

**PINEY-Z COMMUNITY
DEVELOPMENT DISTRICT**

MARCH 21, 2016

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

March 15, 2016

Board of Supervisors
Piney-Z Community Development District

Dear Board Members:

On Monday, March 21, 2016 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 workshop and meeting:

Workshop: 3:30 p.m.

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Audience Comments**
- 4. Access Control / Video Surveillance – Sonitrol (Kerri West)**
- 5. FMIT Property Inspection Report (Jim McGinn)**
 - On-Site Inspection on 9/23/15 by Ken Blaser & Sam Slay**
- 6. Board Priorities and Goals (Bob Nanni)**
 - Financial Summary & Documentation**
 - FY17 Budget & Timeline**
- 7. Insurance**
- 8. Disposal of Property**
- 9. Adjournment**

Regular Meeting: 6:30 p.m.

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Audience Comments**
- 4. Approval of the Minutes of the February 8, 2016 Workshop and Regular Meeting**
- 5. Acceptance of the Financial Statements and Approval of the Check Register and Invoices**
 - A. January 2016**
 - B. February 2016**
- 6. CDD Manager's Report**
 - A. Piney-Z CDD Amenities and Management (Fitness Center, Lodge, Pavilion, Playground, Pool, Grounds, Staffing and Administrative)**
- 7. Alan Cox Aquatics Discussion (Alan Cox)**

8. Continuation of Public Hearing from January 11, 2016 / February 8, 2016 – Amenities Rules Adoption of Amended Rules - Policies and Procedures – Resolution 2016-2

9. Organizational Matters

- A. Defibrillator – Fitness Center
- B. Pool Discussion
 - 1. Lifeguards
 - 2. Alan Cox Aquatics
 - 3. Adult Swim
 - 4. Pool Schedule (Dates & Hours)
 - 5. Updated Pool & Property Signage
 - 6. Pool Gates
- C. Petty Cash Reduction
- D. HOA Event Dates
- E. Back Outside Stairs
- F. Playground Slide
- G. Irrigation Repairs

10. District Manager's Report

- A. Acceptance of the Audit for Fiscal Year 2015

11. District Attorney's Report

12. Business Matters

- A. FY 2016 Board Goals & Objectives
- B. FMIT Property Inspection & Insurance
- C. Access Control & Video Surveillance

13. Supervisor Requests

- A. Discussion Regarding Discontinuing Lifeguards (Supervisor Pincus)
- B. Election of Officers (Supervisor Kessler)
- C. Delineation of the Board of Supervisors Authority (Supervisor Kessler)
- D. Delineation of the Board Liaison Position (Supervisor Kessler)

14. Adjournment

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

Sincerely,

Bob Nanni/ms
District Manager

cc: Christopher Lyon Bob Reid Melinda Parker

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 on Monday, February 8, 2016 at 3:30 p.m. at the Piney-Z Plantation Lodge, 950 Piney-Z Plantation Road, Tallahassee, Florida.

Present:

Joseph Didier
Richard Kessler
Michael Lee
Cheryl Hudson
Ann Pincus
Melinda Parker
Residents

Chairman
Vice Chairman
Assistant Secretary
Assistant Secretary
Assistant Secretary
CDD Manager

The following is a summary of the discussions at February 8, 2016 Piney-Z Community Development District 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 recited.

THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Board Priorities and Goals - Financials & Bonds Discussion

Severn Trent Services Personnel Participating via Phone:

Peter Brill, Accounting Manager

Stephen Bloom, Finance Director

Elizabeth Moore, Assessment Specialist

- Ms. Hudson inquired about operating reserves being 25% of the operating costs and insurance on the bonds.
 - Mr. Bloom responded the 25% is the target and equivalent to one-quarter.
- Mr. Kessler inquired if this amount is to be above and beyond fund balance at the end of the year.
 - Mr. Bloom responded fund balance does not always equal cash. If you

have 25% in your unassigned/unrestricted fund balance at year end then you are good.

- Mr. Lee questioned whether the operating reserves should be 20% or 25%.
 - Mr. Bloom noted FGFOA recommends 20% which we feel is conservative and try to be closer to 25%.
- Mr. Didier inquired as to the dates of the bonds and how does it go down. How does it work from a business standpoint?
 - Ms. Moore responded the Series 2002 Bonds mature on May 1, 2019 and the Series 2008 Bonds also matures on that date. When assessments are levied you will be collecting beginning November 1, 2018 and you will collect through the entire year. As far as how it is reflected on your financial statement I would have to defer to the accountant.
- Mr. Didier inquired as to when the bond payments are made?
 - Ms. Moore outlined the payments noting November 1 is an interest payment and May 1 is the principal and interest payment noting the debt service assessments are adjusted as maturity nears to avoid overpayment by homeowners.
 - Discussion continued on the debt service collections and payments.
- Mr. Didier inquired if there are any other fees they should be aware of associated with bond closeout.
 - Ms. Moore responded not that I am aware of.
- Mr. Didier inquired where the bond service company comes in. What do they do and how are they provided information or they provide it to us?
 - Ms. Moore responded the Severn Trent has access to the Bond Trustee and trust statements and is where they send interest and principal payments to. 45 days before the calls I receive an invoice indicating the amount of the interest call and the principal and interest for May. We reconcile making sure they are making the proper call based off the amortization schedule. If there are any extraordinary reductions we have lien books we track up to ensure all of the prepayments are being accounted for in the trust statement.

- Mr. Kessler addressed moving funds and inquired what it is going to look like to track the balance remaining for the settlement.
 - Mr. Bloom responded what we were trying to do with that is show you each year a portion of the settlement gets depleted and you see that on your budget to actuals. For the balance sheet we wanted to be able to answer the question if someone asked how much is left; so it is just for tracking. It is a Board option and it does not have to be done that way.
- Mr. Lee stated between now and 2019, other than receiving invoices from US Bank, is there any other typical communication that happens between the Trustee and Severn Trent?
 - Ms. Moore responded only when there are questions regarding our prepayments received.
 - Mr. Bloom noted the Trustee also performs a compliance component and we may receive communications on that as well.
 - Discussion followed on disbursements to US Bank / Trustee for bond funds.
- Ms. Hudson inquired about an insurance policy for the Series 2008 Bonds. Is this a separate insurance policy or combined with the general costs?
 - Mr. Bloom responded it is not a policy like general liability; it is a separate policy specific to the bond that was opened at the time the bonds were issued. There are no annual costs paid.
 - Mr. Bloom further outlined the reserves versus an insurance policy noting both do the same thing.
- Mr. Didier raised a question regarding Bond Counsel being copied on agendas.
- Mr. Jan Bridges inquired if the 2019 bonds are the ones that cover the costs of construction of the pool area?
 - Mr. Kessler responded the Series 2002 Bonds is the amenities.
- Mr. Bloom noted Bob Reid of Bryant, Miller and Olive is Bond Counsel.
- Mr. Didier asked for what reason would we need Bond Counsel and if we wanted to change them what would it take?
 - Mr. Bloom responded very rarely is Bond Counsel needed but if there

were an interpretation needed of the Bond Indenture. At this point in the cycle of your bonds there is very little need or use of Bond Counsel and again there is no cost the CDD is spending on that.

- Trustee function was outlined.
- Mr. Didier asked from the bonds does the Trustee actually provide a list to Severn Trent that then goes to the Leon County Property Appraiser or does Severn Trent do that? What is the Trustee's responsibility in that?
 - Mr. Bloom responded they do not have responsibility in any shape or fashion in collections. We get a list of parcel numbers from the Property Appraiser to us once a year and from there the Assessment Department does their job in terms of coming up with a dollar amount and making sure all the parcels are accounted for, have the correct amount, any prepaid are not being charged.
- Mr. Didier asked if there is a mistake to a homeowner what happens to correct that.
 - Mr. Bloom responded there is an official process - a form has to be filled out and submitted to make the correction if there was an error.
- Mr. Didier thanked Ms. Moore for her time and participation.
- Ms. Hudson inquired about operating reserves and reserves other and how did they go from \$63,000 to zero and from zero to \$84,000. None of the numbers makes sense; where did the money come from.
 - Mr. Bloom responded we look at the fund balance for the year to see if any monies were restricted or cannot be spent, once that determination is made they then have a pool of monies that can be allocated or split up according to different categories or how the money should be spent for the future. The money is not going anywhere it is just being split to accommodate future needs.
 - Discussion continued on reserves.
- Mr. Kessler inquired if reserve amounts should equal the fund balance amount.
 - Mr. Bloom outlined the balance sheet noting when you add up those numbers they will always equal fund balance.

- Ms. Hudson addressed prepayment noting the answer is confusing.
 - Mr. Bloom responded if a resident decides to prepay their bond the Trustee will use those monies to pay down the bond. The Trustee will only do this in \$5,000 increments. Once the balance in the prepayment account reaches \$5,000 the Trustee will make a special call and make a prepayment to pay down the bonds.
- Mr. Lee addressed interaction with the Trustee noting at this point they are essentially an accounts payable function.
 - Mr. Bloom responded after invoicing for the payments the Trustee is responsible for maintaining the accounts.
- Mr. Lee addressed the cost of having STS attend the meetings noting on January 25 Mr. Koncar responded 24 meetings, three hours per meeting, 72 hours monthly, which equates to \$314 per hour. He noted he is not seeing mileage, housing, meals, travel expenses.
 - Is \$314 per hour the typical STS per hour charge or is the typical charge for meetings?
 - Mr. Bloom responded that question would have to be answered by Mr. Koncar.
 - Mr. Lee inquired if the charge would be the same if STS did not physically attend the meeting.
 - Mr. Didier noted they are trying to be conscientious of the community's money and when you look at the overall costs of a meeting, the minutes, personnel, staff and everything else if it costs \$3,000 to run a meeting it would put most organizations out of business. We are trying to be diligent about understanding where that is.
 - Mr. Bloom stated I do not think that is what Mr. Koncar was trying to answer, I think he was looking at our costs but I think it needs further clarified if that is what you are looking for if you are looking what are current costs are broken down not just the management fees.
 - Mr. Lee noted this is what he is interested in it would appear to say of our management fee we pay \$22,639 is the meeting costs and the balance is

whatever operations.

- Mr. Bloom noted I will need to get with Mr. Koncar to make sure we can accurately explain it.
- Mr. Lee stated the parallel for us is the attorney - we know what they cost based on time and materials and we are trying to get a handle on what is our time and material costs.
- Mr. Bloom stated it is a little harder with our fees only because we do not break it out per hour. I will need to get with Mr. Koncar for clarification.
- Mr. Lee stated I understand there may not be an actual per hour charge. You have allocated this budget towards us potentially for this amount of time and we know half of the estimated time is definitely not occurring because you are not attending those meetings but other meetings may have exceed the two hours budgeted but we need the best way to allocate that so we know is there any opportunity for a cost savings in the way we manage our meetings.
- Mr. Bloom stated I understand the question and will get with Mr. Koncar and put together something.
- Mr. Didier noted he would take it one step further as the Board has unanimously shown they are trying to find creative ways to have cost savings and think outside the box and if you have other thoughts we would be open to them.
- Ms. Parker inquired about the assessment services invoice noting if she is reading it correctly they are being asked to prepay for this service.
 - Mr. Bloom noted it is actually the other way around normally the work is done August through September.
 - Ms. Parker stated so you are talking about last years work.
 - Mr. Bloom responded yes and addressed the timing of assessment collections.
 - Mr. Didier noted they are trying to pay FY 15 in FY 15 and FY 16 in FY 16. If a bill is being bumped to December because they know they do not have funds because they are collecting, that is fine, but they want to make

sure as they are closing out if they have a bill for September they get it in September or maybe a little earlier so they can close it out.

- Ms Parker noted she would not have held this if it had been marked for fiscal year 2015 services.
- Mr. Bloom noted the assessment work is an ongoing activity while they do most of it within two to three months, the invoice is for the whole year.
- Mr. Lee stated when we look at FY 2019 if we keep everything the same as we are now; we received the December invoice because that is when you would have done the work for FY 2019 assessment. Will there be an invoice in calendar year December 2019 again for any assessment work or will they have been completed once we payoff bonds in May.
 - Mr. Bloom stated you will still be assessing for the General Fund.
- Mr. Didier asked how the charges break out differently if you are handling bonds or not handling bonds.
 - Mr. Bloom responded the best would be at that point to have a discussion with the District Manager to decide.
- Mr. Didier addressed where they see the future of accounting for STS and their clients. They all know they are more dependent on computers today than they were ten years ago and he has seen other systems where they send a link, you look at the scan copy and approve it. If it needs to be researched you can do so online. It seems very inefficient to always have to depend on people to pull information about the CDD if there is a way to get access to that. He would like to understand their vision as to how the Board could streamline this stuff, if they are planning other automation or upgrades in software, where is STS at?
 - Mr. Bloom responded we have started to work with a demo of a product called AvidPay that does something very similar to what you are talking about. It is based on software used for HOA's and they want to incorporate for the CDD clients. Everything is digitized for the invoices and the Board could be provided access to the reports. It is something we are looking at and want to implement in this or the next calendar year with a couple of clients.

