/17	Employee	MELINDA J. PARKER	PAYROLL	December 27, 2017 Payroll Posting			\$1,734.56
ACH	DD000456	12/27/17	Employee	RICKY S EVANS	PAYROLL	December 27, 2017 Payroll Posting			\$1,435.83
ACH	DD000461	11/20/17	Vendor	CITY OF TALLAHASSEE	103017-ACH	SVC 9/28-10/23/17	Utility - Irrigation	001-543014-57201	\$393.63
ACH	DD000461	11/20/17	Vendor	CITY OF TALLAHASSEE	103017-ACH	SVC 9/28-10/23/17	Utility - General	001-543001-57201	\$1,557.28
ACH	DD000461	11/20/17	Vendor	CITY OF TALLAHASSEE	103017-ACH	SVC 9/28-10/23/17	Utility - Refuse Removal	001-543020-57201	\$99.38
<b>Account Total</b>									<b>\$74,587.89</b>

**STONEGATE BANK - GF MMA - (ACCT# XXXXX5680)**

Check	1025	10/05/17	Vendor	ECO LOGIC POOL SERVICE	100317	50% DEPOSIT/POOL RENOVATION	Reserve - Pool	001-568124-57205	\$38,446.55
Check	1026	11/08/17	Vendor	PINEY Z CDD	10062017	DEPOSIT TO BB&T #2471	Due From Other Funds	131000	\$100,000.00
Check	1027	11/16/17	Vendor	PINEY Z CDD	111617	TRANSFER FROM BBT TO CK	Due From Other Funds	131000	\$100,000.00
<b>Account Total</b>									<b>\$238,446.55</b>

**Total Amount Paid**      **\$313,034.44**

Total Amount Paid - Breakdown by Fund	
Fund	Amount
General Fund - 001	313,034.44
<b>Total</b>	<b>313,034.44</b>

## **Seventh Order of Business**



**7A**

**Piney-Z Community Development District  
Property Manager's Report  
January 11, 2018  
For Meeting of January 22, 2018**

**LODGE/GARAGE**

- a new 20 amp circuit added to kitchen, to prevent overload. Also replaced bad tandem breaker in panel with two Homeline 20 amp breakers
- AC filters changed throughout the house
- replaced stove drip pans
- replaced bulbs in fixtures adjacent to front doors
- cleaned mirror and some other glass in lodge
- replaced two reflector bulbs in lodge bath hallway
- repaired ice maker in kitchen refrigerator (less than one-third the cost of doing so via third party)

**FITNESS CENTER**

- treadmill awaiting belt replacement

**PAVILION**

- nothing of note to report

**POOL**

- slowed pumps to half speed for the winter
- selected tile, and paint for the coping
- replaced broken pump basket and o-ring
- communicated with city regarding waiving of sewer fee when pool is re-filled. Estimated savings of \$400.00. We may also be able to get an approximate \$200 discount for the water necessary to re-fill the pool.
- met with contractor to discuss placement of construction trailer and dumpster, access to pool, acceptable work times, preliminary schedule, etc.
- update to be provided at the meeting

**PLAYGROUND**

- nothing of note to report

**PARK AND GROUNDS**

- continual treating of fire ant beds, and weeds
- filled potholes in front lot

- checked, and re-bulbed as necessary, all emergency lighting
- shut down irrigation system for the winter
- insulated as possible hose bibbs installed at pool lot in 2017

**GENERAL**

- In our continuing efforts to tighten up security we are able, with the help of our “new” security system, to learn of failed attempts to access the amenities. We have created a spreadsheet of the fobs which have been de-activated, noting name, address, date and whether the fob had been returned. (We have a return rate of only 11%. Some are de-activated for failure to provide updated information required, most because the individual has left the community). In the most recent example the fob belonging to a former renter was used to try to gain access to the gym and to the side door of the garage **six months** after that person had moved away. Unfortunately the fob was issued four years ago, before information was required about who owned or who managed the rental unit, so we were unable to dig further in to the problem.
- Indices created:
  - Legal opinions
  - Procedural resolutions
  - Non-routine board votes, beginning in Fiscal 2014
- Audits completed:
  - Fob files
  - Renters’ registry
- Audits underway:
  - Fob master, re ownership
  - Balance of inventories
- We ended the calendar year with a total of 49 rental events, with an income of \$13,625 (a 24% increase over the previous calendar year). Based on our per event cost average we have **\$6,908.57** in “wear and tear” dollars to move to amenities reserves. (VOTE REQUIRED)

• <i>Updates since publication</i>	<i>TBD</i>
• <i>Paid rental reservations booked in November</i>	<i>6</i>
• <i>Rental fees banked in November</i>	<i>\$1,680</i>
• <i>Paid rental reservations booked in December</i>	<i>6</i>

*Rental fees banked in December* \$1,745

*Rental reservations booked in **calendar** 2017:* 53

*Rental fees banked in **calendar** 2017:* \$15,020

## **Eighth Order of Business**

**8A.**



December 4, 2017

Dear Valued Customer,

I am excited to let you know that as of today, Severn Trent North America has a new name -- INFRAMARK. This name better reflects not only who we are, but also where we're going as we take the next step in our 40-year growth journey in the U.S.

Our new name is a strong statement of what we do. INFRAMARK is a direct reflection of our focus on the core operation of our nation's water infrastructure, as well as the complementary critical support services to community infrastructure. It's also a reminder of how we do it. It underscores our commitment to setting the "mark" and being the standard that all others follow when it comes to the deep partnerships we have with you, our clients. We are more committed than ever to helping you succeed.

While nothing changes operationally, the strategic planning process has given us chance to re-think how we talk about our service offerings. Under the INFRAMARK name, we are organized into two broad business lines. Our **Water Infrastructure Operations** group delivers the critical water and wastewater O&M services that are so important to our municipal, municipal utility districts (MUDs) and industrial client partners. Our **Infrastructure Management Services** group delivers the financial, administrative, and specialized support services that help make communities, associations, municipalities, and special districts stronger.

As INFRAMARK, we also have an opportunity to clarify our purpose and what we want the impact of our work to be on our clients and, ultimately, our planet. That's why we are moving forward, bound by a single mission: **to be the partner and protector of the most critical resource that helps communities prosper**. It's an important mission. One we embrace. One that we are committed to delivering on -- together.

At the heart of our mission and everything we do are three powerful principles that represent our promise -- **Alignment, Accessibility** and **Accountability**. These principles also define our values and our culture. They've always been there, but now we're formalizing them to help guide our actions and our interactions, driving deeper relationships with those most important to us -- including you.

Beginning immediately, you will see the INFRAMARK name and logo on all company materials, signage and communications. We encourage you to visit our new website [www.inframarkims.com](http://www.inframarkims.com) and get a deeper look into our new company and our new brand.

Today is only the beginning. As INFRAMARK, we are in a stronger position than ever and we are ready for an exciting future. I understand that you may have additional questions, and we have asked all of our regional and local staff to make themselves available to discuss this exciting transition in more detail.

Thank you for putting your trust in us. We look forward to our continued partnership with you in the years to come.

Sincerely,

Chris Tarase  
Vice President - Infrastructure Management Services  
INFRAMARK LLC

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**LEE**

<b>FY</b>	<b>Meeting Dates</b>	<b>Pay</b>
2011	2.14.11	200
	4.11.11	200
	8.8.11	200
2012	6.11.12	200
2013	2.11.13	200
	8.12.13	200
2014	11.12.13	200
	12.9.13	200
	3.10.14	200
	4.14.14	200
	8.11.14	200
	8.28.14	200
	9.8.14	200

		2600
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