

**PINEY-Z COMMUNITY
DEVELOPMENT DISTRICT**

AUGUST 10, 2015

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) 753-5841 • Fax: (954) 345-1292

August 3, 2015

Board of Supervisors
Piney-Z Community Development District

Dear Board Members:

On Monday, August 10, 2015 the Board of Supervisors of the Piney-Z Community Development District will hold a workshop at 3:30 p.m. followed by a regular 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:

Workshop: 3:30 p.m.

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Audience Comments**
- 4. Board Discussion**
- 5. Adjournment**

Regular Meeting: 6:30 p.m.

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Audience Comments**
- 4. Approval of the Minutes of the July 13, 2015 Workshop and Regular Meeting**
- 5. Acceptance of the June 2015 Financial Statements and Approval of the Check Register and Invoices**
- 6. District Manager's Report**
 - A. Discussion of Proposed FY 2016 Budget
 - B. Consideration of Proposed FY 2016 Notice of Meetings
- 7. Business Matters**
 - A. Consideration of Employment Agreement with Melinda J. Parker
- 8. CDD Manager's Report**
 - A. Piney-Z CDD Amenities and Management (Fitness Center, Lodge, Pavilion, Playground, Pool, Grounds, Staffing and Administrative)
 - B. Lawn Care Contract
 - C. Roofing Contract
 - D. Fitness Equipment Purchase Proposal
 - E. Replacement of Heating-Cooling Unit for Second Floor Breakroom
- 9. District Attorney's Report**
 - A. Volunteer Confidentiality Policy

Piney-Z CDD
August 3, 2015

10. Supervisor Requests

11. Adjournment

Enclosed for your review are copies of the minutes of the July 13, 2015 workshop and regular meeting and the June 2015 financials and proposed FY 2016 budget.

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 (904) 940-6044, extension 40592.

Sincerely,

Janice Eggleton Davis/ms
District Manager

| | | | |
|-----|------------------|-----------------|----------------|
| cc: | Christopher Lyon | Bob Reid | Melinda Parker |
| | Brett Sealy | Claudia Vaccaro | |

Fourth Order of Business

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

A workshop of the Board of Supervisors of the Piney-Z Community Development District was held Monday, July 13, 2015 at 3:30 p.m. at the Piney-Z Plantation Lodge, 950 Piney-Z Plantation Road, Tallahassee, Florida.

Present were:

Joseph Didier
Richard Kessler
Michael Lee
Cheryl Hudson
Ann Pincus
Janice Eggleton Davis
Melinda Parker
Rick Evans

Chairman
Vice Chairman
Assistant Secretary
Assistant Secretary
Assistant Secretary
District Manager/Secretary
Interim CDD Manager
Grounds and Buildings Manager

The following is a summary of the discussions at the July 13, 2015 Piney-Z Community Development District's Board of Supervisors Workshop.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Didier called the workshop to order and called the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was led by Mr. Kessler.

THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next order of business followed.

OTHER BUSINESS

- Ms. Hudson introduced Rick Evans, Grounds and Buildings Manager and outlined his experience.

Consulting

- Ms. Parker reviewed her memorandum titled “Summary and Recommendations/Consulting Contract of April 2, 2015”, a copy of which is incorporated hereby and made part of the record.
 - ❖ Also addressed were:
 - Lodge usage and access.
 - Addressing questions and concerns during the meeting.
 - File/records retention.
- Ms. Parker has completed the Consulting contract; a motion will be made during the regular meeting to close-out the contract.

FIFTH ORDER OF BUSINESS**Discussion of Proposed FY 2016 Budget**

- STS was directed to bring the increase down to 15.7%
- The Proposed FY 2016 budget was reviewed.
- *Revenues:*
 - Reduce - S/F Program Fees to \$0.
- *Expenditures:*
 - ❖ ***Administrative***
 - Reduce - ProfServ-Mgmt Consulting Services to \$54,275.
 - Reduce - ProfServ-Special Assessment to \$4,637.
 - Reduce - Printing and Binding to \$2,500.
 - Insurance - General Liability -
 - A memorandum from Ms. Paula Davis, STS Insurance Coordinator, titled “Piney-Z Insurance Review Update” was distributed and discussed, a copy of which is incorporated hereby and made part of the record, covering concerns raised on General Liability, Errors & Omissions, and Workers’ Compensation insurance.
 - ❖ ***Field***
 - Add - R&M - Tree Trimming - \$3,000.
 - Reduce - Contr-Landscape-Amenities Area to \$12,000.
 - Reduce - Misc-Contingency to \$3,500.
 - Total - \$18,500

❖ ***Parks and Recreation - General***

- Reduce - Payroll-Salaries to \$72,134.
 - Reduce - FICA to \$5,518.
 - Reduce - Telephone/Field to \$100.
 - Reduce - Office Supplies to \$3,600.
 - Increase - Capital Outlay to \$20,000.
 - Discussion followed on identifying capital outlay projects and purchasing a defibrillator for the fitness center.
- The discussion will continue during the regular meeting beginning with swimming pool.

SIXTH ORDER OF BUSINESS

Adjournment

There being no further business, the workshop was adjourned.

**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 13, 2015 at 6:30 p.m. at the Piney-Z Plantation Lodge; 950 Piney-Z Plantation Road; Tallahassee, Florida.

Present and constituting a quorum were:

| | |
|-----------------|---------------------|
| Joseph Didier | Chairman |
| Richard Kessler | Vice Chairman |
| Michael Lee | Assistant Secretary |
| Cheryl Hudson | Assistant Secretary |
| Ann Pincus | Assistant Secretary |

Also present were:

| | |
|------------------------|----------------------------|
| Janice Eggleton Davis | District Manager/Secretary |
| Christopher Lyon, Esq. | District Counsel |
| Melinda Parker | CDD Manager |
| Rick Evans | Grounds & Building Manager |
| Ben Kilgore | Lifeguard |
| Residents | |

The following is a summary of the discussions and actions taken at the July 13, 2015 Piney-Z Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Kessler called the meeting to order; Ms. Davis called the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was led by Mr. Lee.

THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the May 26, 2015 Special Meeting and Staffing Review Committee Meeting and June 14, 2015 Regular Meeting

On MOTION by Ms. Hudson seconded by Mr. Lee, the minutes of the May 26, 2015 special meeting and Staffing Review Committee meeting and June 14, 2015 regular meeting, were approved with votes as follows:

Richard Kessler - Aye

Cheryl Hudson - Aye

Michael Lee - Aye

FIFTH ORDER OF BUSINESS

Acceptance of the May 2015 Financial and Approval of the Check Register and Invoices

On MOTION by Ms. Hudson seconded by Mr. Lee, to accept the May 2015 Financial Statements and approve the check register and invoices was approved with votes as follows:

Richard Kessler - Aye

Cheryl Hudson - Aye

Michael Lee - Aye

SIXTH ORDER OF BUSINESS

District Manager's Report

The record will reflect Mr. Didier joined the meeting.

A. Discussion of Series 2002 Bonds Assessment Options

- Ms. Davis outlined the memo from Ms. Liz Langston with the STS Assessments Department on the assessment and repayment options for the Series 2002 Bonds.
- The budget for review today has two assessment tables - one doing Option 3 which reduces the assessment for the 2002 debt service and the other table reflects Options 1 and 2 as both will require the same assessment this year to continue to assess at the rate that you are. Options 1 and 2 generate a surplus requiring a refund to owners.
- Discussion followed on the options presented.

On MOTION by Mr. Lee seconded by Ms. Hudson, Option 3 was approved with votes as follows:

Richard Kessler - Aye

Cheryl Hudson - Aye

Michael Lee - Aye

Joseph Didier - Aye

B. Discussion of Proposed FY 2016 Budget

- Tabled at this time.

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)

- Discussion followed on an A/C unit for the upstairs break room.

Mr. Lee MOVED to approve the A/C unit at a cost not to exceed of \$2,500.

Ms. Hudson seconded the motion.

The record will reflect Ms. Pincus joined the meeting.

The prior motion was approved with votes as follows:

Ann Pincus - Aye

Richard Kessler - Aye

Cheryl Hudson - Aye

Michael Lee - Aye

Joseph Didier - Aye

- Ms. Parker provided roof quotes.

Mr. Lee MOVED to approve \$16,000 for the roof.

- Discussion continued on the roof and gutters.
 - There is \$2,000 in the Capital Outlay budget for gutters.

Mr. Lee amended the motion to \$18,000 to include the roof and the \$2,000 for gutters.

- Discussion followed on improving the lighting in the office and possibly installing skylights.
- The consensus is for grey shingles.

Mr. Kessler seconded the motion.

The prior motion was approved with votes as follows:

Ann Pincus - Aye
Richard Kessler - Aye
Cheryl Hudson - Aye
Michael Lee - Aye
Joseph Didier - Aye

- Discussion followed on additional items which could be covered in the FY 2015 Capital budget with it being noted this will be addressed at the next meeting.
- Ms. Parker reported they need to meet with Mr. Cox regarding some issues with the pool.
- Mr. Kessler addressed the items provided by Ms. Parker during the workshop which wraps up and completes her consulting contract.

On MOTION by Mr. Kessler seconded by Mr. Lee, to close-out and make any payments due to the consulting contract with Ms. Parker was approved with votes as follows:

Ann Pincus - Aye
Richard Kessler - Aye
Cheryl Hudson - Aye
Michael Lee - Aye
Joseph Didier - Aye

- Ms. Davis confirmed that Ms. Parker would submit an invoice for the final installment payment.

EIGHTH ORDER OF BUSINESS

District Attorney's Report

- Mr. Lyon reported the following activity:

- Pending is the issue with the insurance policy and a question of whether or not the District can reduce the size of the acreage.
- Drafted an addendum to the playground lease to require insurance on the playground.
- Volunteer confidentiality policy drafted and will be presented at the August meeting.
- Reviewed several contracts.
- Reviewed advertising requirement for emergency and special meetings.
- Discussion followed on formal bid requirements and the Competitive Consultants Negotiation Act.

NINTH ORDER OF BUSINESS

Business Matters

A. Landscaping Services

- Mr. Didier reported a termination letter has been sent to John Hurst Outdoor Services.
 - Ms. Davis requested a copy for the District's records.
- Mr. Lee addressed moving forward with landscaping to be done on a per cut basis with no annual contract.
 - Ms. Parker suggested a contract with a 30-day cancellation clause.
 - Discussion followed on landscaping services noting the CDD Manager will work within the budget.

B. Staffing (Assistant Office Manager, Maintenance/Grounds, Lifeguards, etc.)

- Mr. Rick Evans, new Grounds and Building Manager was introduced.
- Discussion of hiring Ms. Parker permanently.
- The Board thanked Mr. Cicione for serving on the Staffing Review Committee.
- It was reported the previous maintenance helper has moved on to a different opportunity.
- They still need more lifeguards.
- Discussion followed on hiring Ms. Parker as the CDD Manager.
 - Mr. Lee addressed his concerns of what the CDD is paying in administrative costs to manage a \$400,000 budget.
- Discussion followed on increasing the hours of the CDD manager to 40 hours per week.
- Mr. Kessler to continue the work on the employment agreement with Ms. Parker.

Ms. Hudson MOVED to remove interim from the title of CDD Manager, Ms. Melinda Parker, and amend the employment agreement to go through September 30, 2016 and Mr. Lee seconded the motion.

- Mr. Ben Kilgore, lifeguard, inquired as to what the title of a lifeguard is and what it requires them to do.
 - Mr. Didier and Ms. Parker said they will address this question with Mr. Kilgore outside of a meeting.
- Ms. Cashin asked is the contract renewable with the consensus being yes.

Ms. Hudson amended the motion to include renewable and Mr. Lee withdrew his second. Ms. Pincus seconded the motion.

The prior motion as amended to include renewable and was approved with votes as follows:
Ann Pincus - Aye
Richard Kessler - Aye
Cheryl Hudson - Aye
Michael Lee - Nay
Joseph Didier - Aye

- **C. Discussion of District Insurance Coverages with FMIT**
 This item was addressed at the workshop.

- **D. Discussion of Purchasing Options**
 Ms. Davis covered the current purchasing options of having vendors invoice the district, using petty cash, and submitting check requests in advance of purchases. She also provided information, a copy of which is incorporated hereby, from BB&T on a credit card option.

Mr. Lee MOVED to approve the BB&T business credit card and Ms. Hudson seconded the motion.

- Ms. Davis noted they need to know the Board's wishes on credit limit and how many cards.

Mr. Lee amended the motion to include a \$2,000 credit limit and two cards - one in the name of the Chair and one in the name of Amenities Manager.

- The invoices will need to be coded to line items within the budget, similar to how petty cash is handled.

Mr. Lee amended the motion to one in the name of the Chair and one office card with no name.

The prior motion as amended was approved with votes as follows:
Ann Pincus - Aye
Richard Kessler - Aye
Cheryl Hudson - Aye
Michael Lee - Aye
Joseph Didier - Aye

TENTH ORDER OF BUSINESS Supervisor Requests

- A. Election of Officers for the Board of Supervisors – Realignment of Individual Positions and Responsibilities as Determined by Board (Supervisor Kessler)**
- Tabled at this time.

SIXTH ORDER OF BUSINESS District Manager's Report (continued)

- B. Discussion of Proposed FY 2016 Budget**
- Ms. Davis requested authorization for District Counsel to work on mailed and advertised notices if the budget will increase O&M assessments.
 - Mr. Lyon also confirmed they will need mailed and advertised notices if increasing O&M assessments.

The record will reflect the Board took a brief recess and Mr. Lyon left the meeting.

- Ms. Parker's suggested changes to the FY 2016 budget were reviewed, a copy of which is incorporated hereby and made part of the record.
- Discussion followed on having no first quarter operating reserves.
- ❖ Following are the requested changes to the FY 2016 budget:
- *Revenues:*
 - Reduce - S/F Swimming Program Fees by \$900. (Budget no revenue)
- *Expenditures:*
- *Administrative:*
 - Reduce - ProfServ-Mgt Consulting to \$54,275
 - Reduce - ProfServ-Special Assessments to \$4,637
 - Reduce - Printing and Binding to \$2,500
- *Parks and Recreation:*
 - Reduce - Payroll-Salaries to \$72,134
- *Field:*
 - Reduce - Contracts - Landscape to \$12,000
 - Reduce - Misc. Contingency to \$3,500
 - Include New Account - Tree Trimming at \$3,000
- *Parks and Recreation: (continued)*
 - Reduce - FICA to \$5,518
 - Reduce - Communication - Telephone to \$100
 - Reduce - Office Supplies to \$3,600
 - Increase - Capital Outlay to \$20,000
- *Swimming Pool:*
 - Reduce - Payroll-Salaries to \$30,996
 - Reduce - FICA to \$2,371
 - Reduce - Communications - Telephone to \$100
 - Reduce - Misc. Contingency to \$1,500
 - Reduce - Capital Outlay to \$3,500
- *Fitness Center:*
 - Reduce - Payroll-Salaries to \$2,734
 - Reduce - FICA to \$209

- Reduce - Capital Outlay to \$5,500
- *Parks and Grounds:*
 - Reduce - Payroll-Salaries to \$6,833
 - Reduce - FICA to \$523
 - Increase - Capital Outlay to \$7,000
- Change in assessments was discussed.
- The budget changes were discussed.
- *Reserves:*
 - Increase - Reserve - CDD Amenity to \$10,000

Mr. Kessler MOVED to approve the budget as amended and Ms. Hudson seconded the motion.