- Mr. Didier noted they might be interested and would welcome the conversation.
- Mr. Didier noted they have run into a number of problems with some of the accounts. It is unproductive in that they are trying to go back into some history but in order to get the information they have to spend the resource with STS, who is always accommodating, but the point is that person has to run and get it and then we have to investigate and look at it and ultimately have to contact the city to try to get some other feedback or thoughts, meter readings and other things. We keep running into where we cannot ask our own question about things and the city or Verizon will not give us access or Comcast will not take our call or whatever else. Is there a way for the CDD Manager to have user name and password access to a lot of these online so she can directly access them. Can you share the information or change the user name and password if you use the same for other accounts. How can we address this to make it more efficient and we can help with the audit and review of our information.
 - Mr. Bloom responded I do not see why that would be a problem. We do not want to share user names and passwords for security purposes but I have never ran into a situation where we could not set up a second one. The first step would be to get a list of the ones we are talking about so we can make a determination as to why there has been hesitation in the past. The other step would be for the Board to make a motion authorizing STS to make those steps.
 - Discussion continued on access to accounts.
- Mr. Lee stated I have a general question on what we see monthly. We are in our February meeting and typically we are looking at minutes to approve and we do get some financials. In this package we are looking at the check register for December. Is that really the best we can do? Can we not look at January / February? Has January not been closed out so we can see the check register?
 - Mr. Bloom responded it depends on where the meeting falls within the month. It would be very difficult for the account to close January for this meeting. However, if you just want a check register, Ms. Cessna can run a

- check register and email it to you.
- Mr. Didier noted I think this resolves itself when we meet on the third Monday of the month. This meeting was earlier in the month due to holidays. Next month will we see January and February separated or combined.
- Mr. Bloom responded I will have to make sure so I do not overpromise something; you will get each month.
- Mr. Lee asked would it be possible to get January reconciled and February check register.
- Mr. Bloom responded that is not a problem we can do that.
- Mr. Didier requested when January is available it be provided to the CDD Manager.
- Mr. Didier thanked Mr. Bloom and his team.
- Mr. Kessler stated thanks to all the folks at STS. The learning curve is tough and they appreciate the support.
- Mr. Bloom stated if you have questions feel free to reach out to us, we are always happy to help.

FIFTH ORDER OF BUSINESS

Amended Rules - Policies and Procedures

No discussion at this time.

SIXTH ORDER OF BUSINESS

CDD Amenities and Staffing

- Mr. Lee provided and outlined - Amenities Rental Review.
- Discussion followed on staffing hours for events / rentals.
- Discussion followed on usage, activity and pricing.
- Ms. Cashin, resident, addressed events and furniture layout.
- Ms. Lytle, resident, addressed raising rates and residents already paying the costs of the facility.

SEVENTH ORDER OF BUSINESS

Adjournment

There being nothing further, 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, February 8, 2016 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:

Christopher Lyon, Esq.	District Counsel
Terry Lewis, Esq.	Lewis Longman & Walker, P.A.
Melinda Parker	CDD Manager
Rick Evans	Building & Grounds Manager
Residents	

The following is a summary of the discussions and actions taken at the February 8, 2016 Piney-Z Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Audience Comments

- Ms. Cashin, resident, addressed the Board Liaison position created by the Board and her concerns with the Chairman inundating the office with multiple emails and spending a lot of time in the office. She noted she is concerned with the impoliteness and the productivity. She does not if he is trying to help but a three hour session is not helpful; it

is upsetting. Constructive criticism is always helpful, but when it comes with 15 or 20 emails a day or week it becomes problematic.

- Mr. Bridges, resident, noted he has been a Chairman before and there could not be two people who probably dealt more differently as Chairpeople than they. I'm totally decentralized in terms how dealt as Chairman to my detriment and want you to know that you can probably be too hands off. I happen to think that he is the wave of the future. For lack of better word and I mean this in a positive sense, Mr. Didier is a technocrat and we need that. We are not doing things the same way as I used to do it. Mr. Didier is a very detailed person and may do things that are aggravating, but I genuinely does not believe he is doing it because he thinks that person is incompetent. Ms. Parker is an exceptional Property Manager for us on a number of levels. The only thing I can say is, any shortcomings Mr. Didier has are not malicious of forethought and I think he should take this as constructive criticism that once he passes through an instruction from the Board to the Property Manager he does not need to be as oversight oriented as may some of you think he is. I endorse Mr. Didier and Ms. Parker for the work they do, and Mr. Didier may be in a position to be more accommodating than Ms. Parker. I think Mr. Didier is an exception Chairperson. He is doing and thinking of things far in advance which I never did.

FOURTH ORDER OF BUSINESS

Public Hearing - Adoption of Amended Rules of Procedure - Resolution 2016-2

- Discussion followed on the authority to tow vehicles or say the facility is non-smoking. Is there a detriment to putting it in the rules?
 - Mr. Lyon responded we briefly spoke about this at the last meeting. The rule of thumb when dealing with special districts is it only has those powers which were granted in your governing documents. Those powers granted by the City of Tallahassee do not include towing vehicles from the property, so I do not believe Piney-Z has the authority to do it, however my thought was it did not hurt to discourage people from overnight parking or leaving vehicles in community parking areas to simply say may be subject to towing.
 - With regard to the smoking, you can say this is a smoke free zone.

- Signage stating not responsible for items lost, left or found on their property and if it is something that should be in the rules.
 - Mr. Lyon responded you can add it, but the language does not have much bearing legally.
 - Ms Parker noted it is included under the Pool.
- 1.06 with regard to access devices.
 - There is a maximum of two per home.
 - A resident's device will be deactivated as soon as they move out of the District.
 - 1.06 A. 3. - strike people replace with resident and strike will replace with may. [line 86 and 87]
 - 1.06 A. 2. - to read - renters, as well as owners, may have an access control device. [line 82]
 - 106. A. 2. - to read photo identification, utility bill and lease verification. [line 82]
 - Discussion followed on properties with six or seven access devices. Mr. Lyon noted once the rules are finalized he would be comfortable with a letter being sent that states recently adopted rules, in an attempt to increase security at the Piney-Z amenities, we have limited control fobs to two per address and it is our understanding you have x amount on our record and we will eliminate all but two.
 - 106 D. 2. - Everyone must shower before entering the swimming pool area - strike area.
 - 106. D. 4. - strike area
 - 106. D. 6 - leave as written
 - 106. D. 15 - strike and - replace with and/or
 - 106. E. Add - children aged 16 through 17 must be prepared to provide information to CDD Management as to how to immediately reach their parent(s) or legal guardian(s).
 - 106. E. 3 - strike 16 replace with 15. [line 198]
 - 106. B. 1 d. - strike 14 replace with 15 [line 110]
 - 106. B. 1 e. - strike 15 replace with 16
 - Mr. Lyon will review to see if he can make more consistent with the swimming pool area.

- Is there a minimum age to rent the amenities? Add a line stating minimum rental age is 18 to the rules and amenities rental contract.
- Cancellation policy - except in extenuating circumstances full refunds will be given for cancellations more than 30 days in advance, partial refunds for 15 to 30 days.
- Mr. Lee addressed depositing deposit checks as soon as they are received.
- Rates for the Lodge - increase each level by \$100 [\$250, \$350, \$500]
- Rates for the Pool - increase each level by \$50 [\$200, \$300, \$450]
- Change rates for additional hourly fee from \$25 to \$35 [line 87]
- Discussion followed on Resident or Passholder discounts and non-resident rentals.
- Deposit levels for residents, and non-residents and the possibility of requiring non-residents renters to provide security was addressed.
- The majority of the Board is for non-resident rentals.
- Deposit of \$500 for Resident or Passholder and \$750 for non-residents.
- 1.07 B. 1. strike Resident or Passholder replace with person.
- Add G. defining the Resident or Passholder discount of 20%.
- A resident sponsoring an event must be in attendance at the event.
- The minimum rental is six hours.
- Discussion followed on lifeguards, with the majority of Board agreeing it is not to be included in the rules.

On MOTION by Ms. Pincus seconded by Ms. Hudson to continue the Rules Public Hearing to March 21, 2016 at 6:30 p.m. at this location was approved with votes as follows:

Michael Lee - Aye

Cheryl Hudson - Aye

Ann Pincus - Aye

Richard Kessler - Aye

Joseph Didier - Aye

FIFTH ORDER OF BUSINESS

Approval of Minutes of the January 11, 2016 Workshop and Regular Meeting

Mr. Lee MOVED to approve the minutes of the January 11, 2016 workshop as presented and minutes of the regular meeting, and Mr. Kessler seconded the motion.

- Ms. Hudson addressed Mr. Evans not being included as present at the meeting.

On MOTION by Mr. Lee seconded by Mr. Kessler to approve the minutes of the January 11, 2016 workshop as presented and minutes of the regular meeting were approved with votes as follows:
Michael Lee - Aye
Cheryl Hudson - Aye
Ann Pincus - Aye
Richard Kessler - Aye
Joseph Didier - Aye

SIXTH ORDER OF BUSINESS

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

On MOTION by Mr. Kessler seconded by Ms. Hudson, with all in favor, the December 2015 Financial statements the check register and invoices were approved with votes as follows:
Michael Lee - Aye
Cheryl Hudson - Aye
Ann Pincus - Aye
Richard Kessler - Aye
Joseph Didier - Aye

SEVENTH ORDER OF BUSINESS

CDD Manager Report

- A. Piney-Z CDD Amenities and Management (Fitness Center, Lodge, Pavilion, Playground, Pool, Grounds, Staffing and Administrative)**
- Ms. Parker reviewed the CDD Manager Report.
- There has been a request from a non-profit Grandparents group for use of the Lodge once per month free of charge.
- Has opened a case through Fitness Pro on the Cybex Universal, purchased in October; which has had five problems.
- Discussion followed on an audible tone fire system.

- The Dolphin is no longer under warranty but needs repair or replacement.
- Ms. Parker reviewed the bids for a new HVAC unit.
- Discussion followed on variable speed units and insulation.

Ms. Hudson MOVED for the 5-ton unit [variable speed air handler and regular compressor] at a cost not to exceed \$7,000, and Ms. Pincus seconded the motion.

Ms. Hudson amended the motion to \$5,600 and Ms. Pincus seconded the amendment.

The amended motion was approved with votes as follows:

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

- Ms. Parker reported they have been working on security proposals for cameras and access control. The cost will be between \$7,900 and \$9,800. They would like to invite the three vendors to the March workshop to present their proposals.
- The vendors will be invited to the April meeting.

EIGHTH ORDER OF BUSINESS

Organizational Matters

A. HVAC

- Previously addressed.

NINTH ORDER OF BUSINESS

District Manager's Report

There being none, the next item followed.

TENTH ORDER OF BUSINESS

District Attorney's Report

There being no further report, the next item followed.

ELEVENTH ORDER OF BUSINESS

Business Matters

A. FY 2016 Board Goals & Objectives

- A lengthy discussion followed regarding the Chairman, Board of Supervisors and staff.

Ms. Pincus MOVED that it be indicated Ms. Parker is to answer to Ms. Pincus, as the liaison, and if there is something they cannot resolve they will bring it to the Board.

- Mr. Kessler requested for the next agenda election of officers, delineation of the Board of Supervisors authority, and delineation of the Board liaison position.
- Mr. Terry Lewis, District Counsel, noted a motion to limit the contact between a Board member(s) and staff is not a legal motion. Typically Boards, such as this, make policy, they answer questions the manager brings to them, and they do it collegially as a Board. If you look at Robert's Rules of Order the Chairman's role is to coordinate the meetings, run the meetings efficiently, and, for that matter, set the agenda as requested by the Board members. From meeting to meeting you have activist Board members and passive Board members. The activist Board members are routinely asking questions of staff between meetings so they are prepared when the next meeting comes along. Can they direct staff to do something directly - they cannot unless they have been authorized to do so by the Board.

Ms. Pincus withdrew the motion.

- Mr. Kessler reiterated his request for the next agenda - election of officers, delineation of the Board of Supervisors authority, and delineation of the Board liaison position.
- Discussion ensued regarding conflict between Supervisors.

TWELFTH ORDER OF BUSINESS

Supervisor Requests

A. Discussion Regarding Discontinuing Lifeguards (Supervisor Pincus)

- Tabled to the March meeting.
- Mr. Bridges, resident, addressed his feelings / concerns regarding discontinuing lifeguards.
- Mr. Kessler provided information regarding the trends in the budget over the last several years.

On MOTION by Mr. Didier and seconded by Mr. Lee, authorizing Severn Trent to allow the CDD Manager access and provide user names and passwords on all CDD accounts was approved with votes as follows:

Michael Lee - Aye

Cheryl Hudson - Aye

Ann Pincus - Aye

Richard Kessler - Aye

Joseph Didier - Aye

THIRTEENTH ORDER OF BUSINESS

Adjournment

There being no further business, the meeting was adjourned.

Bob Nanni
Secretary

Joseph Didier
Chairman

Fifth Order of Business

5A.

MEMORANDUM



TO: Board of Supervisors
FROM: Tiziana Cessna, District Accountant
CC: Bob Nanni, District Manager / Stephen Bloom, Assistant Treasurer
DATE: February 16, 2016
SUBJECT: January Financial Report

Please find attached the January 2016 financial report. During your review, please keep in mind that the goals for revenues are to meet or exceed the year-to-date budget and for expenditures to be at or below the year-to-date budget. As of January the revenue has a favorable variance due to the allocation of the settlement for FY 2016. Expenditures are at 74% of the YTD prorated budget. The District purchased a new Aerobic Lateral Trainer fitness machine. Should you have any questions or require additional information, please do not hesitate to contact me at Tiziana.Cessna@STServices.com.

General Fund

Total Revenues for the General Fund were at a favorable variance of 108% of the prorated YTD budget, due to the settlement portion for 2016.

- The YTD Non-Ad Valorem assessments collections are at 94% compared to 95% last year at the same time.
- Settlement - FY2016 portion of the O&M maintenance settlement with Piney-Z Land LLC.
- Other Miscellaneous Revenue includes a refund of Insurance premium from 13-14.

Total Expenditures through January were at a favorable 74% of the YTD prorated budget.

- Payroll - Maintenance - District employee worked more in park & grounds department compared to budget allocation. Overall the maintenance payroll is not over budget.

PINEY-Z
Community Development District

Financial Report

January 31, 2016

Prepared by



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**Piney-Z
Community Development District**

Financial Statements

(Unaudited)

January 31, 2016

Balance Sheet
January 31, 2016

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>				
Cash - Checking Account	\$ 43,067	\$ -	\$ -	\$ 43,067
Cash On Hand/Petty Cash	750	-	-	750
Investments:				
Money Market Account	460,100	-	-	460,100
Prepayment Account	-	250	1	251
Redemption Fund	-	646	-	646
Reserve Fund	-	15,500	-	15,500
Revenue Fund	-	120,836	314,673	435,509
Prepaid Items	226	-	-	226
TOTAL ASSETS	\$ 504,143	\$ 137,232	\$ 314,674	\$ 956,049
<u>LIABILITIES</u>				
Accounts Payable	\$ 16,583	\$ -	\$ -	\$ 16,583
Accrued Expenses	2,989	-	-	2,989
Unearned Revenue	50,885	-	-	50,885
TOTAL LIABILITIES	70,457	-	-	70,457
<u>FUND BALANCES</u>				
Nonspendable:				
Prepaid Items	226	-	-	226
Restricted for:				
Debt Service	-	137,232	314,674	451,906
Assigned to:				
Reserves - CDD Amenity	66,156	-	-	66,156
Reserves - Other	50,885	-	-	50,885
Unassigned:	316,419	-	-	316,419
TOTAL FUND BALANCES	\$ 433,686	\$ 137,232	\$ 314,674	\$ 885,592
TOTAL LIABILITIES & FUND BALANCES	\$ 504,143	\$ 137,232	\$ 314,674	\$ 956,049

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 400	\$ 136	\$ 176	\$ 40
Special Assmnts- Tax Collector	394,707	197,355	369,751	172,396
Special Assmnts- Discounts	(15,788)	(7,895)	(15,133)	(7,238)
Settlements	-	-	33,925	33,925
Other Miscellaneous Revenues	-	-	722	722
Access Cards	-	-	30	30
Pavilion Rental	800	200	-	(200)
Lodge Rental	10,000	3,400	4,585	1,185
TOTAL REVENUES	390,119	193,196	394,056	200,860
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	22,000	6,000	4,600	1,400
FICA Taxes	1,683	459	352	107
ProfServ-Engineering	500	168	-	168
ProfServ-Legal Services	30,000	10,000	8,000	2,000
ProfServ-Mgmt Consulting Serv	54,275	18,092	18,092	-
ProfServ-Special Assessment	4,637	4,637	4,637	-
Auditing Services	3,150	-	-	-
Communication - Telephone	100	32	-	32
Postage and Freight	1,500	500	150	350
Insurance - General Liability	10,534	5,267	4,881	386
Printing and Binding	2,500	832	917	(85)
Legal Advertising	1,500	408	239	169
Miscellaneous Services	500	168	77	91
Misc-Assessmnt Collection Cost	11,841	5,922	10,639	(4,717)
Misc-Contingency	500	168	-	168
Office Supplies	730	244	77	167
Annual District Filing Fee	175	175	175	-
Total Administration	146,125	53,072	52,836	236
<u>Field</u>				
Contr-Landscape-Amenities Area	12,000	4,000	2,340	1,660
R&M-Trees and Trimming	3,000	1,000	585	415
Misc-Contingency	3,500	1,166	-	1,166
Total Field	18,500	6,166	2,925	3,241

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Parks and Recreation - General</u>				
Payroll-Salaries	-	-	96	(96)
Payroll-Maintenance	10,934	3,645	1,964	1,681
Payroll-Administrative	48,960	16,320	14,670	1,650
FICA Taxes	4,582	1,527	1,273	254
Workers' Compensation	5,421	2,710	1,308	1,402
Contracts-Janitorial Services	6,760	2,252	700	1,552
Contracts-Security Services	6,596	2,716	1,551	1,165
Communication - Teleph - Field	100	33	-	33
Postage and Freight	1,300	432	-	432
Utility - General	14,000	4,668	5,028	(360)
Utility - Other	2,400	800	788	12
Electricity - Streetlighting	1,350	450	435	15
Utility - Irrigation	1,150	384	993	(609)
Utility - Refuse Removal	1,430	476	464	12
R&M-General	9,000	3,000	979	2,021
R&M-Pest Control	998	288	290	(2)
Misc-Training	1,500	500	-	500
Misc-Contingency	1,500	500	101	399
Misc-Information Technology	1,140	380	113	267
Office Supplies	3,600	1,200	670	530
Subscriptions and Memberships	750	750	-	750
Capital Outlay	20,000	6,668	-	6,668
Total Parks and Recreation - General	143,471	49,699	31,423	18,276
<u>Swimming Pool</u>				
Payroll-Salaries	24,163	-	295	(295)
Payroll-Maintenance	6,833	2,277	640	1,637
Payroll-Administrative	9,180	3,060	2,730	330
FICA Taxes	3,073	408	280	128
ProfServ-Pool Maintenance	6,000	2,000	2,000	-
Communication - Teleph - Field	100	34	62	(28)
R&M-General	1,750	584	601	(17)
R&M-Pools	8,100	2,700	-	2,700
Misc-Licenses & Permits	250	-	-	-
Misc-Contingency	1,500	500	-	500
Op Supplies - Pool Chemicals	5,000	1,668	-	1,668
Capital Outlay	3,500	1,168	-	1,168
Total Swimming Pool	69,449	14,399	6,608	7,791

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Fitness Center</u>				
Payroll-Maintenance	2,734	912	514	398
Payroll-Administrative	1,530	510	600	(90)
FICA Taxes	326	108	85	23
R&M-General	2,000	668	45	623
R&M-Equipment	1,955	652	260	392
Misc-Contingency	1,200	400	-	400
Capital Outlay	5,500	1,832	3,400	(1,568)
Total Fitness Center	15,245	5,082	4,904	178
<u>Park & Grounds</u>				
Payroll-Maintenance	6,833	2,277	4,543	(2,266)
Payroll-Administrative	1,530	510	840	(330)
FICA Taxes	640	213	412	(199)
R&M-General	1,750	584	163	421
Misc-Contingency	3,500	1,168	-	1,168
Capital Outlay	7,000	2,332	-	2,332
Total Park & Grounds	21,253	7,084	5,958	1,126
<u>Reserves</u>				
Reserve - CDD Amenity	10,000	-	-	-
Total Reserves	10,000	-	-	-
TOTAL EXPENDITURES & RESERVES	424,043	135,502	104,654	30,848
Excess (deficiency) of revenues				
Over (under) expenditures	(33,924)	57,694	289,402	231,708
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(33,924)	-	-	-
TOTAL FINANCING SOURCES (USES)	(33,924)	-	-	-
Net change in fund balance	\$ (33,924)	\$ 57,694	\$ 289,402	\$ 231,708
FUND BALANCE, BEGINNING (OCT 1, 2015)	144,284	144,284	144,284	
FUND BALANCE, ENDING	\$ 110,360	\$ 201,978	\$ 433,686	

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 50	\$ 16	\$ 16	\$ -
Special Assmnts- Tax Collector	56,000	53,200	52,369	(831)
Special Assmnts- Discounts	(2,240)	(2,128)	(2,143)	(15)
TOTAL REVENUES	53,810	51,088	50,242	(846)
<u>EXPENDITURES</u>				
<u>Administration</u>				
ProfServ-Trustee Fees	3,502	-	-	-
Misc-Assessmnt Collection Cost	1,680	1,596	1,507	89
Total Administration	5,182	1,596	1,507	89
<u>Debt Service</u>				
Principal Debt Retirement	60,000	-	-	-
Interest Expense	12,750	6,375	6,375	-
Total Debt Service	72,750	6,375	6,375	-
TOTAL EXPENDITURES	77,932	7,971	7,882	89
Excess (deficiency) of revenues				
Over (under) expenditures	(24,122)	43,117	42,360	(757)
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(24,122)	-	-	-
TOTAL FINANCING SOURCES (USES)	(24,122)	-	-	-
Net change in fund balance	\$ (24,122)	\$ 43,117	\$ 42,360	\$ (757)
FUND BALANCE, BEGINNING (OCT 1, 2015)	94,872	94,872	94,872	
FUND BALANCE, ENDING	\$ 70,750	\$ 137,989	\$ 137,232	

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 50	\$ 16	\$ 25	\$ 9
Special Assmnts- Tax Collector	214,130	203,424	200,592	(2,832)
Special Assmnts- Discounts	(8,565)	(8,137)	(8,210)	(73)
TOTAL REVENUES	205,615	195,303	192,407	(2,896)
<u>EXPENDITURES</u>				
<u>Administration</u>				
ProfServ-Dissemination Agent	1,000	-	-	-
ProfServ-Trustee Fees	4,903	-	-	-
Misc-Assessmnt Collection Cost	6,424	6,103	5,771	332
Total Administration	12,327	6,103	5,771	332
<u>Debt Service</u>				
Principal Debt Retirement	180,000	-	-	-
Interest Expense	30,388	15,194	15,194	-
Total Debt Service	210,388	15,194	15,194	-
TOTAL EXPENDITURES	222,715	21,297	20,965	332
Excess (deficiency) of revenues				
Over (under) expenditures	(17,100)	174,006	171,442	(2,564)
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(17,100)	-	-	-
TOTAL FINANCING SOURCES (USES)	(17,100)	-	-	-
Net change in fund balance	\$ (17,100)	\$ 174,006	\$ 171,442	\$ (2,564)
FUND BALANCE, BEGINNING (OCT 1, 2015)	143,232	143,232	143,232	
FUND BALANCE, ENDING	\$ 126,132	\$ 317,238	\$ 314,674	

PINEY-Z
Community Development District

Supporting Schedules

January 31, 2016

Non-Ad Valorem Special Assessments - Leon County Tax Collector
(Monthly Assessment Collection Distributions)
For the Fiscal Year Ending September 30, 2016

					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 FY2016				\$ 664,739	\$ 394,706	\$ 55,903	\$ 214,130
Allocation %				100%	59%	8%	32%
10/23/15	\$ 3,307	\$ 179	\$ 102	\$ 3,589	\$ 2,131	\$ 302	\$ 1,156
11/13/15	1,787	97	55	1,939	1,152	163	625
11/24/15	61,150	3,318	1,891	66,359	39,402	5,581	21,376
12/10/15	468,698	20,133	14,496	503,326	298,863	42,329	162,135
12/21/15	31,140	1,338	963	33,441	19,857	2,812	10,772
01/14/16	13,226	422	409	14,057	8,347	1,182	4,528
TOTAL	\$ 579,308	\$ 25,487	\$ 17,917	\$ 622,712	\$ 369,751	\$ 52,369	\$ 200,592
% COLLECTED					94%	94%	94%
TOTAL OUTSTANDING				\$ 42,028	\$ 24,955	\$ 3,534	\$ 13,538

Cash and Investment Report

January 31, 2016

<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%	\$43,067
Petty Cash	Petty Cash	Cash	0.00%	\$750
Public Funds Money Market Account	Stonegate Bank	Money Market Account	0.40%	\$460,100
			Subtotal	<u>\$503,917</u>
DEBT SERVICE FUNDS				
Series 2002 Prepayment account	US Bank	Government Obligation Fund	0.00%	\$250
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%	\$120,836
Series 2008 Prepayment account	US Bank	Government Obligation Fund	0.00%	\$1
Series 2008 Revenue Account	US Bank	Open-ended Commercial Paper	0.05%	\$314,673
			Total	<u><u>\$955,823</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 BB&T - GF
Statement No. 2016-01
Statement Date 1/31/2016