- Identify capital outlay items for next meeting.

The prior motion was approved with votes as follows:
Ann Pincus - Aye
Richard Kessler - Aye
Cheryl Hudson - Aye
Michael Lee - Nay
Joseph Didier - Aye

On MOTION by Mr. Kessler seconded by Ms. Hudson, authorizing DM to work with District Counsel to advertise and mail notice was approved with votes as follows:
Ann Pincus - Aye
Richard Kessler - Aye
Cheryl Hudson - Aye
Michael Lee - Nay
Joseph Didier - Aye

- Mr. Lee reminded the Board they have just done what they told everyone would not happen when they let Gary Zins remove the properties from the District boundaries.

TENTH ORDER OF BUSINESS Supervisor Requests (continued)

B. Election of Officers for the Board of Supervisors – Realignment of Individual Positions and Responsibilities as Determined by Board (Supervisor Kessler)

- Mr. Kessler addressed his request with the outcome being no action taken and Mr. Kessler noting he will close the topic.

ELEVENTH ORDER OF BUSINESS Adjournment

There being no further business, the meeting was adjourned.

Janice Eggleton Davis
Secretary

Joseph Didier
Chairman

Fifth Order of Business

MEMORANDUM



TO: Board of Supervisors
FROM: Tiziana Cessna, District Accountant
CC: Janice Eggleton Davis, District Manager / Stephen Bloom, Assistant Treasurer
DATE: July 24, 2015
SUBJECT: June Financial Report

Please find attached the June 2015 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. To further assist with your review, an overview of each of the District's funds is provided below. 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 was at a favorable 110% of the YTD budget, due to the settlement portion for 2015.

- The YTD Non-Ad Valorem assessments collections are at 100%.
- Settlement - FY2015 portion of the O&M maintenance settlement with Piney-Z Land LLC.
- Other Miscellaneous Revenues - FMIT Premium refunds for FY 2013 and FY 2014.

Total Expenditures through June were at a favorable 78% of the YTD budget (prorated) with the following notes for the fiscal year:

- Administration Department - Legal Services are billed through May 19 from Maureen M. Daughton LLC and Lewis Longman & Walker through June 4, 2015. Printing and Binding are over budget due to larger agenda volume and additional agenda books.
- Field Department - Misc-Contingency - Sod behind parking lot and installation of a drainage swale, purchase of blower, and irrigation repairs.
- Park and Recreation Department - Salaries are lower due to reduced hours of the District's staff and reduced staff. Pension Benefits and Life and Health Insurance were budgeted for the property manager which resigned. These benefits are not being provided currently. A payment was made for a sewer connection to the City of Tallahassee. Misc-Contingency includes lodge cleaning and advertising for new CDD Manager. Misc.-Information Technology - Various support and set up fees.
- Swimming Pool Department - Pool season has started however the lifeguards attendance is kept minimal. ProfServ-Pool Maintenance - Increase of the contract with Alan Cox Aquatics, Inc. Communication-Telephone-Field includes wireless phone services as of June. R&M-General includes lifeguard swimsuits. R&M-Pools - Five areas of pool decking were repaired.
- Fitness Center Department - Capital Outlay represents a purchase of new fitness equipment.
- Park & Grounds - Misc-Contingency - Removal of dead trees and trimming branches. Replaced old, broken and cracked signs.

Debt Service Funds

On November 1, 2014, the semi-annual interest payments were made and a principal prepayment was made from the prepaid 85 units, owned by Piney-Z Land Co. that were extracted from the District.

MEMORANDUM



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PINEY-Z
Community Development District

Financial Report

June 30, 2015

Prepared by



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**Piney-Z
Community Development District**

Financial Statements

(Unaudited)

June 30, 2015

Balance Sheet

June 30, 2015

| ACCOUNT DESCRIPTION | GENERAL FUND | SERIES 2002 DEBT SERVICE FUND | SERIES 2008 DEBT SERVICE FUND | TOTAL |
|--|-------------------|-------------------------------------|-------------------------------------|-------------------|
| ASSETS | | | | |
| Cash - Checking Account | \$ 73,136 | \$ - | \$ - | \$ 73,136 |
| Cash On Hand/Petty Cash | 2,000 | - | - | 2,000 |
| Due From Other Funds | 2,072 | - | - | 2,072 |
| Investments: | | | | |
| Money Market Account | 309,644 | - | - | 309,644 |
| Prepayment Account | - | 250 | 1 | 251 |
| Redemption Fund | - | 646 | - | 646 |
| Reserve Fund | - | 15,500 | - | 15,500 |
| Revenue Fund | - | 80,536 | 143,213 | 223,749 |
| Prepaid Items | 304 | - | - | 304 |
| TOTAL ASSETS | \$ 387,156 | \$ 96,932 | \$ 143,214 | \$ 627,302 |
| LIABILITIES | | | | |
| Accounts Payable | \$ 3,248 | \$ - | \$ - | \$ 3,248 |
| Unearned Revenue | 84,810 | - | - | 84,810 |
| Accrued Wages Payable | 1,040 | - | - | 1,040 |
| Accrued Taxes Payable | 1,090 | - | - | 1,090 |
| Due To Other Funds | - | 2,072 | - | 2,072 |
| TOTAL LIABILITIES | 90,188 | 2,072 | - | 92,260 |
| FUND BALANCES | | | | |
| Nonspendable: | | | | |
| Prepaid Items | 304 | - | - | 304 |
| Restricted for: | | | | |
| Debt Service | - | 94,860 | 143,214 | 238,074 |
| Assigned to: | | | | |
| Operating Reserves | 63,155 | - | - | 63,155 |
| Reserves - CDD Amenity | 62,805 | - | - | 62,805 |
| Reserves - Other | 84,810 | - | - | 84,810 |
| Unassigned: | 85,894 | - | - | 85,894 |
| TOTAL FUND BALANCES | \$ 296,968 | \$ 94,860 | \$ 143,214 | \$ 535,042 |
| TOTAL LIABILITIES & FUND BALANCES | \$ 387,156 | \$ 96,932 | \$ 143,214 | \$ 627,302 |

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2015

| ACCOUNT DESCRIPTION | ANNUAL ADOPTED BUDGET | YEAR TO DATE BUDGET | YEAR TO DATE ACTUAL | VARIANCE (\$) FAV(UNFAV) |
|--------------------------------|-----------------------------|------------------------|------------------------|-----------------------------|
| REVENUES | | | | |
| Interest - Investments | \$ 300 | \$ 225 | \$ 856 | \$ 631 |
| S/F Swimming Program Fees | 1,000 | - | - | - |
| Interest - Tax Collector | - | - | 28 | 28 |
| Special Assmnts- Tax Collector | 354,503 | 354,503 | 354,503 | - |
| Special Assmnts- Discounts | (14,180) | (14,180) | (13,322) | 858 |
| Settlements | - | - | 33,924 | 33,924 |
| Other Miscellaneous Revenues | - | - | 1,142 | 1,142 |
| Access Cards | - | - | 175 | 175 |
| Pavilion Rental | 900 | 675 | 400 | (275) |
| Lodge Rental | 9,500 | 7,126 | 9,522 | 2,396 |
| Pool Rental | 600 | 240 | - | (240) |
| TOTAL REVENUES | 352,623 | 348,589 | 387,228 | 38,639 |

EXPENDITURES
Administration

| | | | | |
|--------------------------------|----------------|----------------|----------------|----------------|
| P/R-Board of Supervisors | 11,000 | 8,000 | 9,800 | (1,800) |
| FICA Taxes | 842 | 612 | 750 | (138) |
| ProfServ-Engineering | 500 | 375 | - | 375 |
| ProfServ-Legal Services | 35,000 | 26,253 | 27,989 | (1,736) |
| ProfServ-Mgmt Consulting Serv | 54,275 | 40,707 | 40,706 | 1 |
| ProfServ-Special Assessment | 4,637 | 4,637 | 4,637 | - |
| Auditing Services | 3,000 | 3,000 | 3,000 | - |
| Communication - Telephone | 100 | 72 | - | 72 |
| Postage and Freight | 2,000 | 1,503 | 931 | 572 |
| Insurance - General Liability | 10,591 | 10,591 | 9,576 | 1,015 |
| Printing and Binding | 2,500 | 1,872 | 2,941 | (1,069) |
| Legal Advertising | 1,500 | 1,250 | 665 | 585 |
| Miscellaneous Services | 500 | 378 | 210 | 168 |
| Misc-Assessmnt Collection Cost | 10,635 | 10,635 | 10,235 | 400 |
| Misc-Contingency | 500 | 378 | - | 378 |
| Office Supplies | 500 | 378 | 433 | (55) |
| Annual District Filing Fee | 175 | 175 | 175 | - |
| Total Administration | 138,255 | 110,816 | 112,048 | (1,232) |

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2015

| ACCOUNT DESCRIPTION | ANNUAL ADOPTED BUDGET | YEAR TO DATE BUDGET | YEAR TO DATE ACTUAL | VARIANCE (\$) FAV(UNFAV) |
|---|-----------------------------|------------------------|------------------------|-----------------------------|
| Field | | | | |
| Contr-Landscape-Amenities Area | 12,040 | 9,030 | 3,400 | 5,630 |
| Misc-Contingency | 5,500 | 4,122 | 6,164 | (2,042) |
| Total Field | 17,540 | 13,152 | 9,564 | 3,588 |
| Parks and Recreation - General | | | | |
| Payroll-Salaries | 68,775 | 51,579 | 31,455 | 20,124 |
| Payroll - Overtime | 250 | - | - | - |
| FICA Taxes | 5,280 | 3,960 | 2,479 | 1,481 |
| Pension Benefits | 2,250 | 2,250 | - | 2,250 |
| Life and Health Insurance | 12,200 | 9,153 | - | 9,153 |
| Workers' Compensation | 5,412 | 5,412 | 4,928 | 484 |
| ProfServ-Consultants | - | - | 4,877 | (4,877) |
| Contracts-Security Services | 4,000 | 3,000 | 4,128 | (1,128) |
| Communication - Teleph - Field | 1,620 | 1,215 | 945 | 270 |
| Postage and Freight | 900 | 675 | - | 675 |
| Utility - General | 21,777 | 16,335 | 8,765 | 7,570 |
| Utility - Other | 2,293 | 1,719 | 1,863 | (144) |
| Electricity - Streetlighting | 1,300 | 972 | 998 | (26) |
| Utility - Irrigation | 3,850 | 2,887 | 877 | 2,010 |
| Utility - Refuse Removal | 1,802 | 1,350 | 1,053 | 297 |
| R&M-General | 8,945 | 6,708 | 6,200 | 508 |
| R&M-Pest Control | 790 | 528 | 713 | (185) |
| Misc-Contingency | 2,400 | 1,800 | 3,154 | (1,354) |
| Misc-Information Technology | 1,000 | 747 | 1,290 | (543) |
| Office Supplies | 2,750 | 2,061 | 2,253 | (192) |
| Subscriptions and Memberships | 500 | 500 | 500 | - |
| Impr. Sewer Connection | - | - | 10,273 | (10,273) |
| Capital Outlay | 31,900 | 23,922 | 350 | 23,572 |
| Total Parks and Recreation - General | 179,994 | 136,773 | 87,101 | 49,672 |
| Swimming Pool | | | | |
| Payroll-Salaries | 32,365 | 19,419 | 9,631 | 9,788 |
| Payroll - Overtime | 750 | 750 | - | 750 |
| FICA Taxes | 2,533 | 1,521 | 737 | 784 |
| ProfServ-Pool Maintenance | 4,800 | 3,600 | 4,000 | (400) |
| Communication - Teleph - Field | 660 | 495 | 622 | (127) |
| R&M-General | 1,170 | 878 | 1,585 | (707) |
| R&M-Pools | 5,500 | 4,122 | 4,954 | (832) |

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2015

| ACCOUNT DESCRIPTION | ANNUAL ADOPTED BUDGET | YEAR TO DATE BUDGET | YEAR TO DATE ACTUAL | VARIANCE (\$) FAV(UNFAV) |
|--|-----------------------------|------------------------|------------------------|-----------------------------|
| Misc-Licenses & Permits | 250 | 250 | - | 250 |
| Misc-Contingency | 1,800 | 1,350 | 885 | 465 |
| Op Supplies - Pool Chemicals | 5,000 | 3,753 | 2,305 | 1,448 |
| Capital Outlay | 2,400 | 1,800 | - | 1,800 |
| Total Swimming Pool | 57,228 | 37,938 | 24,719 | 13,219 |
| Fitness Center | | | | |
| Payroll-Salaries | 4,680 | 3,510 | 605 | 2,905 |
| FICA Taxes | 358 | 270 | 46 | 224 |
| R&M-General | 2,785 | 2,088 | 746 | 1,342 |
| R&M-Equipment | 2,300 | 1,727 | 975 | 752 |
| Misc-Contingency | 1,200 | 900 | - | 900 |
| Capital Outlay | 14,500 | 10,872 | 7,844 | 3,028 |
| Total Fitness Center | 25,823 | 19,367 | 10,216 | 9,151 |
| Park & Grounds | | | | |
| Payroll-Salaries | 4,180 | 3,134 | 2,108 | 1,026 |
| FICA Taxes | 320 | 239 | 161 | 78 |
| R&M-General | 1,370 | 1,026 | 1,113 | (87) |
| Misc-Contingency | 3,100 | 2,322 | 4,953 | (2,631) |
| Capital Outlay | 1,200 | 900 | 430 | 470 |
| Total Park & Grounds | 10,170 | 7,621 | 8,765 | (1,144) |
| Reserves | | | | |
| Reserve - CDD Amenity | 10,000 | - | - | - |
| Total Reserves | 10,000 | - | - | - |
| TOTAL EXPENDITURES & RESERVES | 439,010 | 325,667 | 252,413 | 73,254 |
| Excess (deficiency) of revenues | | | | |
| Over (under) expenditures | (86,387) | 22,922 | 134,815 | 111,893 |
| OTHER FINANCING SOURCES (USES) | | | | |
| Contribution to (Use of) Fund Balance | (86,387) | - | - | - |
| TOTAL FINANCING SOURCES (USES) | (86,387) | - | - | - |
| Net change in fund balance | \$ (86,387) | \$ 22,922 | \$ 134,815 | \$ 111,893 |
| FUND BALANCE, BEGINNING (OCT 1, 2014) | 162,153 | 162,153 | 162,153 | |
| FUND BALANCE, ENDING | \$ 75,766 | \$ 185,075 | \$ 296,968 | |