G/L Balance (LCY)	43,066.69	Statement Balance	344,494.19
G/L Balance	43,066.69	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	344,494.19
Subtotal	43,066.69	Outstanding Checks	301,427.50
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	43,066.69	Ending Balance	43,066.69
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
2/11/2015	Payment	55889	MARIA E. ZEA	4.62	0.00	4.62
8/6/2015	Payment	56143	CHRISTIAN C. KOBES	2.00	0.00	2.00
1/19/2016	Payment	56309	ALAN COX AQUATICS, INC.	500.00	0.00	500.00
1/19/2016	Payment	56310	PREMIER POOLS OF TALLAHASSEE LLC	95.00	0.00	95.00
1/19/2016	Payment	56311	QUINTUS LAMAR	96.16	0.00	96.16
1/27/2016	Payment	56317	BRIAN PESCHL	145.00	0.00	145.00
1/27/2016	Payment	56318	CITY OF TALLAHASSEE	108.65	0.00	108.65
1/27/2016	Payment	56319	COMCAST	200.07	0.00	200.07
1/27/2016	Payment	56320	MARPAN SUPPLY CO., INC.	26.00	0.00	26.00
1/27/2016	Payment	56321	PINEY-Z CDD C/O US BANK	300,000.00	0.00	300,000.00
1/27/2016	Payment	56322	QUALITY FLOOR CLEANING, LLC	250.00	0.00	250.00
Total Outstanding Checks.....				301,427.50		301,427.50

Piney-Z
Payment Register by Bank Account
For the Period from 01/01/16 to 1/31/16
(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Invoice Description	G/L Account Name	G/L Account #	Amount Paid
110 East Broward Boulevard - (Acct# xxxxx2471)									
Check	56297	01/06/16	Vendor	RICK EVANS	123115	Mileage 12/1-12/30/15	R&M-General	001-546001-57201	\$39.16
Check	56298	01/06/16	Vendor	SEVERN TRENT ENVIRONMENTAL SERVICES, INC.	2082314	Management Fees December 2015	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$4,522.92
Check	56298	01/06/16	Vendor	SEVERN TRENT ENVIRONMENTAL SERVICES, INC.	2082314	Management Fees December 2015	Postage and Freight	001-541006-51301	\$19.10
Check	56298	01/06/16	Vendor	SEVERN TRENT ENVIRONMENTAL SERVICES, INC.	2082314	Management Fees December 2015	Printing and Binding	001-547001-51301	\$134.85
Check	56298	01/06/16	Vendor	SEVERN TRENT ENVIRONMENTAL SERVICES, INC.	2082314	Management Fees December 2015	Office Supplies	001-551002-51301	\$38.50
Check	56299	01/06/16	Vendor	PINEY - Z CDD C/O US BANK NATIONAL ASSOC	202 010416	Transfer Assessment Collections 2015-16	Due From Other Funds	131000	\$2,618.83
Check	56300	01/06/16	Vendor	PINEY - Z CDD C/O US BANK NATIONAL ASSOC	203 010416	Transfer Assessment Collections 2015-16	Due From Other Funds	131000	\$10,031.13
Check	56301	01/08/16	Vendor	BB&T	0985 122515	Purchases December 2015	Accrued Expenses	202100	\$429.32
Check	56302	01/08/16	Vendor	CITY OF TALLAHASSEE	5610 123015	Utilities 11/27/15-12/26/15	Utility - Irrigation	001-543014-57201	\$92.42
Check	56302	01/08/16	Vendor	CITY OF TALLAHASSEE	5610 123015	Utilities 11/27/15-12/26/15	Utility - General	001-543001-57201	\$1,268.80
Check	56302	01/08/16	Vendor	CITY OF TALLAHASSEE	5610 123015	Utilities 11/27/15-12/26/15	Utility - Refuse Removal	001-543020-57201	\$91.00
Check	56303	01/08/16	Vendor	PICKINWEE CORP	11276	Maintenance Supply December 2015	R&M-General	001-546001-57205	\$9.46
Check	56304	01/08/16	Vendor	PREMIER POOLS OF TALLAHASSEE LLC	156980500	Chlorinator Flow Meter	R&M-General	001-546001-57205	\$430.00
Check	56305	01/15/16	Employee	RICHARD A. KESSLER, JR.	PAYROLL	January 15, 2016 Payroll Posting	Payroll Expense	N/A	\$369.40
Check	56306	01/15/16	Employee	MICHAEL D. LEE	PAYROLL	January 15, 2016 Payroll Posting	Payroll Expense	N/A	\$369.40
Check	56307	01/15/16	Employee	CHERYL M. HUDSON	PAYROLL	January 15, 2016 Payroll Posting	Payroll Expense	N/A	\$174.07
Check	56308	01/15/16	Employee	JOSEPH W. DIDIER	PAYROLL	January 15, 2016 Payroll Posting	Payroll Expense	N/A	\$365.02
Check	56309	01/19/16	Vendor	ALAN COX AQUATICS, INC.	JANUARY 2016	Pool Management January 2016	ProfServ-Pool Maintenance	001-531034-57205	\$500.00
Check	56310	01/19/16	Vendor	PREMIER POOLS OF TALLAHASSEE LLC	167450100	Fittings	R&M-General	001-546001-57205	\$95.00
Check	56311	01/19/16	Vendor	QUINTUS LAMAR	10/8/15	REPLACE PAYROLL CHECK #56224 DATED 10/8/15	Payroll-Salaries	001-512001-57201	\$96.16
Check	56312	01/19/16	Vendor	REPLICON, INC.	SI-17795	GEN3 TIMEATTEND 01/16/16-04/15/16	Misc-Information Technology	001-549942-57201	\$54.00
Check	56313	01/19/16	Vendor	SONITROL	265074	Qtrly Maintenance & Monitoring 01/01/16-03/31/16	Contracts-Security Services	001-534037-57201	\$775.65
Check	56314	01/19/16	Vendor	PINEY - Z CDD C/O US BANK NATIONAL ASSOC	011516 202	Transfer Assessment Collections 2015-16 (202)	Due From Other Funds	131000	\$1,112.28
Check	56315	01/19/16	Vendor	PINEY - Z CDD C/O US BANK NATIONAL ASSOC	011516 203	Transfer Assessment Collections 2015-16 (203)	Due From Other Funds	131000	\$4,260.49
Check	56316	01/22/16	Vendor	VERIZON WIRELESS	7673 121615	321347676-00001 11/17-12/16	Communication - Teleph - Field	001-541005-57205	\$24.98
Check	56317	01/27/16	Vendor	BRIAN PESCHL	18163	Pest Control 1/22/16	R&M-Pest Control	001-546070-57201	\$145.00
Check	56318	01/27/16	Vendor	CITY OF TALLAHASSEE	5610 011216	Utilities 12/22/15-1/12/16	Electricity - Streetlighting	001-543013-57201	\$108.65
Check	56319	01/27/16	Vendor	COMCAST	5015 011416	Cable Service 01/25 - 02/24	Utility - Other	001-543004-57201	\$200.07
Check	56320	01/27/16	Vendor	MARPAN SUPPLY CO., INC.	1380900	Container Rental 2/01/16	Prepaid Items	155000	\$26.00
Check	56321	01/27/16	Vendor	PINEY-Z CDD C/O US BANK	01/20/2016	Deposit into Stonegate bank MMA#7100005680	Due From Other Funds	131000	\$300,000.00
Check	56322	01/27/16	Vendor	QUALITY FLOOR CLEANING, LLC	5446	Lodge Gen Cleaning 11/30/15	Contracts-Janitorial Services	001-534026-57201	\$250.00
ACH	DD000156	01/13/16	Employee	MELINDA J. PARKER	PAYROLL	January 13, 2016 Payroll Posting	Payroll Expense	N/A	\$1,877.10
ACH	DD000157	01/13/16	Employee	RICKY S EVANS	PAYROLL	January 13, 2016 Payroll Posting	Payroll Expense	N/A	\$812.66
ACH	DD000158	01/15/16	Employee	DELORES A. PINCUS	PAYROLL	January 15, 2016 Payroll Posting	Payroll Expense	N/A	\$184.70
ACH	DD000159	01/27/16	Employee	MELINDA J. PARKER	PAYROLL	January 27, 2016 Payroll Posting	Payroll Expense	N/A	\$1,917.51
ACH	DD000160	01/27/16	Employee	RICKY S EVANS	PAYROLL	January 27, 2016 Payroll Posting	Payroll Expense	N/A	\$1,016.07
Account Total									\$334,459.70

Total Amount Paid	\$334,459.70
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Piney-Z
Payment Register by Bank Account
 For the Period from 01/01/16 to 1/31/16
 (Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Invoice Description	G/L Account Name	G/L Account #	Amount Paid
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Total Amount Paid - Breakdown by Fund	
Fund	Amount
General Fund - 001	316,436.97
Series 2002 Debt Service Fund - 202	3,731.11
Series 2008 Debt Service Fund - 203	14,291.62
Total	334,459.70

5B.

MEMORANDUM



TO: Board of Supervisors
FROM: Tiziana Cessna, District Accountant
CC: Bob Nanni, District Manager / Stephen Bloom, Assistant Treasurer
DATE: March 8, 2016
SUBJECT: February Financial Report

Please find attached the February 2016 financial report. During your review, please keep in mind that the goals for revenues are to meet or exceed the year-to-date budget and for expenditures to be at or below the year-to-date budget. As of February the revenue has a favorable variance due to the allocation of the settlement for FY 2016. Expenditures are at 79% of the YTD prorated budget. The District purchased a new Aerobic Lateral Trainer fitness machine. Should you have any questions or require additional information, please do not hesitate to contact me at Tiziana.Cessna@STServices.com.

General Fund

Total Revenues for the General Fund were at a favorable variance of 109% of the prorated YTD budget, due to the settlement portion for 2016.

- The YTD Non-Ad Valorem assessments collections are at 95% compared to 96% last year at the same time.
- Settlement - FY2016 portion of the O&M maintenance settlement with Piney-Z Land LLC.
- Other Miscellaneous Revenue includes a refund of Insurance premium from 13-14.

Total Expenditures through February were at a favorable 79% of the YTD prorated budget.

- Park and Recreation - General
 - ▶ Capital Outlay - The District purchased and installen a 5 ton A/C system and heat pump system.
- Swimming Pool
 - ▶ R&M-General - Repair of the Maytronics-Dolphin and and a new chlorinator flow meter.
- Fitness Center
 - ▶ R&M-Equipment - Includes a replacement of the treadmill motor.
 - ▶ Capital Outlay - The District purchased a new Aerobic Lateral Trainer fitness machine.
- Park & Grounds
 - ▶ Payroll - Maintenance and Administrative - District employee worked more in park & grounds department compared to budget allocation. Overall the administrative and maintenance payroll are not over budget.

PINEY-Z
Community Development District

Financial Report
February 29, 2016

Prepared by



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**Piney-Z
Community Development District**

Financial Statements

(Unaudited)

February 29, 2016

Balance Sheet
February 29, 2016

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>				
Cash - Checking Account	\$ 11,462	\$ -	\$ -	\$ 11,462
Cash On Hand/Petty Cash	750	-	-	750
Acct Receivable-Returned Items	150	-	-	150
Investments:				
Money Market Account	460,278	-	-	460,278
Prepayment Account	-	250	1	251
Redemption Fund	-	646	-	646
Reserve Fund	-	15,500	-	15,500
Revenue Fund	-	121,613	317,631	439,244
Prepaid Items	226	-	-	226
TOTAL ASSETS	\$ 472,866	\$ 138,009	\$ 317,632	\$ 928,507
<u>LIABILITIES</u>				
Accounts Payable	\$ 7,476	\$ -	\$ 4,337	\$ 11,813
Accrued Expenses	2,306	-	-	2,306
Unearned Revenue	50,885	-	-	50,885
Accrued Wages Payable	1,971	-	-	1,971
Accrued Taxes Payable	151	-	-	151
TOTAL LIABILITIES	62,789	-	4,337	67,126
<u>FUND BALANCES</u>				
Nonspendable:				
Prepaid Items	226	-	-	226
Restricted for:				
Debt Service	-	138,009	313,295	451,304
Assigned to:				
Reserves - CDD Amenity	66,156	-	-	66,156
Reserves - Other	50,885	-	-	50,885
Unassigned:	292,810	-	-	292,810
TOTAL FUND BALANCES	\$ 410,077	\$ 138,009	\$ 313,295	\$ 861,381
TOTAL LIABILITIES & FUND BALANCES	\$ 472,866	\$ 138,009	\$ 317,632	\$ 928,507