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2015

| ACCOUNT DESCRIPTION | ANNUAL ADOPTED BUDGET | YEAR TO DATE BUDGET | YEAR TO DATE ACTUAL | VARIANCE (\$) FAV(UNFAV) |
|--|-----------------------------|------------------------|------------------------|-----------------------------|
| REVENUES | | | | |
| Interest - Investments | \$ 50 | \$ 36 | \$ 47 | \$ 11 |
| Special Assmnts- Tax Collector | 79,355 | 79,355 | 79,355 | - |
| Special Assmnts- Discounts | (3,174) | (3,174) | (2,982) | 192 |
| TOTAL REVENUES | 76,231 | 76,217 | 76,420 | 203 |
| EXPENDITURES | | | | |
| Administration | | | | |
| ProfServ-Trustee Fees | 3,100 | 3,100 | 3,502 | (402) |
| Misc-Assessmnt Collection Cost | 2,381 | 2,381 | 2,291 | 90 |
| Total Administration | 5,481 | 5,481 | 5,793 | (312) |
| Debt Service | | | | |
| Principal Debt Retirement | 55,000 | 55,000 | 55,000 | - |
| Principal Prepayments | - | - | 5,000 | (5,000) |
| Interest Expense | 15,750 | 15,750 | 15,625 | 125 |
| Total Debt Service | 70,750 | 70,750 | 75,625 | (4,875) |
| TOTAL EXPENDITURES | 76,231 | 76,231 | 81,418 | (5,187) |
| Excess (deficiency) of revenues | | | | |
| Over (under) expenditures | - | (14) | (4,998) | (4,984) |
| Net change in fund balance | \$ - | \$ (14) | \$ (4,998) | \$ (4,984) |
| FUND BALANCE, BEGINNING (OCT 1, 2014) | 99,858 | 99,858 | 99,858 | |
| FUND BALANCE, ENDING | \$ 99,858 | \$ 99,844 | \$ 94,860 | |

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2015

| ACCOUNT DESCRIPTION | ANNUAL ADOPTED BUDGET | YEAR TO DATE BUDGET | YEAR TO DATE ACTUAL | VARIANCE (\$) FAV(UNFAV) |
|--|-----------------------------|------------------------|------------------------|-----------------------------|
| REVENUES | | | | |
| Interest - Investments | \$ 50 | \$ 36 | \$ 78 | \$ 42 |
| Special Assmnts- Tax Collector | 214,348 | 214,348 | 214,130 | (218) |
| Special Assmnts- Discounts | (8,574) | (8,574) | (8,047) | 527 |
| TOTAL REVENUES | 205,824 | 205,810 | 206,161 | 351 |
| EXPENDITURES | | | | |
| Administration | | | | |
| ProfServ-Dissemination Agent | 1,000 | 1,000 | 1,000 | - |
| ProfServ-Trustee Fees | 4,400 | 4,400 | 4,903 | (503) |
| Misc-Assessmnt Collection Cost | 6,430 | 6,430 | 6,182 | 248 |
| Total Administration | 11,830 | 11,830 | 12,085 | (255) |
| Debt Service | | | | |
| Principal Debt Retirement | 170,000 | 170,000 | 170,000 | - |
| Principal Prepayments | - | - | 55,000 | (55,000) |
| Interest Expense | 39,950 | 39,950 | 38,781 | 1,169 |
| Total Debt Service | 209,950 | 209,950 | 263,781 | (53,831) |
| TOTAL EXPENDITURES | 221,780 | 221,780 | 275,866 | (54,086) |
| Excess (deficiency) of revenues Over (under) expenditures | (15,956) | (15,970) | (69,705) | (53,735) |
| OTHER FINANCING SOURCES (USES) | | | | |
| Contribution to (Use of) Fund Balance | (15,956) | - | - | - |
| TOTAL FINANCING SOURCES (USES) | (15,956) | - | - | - |
| Net change in fund balance | \$ (15,956) | \$ (15,970) | \$ (69,705) | \$ (53,735) |
| FUND BALANCE, BEGINNING (OCT 1, 2014) | 212,919 | 212,919 | 212,919 | |
| FUND BALANCE, ENDING | \$ 196,963 | \$ 196,949 | \$ 143,214 | |

PINEY-Z
Community Development District

Supporting Schedules

June 30, 2015

**Non-Ad Valorem Special Assessments - Leon County Tax Collector
(Monthly Assessment Collection Distributions)
For the Fiscal Year Ending September 30, 2015**

| | | | | | Allocation by Fund | | |
|---------------------------|---------------------|-------------------------------|------------------|-------------------|--------------------|-------------------------------|-------------------------------|
| Date Received | Net Amount Received | Discount / (Penalties) Amount | Collection Cost | Gross Amount | General Fund | Series 2002 Debt Service Fund | Series 2008 Debt Service Fund |
| ASSESSMENTS LEVIED FY2015 | | | | \$ 647,988 | \$ 354,503 | \$ 79,355 | \$ 214,130 |
| Allocation % | | | | 100% | 55% | 12% | 33% |
| 11/06/14 | \$ 6,687 | \$ 363 | \$ 207 | \$ 7,257 | \$ 3,970 | \$ 889 | \$ 2,398 |
| 11/25/14 | 136,468 | 7,405 | 4,221 | 148,093 | 81,019 | 18,136 | 48,938 |
| 12/09/14 | 360,946 | 15,505 | 11,163 | 387,614 | 212,057 | 47,469 | 128,089 |
| 12/26/14 | 57,551 | 1,835 | 1,780 | 61,166 | 33,463 | 7,491 | 20,212 |
| 01/16/15 | 9,618 | 307 | 297 | 10,223 | 5,593 | 1,252 | 3,378 |
| 02/12/15 | 6,070 | 128 | 188 | 6,385 | 3,493 | 782 | 2,110 |
| 03/18/15 | 8,872 | 92 | 274 | 9,238 | 5,054 | 1,131 | 3,053 |
| 04/08/15 | 10,337 | - | 320 | 10,657 | 5,830 | 1,305 | 3,522 |
| 05/07/15 | 4,329 | - | 134 | 4,463 | 2,441 | 547 | 1,475 |
| 06/15/15 | 4,051 | (1,283) | 125 | 2,893 | 1,583 | 354 | 956 |
| TOTAL | \$ 604,928 | \$ 24,350 | \$ 18,709 | \$ 647,988 | \$ 354,503 | \$ 79,355 | \$ 214,130 |
| % COLLECTED | | | | 100.00% | 100.00% | 100.00% | 100.00% |

Cash and Investment Report

June 30, 2015

| <u>Account Name</u> | <u>Bank Name</u> | <u>Investment Type</u> | <u>Yield</u> | <u>Balance</u> |
|-----------------------------------|------------------|-----------------------------|-----------------|-------------------------|
| GENERAL FUND | | | | |
| Operating Checking Account | BB&T | Business checking | 0.00% | \$73,136 |
| Public Funds Money Market Account | Stonegate Bank | Money Market Account | 0.40% | \$309,644 |
| | | | Subtotal | <u>\$382,781</u> |
| DEBT SERVICE FUNDS | | | | |
| Series 2002 Redemption Account | US Bank | Government Obligation Fund | 0.00% | \$646 |
| Series 2002 Reserve Account (1) | US Bank | US Bank Money Market | 0.10% | \$15,500 |
| Series 2002 Revenue Account | US Bank | Open-ended Commercial Paper | 0.05% | \$80,536 |
| Series 2002 Prepayment account | US Bank | Government Obligation Fund | 0.00% | \$250 |
| Series 2008 Prepayment account | US Bank | Government Obligation Fund | 0.00% | \$1 |
| Series 2008 Revenue Account | US Bank | Open-ended Commercial Paper | 0.05% | \$143,213 |
| | | | Total | <u><u>\$622,926</u></u> |

Note (1) Reserve requirement is 5% of the remaining bond balance is valued on last business day of the bond year at 4/30/15 - (\$310,000).

Piney-Z CDD
Bank Reconciliation

Bank Account No. 2471
Statement No. 06-15
Statement Date 06/30/15

| | | | |
|-----------------------------|-----------|-----------------------------|-----------|
| G/L Balance (\$) | 73,008.93 | Statement Balance | 80,057.18 |
| G/L Balance | 73,008.93 | Outstanding Deposits | 0.00 |
| Positive Adjustments | 0.00 | | |
| | | Subtotal | 80,057.18 |
| Subtotal | 73,008.93 | Outstanding Checks | 7,048.25 |
| Negative Adjustments | 0.00 | Total Differences | 0.00 |
| | | | |
| Ending G/L Balance | 73,008.93 | Ending Balance | 73,008.93 |
| Difference | 0.00 | | |

| <u>Posting Date</u> | <u>Document Type</u> | <u>Document No.</u> | <u>Description</u> | <u>Amount</u> | <u>Cleared Amount</u> | <u>Difference</u> |
|------------------------------------|----------------------|---------------------|---|---------------|-----------------------|-------------------|
| Outstanding Checks | | | | | | |
| 08/27/14 | Payment | 55634 | CHRISTIAN C. KOBES | 129.40 | 0.00 | 129.40 |
| 02/11/15 | Payment | 55889 | MARIA E. ZEA | 4.62 | 0.00 | 4.62 |
| 05/07/15 | Payment | 56000 | JOSHUA M. LILES | 90.27 | 0.00 | 90.27 |
| 06/02/15 | Payment | 56054 | SARITHA DUBBAKA | 400.00 | 0.00 | 400.00 |
| 06/15/15 | Payment | 56074 | DENNIS WASISTO | 202.50 | 0.00 | 202.50 |
| 06/18/15 | Payment | 56073 | BRETT A. NIETO | 225.48 | 0.00 | 225.48 |
| 06/24/15 | Payment | 56089 | CHERYL M. HUDSON | 174.28 | 0.00 | 174.28 |
| 06/26/15 | Payment | 56091 | COMCAST | 195.88 | 0.00 | 195.88 |
| 06/26/15 | Payment | 56092 | FEDEX | 41.00 | 0.00 | 41.00 |
| 06/26/15 | Payment | 56093 | MARPAN SUPPLY CO., INC. | 26.00 | 0.00 | 26.00 |
| 06/26/15 | Payment | 56095 | VERIZON WIRELESS | 70.96 | 0.00 | 70.96 |
| 06/30/15 | Payment | 56098 | PETTY CASH | 513.12 | 0.00 | 513.12 |
| 06/30/15 | Payment | 56099 | SEVERN TRENT ENVIRONMENTAL SERVICES, INC. | 4,974.74 | 0.00 | 4,974.74 |
| Total Outstanding Checks | | | | 7,048.25 | | |

Piney-Z
Community Development District

Check Register by Fund
For the Period from 6/1/15 to 6/30/15
(Sorted by Check No.)

| Fund No. | Check No. | Check Date | Payee | Invoice No. | Invoice Description | G/L Account Name | G/L Account # | Check Amount |
|---------------------------|-----------|------------|--|------------------|--|--------------------------------|---------------|--------------|
| GENERAL FUND - 001 | | | | | | | | |
| 001 | 56050 | 06/02/15 | ANN PINCUS | 052115 | KS Towel, Backup 1.5TB, Sheetprotect | Office Supplies | 551002-51301 | \$122.35 |
| 001 | 56050 | 06/02/15 | ANN PINCUS | 052115 | KS Towel, Backup 1.5TB, Sheetprotect | Office Supplies | 551002-51301 | \$10.12 |
| 001 | 56051 | 06/02/15 | COMCAST | 5015 051415 | Cable Service 04/25/15-05/25/15 | Utility - Other | 543004-57201 | \$195.88 |
| 001 | 56052 | 06/02/15 | MARPAN SUPPLY CO., INC. | 1351178 | Container Rental 06/01/15 | Utility - Refuse Removal | 543020-57201 | \$26.00 |
| 001 | 56053 | 06/02/15 | MAUREEN M. DAUGHTON | 1023 | General Services 5/1/15-5/19/15 | ProfServ-Legal Services | 531023-51401 | \$2,782.50 |
| 001 | 56055 | 06/02/15 | VERIZON WIRELESS | 9745534854 | 850-528-2411 05/13/15-06/12/15 | Communication - Teleph - Field | 541005-57205 | \$71.83 |
| 001 | 56056 | 06/02/15 | DENNIS WASISTO | 5018 | IT Support;Replicon Training;User Setup;Supervisor | Misc-Information Technology | 549942-57201 | \$270.00 |
| 001 | 56057 | 06/02/15 | FITNESS PRO | 8888 | Preventative Maintenance May 2015 | R&M-Equipment | 546022-57201 | \$100.00 |
| 001 | 56058 | 06/02/15 | JOHN HURST OUTDOOR SERVICES | L150417832 | Prune Shrubs;Top Jasmine/Rocks | Misc-Contingency | 549900-53901 | \$232.50 |
| 001 | 56059 | 06/02/15 | PETTY CASH | INCREASE | Increase Petty Cash Limit to \$2,000 | Cash On Hand/Petty Cash | 102000 | \$1,250.00 |
| 001 | 56060 | 06/02/15 | SEVERN TRENT ENVIRONMENTAL SERVICES, INC. | STES 2079200 | Management Fees May 2015 | ProfServ-Mgmt Consulting Serv | 531027-51201 | \$4,522.92 |
| 001 | 56060 | 06/02/15 | SEVERN TRENT ENVIRONMENTAL SERVICES, INC. | STES 2079200 | Management Fees May 2015 | Postage and Freight | 541006-51301 | \$60.69 |
| 001 | 56060 | 06/02/15 | SEVERN TRENT ENVIRONMENTAL SERVICES, INC. | STES 2079200 | Management Fees May 2015 | Printing and Binding | 547001-51301 | \$330.80 |
| 001 | 56060 | 06/02/15 | SEVERN TRENT ENVIRONMENTAL SERVICES, INC. | STES 2079200 | Management Fees May 2015 | Office Supplies | 551002-51301 | \$60.50 |
| 001 | 56061 | 06/08/15 | ANN PINCUS | PHONE | Polycorn Conference Phone | Office Supplies | 551002-51301 | \$836.57 |
| 001 | 56062 | 06/08/15 | BENSON'S HEATING AND AIR CONDITIONING, INC | S70891 | Diagnostic Charge Lodge | R&M-General | 546001-57201 | \$75.00 |
| 001 | 56063 | 06/08/15 | CITY OF TALLAHASSEE | 5610 052915 #IRR | Utilities 4/28/15-5/27/15 | Utility - Irrigation | 543014-57201 | \$92.42 |
| 001 | 56063 | 06/08/15 | CITY OF TALLAHASSEE | 5610 052915 | Utilities 4/28/15-5/27/15 | Utility - General | 543001-57201 | \$1,312.37 |
| 001 | 56063 | 06/08/15 | CITY OF TALLAHASSEE | 5610 052915 | Utilities 4/28/15-5/27/15 | Utility - Refuse Removal | 543020-57201 | \$91.00 |
| 001 | 56064 | 06/08/15 | FEDEX | 5-051-10632 | Services thru 6/2/15 | Postage and Freight | 541006-51301 | \$9.53 |
| 001 | 56065 | 06/08/15 | SONITROL | 253392 | Key Fob | Contracts-Security Services | 534037-57201 | \$182.00 |
| 001 | 56067 | 06/10/15 | MATHERS ELECTRIC CO., INC. | 21765 | Trouble Shoot Electric Gate | R&M-General | 546001-57205 | \$158.50 |
| 001 | 56068 | 06/10/15 | PEDDIE CHEMICAL COMPANY | 410030641 | Pool Chemicals; Pool Brush & Leaf Rake | Op Supplies - Pool Chemicals | 552009-57201 | \$335.49 |
| 001 | 56069 | 06/10/15 | TALLAHASSEE DEMOCRAT | 9430318 | Rule Development Workshop 4/13/15 | Legal Advertising | 548002-51301 | \$107.60 |
| 001 | 56069 | 06/10/15 | TALLAHASSEE DEMOCRAT | 0000377933 | Amenities Manager Position | Misc-Contingency | 549900-57201 | \$665.60 |
| 001 | 56069 | 06/10/15 | TALLAHASSEE DEMOCRAT | 0000434288 | Legal Ad BOS Workshops | Legal Advertising | 548002-51301 | \$78.07 |
| 001 | 56069 | 06/10/15 | TALLAHASSEE DEMOCRAT | 000384502 | Legal Ad 4/13/15 | Legal Advertising | 548002-51301 | \$119.54 |
| 001 | 56074 | 06/15/15 | DENNIS WASISTO | 5027 | M. Parker IT Support | Misc-Information Technology | 549942-57201 | \$202.50 |
| 001 | 56075 | 06/15/15 | FLORIDA MUNICIPAL INSURANCE TR | 0827 080115 | 4th Installment Gen Liab/Prop/Work Comp FY14/15 | Insurance - General Liability | 545002-51301 | \$1,325.00 |
| 001 | 56075 | 06/15/15 | FLORIDA MUNICIPAL INSURANCE TR | 0827 080115 | 4th Installment Gen Liab/Prop/Work Comp FY14/15 | Insurance - General Liability | 545002-51301 | \$1,069.00 |
| 001 | 56075 | 06/15/15 | FLORIDA MUNICIPAL INSURANCE TR | 0827 080115 | 4th Installment Gen Liab/Prop/Work Comp FY14/15 | Workers' Compensation | 524001-57201 | \$1,232.00 |
| 001 | 56076 | 06/15/15 | JOHN HURST OUTDOOR SERVICES | L150515860 | CDD Amenities 4/16/15-5/16/15 | Conti-Landscape-Amenities Area | 534053-53901 | \$966.67 |
| 001 | 56077 | 06/15/15 | LEWIS, LONGMAN, & WALKER, P.A. | 106505 | General Legal 05/26/15-06/04/15 | ProfServ-Legal Services | 531023-51401 | \$2,000.00 |
| 001 | 56078 | 06/15/15 | PICKINWEE CORP | 10891 | Wasp Spray | R&M-General | 546001-57201 | \$20.97 |
| 001 | 56078 | 06/15/15 | PICKINWEE CORP | 10703 | Light Bulb; Key Ring | R&M-General | 546001-57210 | \$14.99 |
| 001 | 56078 | 06/15/15 | PICKINWEE CORP | 10703 | Light Bulb; Key Ring | Office Supplies | 551002-57201 | \$1.99 |
| 001 | 56079 | 06/19/15 | ALAN COX AQUATICS, INC. | JUNE 2015 | Pool Management June 2015 | ProfServ-Pool Maintenance | 531034-57205 | \$500.00 |
| 001 | 56080 | 06/19/15 | CITY OF TALLAHASSEE | 5610 061115 | Utilities 05/13/15-06/11/15 | Electricity - Streetlighting | 543013-57201 | \$109.26 |

Piney-Z
Community Development District

Check Register by Fund
For the Period from 6/1/15 to 6/30/15
(Sorted by Check No.)

| Fund No. | Check No. | Check Date | Payee | Invoice No. | Invoice Description | G/L Account Name | G/L Account # | Check Amount |
|----------|-----------|------------|---|--------------|---|--------------------------------|---------------|--------------|
| 001 | 56081 | 06/19/15 | FRASER ELECTRIC INC. | 19114 | Outlet for New Conference Phone | R&M-General | 546001-57201 | \$172.50 |
| 001 | 56082 | 06/19/15 | JOE DIDIER | 061515 | ADA Chair Batteries | R&M-General | 546001-57205 | \$98.68 |
| 001 | 56083 | 06/19/15 | KEITH MCNEILL PLUMBING | 9995420210 | Lodge & Pavilion maintenance;Pool Shower-Repair | R&M-General | 546001-57201 | \$42.57 |
| 001 | 56083 | 06/19/15 | KEITH MCNEILL PLUMBING | 9995420210 | Lodge & Pavilion maintenance;Pool Shower-Repair | R&M-General | 546001-57205 | \$42.56 |
| 001 | 56083 | 06/19/15 | KEITH MCNEILL PLUMBING | 9995420210 | Lodge & Pavilion maintenance;Pool Shower-Repair | R&M-General | 546001-57240 | \$42.57 |
| 001 | 56084 | 06/19/15 | MY OFFICE PRODUCTS | WO-8364661-1 | Supplies 9/25/14 | Office Supplies | 551002-57201 | \$130.38 |
| 001 | 56084 | 06/19/15 | MY OFFICE PRODUCTS | WO-8364661-3 | Supplies 9/25/14 | Office Supplies | 551002-57201 | \$58.50 |
| 001 | 56085 | 06/19/15 | REPLICON, INC. | 0167195 | GEN3 TIMEATTEND 07/16/15-10/15/15 | Prepaid Items | 155000 | \$82.50 |
| 001 | 56091 | 06/26/15 | COMCAST | 5015 061415 | Cable Service06/25/15-07/24/15 | Prepaid Items | 155000 | \$195.88 |
| 001 | 56092 | 06/26/15 | FEDEX | 5-065-66520 | Services thru 6-16-15 | Postage and Freight | 541006-51301 | \$41.00 |
| 001 | 56093 | 06/26/15 | MARPAN SUPPLY CO., INC. | 1354931 | Container Rental 07/01/15 | Prepaid Items | 155000 | \$26.00 |
| 001 | 56094 | 06/26/15 | SONITROL | 254793 | 20 Key Fobs | Contracts-Security Services | 534037-57201 | \$182.00 |
| 001 | 56095 | 06/26/15 | VERIZON WIRELESS | 9747213045 | 321347673-00001 05/13-06/12/15 | Communication - Teleph - Field | 541005-57205 | \$70.96 |
| 001 | 56098 | 06/30/15 | PETTY CASH | 061515 | Reimbursement thru 6/15/15 | Cash On Hand/Petty Cash | 102000 | \$513.12 |
| 001 | 56099 | 06/30/15 | SEVERN TRENT ENVIRONMENTAL SERVICES, INC. | 2079500 | Management Fees May 2015 | ProfServ-Mgmt Consulting Serv | 531027-51201 | \$4,522.92 |
| 001 | 56099 | 06/30/15 | SEVERN TRENT ENVIRONMENTAL SERVICES, INC. | 2079500 | Management Fees May 2015 | Postage and Freight | 541006-51301 | \$34.62 |
| 001 | 56099 | 06/30/15 | SEVERN TRENT ENVIRONMENTAL SERVICES, INC. | 2079500 | Management Fees May 2015 | Printing and Binding | 547001-51301 | \$356.70 |
| 001 | 56099 | 06/30/15 | SEVERN TRENT ENVIRONMENTAL SERVICES, INC. | 2079500 | Management Fees May 2015 | Office Supplies | 551002-51301 | \$60.50 |
| 001 | 56047 | 06/04/15 | RICHARD B. STOWERS | PAYROLL | June 04, 2015 Payroll Posting | | | \$313.99 |
| 001 | 56048 | 06/04/15 | EVAN V. FRANCIS | PAYROLL | June 04, 2015 Payroll Posting | | | \$72.61 |
| 001 | 56049 | 06/04/15 | MELINDA J. PARKER | PAYROLL | June 04, 2015 Payroll Posting | | | \$1,713.63 |
| 001 | DD000056 | 06/03/15 | LUKE J. LILES | PAYROLL | June 03, 2015 Payroll Posting | | | \$131.34 |
| 001 | DD000058 | 06/03/15 | BENJAMIN V. KILGORE | PAYROLL | June 03, 2015 Payroll Posting | | | \$213.58 |
| 001 | DD000059 | 06/03/15 | JOSHUA M. LILES | PAYROLL | June 03, 2015 Payroll Posting | | | \$96.16 |
| 001 | DD000061 | 06/03/15 | CORINTHIAN F. BARNES | PAYROLL | June 03, 2015 Payroll Posting | | | \$51.02 |
| 001 | DD000062 | 06/03/15 | MARY A. PETERMAN | PAYROLL | June 03, 2015 Payroll Posting | | | \$41.56 |
| 001 | DD000063 | 06/03/15 | BAILEY A. SMITH | PAYROLL | June 03, 2015 Payroll Posting | | | \$98.12 |
| 001 | 56066 | 06/10/15 | EMMA K. FRANCIS | PAYROLL | June 10, 2015 Payroll Posting | | | \$149.15 |
| 001 | 56070 | 06/12/15 | BRETT A. NIETO | PAYROLL | June 12, 2015 Payroll Posting | | | \$143.26 |
| 001 | 56071 | 06/18/15 | RICHARD B. STOWERS | PAYROLL | June 18, 2015 Payroll Posting | | | \$307.06 |
| 001 | 56072 | 06/18/15 | EMMA K. FRANCIS | PAYROLL | June 18, 2015 Payroll Posting | | | \$343.43 |
| 001 | 56073 | 06/18/15 | BRETT A. NIETO | PAYROLL | June 18, 2015 Payroll Posting | | | \$225.48 |
| 001 | DD000064 | 06/17/15 | LUKE J. LILES | PAYROLL | June 17, 2015 Payroll Posting | | | \$236.33 |
| 001 | DD000065 | 06/17/15 | EVAN V. FRANCIS | PAYROLL | June 17, 2015 Payroll Posting | | | \$239.84 |
| 001 | DD000066 | 06/17/15 | BENJAMIN V. KILGORE | PAYROLL | June 17, 2015 Payroll Posting | | | \$384.41 |
| 001 | DD000067 | 06/17/15 | JOSHUA M. LILES | PAYROLL | June 17, 2015 Payroll Posting | | | \$274.47 |
| 001 | DD000068 | 06/17/15 | CORINTHIAN F. BARNES | PAYROLL | June 17, 2015 Payroll Posting | | | \$201.34 |
| 001 | DD000069 | 06/17/15 | BAILEY A. SMITH | PAYROLL | June 17, 2015 Payroll Posting | | | \$262.22 |
| 001 | DD000070 | 06/17/15 | MELINDA J. PARKER | PAYROLL | June 17, 2015 Payroll Posting | | | \$1,713.63 |
| 001 | 56087 | 06/24/15 | RICHARD A. KESSLER, JR. | PAYROLL | June 24, 2015 Payroll Posting | | | \$184.70 |

Sixth Order of Business

6A.

PINEY-Z

Community Development District

Annual Operating and Debt Service Budget

Fiscal Year 2016

Version 5 - Modified Tentative Budget:

(Printed 7/31/15)

Prepared by:



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Piney-Z

Community Development District

Operating Budget

Fiscal Year 2016

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2016 Modified Tentative Budget

| ACCOUNT DESCRIPTION | ACTUAL FY 2012 | ACTUAL FY 2013 | ACTUAL FY 2014 | ADOPTED BUDGET FY 2015 | ACTUAL THRU JUN-2015 | PROJECTED JUL- SEP-2015 | TOTAL PROJECTED FY 2015 | ANNUAL BUDGET FY 2016 |
|--------------------------------|-------------------|-------------------|-------------------|------------------------------|----------------------------|-------------------------------|-------------------------------|-----------------------------|
| REVENUES | | | | | | | | |
| Interest - Investments | \$ 1,255 | \$ 1,047 | \$ 809 | \$ 300 | \$ 856 | \$ 244 | \$ 1,100 | \$ 400 |
| S/F Program Fees | - | - | 391 | - | - | - | - | - |
| S/F Swimming Program Fees | - | - | - | 1,000 | - | 300 | 300 | - |
| Net Incr (Decr) In FMV-Invest | - | 84 | (84) | - | - | - | - | - |
| Interest - Tax Collector | 42 | 32 | - | - | 28 | - | 28 | - |
| Special Assmnts- Tax Collector | 358,554 | 358,554 | 394,414 | 354,503 | 354,503 | - | 354,503 | 394,707 |
| Special Assmnts- Discounts | (13,589) | (13,412) | (14,772) | (14,180) | (13,322) | - | (13,322) | (15,788) |
| Settlements | - | - | 3,122 | - | 33,924 | - | 33,924 | - |
| Other Miscellaneous Revenues | - | 400 | - | - | 1,142 | - | 1,142 | - |
| Access Cards | - | - | 510 | - | 175 | 90 | 265 | - |
| Pavilion Rental | - | - | 400 | 900 | 400 | 100 | 500 | 800 |
| Lodge Rental | - | - | 15,275 | 9,500 | 9,522 | 238 | 9,760 | 10,000 |
| Pool Rental | - | - | - | 600 | - | - | - | - |
| Amenities Revenue | 11,420 | 16,563 | - | - | - | - | - | - |
| TOTAL REVENUES | 357,682 | 363,268 | 400,065 | 352,623 | 387,228 | 972 | 388,200 | 390,119 |