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending February 29, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 400	\$ 169	\$ 353	\$ 184
Special Assmnts- Tax Collector	394,707	378,919	375,437	(3,482)
Special Assmnts- Discounts	(15,788)	(15,156)	(15,247)	(91)
Settlements	-	-	33,925	33,925
Other Miscellaneous Revenues	-	-	752	752
Access Cards	-	-	30	30
Pavilion Rental	800	275	-	(275)
Lodge Rental	10,000	4,250	5,185	935
TOTAL REVENUES	390,119	368,456	400,435	31,979
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	22,000	8,000	6,200	1,800
FICA Taxes	1,683	612	474	138
ProfServ-Engineering	500	210	-	210
ProfServ-Legal Services	30,000	12,500	10,000	2,500
ProfServ-Mgmt Consulting Serv	54,275	22,615	22,615	-
ProfServ-Special Assessment	4,637	4,637	4,637	-
Auditing Services	3,150	-	-	-
Communication - Telephone	100	40	-	40
Postage and Freight	1,500	625	162	463
Insurance - General Liability	10,534	5,267	4,881	386
Printing and Binding	2,500	1,040	927	113
Legal Advertising	1,500	544	239	305
Miscellaneous Services	500	210	86	124
Misc-Assessmnt Collection Cost	11,841	11,367	10,806	561
Misc-Contingency	500	210	-	210
Office Supplies	730	305	77	228
Annual District Filing Fee	175	175	175	-
Total Administration	146,125	68,357	61,279	7,078
<u>Field</u>				
Contr-Landscape-Amenities Area	12,000	5,000	3,120	1,880
R&M-Trees and Trimming	3,000	1,250	585	665
Misc-Contingency	3,500	1,458	-	1,458
Total Field	18,500	7,708	3,705	4,003

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending February 29, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Parks and Recreation - General</u>				
Payroll-Maintenance	10,934	4,556	2,744	1,812
Payroll-Administrative	48,960	20,400	19,467	933
FICA Taxes	4,582	1,909	1,699	210
Workers' Compensation	5,421	2,710	1,308	1,402
Contracts-Janitorial Services	6,760	2,815	700	2,115
Contracts-Security Services	6,596	3,007	1,551	1,456
Communication - Teleph - Field	100	42	-	42
Postage and Freight	1,300	540	-	540
Utility - General	14,000	5,835	6,039	(204)
Utility - Other	2,400	1,000	988	12
Electricity - Streetlighting	1,350	563	539	24
Utility - Irrigation	1,150	480	1,086	(606)
Utility - Refuse Removal	1,430	595	576	19
R&M-General	9,000	3,750	1,189	2,561
R&M-Pest Control	998	432	290	142
Misc-Training	1,500	625	-	625
Misc-Contingency	1,500	625	101	524
Misc-Information Technology	1,140	475	113	362
Office Supplies	3,600	1,500	843	657
Subscriptions and Memberships	750	750	-	750
Capital Outlay	20,000	8,335	5,600	2,735
Total Parks and Recreation - General	143,471	60,944	44,833	16,111
<u>Swimming Pool</u>				
Payroll-Salaries	24,163	-	295	(295)
Payroll-Maintenance	6,833	2,847	900	1,947
Payroll-Administrative	9,180	3,825	3,720	105
FICA Taxes	3,073	510	376	134
ProfServ-Pool Maintenance	6,000	2,500	2,500	-
Communication - Teleph - Field	100	42	62	(20)
R&M-General	1,750	730	1,371	(641)
R&M-Pools	8,100	3,375	838	2,537
Misc-Licenses & Permits	250	-	-	-
Misc-Contingency	1,500	625	-	625
Op Supplies - Pool Chemicals	5,000	2,085	-	2,085
Capital Outlay	3,500	1,460	-	1,460
Total Swimming Pool	69,449	17,999	10,062	7,937

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending February 29, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Fitness Center</u>				
Payroll-Maintenance	2,734	1,140	776	364
Payroll-Administrative	1,530	638	786	(148)
FICA Taxes	326	135	119	16
R&M-General	2,000	835	98	737
R&M-Equipment	1,955	815	1,814	(999)
Misc-Contingency	1,200	500	-	500
Capital Outlay	5,500	2,290	3,400	(1,110)
Total Fitness Center	15,245	6,353	6,993	(640)
<u>Park & Grounds</u>				
Payroll-Maintenance	6,833	2,847	5,898	(3,051)
Payroll-Administrative	1,530	638	1,071	(433)
FICA Taxes	640	266	533	(267)
R&M-General	1,750	730	268	462
Misc-Contingency	3,500	1,460	-	1,460
Capital Outlay	7,000	2,915	-	2,915
Total Park & Grounds	21,253	8,856	7,770	1,086
<u>Reserves</u>				
Reserve - CDD Amenity	10,000	-	-	-
Total Reserves	10,000	-	-	-
TOTAL EXPENDITURES & RESERVES	424,043	170,217	134,642	35,575
Excess (deficiency) of revenues				
Over (under) expenditures	(33,924)	198,239	265,793	67,554
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(33,924)	-	-	-
TOTAL FINANCING SOURCES (USES)	(33,924)	-	-	-
Net change in fund balance	\$ (33,924)	\$ 198,239	\$ 265,793	\$ 67,554
FUND BALANCE, BEGINNING (OCT 1, 2015)	144,284	144,284	144,284	
FUND BALANCE, ENDING	\$ 110,360	\$ 342,523	\$ 410,077	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 50	\$ 20	\$ 27	\$ 7
Special Assmnts- Tax Collector	56,000	53,760	53,174	(586)
Special Assmnts- Discounts	(2,240)	(2,150)	(2,159)	(9)
TOTAL REVENUES	53,810	51,630	51,042	(588)
<u>EXPENDITURES</u>				
<u>Administration</u>				
ProfServ-Trustee Fees	3,502	-	-	-
Misc-Assessmnt Collection Cost	1,680	1,613	1,530	83
Total Administration	5,182	1,613	1,530	83
<u>Debt Service</u>				
Principal Debt Retirement	60,000	-	-	-
Interest Expense	12,750	6,375	6,375	-
Total Debt Service	72,750	6,375	6,375	-
TOTAL EXPENDITURES	77,932	7,988	7,905	83
Excess (deficiency) of revenues Over (under) expenditures	(24,122)	43,642	43,137	(505)
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(24,122)	-	-	-
TOTAL FINANCING SOURCES (USES)	(24,122)	-	-	-
Net change in fund balance	\$ (24,122)	\$ 43,642	\$ 43,137	\$ (505)
FUND BALANCE, BEGINNING (OCT 1, 2015)	94,872	94,872	94,872	
FUND BALANCE, ENDING	\$ 70,750	\$ 138,514	\$ 138,009	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 50	\$ 20	\$ 52	\$ 32
Special Assmnts- Tax Collector	214,130	205,565	203,676	(1,889)
Special Assmnts- Discounts	(8,565)	(8,222)	(8,272)	(50)
TOTAL REVENUES	205,615	197,362	195,456	(1,906)
<u>EXPENDITURES</u>				
<u>Administration</u>				
ProfServ-Dissemination Agent	1,000	1,000	-	1,000
ProfServ-Trustee Fees	4,903	4,903	4,337	566
Misc-Assessmnt Collection Cost	6,424	6,167	5,862	305
Total Administration	12,327	12,070	10,199	1,871
<u>Debt Service</u>				
Principal Debt Retirement	180,000	-	-	-
Interest Expense	30,388	15,194	15,194	-
Total Debt Service	210,388	15,194	15,194	-
TOTAL EXPENDITURES	222,715	27,264	25,393	1,871
Excess (deficiency) of revenues				
Over (under) expenditures	(17,100)	170,098	170,063	(35)
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(17,100)	-	-	-
TOTAL FINANCING SOURCES (USES)	(17,100)	-	-	-
Net change in fund balance	\$ (17,100)	\$ 170,098	\$ 170,063	\$ (35)
FUND BALANCE, BEGINNING (OCT 1, 2015)	143,232	143,232	143,232	
FUND BALANCE, ENDING	\$ 126,132	\$ 313,330	\$ 313,295	

PINEY-Z
Community Development District

Supporting Schedules

February 29, 2016

Non-Ad Valorem Special Assessments - Leon County Tax Collector
(Monthly Assessment Collection Distributions)
For the Fiscal Year Ending September 30, 2016

					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 FY2016				\$ 664,739	\$ 394,706	\$ 55,903	\$ 214,130
Allocation %				100%	59%	8%	32%
10/23/15	\$ 3,307	\$ 179	\$ 102	\$ 3,589	\$ 2,131	\$ 302	\$ 1,156
11/13/15	1,787	97	55	1,939	1,152	163	625
11/24/15	61,150	3,318	1,891	66,359	39,402	5,581	21,376
12/10/15	468,698	20,133	14,496	503,326	298,863	42,329	162,135
12/21/15	31,140	1,338	963	33,441	19,857	2,812	10,772
01/14/16	13,226	422	409	14,057	8,347	1,182	4,528
02/10/16	9,102	191	282	9,575	5,685	805	3,084
TOTAL	\$ 588,410	\$ 25,678	\$ 18,198	\$ 632,286	\$ 375,437	\$ 53,174	\$ 203,676
% COLLECTED				95%	95%	95%	95%
TOTAL OUTSTANDING				\$ 32,453	\$ 19,270	\$ 2,729	\$ 10,454

Cash and Investment Report

February 29, 2016

<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%	\$11,462
Petty Cash	Petty Cash	Cash	0.00%	\$750
Public Funds Money Market Account	Stonegate Bank	Money Market Account	0.40%	\$460,278
			Subtotal	<u>\$472,490</u>
DEBT SERVICE FUNDS				
Series 2002 Prepayment account	US Bank	Government Obligation Fund	0.00%	\$250
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%	\$121,613
Series 2008 Prepayment account	US Bank	Government Obligation Fund	0.00%	\$1
Series 2008 Revenue Account	US Bank	Open-ended Commercial Paper	0.05%	\$317,631
			Total	<u><u>\$928,130</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 BB&T - GF
 Statement No. 2016-02
 Statement Date 2/29/2016

G/L Balance (LCY)	11,462.42	Statement Balance	13,202.30
G/L Balance	11,462.42	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	13,202.30
Subtotal	11,462.42	Outstanding Checks	1,739.88
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	11,462.42	Ending Balance	11,462.42
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
2/11/2015	Payment	55889	MARIA E. ZEA	4.62	0.00	4.62
8/6/2015	Payment	56143	CHRISTIAN C. KOBES	2.00	0.00	2.00
2/11/2016	Payment	56334	ALAN COX AQUATICS, INC.	500.00	0.00	500.00
2/19/2016	Payment	56342	PETTY CASH	89.18	0.00	89.18
2/22/2016	Payment	56345	PREMIER POOLS OF TALLAHASSEE LLC	437.50	0.00	437.50
2/25/2016	Payment	56346	CITY OF TALLAHASSEE	106.51	0.00	106.51
2/25/2016	Payment	56347	COMCAST	200.07	0.00	200.07
2/25/2016	Payment	56348	PREMIER POOLS OF TALLAHASSEE LLC	400.00	0.00	400.00
Total Outstanding Checks.....				1,739.88		1,739.88

Piney-Z
Payment Register by Bank Account
For the Period from 2/1/16 to 2/29/16
(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Invoice Description	G/L Account Name	G/L Account #	Amount Paid
110 East Broward Boulevard - (Acct# xxxxx2471)									
Check	56323	02/08/16	Vendor	BB&T	0985012516	Purchases January 2016	Accrued Expenses	202100	\$480.01
Check	56324	02/08/16	Vendor	CITY OF TALLAHASSEE	5610 JAN 2016	Utilities 12/27/15-1/26/16	Utility - Irrigation	001-543014-57201	\$92.42
Check	56324	02/08/16	Vendor	CITY OF TALLAHASSEE	5610 JAN 2016	Utilities 12/27/15-1/26/16	Utility - Refuse Removal	001-543020-57201	\$86.58
Check	56324	02/08/16	Vendor	CITY OF TALLAHASSEE	5610 JAN 2016	Utilities 12/27/15-1/26/16	Utility - General	001-543001-57201	\$1,255.47
Check	56325	02/08/16	Vendor	LEWIS, LONGMAN, & WALKER, P.A.	MCL-110868	General Legal 11/24/15-12/24/15	ProfServ-Legal Services	001-531023-51401	\$2,000.00
Check	56326	02/08/16	Vendor	RICK EVANS	020116	MILEAGE REIMBURSEMENT	R&M-General	001-546001-57201	\$20.03
Check	56327	02/08/16	Vendor	SEVERN TRENT ENVIRONMENTAL SERVICES, INC.	2082779	Mangement Fees January 2016	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$4,522.92
Check	56327	02/08/16	Vendor	SEVERN TRENT ENVIRONMENTAL SERVICES, INC.	2082779	Mangement Fees January 2016	Postage and Freight	001-541006-51301	\$9.70
Check	56327	02/08/16	Vendor	SEVERN TRENT ENVIRONMENTAL SERVICES, INC.	2082779	Mangement Fees January 2016	Printing and Binding	001-547001-51301	\$41.70
Check	56328	02/08/16	Vendor	SIGNS NOW	23808	RECREATE SIGN, METAL FRAME, ALUMINIUM BONDED	R&M-General	001-546001-57240	\$20.00
Check	56328	02/08/16	Vendor	SIGNS NOW	23808	RECREATE SIGN, METAL FRAME, ALUMINIUM BONDED	R&M-General	001-546001-57201	\$210.00
Check	56329	02/08/16	Vendor	VERIZON WIRELESS	9758968255	321347673-00001 12/17/15-1/16/16	Communication - Teleph - Field	001-541005-57205	\$37.47
Check	56330	02/12/16	Employee	RICHARD A. KESSLER, JR.	PAYROLL	February 12, 2016 Payroll Posting	Payroll Expense	N/A	\$369.40
Check	56331	02/12/16	Employee	MICHAEL D. LEE	PAYROLL	February 12, 2016 Payroll Posting	Payroll Expense	N/A	\$369.40
Check	56332	02/12/16	Employee	CHERYL M. HUDSON	PAYROLL	February 12, 2016 Payroll Posting	Payroll Expense	N/A	\$174.07
Check	56333	02/12/16	Employee	JOSEPH W. DIDIER	PAYROLL	February 12, 2016 Payroll Posting	Payroll Expense	N/A	\$365.02
Check	56334	02/11/16	Vendor	ALAN COX AQUATICS, INC.	02012016	Pool Management February 2016	ProfServ-Pool Maintenance	001-531034-57205	\$500.00
Check	56335	02/11/16	Vendor	FITNESS PRO	10468	HELIX HLT2500-Aerobic Lateral Trainer	Capital Outlay	001-564043-57214	\$3,400.00
Check	56336	02/11/16	Vendor	PINEY - Z CDD C/O US BANK NATIONAL ASSOC	202 021016	TRANSFER ASSESSMENT COLLECTIONS 2015-16	Due From Other Funds	131000	\$765.43
Check	56337	02/11/16	Vendor	PINEY - Z CDD C/O US BANK NATIONAL ASSOC	203 021016	TRANSFER ASSESSMENT COLLECTIONS 2015-16	Due From Other Funds	131000	\$2,931.90
Check	56338	02/11/16	Vendor	SEVERN TRENT ENVIRONMENTAL SERVICES, INC.	2082315	ASSESSMENT ROLL SERVICES FY 2015	ProfServ-Special Assessment	001-531038-51301	\$4,637.00
Check	56339	02/19/16	Vendor	DAVID KEY HEATING & COOLING	34708	Installed 5 Ton A/C System and Heat-Pump System	Capital Outlay	001-564043-57201	\$5,600.00
Check	56340	02/19/16	Vendor	FITNESS PRO	10237	Preventative Maintenance December 2015	R&M-Equipment	001-546022-57214	\$100.00
Check	56340	02/19/16	Vendor	FITNESS PRO	10676	Preventative Maintenance February 2016	R&M-Equipment	001-546022-57214	\$100.00
Check	56340	02/19/16	Vendor	FITNESS PRO	10675	True TLC1100 Treadmill Motor Replaced	R&M-Equipment	001-546022-57214	\$1,254.00
Check	56341	02/19/16	Vendor	LEWIS, LONGMAN, & WALKER, P.A.	MCL-111291	General Legal 12/28/15 - 1/25/16	ProfServ-Legal Services	001-531023-51401	\$2,000.00
Check	56342	02/19/16	Vendor	PETTY CASH	021816	Computer Keyboard;Gas;Bumper Blocks	Cash On Hand/Petty Cash	102000	\$89.18
Check	56343	02/19/16	Vendor	S & R LANDSCAPING, LLC	0800	Tree Trimming 1/7; Lawn Maintenance 1/14, 1/21, 1/29	Contr-Landscape-Amenities Area	001-534053-53901	\$780.00
Check	56344	02/22/16	Vendor	MARPAN SUPPLY CO., INC.	1384713	Container Rental 3/1/16	Prepaid Items	155000	\$26.00
Check	56345	02/22/16	Vendor	PREMIER POOLS OF TALLAHASSEE LLC	022216	New Chlorinator for Pool-50% Down Payment	R&M-Pools	001-546074-57205	\$437.50
Check	56346	02/25/16	Vendor	CITY OF TALLAHASSEE	5610 021016	Utilities 1/13/16-2/10/16	Electricity - Streetlighting	001-543013-57201	\$106.51
Check	56347	02/25/16	Vendor	COMCAST	5015 021416	Cable Service 2/25-3/24/16	Utility - Other	001-543004-57201	\$200.07
Check	56348	02/25/16	Vendor	PREMIER POOLS OF TALLAHASSEE LLC	169020200	Change of 6 Waterline Tile	R&M-Pools	001-546074-57205	\$400.00
ACH	DD000161	02/10/16	Employee	MELINDA J. PARKER	PAYROLL	February 10, 2016 Payroll Posting	Payroll Expense	N/A	\$1,917.51
ACH	DD000162	02/10/16	Employee	RICKY S EVANS	PAYROLL	February 10, 2016 Payroll Posting	Payroll Expense	N/A	\$867.84
ACH	DD000163	02/12/16	Employee	DELORES A. PINCUS	PAYROLL	February 12, 2016 Payroll Posting	Payroll Expense	N/A	\$184.70
ACH	DD000164	02/24/16	Employee	MELINDA J. PARKER	PAYROLL	February 24, 2016 Payroll Posting	Payroll Expense	N/A	\$1,917.51
ACH	DD000165	02/24/16	Employee	RICKY S EVANS	PAYROLL	February 24, 2016 Payroll Posting	Payroll Expense	N/A	\$950.19
Account Total									\$39,219.53

Piney-Z
Payment Register by Bank Account
 For the Period from 2/1/16 to 2/29/16
 (Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Invoice Description	G/L Account Name	G/L Account #	Amount Paid
-----------	-----------------	------	------------	-------	-------------	---------------------	------------------	---------------	-------------

Total Amount Paid	\$39,219.53
-------------------	-------------

Total Amount Paid - Breakdown by Fund	
Fund	Amount
General Fund - 001	35,522.20
Series 2002 Debt Service Fund - 202	765.43
Series 2008 Debt Service Fund - 203	2,931.90
Total	39,219.53

Sixth Order of Business

**Piney-Z Community Development District
Property Manager's Report**

March 14, 2016

(for meeting March 21, 2016)

Those items shown in italics may require/merit discussion.

LODGE/GARAGE

- Had installed, on 2-15-16, the new Heil 5 ton HVAC unit which services the office and ground floor restrooms.
- Adjusted center glass doors, which, due to repeated pulling in the locked position, require routine adjustment.
- Replaced all AC filters.

FITNESS CENTER

- Had treadmill motor replaced, on 2-11-16, for the \$1,254 authorized. The new motor came with a one year warranty.
- Repairs to the Cybex were completed on 2-11-16. In a meeting on 3-9-16, with Jeff Miller of FitnessPro, we agreed to keep the case with Cybex open for the time being, to be certain that we have a good, solid machine.
- At best, the R&M equipment budget for fiscal 2016 will be \$499 short.
- *It has been suggested that a defibrillator be purchased for year- round use in the Fitness Center. The capital outlay budget will have a surplus of \$1,940; a new Zoll AED Plus, with necessary batteries, bag, pads, etc., can be purchased, today, for just under \$2,000, if the board elects to proceed.*

PAVILION

- Updated inventory

POOL

- *Work on both front and rear gates is underway as this is written. We will have a full report at the meeting.*
- The jasmine arbor at the front gate has been seriously trimmed up, revealing multiple lights (LED, fluorescents, etc., all of which had to be re-bulbed, at a cost of \$144+) as well as motion sensors.
- A new Rainbow chlorinator has been ordered, for \$875.00

- We shipped the Dolphin to Norcross, Georgia for evaluation; it needed a new motor. The cost, including shipping and insurance both ways, was \$596.65. It should be back prior to your meeting.
- *As of this writing we have identified 9 lifeguards for the season, all of whom, I believe (including the new recruit, Juliet Liles) asked to return to Piney-Z. If you decide to go forward with no lifeguards, we are out only a few sheets of paper, and an hour or two of time. Save for a few remaining pieces of information, everything vis a vis the staff is ready to go south, to payroll. We have not ordered suits, pending your decision. The TracFone has been ordered, but can be returned if you decide against lifeguards. We have also not ordered a new "rules" sign for the pool, pending your completion of the Amenities Rules. Attached you will find what, at this point, we intend to include on the sign. (Attachment 1)*
- *A 2016 calendar as well as the proposed schedule for the season is attached hereto. Also attached are a "pool facts and figures" sheet, as well as a summary of 2015 pool user numbers. (Attachments 2, 3, 4 and 5)*

PLAYGROUND

- *We have identified a potential replacement for the blue slide, which, while currently holding its own, will need to be replaced at some point. The cost will be in the neighborhood of \$800.*
- The Rosemary White memorial sign will be hung this week.

PARKS AND GROUNDS

- Work continues on mapping property, including irrigation valve, emergency water shut-off, electrical mains and sub panel locations.
- The 12 "decorative" lights for which the city has been charging the district have finally been officially mapped, and will be maintained going forward.
- *Met with three firms interested in bidding on replacement of the rear steps, which have been on the "to do" list since as early as 2010. With two firm bids in hand, we can tell you that the cost will be slightly below \$2,000.*
- *We will have an update on our myriad irrigation issues on March 21.*

GENERAL

- *The FMIT report has been received and is attached (absent photographs) hereto. It arrived with **no** recommendations as to how to reduce risk on the property. I am still awaiting word from STS on why. Our original*

conversation included valuation and risk (see attached page from last fall's playground report, regarding "risk".) At this point it seems we have to accept the playground report from last all as "final," and proceed.

Attached you will also find the most current information we have, as this is written, regarding valuation vs. coverage, as well as the relevant pages from the policy itself. (Attachments 5, 6, 7, 8, and 9)

- We are approximately 75% done with the 15 inventories we are developing for the property. Where possible we have included precise acquisition dates and prices; where not, we are providing cost estimates if we can. Serial numbers are being included on all electronics equipment, HVAC equipment, the Dolphin, etc. We anticipate completion in late spring. We intend, going forward, that these inventories, along with the ongoing capital/R&M log, will make budgeting a bit more "scientific."
- *We are requesting board authorization to reduce petty cash by 2/3.*
- Kerri West of Sonitrol will be attending our workshop on March 21, to speak, in general, about her ideas regarding security upgrades.

ATTACHMENTS:

Pool rules sign, Attachment 1

2016 Calendar, Attachment 2

Pool schedule, 2016 season, Attachment 3

Pool facts and figures, 2016 season, Attachment 4

Pool user numbers, 2015 season, Attachment 5

FMIT report, Attachments 6, 7 and 8

Relevant pages from FY 2016 policy, Attachment 9

Email to STS regarding content, Attachment 10

FMIT playground report "cover", Attachment 11

Email to Paula Davis regarding controlling documentation in case of loss,
Attachment 12

Calendar, Attachment 13

Summary, R&M log outstanding, Attachment 14

Swimming Pool Area Rules

Piney-Z Community Development District

Swim at your own risk

Shower before entering pool

Standard swim wear only; no shorts, cut-offs, etc.

No pets except service animals

Unless approved by staff, no pool toys

We are not responsible for lost or stolen items

No food and drink

No smoking

No glass

Music must not disturb others

Trash must be properly disposed of

Children who are not toilet trained must wear swim diapers

Diapers may be changed only in the restrooms

Urinating and defecating are prohibited

No diving, running or other hazardous conduct

No noisy activity and splashing

Deck may not be used when the pool is closed

Calendar for year 2016 (United States)

January Su Mo Tu We Th Fr Sa 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 2: 9: 16: 23: 31:	February Su Mo Tu We Th Fr Sa 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 8: 15: 22:	March Su Mo Tu We Th Fr Sa 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 1: 8: 15: 23: 31:
April Su Mo Tu We Th Fr Sa 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 7: 14: 22: 29:	May Su Mo Tu We Th Fr Sa 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 6: 13: 21: 29:	June Su Mo Tu We Th Fr Sa 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 4: 12: 20: 27:
July Su Mo Tu We Th Fr Sa 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 4: 11: 19: 26:	August Su Mo Tu We Th Fr Sa 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 2: 10: 18: 24:	September Su Mo Tu We Th Fr Sa 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 1: 9: 16: 23: 30:
October Su Mo Tu We Th Fr Sa 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 9: 16: 22: 30:	November Su Mo Tu We Th Fr Sa 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 7: 14: 21: 29:	December Su Mo Tu We Th Fr Sa 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 7: 13: 20: 29:

Holidays and Observances:

Jan 1 New Year's Day	May 30 Memorial Day	Nov 11 Veterans Day
Jan 18 Martin Luther King Day	Jun 19 Father's Day	Nov 24 Thanksgiving Day
Feb 14 Valentine's Day	Jul 4 Independence Day	Dec 24 Christmas Eve
Feb 15 Presidents' Day	Sep 5 Labor Day	Dec 25 Christmas Day
Mar 27 Easter Sunday	Oct 10 Columbus Day (Most regions)	Dec 26 'Christmas Day' observed
Apr 13 Thomas Jefferson's Birthday	Oct 31 Halloween	Dec 31 New Year's Eve
May 8 Mother's Day	Nov 8 Election Day	

**PINEY-Z COMMUNITY DEVELOPMENT
DISTRICT
TALLAHASSEE, FLORIDA**

2016 (Proposed) Pool Schedule

April 23 (Saturday) through May 29 (Sunday)