EXPENDITURES*Administrative*

| | | | | | | | | |
|-------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|
| P/R-Board of Supervisors | 5,200 | 7,800 | 12,000 | 11,000 | 9,800 | 4,200 | 14,000 | 22,000 |
| FICA Taxes | 398 | 597 | 918 | 842 | 750 | 321 | 1,071 | 1,683 |
| ProfServ-Engineering | - | - | - | 500 | - | 500 | 500 | 500 |
| ProfServ-Legal Services | 33,127 | 30,521 | 58,281 | 35,000 | 27,989 | 7,011 | 35,000 | 30,000 |
| ProfServ-Mgmt Consulting Serv | 47,839 | 49,275 | 54,275 | 54,275 | 40,706 | 13,569 | 54,275 | 54,275 |
| ProfServ-Special Assessment | 4,637 | 4,637 | 4,637 | 4,637 | 4,637 | - | 4,637 | 4,637 |
| Auditing Services | 3,300 | 3,400 | 3,000 | 3,000 | 3,000 | - | 3,000 | 3,150 |
| Communication - Telephone | 10 | 3 | 1 | 100 | - | - | - | 100 |
| Postage and Freight | 863 | 1,193 | 1,121 | 2,000 | 931 | 569 | 1,500 | 1,500 |
| Insurance - General Liability | 8,074 | 8,136 | 8,568 | 10,591 | 9,576 | - | 9,576 | 10,534 |
| Printing and Binding | 1,925 | 2,671 | 2,546 | 2,500 | 2,941 | 859 | 3,800 | 2,500 |
| Legal Advertising | 1,512 | 2,879 | 3,225 | 1,500 | 665 | 835 | 1,500 | 1,500 |

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2016 Modified Tentative Budget

| ACCOUNT DESCRIPTION | ACTUAL FY 2012 | ACTUAL FY 2013 | ACTUAL FY 2014 | ADOPTED BUDGET FY 2015 | ACTUAL THRU JUN-2015 | PROJECTED JUL- SEP-2015 | TOTAL PROJECTED FY 2015 | ANNUAL BUDGET FY 2016 |
|---------------------------------------|-------------------|-------------------|-------------------|------------------------------|----------------------------|-------------------------------|-------------------------------|-----------------------------|
| Miscellaneous Services | 2,156 | 1,239 | 636 | 500 | 210 | 290 | 500 | 500 |
| Misc-Assessmnt Collection Cost | 10,349 | 10,360 | 11,389 | 10,635 | 10,235 | - | 10,235 | 11,841 |
| Misc-Contingency | - | 1,175 | 783 | 500 | - | 500 | 500 | 500 |
| Office Supplies | 390 | 410 | 528 | 500 | 433 | 297 | 730 | 730 |
| Annual District Filing Fee | 175 | 175 | 175 | 175 | 175 | - | 175 | 175 |
| Total Administrative | 119,955 | 124,471 | 162,083 | 138,255 | 112,048 | 28,951 | 140,999 | 146,125 |
| Field | | | | | | | | |
| Contr-Landscape-Amenities Area | 12,040 | 12,040 | 12,040 | 12,040 | 3,400 | 3,180 | 6,580 | 12,000 |
| R&M-Tree Trimming | - | - | - | - | - | - | - | 3,000 |
| Misc-Contingency | 2,433 | 8,892 | 5,223 | 5,500 | 6,164 | 4,770 | 10,934 | 3,500 |
| Total Field | 14,473 | 20,932 | 17,263 | 17,540 | 9,564 | 7,950 | 17,514 | 18,500 |
| Parks and Recreation - General | | | | | | | | |
| Payroll-Salaries | 108,129 | 100,636 | 116,176 | 68,775 | 31,455 | 19,466 | 50,921 | 72,134 |
| Payroll - Overtime | - | - | - | 250 | - | - | - | - |
| FICA Taxes | 8,324 | 7,792 | 9,005 | 5,280 | 2,479 | 1,489 | 3,968 | 5,518 |
| Pension Benefits | 2,250 | 2,250 | 4,303 | 2,250 | - | - | - | - |
| Life and Health Insurance | 8,219 | 8,592 | 11,772 | 12,200 | - | - | - | - |
| Workers' Compensation | 3,704 | 4,247 | 4,257 | 5,412 | 4,928 | - | 4,928 | 5,421 |
| ProfServ-Consultants | - | - | - | - | 4,877 | 2,434 | 7,311 | - |
| Contracts-Janitorial Services | - | - | - | - | - | - | - | 6,760 |
| Contracts-Security Services | 4,530 | 2,813 | 5,885 | 4,000 | 4,128 | 958 | 5,086 | 6,596 |
| Communication - Teleph - Field | 2,542 | 1,821 | 2,291 | 1,620 | 945 | 86 | 1,031 | 100 |
| Postage and Freight | 404 | 494 | 812 | 900 | - | 116 | 116 | 1,300 |
| Utility - General | 24,333 | 24,792 | 16,661 | 21,777 | 8,765 | 4,235 | 13,000 | 14,000 |
| Utility - Other | 2,347 | 2,239 | 2,506 | 2,293 | 1,863 | 489 | 2,352 | 2,400 |
| Electricity - Streetlighting | - | - | - | 1,300 | 998 | 568 | 1,566 | 1,350 |
| Utility - Irrigation | - | - | - | 3,850 | 877 | 239 | 1,116 | 1,150 |
| Utility - Refuse Removal | - | - | - | 1,802 | 1,053 | 377 | 1,430 | 1,430 |
| R&M-General | 15,389 | 24,643 | 24,091 | 8,945 | 6,200 | 9,371 | 15,571 | 9,000 |
| R&M-Pest Control | 390 | 2,948 | 1,008 | 790 | 713 | 145 | 858 | 998 |

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2016 Modified Tentative Budget

| ACCOUNT DESCRIPTION | ACTUAL FY 2012 | ACTUAL FY 2013 | ACTUAL FY 2014 | ADOPTED BUDGET FY 2015 | ACTUAL THRU JUN-2015 | PROJECTED JUL- SEP-2015 | TOTAL PROJECTED FY 2015 | ANNUAL BUDGET FY 2016 |
|---|-------------------|-------------------|-------------------|------------------------------|----------------------------|-------------------------------|-------------------------------|-----------------------------|
| Misc-Training | - | - | - | - | - | 1,200 | 1,200 | 1,500 |
| Misc-Contingency | 600 | 6,610 | 6,448 | 2,400 | 3,154 | 3,805 | 6,959 | 1,500 |
| Misc-Information Technology | - | - | - | 1,000 | 1,290 | 3,183 | 4,473 | 1,140 |
| Office Supplies | 5,140 | 4,482 | 6,501 | 2,750 | 2,253 | 1,716 | 3,969 | 3,600 |
| Subscriptions and Memberships | - | - | - | 500 | 500 | - | 500 | 750 |
| Impr. Sewer Connection | - | - | - | - | 10,273 | - | 10,273 | - |
| Capital Outlay | 32,360 | 23,799 | 4,683 | 31,900 | 350 | 34,000 | 34,350 | 20,000 |
| Total Parks and Recreation - General | 218,661 | 218,158 | 216,399 | 179,994 | 87,101 | 83,877 | 170,978 | 156,647 |
| Swimming Pool | | | | | | | | |
| Payroll-Salaries | - | - | - | 32,365 | 9,631 | 15,459 | 25,090 | 30,996 |
| Payroll - Overtime | - | - | - | 750 | - | - | - | - |
| FICA Taxes | - | - | - | 2,533 | 737 | 1,183 | 1,920 | 2,371 |
| ProfServ-Pool Maintenance | 4,800 | 4,800 | 4,800 | 4,800 | 4,000 | 1,500 | 5,500 | 6,000 |
| Communication - Teleph - Field | - | - | - | 660 | 622 | 288 | 910 | 100 |
| R&M-General | - | - | - | 1,170 | 1,585 | 5,738 | 7,323 | 1,750 |
| R&M-Pools | 3,973 | 9,679 | 13,512 | 5,500 | 4,954 | 750 | 5,704 | 8,100 |
| Misc-Licenses & Permits | - | - | - | 250 | - | - | - | 250 |
| Misc-Contingency | - | - | - | 1,800 | 885 | 500 | 1,385 | 1,500 |
| Op Supplies - Pool Chemicals | 3,515 | 3,294 | 3,994 | 5,000 | 2,305 | 2,000 | 4,305 | 5,000 |
| Capital Outlay | - | - | - | 2,400 | - | 500 | 500 | 3,500 |
| Total Swimming Pool | 12,288 | 17,773 | 22,306 | 57,228 | 24,719 | 27,918 | 52,637 | 59,567 |

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2016 Modified Tentative Budget

| ACCOUNT DESCRIPTION | ACTUAL FY 2012 | ACTUAL FY 2013 | ACTUAL FY 2014 | ADOPTED BUDGET FY 2015 | ACTUAL THRU JUN-2015 | PROJECTED JUL- SEP-2015 | TOTAL PROJECTED FY 2015 | ANNUAL BUDGET FY 2016 |
|--|-------------------|-------------------|-------------------|------------------------------|----------------------------|-------------------------------|-------------------------------|-----------------------------|
| <i>Fitness Center</i> | | | | | | | | |
| Payroll-Salaries | - | - | - | 4,680 | 605 | 655 | 1,260 | 2,734 |
| FICA Taxes | - | - | - | 358 | 46 | 50 | 96 | 209 |
| R&M-General | - | - | - | 2,785 | 746 | 650 | 1,396 | 2,000 |
| R&M-Equipment | 2,123 | 1,536 | 2,965 | 2,300 | 975 | 675 | 1,650 | 1,955 |
| Misc-Contingency | - | - | - | 1,200 | - | - | - | 1,200 |
| Capital Outlay | - | - | - | 14,500 | 7,844 | 11,287 | 19,131 | 5,500 |
| Total Fitness Center | 2,123 | 1,536 | 2,965 | 25,823 | 10,216 | 13,317 | 23,533 | 13,598 |
| <i>Park & Grounds</i> | | | | | | | | |
| Payroll-Salaries | - | - | - | 4,180 | 2,108 | 1,638 | 3,746 | 6,833 |
| FICA Taxes | - | - | - | 320 | 161 | 125 | 286 | 523 |
| R&M-General | - | - | - | 1,370 | 1,113 | 431 | 1,544 | 1,750 |
| Misc-Contingency | - | - | - | 3,100 | 4,953 | 400 | 5,353 | 3,500 |
| Capital Outlay | - | - | - | 1,200 | 430 | - | 430 | 7,000 |
| Total Park & Grounds | - | - | - | 10,170 | 8,765 | 2,594 | 11,359 | 19,606 |
| <i>Reserves</i> | | | | | | | | |
| Reserve - CDD Amenity | - | - | - | 10,000 | - | - | - | 10,000 |
| Total Reserves | - | - | - | 10,000 | - | - | - | 10,000 |
| TOTAL EXPENDITURES & RESERVES | 367,500 | 382,870 | 421,016 | 439,010 | 252,413 | 164,607 | 417,020 | 424,043 |
| Excess (deficiency) of revenues | | | | | | | | |
| Over (under) expenditures | (9,818) | (19,602) | (20,951) | (86,387) | 134,815 | (163,635) | (28,820) | (33,924) |

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2016 Modified Tentative Budget

| ACCOUNT DESCRIPTION | ACTUAL FY 2012 | ACTUAL FY 2013 | ACTUAL FY 2014 | ADOPTED BUDGET FY 2015 | ACTUAL THRU JUN-2015 | PROJECTED JUL- SEP-2015 | TOTAL PROJECTED FY 2015 | ANNUAL BUDGET FY 2016 |
|---------------------------------------|-------------------|-------------------|-------------------|------------------------------|----------------------------|-------------------------------|-------------------------------|-----------------------------|
| OTHER FINANCING SOURCES (USES) | | | | | | | | |
| Contribution to (Use of) Fund Balance | - | - | - | (52,463) | - | - | - | - |
| Use of Fund Balance (Settlement) | - | - | - | (33,924) | - | - | - | (33,924) |
| TOTAL OTHER SOURCES (USES) | - | - | - | (86,387) | - | - | - | (33,924) |
| Net change in fund balance | (9,818) | (19,602) | (20,951) | (86,387) | 134,815 | (163,635) | (28,820) | (33,924) |
| FUND BALANCE, BEGINNING | 212,524 | 202,706 | 183,104 | 162,153 | 162,153 | - | 162,153 | 133,333 |
| FUND BALANCE, ENDING | \$ 202,706 | \$ 183,104 | \$ 162,153 | \$ 75,766 | \$ 296,968 | \$ (163,635) | \$ 133,333 | \$ 99,409 |

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

| | <u>Amount</u> |
|--|----------------|
| Beginning Fund Balance - Fiscal Year 2016 | \$ 133,333 |
| Net Change in Fund Balance - Fiscal Year 2016 | (33,924) |
| Reserves - Fiscal Year 2016 Additions | 10,000 |
| Total Funds Available (Estimated) - 9/30/2016 | 109,409 |

ALLOCATION OF AVAILABLE FUNDS

Assigned Fund Balance

| | | |
|---|----------|---------|
| Operating Reserve - Operating Capital | - | (1) |
| Reserves - CDD Amenity | | |
| FY 2012 Contribution | 10,000 | |
| FY 2013 Contribution | 10,000 | |
| FY 2014 Contribution | 32,805 | |
| FY 2015 Contribution | 10,000 | |
| FY 2016 Contribution - proposed | 10,000 | |
| Reserves - Other | | |
| FY 2016 Settlement after use of 2nd installment | 50,885 | |
| | Subtotal | 123,690 |

| | |
|--|----------------|
| Total Allocation of Available Funds | 123,690 |
|--|----------------|

| | |
|--|--------------------|
| Total Unassigned (Deficit) Cash | \$ (14,282) |
|--|--------------------|

Notes

Note (1) - No operating reserves remain, while at least 2 months is recommended.

REVENUES**Interest – Investments (366101-3000)**

The District will have all excess funds invested with financial institutions which are qualified as public depositories prior to deposit of public monies under Chapters 218 and 280, Florida Statutes. The budget is based upon the estimated average balance of funds available during the Fiscal Year.

Special Assessments – Tax Collector (363010-3000)

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year.

Special Assessments – Discounts (363090-3000)

The Special Assessment discount for early payment is calculated at 4% of the Non-Ad Valorem assessments.

Pavilion Rental (369942-3000)

This is to account for revenue for renting the pavilion to residents, property owners or pass holders for private functions or parties.

Lodge Rental (369943-3000)

This is to account for revenue for renting the lodge to residents, property owners or pass holders for private functions or parties.

EXPENDITURES**Expenditures - Administrative****Payroll – Board of Supervisors (511001-51101)**

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting and workshop at which they are in attendance. The amount for the Fiscal Year is based upon all supervisors attending and receiving compensation for all of the meetings and all of the workshops.

FICA Taxes (521001-51101)

Payroll taxes on Board of Supervisors compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

Professional Services – Engineering (531013-51500)

The District's engineer will provide general engineering services to the District as needed.

Professional Services – Legal Services (531023-51401)

The District's legal counsel will provide general legal services to the District, i.e. attendance and preparation for meetings, review of operating and maintenance contracts, requests for proposals, etc.