**Weekends Only
10:00 am until 8:30 pm**

April 23 and 24
April 30 and May 1
May 7 and 8
May 14 and 15
May 21 and 22
May 28 and 29

May 30 (Memorial Day Monday) through August 21 (Sunday)

10:00 am until 8:30 pm

August 22 (Monday) through September 30 (Friday)

Monday through Friday – 4:00 pm until 8:30 pm

Weekends – 10:00 am until 8:30 pm

October 1 through October 9 (weekends only)

10:00 am until 8:30 pm

October 1 and 2
October 8 and 9

POOL CLOSES FOR THE SEASON, OCTOBER 9 at 8:30PM

2-15-16

Attachment 3

PINEY-Z COMMUNITY DEVELOPMENT DISTRICT 2016 Proposed Pool Schedule

Opening day:	April 23 (Saturday)
Closing day:	October 9 (Sunday)
Total days open:	140
Total hours open:	1,290 (excluding adult swim)
Total single guard hours:	477
Total double guard hours:	813
Regular pay:	\$9.00 per hour
Holiday pay:	\$13.50 per hour

	<u>Single Guard</u>	<u>Double Guard</u>	<u>Blended Guard*</u>
3 holiday Mondays 10:00AM to 8:30PM	\$425.25 + \$40.50	<u>\$850.50 + 81.00</u>	
50 weekend days 10:00AM to 8:30PM	\$4,725.00 + 450.00	<u>\$9,450.00 + 900.00</u>	
57 summer weekdays 10:00AM to 8:30PM	\$5,386.50 + 513.00	\$10,773.00 + 1,026.00	<u>\$7,695.00 + 769.50</u>
30 "fall" weekdays 4:00PM to 8:30PM	<u>\$1,215.00 + 270.00</u>	\$2,430.00 + 540.00	

*Single guard from 10:00AM to 4:00PM; double guard from 4:00PM to 8:30PM

Recommended blend:	\$21,231.00 total cost for season
Single guard:	\$13,025.25 total cost for season
Double guard:	\$26,050.50 total cost for season
FY 2016 budget:	\$24,163.00

3-7-16

**Piney-Z Community Development District
Tallahassee, Florida
2016 Pool Usage***

	<u>10AM-Noon</u>	<u>Noon-4PM</u>	<u>4PM-Close</u>
Sunday	13	16	14
Monday	6	8	13
Tuesday	5	7	4
Wednesday	3	1	10
Thursday	2	1	5
Friday	3	5	6
Saturday	11	16	10

*These figures are drawn from sign-in sheets at the pool, and represent averages across the summer. We believe the sheets, which permit recording of the number of people in a party, to be far more accurate than fob reports, which register fob usage as opposed to numbers of people. That said, we also know that some people refuse to sign in.

	FOB USAGE	
	10:00AM – 4:00 PM	4:00PM - Close
Memorial Day	22	9
4 th of July	10	0* (Thunder)
Labor Day	16	4

2-18-16

Attachment 5



Valuation Standard Report

Property Express

10/9/2015

Property Express

VALUATION

Valuation Number:	ESTIMATE-0000001	Effective Date:	10/1/2015
Value Basis:	Reconstruction	Expiration Date:	9/30/2016
		Estimate Expiration Date:	1/7/2016
		Cost As Of:	06/2015

BUSINESS

0827 Piney Z CDD (Pavilion)
950 Piney Z Blvd
Tallahassee, FL 32311
USA

LOCATION 00001 - 0827 Piney Z CDD (Pavilion) - Headquarters

0827 Piney Z CDD (Pavilion)	Gross Sales:	\$0 USD
950 Piney Z Blvd	Building Value:	\$302,353 USD
Tallahassee, FL 32311	Sq Ft Occupied:	
USA		

Location Adjustments

Climatic Region: 3 - Warm
High Wind Region: 2 - Moderate Damage
Seismic Zone: 1 - No Damage

BUILDING 00001 - 00001

Section 1

SUPERSTRUCTURE

Occupancy:	100% Open Park Pavilion	Story Height:	12 ft.
Construction Type:	100% Frame (ISO 1)	Number of Stories:	1
Gross Floor Area:	5,000 sq.ft.	Gross Perimeter:	300 ft.
Construction Quality:	2.0 - Average		
Year Built:			

Adjustments

Hillside Construction:	Degree of Slope: Level	Site Accessibility:	Excellent
	Site Position: Unknown	Soil Condition:	Excellent

Fees

Architect Fees: 7% is included
Overhead and Profit: 20% is included

SUMMARY OF COSTS

Reconstruction Exclusion

MSB costs include labor and material, normal profit and overhead as of date of report. Costs represent general estimates which are not to be considered a detailed quantity survey. These costs include generalities and assumptions that are common to the types of structures represented in the software.

The commercial contents values MSB publishes in this report are estimates only and the values MSB produce should not be considered the actual value of commercial contents insurance coverage that should be underwritten for the insured.

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Attachment 4



Valuation Standard Report

Property Express

Property Express

Policy: ESTIMATE-0000001

10/9/2015

SUMMARY OF COSTS		Reconstruction	Exclusion
SUPERSTRUCTURE			
Site Preparation		\$902	
Foundations		\$30,553	
Foundation Wall, Interior Foundations, Slab On Ground			
Exterior		\$153,026	
Framing, Exterior Wall, Exterior Wall, Structural Floor, Roof			
Interior		\$8,568	
Floor Finish, Ceiling Finish, Partitions			
Mechanicals		\$108,542	
Heating, Cooling, Fire Protection, Plumbing, Electrical, Elevators			
Built-ins		\$763	
TOTAL RC SECTION 1		\$302,353	
TOTAL RC BUILDING 00001 00001		\$302,353	
	Reconstruction	Sq.Ft.	\$/Sq.Ft.
LOCATION TOTAL, Location 00001	\$302,353	5,000	\$60
	Reconstruction	Sq.Ft.	\$/Sq.Ft.
VALUATION GRAND TOTAL	\$302,353	5,000	\$60

MSB costs include labor and material, normal profit and overhead as of date of report. Costs represent general estimates which are not to be considered a detailed quantity survey. These costs include generalities and assumptions that are common to the types of structures represented in the software.

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Valuation Standard Report

Property Express

Property Express

Policy: ESTIMATE-0000001

10/9/2015

VALUATION

Valuation Number:	ESTIMATE-0000001	Effective Date:	10/1/2015
Value Basis:	Reconstruction	Expiration Date:	9/30/2016
		Estimate Expiration Date:	1/7/2016
		Cost As Of:	06/2015

BUSINESS

0827 Piney Z CDD (Pavilion)
950 Piney Z Blvd
Tallahassee, FL 32311
USA

LOCATION 00001 - 0827 Piney Z CDD (Pavilion) - Headquarters

0827 Piney Z CDD (Pavilion)	Gross Sales:	\$0 USD
950 Piney Z Blvd	Building Value:	\$302,353 USD
Tallahassee, FL 32311	Sq Ft Occupied:	
USA		

BUILDING 00001: SUPERSTRUCTURE

	Reconstruction	Sq.Ft.	\$/Sq.Ft.
Section 1: 100% Open Park Pavilion	\$302,353	5,000	\$60
Section Totals	Reconstruction	Sq.Ft.	\$/Sq.Ft.

Section 1: 100% Open Park Pavilion	\$302,353	5,000	\$60
BUILDING TOTAL, Building 00001	\$302,353	5,000	\$60

BUILDING INSURANCE SUMMARY

Total Insured Amount	\$0	
Percent of Insurance to Value	0%	
100% Co-insurance Requirement	\$302,353	\$302,353
-100% Variance	(\$302,353)	

	Reconstruction	Sq.Ft.	\$/Sq.Ft.
LOCATION TOTAL, Location 00001	\$302,353	5,000	\$60

	Reconstruction	Sq.Ft.	\$/Sq.Ft.
VALUATION GRAND TOTAL	\$302,353	5,000	\$60

End of Report

MSB costs include labor and material, normal profit and overhead as of date of report. Costs represent general estimates which are not to be considered a detailed quantity survey. These costs include generalities and assumptions that are common to the types of structures represented in the software.

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Valuation Standard Report

Property Express

10/9/2015

Property Express

VALUATION

Valuation Number:	ESTIMATE-0000003	Effective Date:	10/9/2015
Value Basis:	Reconstruction	Expiration Date:	10/10/2016
		Estimate Expiration Date:	1/7/2016
		Cost As Of:	06/2015

BUSINESS

0827 Piney Z CDD (Pool Chemical Shed)
950 Piney Z Blvd
Tallahassee, FL 32311
USA

LOCATION 00001 - 0827 Piney Z CDD (Pool Chemical Shed) - Headquarters

0827 Piney Z CDD (Pool Chemical Shed)	Gross Sales:	\$0 USD
950 Piney Z Blvd	Building Value:	\$1,592 USD
Tallahassee, FL 32311	Sq Ft Occupied:	
USA		

Location Adjustments

Climatic Region: 3 - Warm
High Wind Region: 2 - Moderate Damage
Seismic Zone: 1 - No Damage

BUILDING 00001 - 00001

Section 1

SUPERSTRUCTURE

Occupancy:	100% Utility Building, Light Commercial	Story Height:	10 ft.
Construction Type:	100% Frame (ISO 1)	Number of Stories:	1
Gross Floor Area:	96 sq.ft.	Gross Perimeter:	40 ft.
Construction Quality:	1.0 - Economy		
Year Built:			

SUBSTRUCTURE

Construction Type:	Frame (ISO 1)	
Other:	None (Remove Slab Cost)	96 sq.ft.

Adjustments

Hillside Construction:	Degree of Slope: Level	Site Accessibility:	Excellent
	Site Position: Unknown	Soil Condition:	Excellent

MSB costs include labor and material, normal profit and overhead as of date of report. Costs represent general estimates which are not to be considered a detailed quantity survey. These costs include generalities and assumptions that are common to the types of structures represented in the software.

The commercial contents values MSB publishes in this report are estimates only and the values MSB produce should not be considered the actual value of commercial contents insurance coverage that should be underwritten for the insured.

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Attachment 7



Valuation Standard Report

Property Express

Property Express

Policy: ESTIMATE-0000003

10/9/2015

Fees

Architect Fees: 7% is included
Overhead and Profit: 20% is included

SUMMARY OF COSTS		Reconstruction	Exclusion
SUPERSTRUCTURE			
Site Preparation		\$13	
Foundations		\$160	
Foundation Wall, Interior Foundations, Slab On Ground			
Exterior		\$1,277	
Framing, Exterior Wall, Exterior Wall, Structural Floor, Roof			
Interior		\$99	
Floor Finish, Ceiling Finish, Partitions			
Mechanicals		\$44	
Heating, Cooling, Fire Protection, Plumbing, Electrical, Elevators			
Built-ins			
TOTAL RC SECTION 1		\$1,592	
TOTAL RC BUILDING 00001 00001		\$1,592	
	Reconstruction	Sq.Ft.	\$/Sq.Ft.
LOCATION TOTAL, Location 00001	\$1,592	96	\$17
	Reconstruction	Sq.Ft.	\$/Sq.Ft.
VALUATION GRAND TOTAL	\$1,592	96	\$17

MSB costs include labor and material, normal profit and overhead as of date of report. Costs represent general estimates which are not to be considered a detailed quantity survey. These costs include generalities and assumptions that are common to the types of structures represented in the software.

The commercial contents values MSB publishes in this report are estimates only and the values MSB produce should not be considered the actual value of commercial contents insurance coverage that should be underwritten for the insured.

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Valuation Standard Report

Property Express

Property Express

Policy: ESTIMATE-0000003

10/9/2015

VALUATION

Valuation Number:	ESTIMATE-0000003	Effective Date:	10/9/2015
Value Basis:	Reconstruction	Expiration Date:	10/10/2016
		Estimate Expiration Date:	1/7/2016
		Cost As Of:	06/2015

BUSINESS

0827 Piney Z CDD (Pool Chemical Shed)
950 Piney Z Blvd
Tallahassee, FL 32311
USA

LOCATION 00001 - 0827 Piney Z CDD (Pool Chemical Shed) - Headquarters

0827 Piney Z CDD (Pool Chemical Shed)	Gross Sales:	\$0 USD
950 Piney Z Blvd	Building Value:	\$1,592 USD
Tallahassee, FL 32311	Sq Ft Occupied:	
USA		

BUILDING 00001: SUPERSTRUCTURE			Reconstruction	Sq.Ft.	\$/Sq.Ft.
Section 1:	100%	Utility Building, Light Commercial	\$1,592	96	\$17
Section Totals			Reconstruction	Sq.Ft.	\$/Sq.Ft.
Section 1:	100%	Utility Building, Light Commercial	\$1,592	96	\$17
BUILDING TOTAL, Building 00001			\$1,592	96	\$17

BUILDING INSURANCE SUMMARY

Total Insured Amount	\$0	
Percent of Insurance to Value	0%	
100% Co-insurance Requirement	\$1,592	\$1,592
-100% Variance	(\$1,592)	

			Reconstruction	Sq.Ft.	\$/Sq.Ft.
LOCATION TOTAL, Location 00001			\$1,592	96	\$17
			Reconstruction	Sq.Ft.	\$/Sq.Ft.
VALUATION GRAND TOTAL			\$1,592	96	\$17

End of Report

MSB costs include labor and material, normal profit and overhead as of date of report. Costs represent general estimates which are not to be considered a detailed quantity survey. These costs include generalities and assumptions that are common to the types of structures represented in the software.