Budget Narrative
Fiscal Year 2016**Expenditures – Administrative (continued)****Professional Services – Management Consulting Services (531027-51201)**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Severn Trent Environmental Services, Inc. The fees are related to the current contracted fees in the Management Agreement including record storage and Information Technology charges to process all of the District's financial activities, i.e. accounts payable, financial statements, budgets, etc., on a main frame computer owned by Severn Trent in accordance with the management contract.

Professional Services – Special Assessment (531038-51301)

Administrative costs to prepare the District's Special Assessment Roll, certify the roll to the County and provide estoppel services on request.

Auditing Services (532002-51301)

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted fee is based on the engagement letter.

Communication – Telephone (541003-51301)

Telephone and fax machine expenses.

Postage & Freight (541006-51301)

Mailing and courier services costs for agenda packages, correspondence, bill payments, mailed notices, etc.

Insurance – General Liability (545002-51301)

The District's General Liability & Public Officials Liability Insurance policy is with Florida Municipal Insurance Trust (FMIT). FMIT specializes in providing insurance coverage to governmental agencies. Currently, General Liability premium is \$5,300 and the Property Insurance premium is \$4,276. The budget is based on this year's premium plus 10% anticipated cost increase.

Printing & Binding (547001-51301)

Printing and binding agenda packages for board meetings, printing of computerized checks, stationery, envelopes, etc.

Legal Advertising (548002-51301)

The District is required to advertise various notices for monthly Board meetings, public hearings, etc. in a newspaper of general circulation.

Miscellaneous Services (549001-51301)

Bank charges and any other miscellaneous administrative expenses that may be incurred during the year.

Budget Narrative
Fiscal Year 2016**Expenditures – Administrative (continued)****Misc. – Assessment Collection Cost (549070-51301)**

The District reimburses the Leon County Tax Collector for necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 3% on the amount of special assessments collected and remitted, whichever is greater. The FY2016 budget for collection costs is based on a maximum of 3% of the anticipated assessment collections.

Misc. – Contingency (549900-51301)

Provides funds for administrative expenditures that may not have been anticipated in the budget.

Office Supplies (551002-51301)

Miscellaneous office supplies.

Annual District Filing Fees (554007-51301)

The District is required to pay an annual filing fee of \$175 to the Department of Economic Opportunity.

Expenditures - Field

This Department accounts for the costs associated with the exterior maintenance and upkeep of the District's amenities.

Contracts – Landscape – Amenities Area (534053-53901)

Contract to provide landscaping and maintenance services for the “amenities” area within the District.

R&M-Tree Trimming

To provide funds for tree trimming (tree removal, dead limb trimming, etc.) services for the “amenities” area within the District.

Misc. – Contingency (549900-53901)

Includes necessary services and repairs which fall outside those specified in the landscaping contract. Examples include extra plantings, sod, wood mulch applications, irrigation repairs, asphalt repairs (pot holes) in parking lot, additional walkway stones, application of chemicals for poison ivy, ants, etc.

Budget Narrative

Fiscal Year 2016

Expenditures - Parks and Recreation - General

This department includes on-site administrative costs of the District as well as those associated with the maintenance, repair and replacement of equipment, and enhancements associated with the lodge (including the office, restrooms and second floor) and the garage.

Payroll – Salaries (512001-57201)

Compensation of one full time CDD Manager (100%), and one part time Buildings and Grounds Manager (40%).

FICA Taxes (521001-57201)

Represents the cost for payroll tax for salaries above.

Workers' Compensation (525001-57201)

The District's policy is currently with Florida Municipal Insurance Trust. The budget is based on this year's premium plus 10% anticipated cost increase.

Contracts-Janitorial Services (534026-57201)

Quality Flooring, which does twice a week cleaning in the lodge and of the pavilion bathrooms.

Contracts-Security Services (534037-57201)

Annual monitoring (billed quarterly by Sonitrol) of the lodge (office, garage and fitness center). Also included are costs associated with the key fob system (utilized for fitness center, pool and side garage door access) to control and monitor entry. Additional costs included herein are the purchase of key fobs, and any repairs, maintenance or replacement of the security cameras, DVR and television.

Communication – Telephone-Field (541005-57201)

Purchase of TracFone for use by Buildings and Grounds Manager.

Utility – General (543001-57201)

Represents the cost associated with City of Tallahassee Utility charges for electricity, stormwater fees, fire service fees, water and sewer service for the District.

Utility – Other (543004-57201)

The budget includes Comcast for telephone, internet and television service in the lodge (including the fitness center).

Piney-Z

Community Development District

General Fund

Budget Narrative

Fiscal Year 2016

Expenditures – Parks and Recreation - General (continued)

Electricity - Streetlighting (543013-57201)

This represents the cost of City of Tallahassee Utility for electricity for the District's streetlights.

Utility - Irrigation (543014-57201)

This represents the cost of City of Tallahassee Utility charges for irrigation water usage for the District.

Utility – Refuse Removal (543020-57201)

Represents the cost associated with collecting dumpster by the City of Tallahassee Utility and for Marpan for dumpster rent at Piney-Z Lodge.

R&M – General (546001-57201)

Represents the following services:

Services:

| | |
|-------------------------|-----------------|
| Painting | 900 |
| Carpentry | 425 |
| Plumbing | 400 |
| Electrical | 200 |
| Carpet cleaning | 275 |
| General operating | 5,162 |
| Benson's | 375 |
| AC Parts and Repairs | 850 |
| Interstate Fire Systems | 413 |
| TOTAL | \$ 9,000 |

R&M – Pest Control (546070-57201)

Cost of annual termite inspection, and quarterly treatment of the lodge (including the fitness center) and the pavilion.

Misc-Training (549059-57201)

Board of Supervisor and staff training.

Budget Narrative
Fiscal Year 2016**Expenditures – Parks and Recreation - General (continued)****Misc. – Contingency (549900-57201)**

This provides funds for on-site operating expenditures that may not have been anticipated in the budget.

Misc. – Information Technology (549942-57201)

This expense provides funds for any technology expenses for IT support and website maintenance.

Office Supplies (551002-57201)

Costs associated with operations of the CDD Manager's office, including copier and computer paper, computer ink and software, anti-virus renewal, file folders, card stock for forms, notebooks, envelopes, pens, pencils, name plates for board members, computers and printers, etc.

Subscriptions and Memberships (554001-57201)

This expense provides funds for any subscriptions and/or memberships (Florida Association of Special Districts) for the District.

Capital Outlay (564043-57201)

Funds anticipated and unanticipated projects. Included in FY 2016 are funds for the re-wiring of the lodge, if necessary, possible upgrade of certain rooms within the lodge as well as possible security enhancements.

Expenditures – Swimming Pool

This department includes costs associated with staffing, supplies, maintenance and repairs of the swimming pool and the associated deck, fence, gates, shed and related equipment.

Payroll – Salaries (512001-57205)

Compensation of lifeguards (\$9.00 per hour), and one part-time Buildings and Grounds Manager (25%).

FICA Taxes (521001-57205)

Represents the cost for payroll tax for the Buildings and Grounds Manager and the seasonal lifeguards.

Piney-Z

Community Development District

General Fund

Budget Narrative

Fiscal Year 2016

Expenditures – Swimming Pool (continued)

Professional Services – Pool Maintenance (531034-57205)

Services provided by Alan Cox Aquatics, to include one weekly visit, year-round, to clean the pool, training and placement of lifeguards at the pool, coordinating with the CDD Manager on the selection and supervision of lifeguards, coordinating with the CDD Manager lifeguard staff meetings, scheduling lifeguard work hours, guarding and maintaining pool during swim season and performing minor maintenance repairs to the pool.

Communication – Telephone-Field (541005-57205)

TracFone for lifeguard station.

R&M – General (546001-57205)

Represents the following services:

| <u>Services:</u> | <u>Annual Amount</u> |
|--|----------------------|
| Painting | 150 |
| Carpentry | 125 |
| Plumbing | 300 |
| Electric | 175 |
| General operating supplies and miscellaneous | <u>1,000</u> |
| TOTAL | \$ 1,750 |

R&M – Pools (546074-57205)

Repair of the pool and pool equipment, including pumps, chlorinator, pipes, problems with deck, tiles, on-deck showers, deck furniture, etc.

Operating Supplies- Pool Chemicals (552009-57205)

Pool chemicals, bleach and test kits, as well as safety equipment including rescue rings and tubes, defibrillator batteries, electro-pads, respirator for chemical application, etc.

Misc-License & Permits (549066-57205)

Leon County Health Department pool license (expires annually on June 30).

Piney-Z

Community Development District

General Fund

Budget Narrative

Fiscal Year 2016

Expenditures – Swimming Pool (continued)

Misc. – Contingency (549900-57205)

Unanticipated operating expenses, including replacement of any equipment excluding deck furniture, the cost of which is budgeted below.

Capital Outlay (564043-57205)

Replacement of deck furniture and other unanticipated capital needs.

Expenditures – Fitness Center

This department includes costs associated with the maintenance, repair and supplies required in the fitness center.

Payroll – Salaries (512001-57214)

Compensation of one part time Buildings and Grounds Manager (10%).

FICA Taxes (521001-57214)

Represents the cost for payroll tax for one part time Buildings and Grounds Manager.

R&M – General (546001-57214)

Represents the following services:

| <u>Service</u> | <u>Annual Amount</u> |
|--|----------------------|
| Painting | 375 |
| Carpentry | 250 |
| Plumbing | 50 |
| Electric | 750 |
| AC annual inspection | 54 |
| General operating supplies and miscellaneous | 521 |
| TOTAL | \$ 2,000 |

Piney-Z

Community Development District

General Fund

Budget Narrative

Fiscal Year 2016

Expenditures – Fitness Center (Continued)

R&M – Equipment (546022-57214)

Monthly preventative maintenance contract with FitnessPro, as well as any repairs (including parts and Labor) required to keep all equipment fully operational.

Misc. – Contingency (549900-57214)

Unanticipated operating expenses.

Capital Outlay (564043-57214)

Purchase of new equipment to include either a treadmill or an elliptical, depending upon service records and age.

Expenditures – Parks & Grounds

This department includes general maintenance, repair and supplies required for the upkeep of the Rosemary White Playground and Gazebo Park (including picnic tables, trash cans, benches, grills and playground equipment), as well as of the pavilion (including restrooms) and the picnic grounds located between the lodge and the swimming pool.

Payroll – Salaries (512001-57240)

Compensation of one part time Buildings and Grounds Manager (25%).

FICA Taxes (521001-57240)

This represents the cost for payroll tax for one part time Buildings and Grounds Manager.

Misc. – Contingency (549900-57214)

This provides funds for Park & Grounds operating expenditures that may not have been anticipated in the budget.

Piney-Z

Community Development District

General Fund

Budget Narrative

Fiscal Year 2016

Expenditures – Parks & Grounds (continued)

R&M – General (546001-57240)

Represents the following services:

| <u>Service</u> | <u>Annual Amount</u> |
|--|----------------------|
| Painting | 150 |
| Carpentry | 160 |
| Electric | 500 |
| General operating supplies and miscellaneous | <u>940</u> |
| TOTAL | \$ 1,750 |

Capital Outlay (564043-57240)

FY '16 recommendations include stabilizing the retaining wall behind the lodge, possible replacement of pavilion fans, etc.

Expenditures – Reserves

Reserves – CDD Amenities (568044-58100)

Unanticipated future repairs and maintenance of the District's amenities.

Piney-Z

Community Development District

Debt Service Budgets

Fiscal Year 2016

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2016 Proposed Budget

| ACCOUNT DESCRIPTION | ACTUAL FY 2012 | ACTUAL FY 2013 | ACTUAL FY 2014 | ADOPTED BUDGET FY 2015 | ACTUAL THRU JUN-2015 | PROJECTED JUL- SEP-2015 | TOTAL PROJECTED FY 2015 | ANNUAL BUDGET FY 2016 |
|--|-------------------|-------------------|-------------------|------------------------------|----------------------------|-------------------------------|-------------------------------|-----------------------------|
| REVENUES | | | | | | | | |
| Interest - Investments | \$ 58 | \$ 59 | \$ 63 | \$ 50 | \$ 47 | \$ 9 | \$ 56 | \$ 50 |
| Special Assmnts- Tax Collector | 82,527 | 79,195 | 81,881 | 79,355 | 79,355 | - | 79,355 | 56,000 |
| Special Assmnts- Prepayment | - | - | 861 | - | - | - | - | - |
| Special Assmnts- Discounts | (3,128) | (2,962) | (3,067) | (3,174) | (2,982) | - | (2,982) | (2,240) |
| TOTAL REVENUES | 79,457 | 76,292 | 79,738 | 76,231 | 76,420 | 9 | 76,429 | 53,810 |
| EXPENDITURES | | | | | | | | |
| <i>Administrative</i> | | | | | | | | |
| ProfServ-Trustee Fees | 2,694 | 2,694 | 2,694 | 3,100 | 3,502 | - | 3,502 | 3,502 |
| Misc-Assessmnt Collection Cost | 2,382 | 2,288 | 2,364 | 2,381 | 2,291 | - | 2,291 | 1,680 |
| Total Administrative | 5,076 | 4,982 | 5,058 | 5,481 | 5,793 | - | 5,793 | 5,182 |
| <i>Debt Service</i> | | | | | | | | |
| Principal Debt Retirement | 50,000 | 50,000 | 55,000 | 55,000 | 55,000 | - | 55,000 | 60,000 |
| Principal Prepayments | - | - | - | - | 5,000 | - | 5,000 | - |
| Interest Expense | 23,500 | 21,000 | 18,500 | 15,750 | 15,625 | - | 15,625 | 12,750 |
| Total Debt Service | 73,500 | 71,000 | 73,500 | 70,750 | 75,625 | - | 75,625 | 72,750 |
| TOTAL EXPENDITURES | 78,576 | 75,982 | 78,558 | 76,231 | 81,418 | - | 81,418 | 77,932 |
| Excess (deficiency) of revenues Over (under) expenditures | 881 | 310 | 1,180 | - | (4,998) | 9 | (4,989) | (24,122) |
| Net change in fund balance | 881 | 310 | 1,180 | - | (4,998) | 9 | (4,989) | (24,122) |
| FUND BALANCE, BEGINNING | 97,487 | 98,368 | 98,678 | 99,858 | 99,858 | - | 99,858 | 94,869 |
| FUND BALANCE, ENDING | \$ 98,368 | \$ 98,678 | \$ 99,858 | \$ 99,858 | \$ 94,860 | \$ 9 | \$ 94,869 | \$ 70,747 |

SERIES 2002 CAPITAL IMPROVEMENT REVENUE BONDS

AMORTIZATION SCHEDULE

| DATE | BALANCE | RATE | PRINCIPAL | INTEREST | TOTAL |
|----------|--------------|-------|--------------|-------------|--------------|
| 11/01/15 | \$255,000.00 | 5.00% | | \$6,375.00 | |
| 05/01/16 | \$255,000.00 | 5.00% | \$60,000.00 | \$6,375.00 | \$72,750.00 |
| 11/01/16 | \$195,000.00 | 5.00% | | \$4,875.00 | |
| 05/01/17 | \$195,000.00 | 5.00% | \$65,000.00 | \$4,875.00 | \$74,750.00 |
| 11/01/17 | \$130,000.00 | 5.00% | | \$3,250.00 | |
| 05/01/18 | \$130,000.00 | 5.00% | \$65,000.00 | \$3,250.00 | \$71,500.00 |
| 11/01/18 | \$65,000.00 | 5.00% | | \$1,625.00 | |
| 05/01/19 | \$65,000.00 | 5.00% | \$65,000.00 | \$1,625.00 | \$68,250.00 |
| | | | \$255,000.00 | \$32,250.00 | \$287,250.00 |

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2016 Modified Tentative Budget

| ACCOUNT DESCRIPTION | ACTUAL FY 2012 | ACTUAL FY 2013 | ACTUAL FY 2014 | ADOPTED BUDGET FY 2015 | ACTUAL THRU JUN-2015 | PROJECTED JUL- SEP-2015 | TOTAL PROJECTED FY 2015 | ANNUAL BUDGET FY 2016 |
|---------------------------------|-------------------|-------------------|-------------------|------------------------------|----------------------------|-------------------------------|-------------------------------|-----------------------------|
| REVENUES | | | | | | | | |
| Interest - Investments | \$ 111 | \$ 109 | \$ 111 | \$ 50 | \$ 78 | \$ 42 | \$ 120 | \$ 50 |
| Special Assmnts- Tax Collector | 227,306 | 227,306 | 227,306 | 214,348 | 214,130 | - | 214,130 | 214,130 |
| Special Assmnts- Prepayment | - | - | 54,490 | - | - | - | - | - |
| Special Assmnts- Discounts | (8,615) | (8,503) | (8,513) | (8,574) | (8,047) | - | (8,047) | (8,565) |
| TOTAL REVENUES | 218,802 | 218,912 | 273,394 | 205,824 | 206,161 | 42 | 206,203 | 205,615 |
| EXPENDITURES | | | | | | | | |
| <i>Administrative</i> | | | | | | | | |
| ProfServ-Arbitrage Rebate | (600) | - | - | - | - | - | - | - |
| ProfServ-Dissemination Agent | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | - | 1,000 | 1,000 |
| ProfServ-Trustee Fees | 3,763 | 3,763 | 3,771 | 4,400 | 4,903 | - | 4,903 | 4,903 |
| Misc-Assessmnt Collection Cost | 6,561 | 6,567 | 6,564 | 6,430 | 6,182 | - | 6,182 | 6,424 |
| Total Administrative | 10,724 | 11,330 | 11,335 | 11,830 | 12,085 | - | 12,085 | 12,327 |
| <i>Debt Service</i> | | | | | | | | |
| Principal Debt Retirement | 155,000 | 160,000 | 165,000 | 170,000 | 170,000 | - | 170,000 | 180,000 |
| Principal Prepayments | - | - | - | - | 55,000 | - | 55,000 | - |
| Interest Expense | 57,950 | 52,138 | 46,138 | 39,950 | 38,781 | - | 38,781 | 30,388 |
| Total Debt Service | 212,950 | 212,138 | 211,138 | 209,950 | 263,781 | - | 263,781 | 210,388 |
| TOTAL EXPENDITURES | 223,674 | 223,468 | 222,473 | 221,780 | 275,866 | - | 275,866 | 222,715 |
| Excess (deficiency) of revenues | | | | | | | | |
| Over (under) expenditures | (4,872) | (4,556) | 50,921 | (15,956) | (69,705) | 42 | (69,663) | (17,100) |

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2016 Modified Tentative Budget

| ACCOUNT DESCRIPTION | ACTUAL FY 2012 | ACTUAL FY 2013 | ACTUAL FY 2014 | ADOPTED BUDGET FY 2015 | ACTUAL THRU JUN-2015 | PROJECTED JUL- SEP-2015 | TOTAL PROJECTED FY 2015 | ANNUAL BUDGET FY 2016 |
|---------------------------------------|-------------------|-------------------|-------------------|------------------------------|----------------------------|-------------------------------|-------------------------------|-----------------------------|
| OTHER FINANCING SOURCES (USES) | | | | | | | | |
| Contribution to (Use of) Fund Balance | - | - | - | (15,956) | - | - | - | (17,100) |
| TOTAL OTHER SOURCES (USES) | - | - | - | (15,956) | - | - | - | (17,100) |
| Net change in fund balance | (4,872) | (4,556) | 50,921 | (15,956) | (69,705) | 42 | (69,663) | (17,100) |
| FUND BALANCE, BEGINNING | 171,426 | 166,554 | 161,998 | 212,919 | 212,919 | - | 212,919 | 143,256 |
| FUND BALANCE, ENDING | \$ 166,554 | \$ 161,998 | \$ 212,919 | \$ 196,963 | \$ 143,214 | \$ 42 | \$ 143,256 | \$ 126,156 |

SERIES 2008 CAPITAL IMPROVEMENT REVENUE BONDS

AMORTIZATION SCHEDULE

| DATE | BALANCE | RATE | PRINCIPAL | INTEREST | TOTAL |
|----------|-----------|-------|-----------|----------|-----------|
| 11/01/15 | \$715,000 | 4.25% | | \$15,194 | |
| 05/01/16 | \$715,000 | 4.25% | \$180,000 | \$15,194 | \$210,388 |
| 11/01/16 | \$535,000 | 4.25% | | \$11,369 | |
| 05/01/17 | \$535,000 | 4.25% | \$175,000 | \$11,369 | \$197,738 |
| 11/01/17 | \$360,000 | 4.25% | | \$7,331 | |
| 05/01/18 | \$360,000 | 4.25% | \$175,000 | \$7,331 | \$189,663 |
| 11/01/18 | \$185,000 | 4.25% | | \$3,188 | |
| 05/01/19 | \$185,000 | 4.25% | \$185,000 | \$3,188 | \$191,375 |
| | | | \$715,000 | \$74,163 | \$789,163 |

Budget Narrative
Fiscal Year 2016**REVENUES****Interest-Investments**

The District earns interest income on their trust accounts with US Bank.

Special Assessments – Tax Collector

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the debt service expenditures during the Fiscal Year.

Special Assessment – Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payments. The budgeted amount for the fiscal year is calculated at 4% of the Non-Ad Valorem assessments.

EXPENDITURES**Expenditures - Administrative****Professional Services – Trustee**

The District issued the 2008 Series Special Assessment Bonds that are deposited with a Trustee to handle all trustee matters. The annual trustee fee is based on standard fees charged plus any out-of-pocket expenses.

Professional Services - Dissemination Agent

The District is required by the Securities and Exchange Commission to comply with rule 15c2-12(b)-(5), which relates to additional reporting requirements for unrelated bond issues. The budgeted amount for the fiscal year is based on standard fees charged for this service.

Misc. – Assessment Collection Cost

The District reimburses the Leon County Tax Collector for necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 3% on the amount of special assessments collected and remitted, whichever is greater. The FY2016 budget for collection costs is based on a maximum of 3% of the anticipated assessment collections.

Budget Narrative

Fiscal Year 2016

| |
|------------------------------------|
| Expenditures – Debt Service |
|------------------------------------|

Principal Debt Retirement

The District pays regular principal payments annually in order to pay down/retire the debt.

Interest Expense

The District pays interest expense on the debt twice during the year.

Piney-Z

Community Development District

Supporting Budget Schedules

Fiscal Year 2016

**Comparison of Non-Ad Valorem Assessment Rates
Fiscal Year 2016 vs Fiscal Year 2015**

| Assessments Per Unit | | | | | | | | | | | | | |
|----------------------|------------|--------------|----------------|--------|--------------------------|----------------|--------|------------------------------------|----------------|---------|------------|----------------|-------|
| LOT SIZE | # OF UNITS | General Fund | | | Debt Service Series 2008 | | | Debt Service Series 2002 (Amenity) | | | Total | | |
| | FY2016 | FY2015 | Percent Change | FY2016 | FY2015 | Percent Change | FY2016 | FY2015 | Percent Change | FY2016 | FY2015 | Percent Change | |
| 36 | 28 | \$522.79 | \$469.54 | 11.34% | \$196.00 | \$196.00 | 0.00% | \$47.90 | \$67.88 | -29.43% | \$766.69 | \$733.42 | 4.54% |
| 40 | 104 | \$522.79 | \$469.54 | 11.34% | \$217.78 | \$217.78 | 0.00% | \$53.75 | \$76.17 | -29.43% | \$794.32 | \$763.49 | 4.04% |
| 50 | 291 | \$522.79 | \$469.54 | 11.34% | \$298.85 | \$298.85 | 0.00% | \$66.53 | \$94.28 | -29.43% | \$888.17 | \$862.67 | 2.96% |
| 60 | 62 | \$522.79 | \$469.54 | 11.34% | \$298.85 | \$298.85 | 0.00% | \$79.83 | \$113.13 | -29.44% | \$901.47 | \$881.52 | 2.26% |
| 75 | 183 | \$522.79 | \$469.54 | 11.34% | \$408.34 | \$408.34 | 0.00% | \$99.79 | \$141.41 | -29.43% | \$1,030.92 | \$1,019.29 | 1.14% |
| 90 | 67 | \$522.79 | \$469.54 | 11.34% | \$490.00 | \$490.00 | 0.00% | \$123.61 | \$175.16 | -29.43% | \$1,136.40 | \$1,134.70 | 0.15% |
| 65 * | 8 | \$522.79 | \$469.54 | 11.34% | \$304.90 | \$304.90 | 0.00% | \$0.00 | \$0.00 | n/a | \$827.69 | \$774.44 | 6.88% |
| 50 gar | 12 | \$522.79 | \$469.54 | 11.34% | \$304.90 | \$304.90 | 0.00% | \$9.08 | \$12.87 | -29.45% | \$836.77 | \$787.31 | 6.28% |
| | 755 | | | | | | | | | | | | |

6B.

**Notice of Meetings and Workshops
Piney-Z Community Development District**

As required by Chapter 189 Florida Statutes, notice is being given that the Board of Supervisors of the Piney-Z Community Development District will hold Workshops and its Regular Meetings for Fiscal Year 2016 at the Piney-Z Plantation Lodge, 950 Piney-Z Plantation Road, Tallahassee, Florida, with Workshops beginning at 3:30 p.m. and the Regular Meetings beginning at 6:30 p.m. on the second Monday of every month (except as otherwise noted below) as follows:

**October 12, 2015
November 9, 2015
January 11, 2016
February 8, 2016
March 14, 2016
April 11, 2016
May 9, 2016
June 13, 2016
July 11, 2016
August 15, 2016 (Third Monday)
September 12, 2016**

The Piney-Z Homeowners Association will hold meetings at which two or more members of the Piney-Z Community Development District Board of Supervisors may be in attendance, at the Piney-Z Lodge, 950 Piney-Z Plantation Road, Tallahassee, FL at 6:30 p.m. on:

October, 2015
December, 2015
February, 2016
April, 2016
June, 2016
July, 2016

Eighth Order of Business

8A.

Property Manager's Report
Piney-Z Community Development District
July 30, 2015

LODGE/GARAGE

- Organized and cleaned garage/staff
- Re-programmed Samsung TV in sitting area/staff
- Changed all AC filters/staff
- Replaced toilet seat, women's room/staff
- Added lock, re-keyed office doors/staff
- Added door stop tip on kitchen door/staff
- Replaced door hold, kitchen door/staff/
- Added thumb locks to office windows/staff/
- Met with two tree removal companies, to clear adequate space around the lodge for the roofing work to be done in August
- Met with two roofing contractors
- Met with two gutter contractors

FITNESS CENTER

- Removed multiple extra trash cans
- Decided on Cybex MG525 to replace Apollo multi-stack; compared price with multiple vendors. FitnessPro underbid the next lowest price by \$130. Price to us, installed, is \$7,088, a substantial savings over the \$9,399 price projected in April. (See attached, please).

PAVILION

- Patched and painted hole punched in wall of men's room/staff
- Replaced broken closure on men's restroom door/staff
- Added door stop, men's restroom/staff
- Touched up the restrooms, painted in April, by a contractor who would not return to finish the job properly/staff
- Talked with multiple vendors regarding AC in second floor breakroom

POOL

- Met with Alan Cox to discuss a myriad of issues, including lifeguard job descriptions, incidents of waste in the pool, chemical testing at the pool, lifeguard daily checklists, scheduling (elimination of shift overlap) and staff oversight of the pool on a day to day basis.
- Buildings and Grounds Manager came in at night to spray weeds around pool deck.
- 28 adult swim waivers have been signed to date

PLAYGROUND

- Nothing special to report

PARKS AND GROUNDS

- Pressure washed retaining wall in rear/staff
- Cleaned all grills/staff
- Limbed up oak in front, so sign is more visible/staff
- Met with two lawn care companies/staff

GENERAL

- Drilled out, tapped and repaired wheel bracket on pressure washer/staff

- Treated all fire ant mounds with Amdro/staff
- Replaced multiple lights at pavilion, lodge and fitness center/staff
- Replaced flappers in 8 of 10 toilets on property/staff
- Worked with Egis Advisors on insurance bid
- Worked with staff of Severn Trent on insurance bid
- Worked with Chris Lyon and city staff to get additional information to confirm that the CDD has no lingering maintenance responsibilities outside the 4.52 acres which it owns, and the approximate 5,400 square foot playground on the 7.51 acre parcel it leases from the HOA
- Began major overhaul of the fob registration system
- Contacted Leon County Supervisor of Elections at the request of the chairman. Dates on which the lodge will be needed are March 15, August 30 and November 8, 2016.
- Three rental events were held in the lodge.

Also attached are updated calendar (August – October) and updated, ongoing capital improvement/repair and maintenance log.

N.B. The dollar figures appearing after the word “staff” are for materials only.

For the meeting on August 10, 2015 we plan to have the additional work/recommendations available for your review:

- Final recommendation on roofing contractor
- Final recommendation on gutter contractor
- Comparison chart detailing bids from two lawn care contractors

- Three proposals to replace second floor heating/cooling unit
- Two bids to remove trees attendant to re-roofing project
- Two bids to conduct study of electrical systems on the property
- Edition #3 of fiscal 2016 budget
- Summary of August 5, 2015 meeting with Alan Cox and lifeguards
- Parker personal services contract

MG-525

Compact Multi-Station

The Cybex MG-525 is a versatile multi-gym that offers enough biomechanically correct exercises for a full body workout – in a sleek, compact, 67-square-foot package.

FEATURES

- A compact corner footprint saves space
- Three people can work out simultaneously
- Total body workout in a three station machine
- The MG-525 exercises include:
 - Chest Press
 - Overhead Press
 - Leg Extension
 - Leg Curl
 - Arm Curl
 - Triceps Pushdown
 - Lat Row
 - Lat Pulldown
- Standard Accessories: Lat pull bar and a row/arm curl handle
- Rugged reliability and low-maintenance
- Illustrated instructional placards guide users through the basic exercises needed to develop strength, improve coordination and learn movement patterns that enhance functional performance



SPECIFICATIONS

| | |
|----------------------|---|
| Product Number | 8701 |
| Dimensions L × W × H | 83" × 119" × 88" (211 cm × 302 cm × 224 cm) |
| Machine Weight | 904 lb (410 kg) |
| Weight Stack | 3 Weight Stacks: each 200 lb (91 kg) |
| Color | Available in 15 frame colors or a virtually unlimited variety of custom colors and 33 upholstery colors |

Upgrade your club with customized Cybex equipment. Visit mydesign.cybexintl.com

MY
DESIGN
STUDIO

WORLD HEADQUARTERS

10 Trotter Drive · Medway · MA 02053 USA
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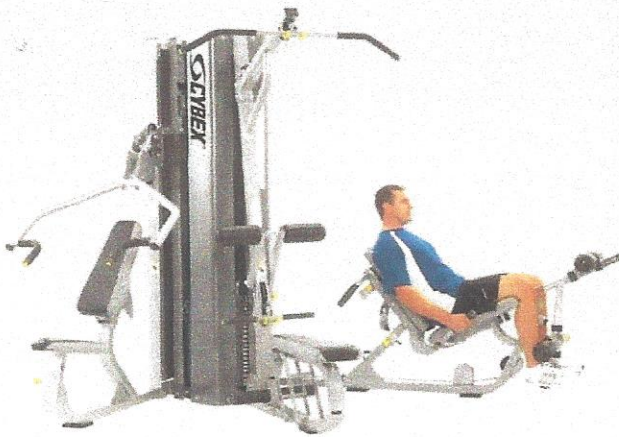
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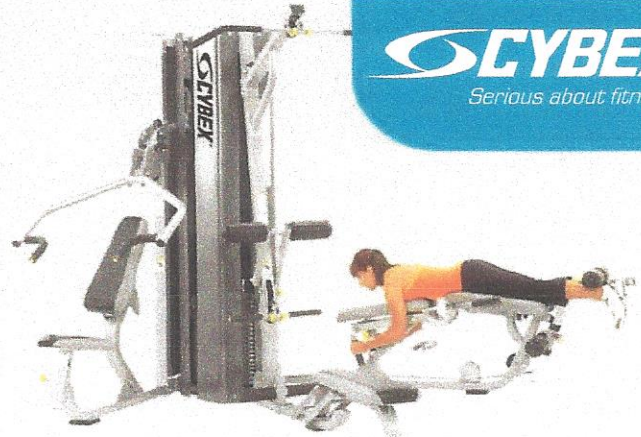
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& Built in America.



CYBEX



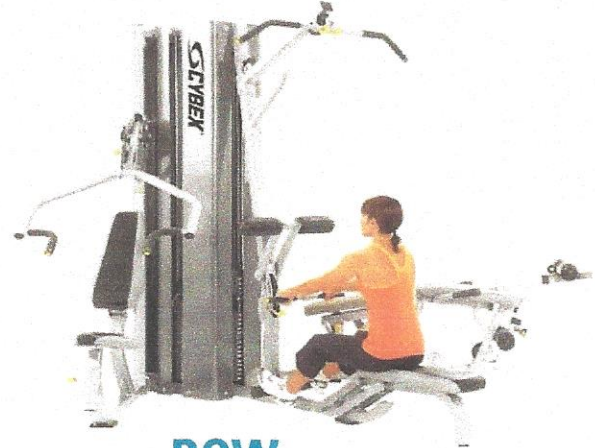
LEG EXTENSION



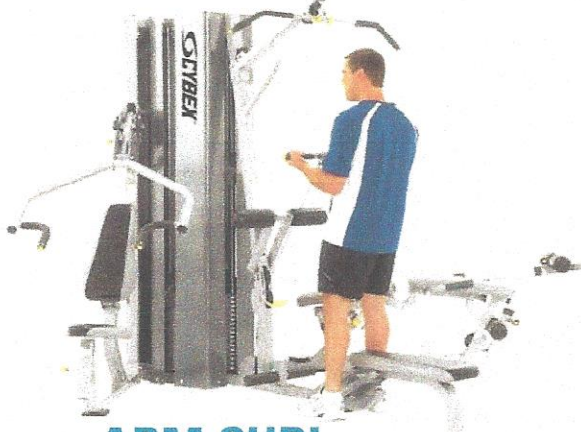
LEG CURL



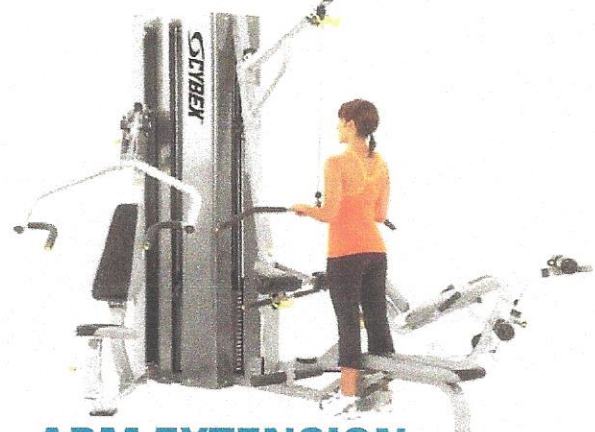
LAT PULL



ROW



ARM CURL



ARM EXTENSION



CHEST PRESS



OVERHEAD PRESS

August 2015

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----|-----|-----|-----|-----|-----|-----|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

August 10

Workshop, 3:30 PM

Board Meeting, 6:30 PM

Contract with John Hurst Outdoor Services terminates

Decision to be made on new lawncare company

Decision to be made on roofer

Decision to be made on lodge gutters

Decision to be made on universal for FC

Decision to be made on tree removal

Decision to be made on second floor AC

Decision to be made on electrical systems study

August 31

Benson's agreement terminates in 90 days

September 2015

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----|-----|-----|-----|-----|-----|-----|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

September 1

Ensure new website will go live by 10-1-2015

Ensure email providing URL has been sent

to Florida Department of Economic Opportunity

September 14

Workshop, 3:30 PM

Board Meeting, 6:30 PM/Budget adoption

September 30

Agreement with Cox Aquatics automatically renews in three months, unless terminated in two

October 2015

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----|-----|-----|-----|-----|-----|-----|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

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|------------|---|
| October 1 | CDD website must be live |
| October 11 | Purchase trickle chargers for ADA chair battery packs Pool closes for the season, at dusk Zoll defibrillator should be cleaned and taken to Fitness Center Put ADA chair lift batteries on trickle chargers Clean and store pool furniture and equipment as possible |
| October 12 | Board Meeting, 6:30 PM |
| October 24 | HOA event, time and place unknown |
| October 31 | Agreement with Cox Aquatics automatically renews in two months, unless terminated in one |

Capital Improvement/Repair and Maintenance Log Piney-Z Community Development District

(In general, dates are those at which action appears in property manager report to board; items repaired by staff include cost of materials only)

LODGE/GARAGE

- 8-10-15 Organized and cleaned garage/staff
Changed all AC filters/staff
Replaced toilet seat, women's restroom/staff/\$29.99
Added lock, re-keyed office doors/staff/\$26.97
Added door stop tip on kitchen door/staff/\$2.99
Replaced door hold, kitchen door/staff/\$8.99
Added thumb locks to office windows/staff/\$3.77
7-13-15 AC on second floor fails for final time; replacement ideas under consideration
Two roofing bids received
6-14-15 Women's toilet unclogged/McNeill/\$42.57
AC on second floor repaired/Benson's/\$518.76
(replaced condenser fan motor and capacitor)
AC for office repaired/Benson's/\$236.43
(r-22 refrigerant; leaking valve core found)
Phone jack activated in meeting room/Fraser's/\$172.50
Front of lodge pressure washed/staff

- 5-11-15 Leaves and dirt blown out between iron and windows/staff
Sonitrol reader added at side garage door/Sonitrol/\$1,080
Soffit repaired at rear porch
Update stove and sink area in kitchen/not in FY 2016 budget
Address wood rot at front door to garage; add gutters to ameliorate
Address cracks in retaining wall at rear/in FY 2016 budget
Paint all trim and wrought iron; \$5,000 estimate
- 2-9-15 Two zone AC duct system created; programmable thermostats installed
- 1-12-15 Need to add power vents to roof/FY 2015 budget
Electrical panel may be overloaded....or not/study in FY 2015 budget
- 10-13-14 Upgrade electrical service to permit installation of ceiling fan/light kits
Upgrade electrical service to kitchen
- 7-14-14 Meeting room and hall to bathrooms painted, including walls, window
sills, chair rails and baseboards/10 Point/\$1,750
- 6-9-14 Windows washed, inside and outside/staff
Faucet leak at rear of garage repaired/McNeill
Men's and women's restroom portion of lodge pressure washed outside
- 4-14-14 Garage organized/staff
Termite damage repaired

FITNESS CENTER

- 4-13-15 New water heater installed
Re-painting (full or touch-up) needed
Universal requires replacement/\$9,399

- 5-11-15 Exterior walls pressure washed
Add new lock on men's restroom door
Mold remediated
Cracks in floor need to be addressed
- 3-9-15 Universal repaired
- 1-12-15 Repaired downspout which comes off gutter over center
Physio Step purchased/Fitness Pro/\$2,895
True treadmill purchased/Fitness Pro/\$4,749
- 9-8-14 Pulley cable repaired on stacked weights
Treadmill belt and deck replaced
Treadmill belt and deck replaced
Treadmill belt replaced
- 8-11-14 Large metal plate fabricated to repair universal
- 7-14-14 Elliptical removed to garage...
- 6-9-14 Bike petal strap replaced
- 5-12-14
- 4-14-14
- PAVILION**
- 8-10-15 Patched and painted hole punched in wall of men's room/staff/\$13.98
Replaced broken closure on men's restroom door/staff/\$59.11
Added door stop, men's restroom/staff/\$6.99
Touched up painting in restrooms in lieu of Odom return to do same/staff
- 7-13-15 Door closure at men's room to be replaced
Hole in men's room wall to be repaired
Painter (Odom) has not returned to address multiple issues from April

- 6-14-15 Men's urinal repaired/McNeill/\$42.56
Women's floor drain still clogged
- 5-11-15 Bathrooms painted/Jerry Odom/\$750
- 5/15 Bid to provide keypad access to bathrooms/Everite/\$2,745
- 3/15 Pavilion fans could be replaced/est. \$2,000
- 3-9-15 Exterior pressure washed
- 2-9-15 Gutters cleaned and repaired
- 1-12-15 McNeill blew out underground pipes to determine where they emptied;
three months later, women's restroom floor drain reported clogged....
Gutters cleaned and seams repaired; should extend life 2-5 years.
French drain should be considered to prevent pooling along side
- 8-11-14 Floor pressure washed
- POOL**
- 8-10-15 Sharp tile to be repaired (Ben Kilgore to point out)
Cement shaving required in two places
- 7-13-15 ADA lift chair batteries replaced; 4 new in 2 battery packs/Battery Source/\$98 for 2 of 4
Front pool gate requires lock repair and post re-setting/\$400
- 6-14-15 Second ADA lift chair battery pack charger purchased/Allied Electronics/\$32.71
Zoll de-fibrillator required: 10 new batteries/Zoll Medical/\$75
Pedi pad/Zoll Medical/\$95
Bag for equipment/Zoll Medical/\$105
Shower hose bibb replaced/McNeill/\$42.57

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|----------|---|
| | Front pool gate hydraulic verticlose added/Everite/\$825 ADA/rear pool gate to be repaired/Everite est. \$3,950 |
| 5-11-15 | Deck and walks pressure washed Two pool cameras replaced/Signalhouse/\$838 Pool gates require replacement Shed required to store pool furniture in off-season |
| 2-9-15 | Numerous leaks repaired around scuppers Numerous broken tiles repaired Deck injected with foam to level/Alpha Solutions Deck box/In the Swim/\$117 |
| 1/15 | |
| 10-13-14 | Need to replace most furniture (eventually cleaned back to "health") (Loungers alone would be about \$225 per) Paint wooden lifeguard chairs New umbrellas purchased |
| 8-11-14 | |
| 8/14 | Termite damage in pool shed treated/repaired Second cover for lift chair/In the Swim/\$399 |
| 6-9-14 | New chlorinator installed/Swain Pools |
| 6/14 | 12 resin white chaise lounges/In the Swim/\$1,019 12 resin white regal mid back chairs/In the Swim/\$479 |
| 5-12-14 | Multiple leaks repaired/tree roots part of problem; 2 trees removed Dolphin Commercial Pool Vacuum purchased/In the Swim/\$3,170 |
| 2/13 | Lift chair purchased/In the Swim/\$4,317 First cover for lift chair purchased/In the Swim/\$378 |

PLAYGROUND

- 6-14-15 Sprayed for poison ivy/John Hurst/\$75
- 5-11-15 **Re-mulching needed/\$735**
Five inch crack in blue slide
- 2-9-15 Mulch leveled under swings
- 9-8-14 Sprayed for weeds
- 7-14-14 Sprayed for weeds
- 6-9-14 Pathways mulched

PARKS/GROUNDS

- 8-10-15 Pressure washed retaining wall/staff
Limbed oak tree at street so sign is more visible
- 7-13-15 22 lawn care bid packets sent out
- 5-11-15 Hunter irrigation control box replaced
Swale created by MayDay at rear of property
Consider replacing some picnic tables
Repair/replace stairs at rear of lodge
Level pavers by handicapped picnic tables
- 3-9-15 14 trees removed/Miller's
- 6-9-14 Sewer hook-up completed/\$10,273
Gazebos re-roofed/10 Point/\$1,190

GENERAL

- 8-10-15 Drilled out, tapped and repaired wheel bracket on pressure washer
Treated all fire ant mounds with Amdro/staff/\$11.97

| | |
|----------|--|
| 7-13-15 | Replaced flappers in 8 of 10 toilets/\$41.22 |
| | Backflow certifications done on all but fire line/Tall Timbers/\$105 |
| 5/15 | Pop-off valve replaced, new coupling added, pool unit/Tall Timbers/\$155 |
| ----- | Everite bid to replace 5 cameras and DVR: \$2,250 |
| ----- | Vector Security bid to replace 5 cameras: \$3,330 |
| 1-12-15 | Sonitrol bid to replace all cameras and DVR: \$3,675 |
| 10-13-14 | Most signs on property replaced |
| 6-9-14 | Lightning strikes multiple cameras; only 2 replaced |
| | Sand and sand bags purchased |

7-30-15