The commercial contents values MSB publishes in this report are estimates only and the values MSB produce should not be considered the actual value of commercial contents insurance coverage that should be underwritten for the insured.

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Valuation Standard Report

Property Express

10/9/2015

Property Express

VALUATION

Valuation Number:	ESTIMATE-0000002	Effective Date:	10/1/2015
Value Basis:	Reconstruction	Expiration Date:	9/29/2016
		Estimate Expiration Date:	1/7/2016
		Cost As Of:	06/2015

BUSINESS

Piney Z CDD (Recreation Building/Office)
950 Piney Z Blvd
Tallahassee, FL 32311
USA

LOCATION 00001 - Piney Z CDD (Recreation Building/Office) - Headquarters

Piney Z CDD (Recreation Building/Office)	Gross Sales:	\$0 USD
950 Piney Z Blvd	Building Value:	\$573,604 USD
Tallahassee, FL 32311	Sq Ft Occupied:	
USA		

Location Adjustments

Climatic Region: 3 - Warm
High Wind Region: 2 - Moderate Damage
Seismic Zone: 1 - No Damage

BUILDING 00001 - 00001

Section 1

SUPERSTRUCTURE

Occupancy:	100% Clubhouse/Recreation Building	Story Height:	10 ft.
Construction Type:	100% Frame (ISO 1)	Number of Stories:	1
Gross Floor Area:	4,237 sq.ft.	Irregular Adjustment:	Very Irregular
Construction Quality:	2.0 - Average		
Year Built:			

SUBSTRUCTURE

Basement:	Finished	Depth of Story Height:	8 ft.
Finished Occupancy:	Clubhouse/Recreation Building		1,073 sq.ft.
Construction Type:	Masonry (ISO 2)		

Adjustments

Hillside Construction:	Degree of Slope: 15 Degree	Site Accessibility:	Excellent
------------------------	----------------------------	---------------------	-----------

MSB costs include labor and material, normal profit and overhead as of date of report. Costs represent general estimates which are not to be considered a detailed quantity survey. These costs include generalities and assumptions that are common to the types of structures represented in the software.

The commercial contents values MSB publishes in this report are estimates only and the values MSB produce should not be considered the actual value of commercial contents insurance coverage that should be underwritten for the insured.

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Attachment 8



Valuation Standard Report

Property Express

Property Express

Policy: ESTIMATE-0000002

10/9/2015

Site Position: Unknown

Soil Condition:

Excellent

Fees

Architect Fees: 7% is included

Overhead and Profit: 20% is included

SUMMARY OF COSTS	Reconstruction	Exclusion
------------------	----------------	-----------

SUPERSTRUCTURE

Site Preparation	\$888
Foundations	\$42,478
Foundation Wall, Interior Foundations, Slab On Ground	
Exterior	\$161,382
Framing, Exterior Wall, Exterior Wall, Structural Floor, Roof	
Interior	\$76,206
Floor Finish, Ceiling Finish, Partitions	
Mechanicals	\$184,361
Heating, Cooling, Fire Protection, Plumbing, Electrical, Elevators	
Built-ins	\$8,954

SUBSTRUCTURE

Basement

Site Preparation	\$6,105
Foundations	\$13,023
Foundation Wall, Interior Foundations	
Exterior	\$13,200
Framing, Structural Floor	
Interior	\$18,212
Floor Finish, Ceiling Finish, Partitions	
Mechanicals	\$35,174
Heating, Cooling, Fire Protection, Plumbing, Electrical	
Built-ins	\$5,469

SUBTOTAL RC	\$565,451
--------------------	------------------

ADDITIONS

Building Items	\$8,153
Total Additions	\$8,153

TOTAL RC SECTION 1	\$573,604
---------------------------	------------------

TOTAL RC BUILDING 00001 00001	\$573,604
--------------------------------------	------------------

MSB costs include labor and material, normal profit and overhead as of date of report. Costs represent general estimates which are not to be considered a detailed quantity survey. These costs include generalities and assumptions that are common to the types of structures represented in the software.

The commercial contents values MSB publishes in this report are estimates only and the values MSB provides should not be considered the actual value of commercial contents insurance coverage that should be underwritten for the insured.

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Valuation Standard Report

Property Express

Property Express

Policy: ESTIMATE-0000002

10/9/2015

	Reconstruction	Sq.Ft.	\$/Sq.Ft.
LOCATION TOTAL, Location 00001	\$573,604	5,310	\$108
	Reconstruction	Sq.Ft.	\$/Sq.Ft.
VALUATION GRAND TOTAL	\$573,604	5,310	\$108

MSB costs include labor and material, normal profit and overhead as of date of report. Costs represent general estimates which are not to be considered a detailed quantity survey. These costs include generalities and assumptions that are common to the types of structures represented in the software.

The commercial contents values MSB publishes in this report are estimates only and the values MSB produce should not be considered the equal value of commercial contents insurance coverage that should be underwritten for the insured.

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Valuation Standard Report

Property Express

Property Express

Policy: ESTIMATE-0000002

10/9/2015

VALUATION

Valuation Number:	ESTIMATE-0000002	Effective Date:	10/1/2015
Value Basis:	Reconstruction	Expiration Date:	9/29/2016
		Estimate Expiration Date:	1/7/2016
		Cost As Of:	06/2015

BUSINESS

Piney Z CDD (Recreation Building/Office)
950 Piney Z Blvd
Tallahassee, FL 32311
USA

LOCATION 00001 - Piney Z CDD (Recreation Building/Office) - Headquarters

Piney Z CDD (Recreation Building/Office)	Gross Sales:	\$0 USD
950 Piney Z Blvd	Building Value:	\$573,604 USD
Tallahassee, FL 32311	Sq Ft Occupied:	
USA		

BUILDING 00001: SUPERSTRUCTURE

	Reconstruction	Sq.Ft.	\$/Sq.Ft.
Section 1: 100% Clubhouse/Recreation Building	\$474,269	4,237	\$112

BUILDING 00001: SUBSTRUCTURE

	Reconstruction	Sq.Ft.	\$/Sq.Ft.
Section 1: 1,073 Clubhouse/Recreation sq.ft. Building	\$91,182	1,073	\$85

Section Totals

	Reconstruction	Sq.Ft.	\$/Sq.Ft.
Section 1: 100% Clubhouse/Recreation Building	\$565,451	5,310	\$108

Total Additions: \$8,153

BUILDING TOTAL, Building 00001

	\$573,604	5,310	\$108
--	-----------	-------	-------

BUILDING INSURANCE SUMMARY

Total Insured Amount	\$0	
Percent of Insurance to Value	0%	
100% Co-insurance Requirement	\$573,604	\$573,604
-100% Variance	(\$573,604)	

MSB costs include labor and material, normal profit and overhead as of date of report. Costs represent general estimates which are not to be considered a detailed quantity survey. These costs include generalities and assumptions that are common to the types of structures reconstructed in the software.

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Valuation Standard Report

Property Express

Property Express

Policy: ESTIMATE-0000002

10/9/2015

	Reconstruction	Sq.Ft.	\$/Sq.Ft.
LOCATION TOTAL, Location 00001	\$573,604	5,310	\$108

	Reconstruction	Sq.Ft.	\$/Sq.Ft.
VALUATION GRAND TOTAL	\$573,604	5,310	\$108

MSB costs include labor and material, normal profit and overhead as of date of report. Costs represent general estimates which are not to be considered a detailed quantity survey. These costs include generalities and assumptions that are common to the types of structures represented in the software.

The commercial contents values MSB publishes in this report are estimates only and the values MSB produce should not be considered the actual value of commercial contents insurance coverage that should be underwritten for the insured.

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Valuation Standard Report

Property Express

Property Express

Policy: ESTIMATE-0000002

10/9/2015

VALUATION

Valuation Number:	ESTIMATE-0000002	Effective Date:	10/1/2015
Value Basis:	Reconstruction	Expiration Date:	9/29/2016
		Estimate Expiration Date:	1/7/2016
		Cost As Of:	06/2015

BUSINESS

Piney Z CDD (Recreation Building/Office)
950 Piney Z Blvd
Tallahassee, FL 32311
USA

LOCATION 00001 - Piney Z CDD (Recreation Building/Office) - Headquarters

Piney Z CDD (Recreation Building/Office)	Gross Sales:	\$0 USD
950 Piney Z Blvd	Building Value:	\$573,604 USD
Tallahassee, FL 32311	Sq Ft Occupied:	
USA		

Equipment: Building items and site improvements

	Replacement	Depreciated
Building 00001, Section 1		
Building Items		
Balconies		
(1) Balconies	\$1,895	\$1,895
Canopies		
(1) Wood Frame w/Pitched Roof Deck	\$3,973	\$3,973
Gazebos		
(1) Frame	\$1,613	\$1,613
(1) Frame	\$672	\$672
LOCATION 00001 - Piney Z CDD (Recreation Building/Office)	\$8,153	\$8,153
TOTAL	\$8,153	\$8,153

End of Report

MSB costs include labor and material, normal profit and overhead as of date of report. Costs represent general estimates which are not to be considered a detailed quantity survey. These costs include generalities and assumptions that are common to the types of structures represented in the software.

The commercial contents values MSB publishes in this report are estimates only and the values MSB produce should not be considered the actual value of commercial contents insurance coverage that should be underwritten for the insured.

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**FLORIDA MUNICIPAL INSURANCE TRUST
GENERAL/PROFESSIONAL LIABILITY COVERAGE AGREEMENT
DECLARATIONS**

I. DESIGNATED MEMBER

Piney Z Community Development District

Agreement No.: FMIT #0827

II. GOVERNMENT DESCRIPTION

District

III. COVERAGE PERIOD

From October 1, 2015 to October 1, 2016 12:01 A.M. Standard Time at the address of the Designated Member.

	Premium Basis	Deductible/ Type	Limit	Net Premium
IV. General/Professional Liability		\$0	\$1,000,000	\$5,430
Acres: 346				
1. General Liability				
a. Broad Form Property Damage		\$0	Per Form	Included
b. Extra Contractual Legal Expense		N/A	\$25,000	Included
c. Fire Legal Liability		\$0	\$500,000	Included
d. Medical Attendants'/Medical Directors' Malpractice Liability		\$0	\$1,000,000	Included
2. Errors and Omissions Liability		\$0	\$1,000,000	Included
a. Employment Practices Liability		\$0	\$1,000,000	Included
b. Employee Benefits Program Administration Liability		\$0	\$1,000,000	Included
3. Information Security & Privacy Liability				
THESE ARE CLAIMS MADE AND REPORTED COVERAGES			\$250,000 Each Claim \$250,000 Agreement Aggregate Limit of Liability	
Insuring Agreement I.A.				
a. Information Security & Privacy Liability Retroactive Date: 10/1/2012		\$25,000	Included	Included
Insuring Agreement I.B.				
b. Privacy Notification Costs Retroactive Date: 10/1/2012		\$10,000	Included	Included
Insuring Agreement I.C.				
c. Regulatory Defense and Penalties Retroactive Date: 10/1/2012		\$25,000	Included	Included
Insuring Agreement I.D.				
d. Website Media Content Liability Retroactive Date: 10/1/2012		\$25,000	Included	Included

Insuring Agreement I.E.
e. PCI Fines and Costs
Retroactive Date: 10/1/2012

Insuring Agreement I.F.
f. Cyber Extortion
Retroactive Date: 10/1/2012

Insuring Agreement I.G.
g. First Party Data Protection
Retroactive Date: 10/1/2012

Insuring Agreement I.H.
h. First Party Network Business
Interruption
Retroactive Date: 10/1/2012

	\$25,000	Included	Included
	\$35,000	Included	Included
	\$35,000	Included	Included
	\$35,000	Included	Included

V. This agreement includes these endorsements and schedules: See Schedule A

VI. ESTIMATED ANNUAL PREMIUM

Florida Municipal Insurance Trust (FMIT)

**Normal
Premium
\$5,430**

Florida League of Cities Sponsored Insurance Programs Since 1977

THIS DECLARATIONS AND THE SUPPLEMENTAL DECLARATIONS, TOGETHER WITH THE COMMON CONDITIONS, COVERAGE FORM(S) AND ENDORSEMENTS COMPLETE THE ABOVE NUMBERED AGREEMENT.

**FLORIDA MUNICIPAL INSURANCE TRUST
PROPERTY, ALLIED LINES AND CRIME
DECLARATIONS**

I. DESIGNATED MEMBER

Piney Z Community Development District

Agreement No.: FMIT #0827

II. GOVERNMENT DESCRIPTION

District

III. COVERAGE PERIOD

From October 1, 2015 to October 1, 2016 12:01 A.M. Standard Time at the address of the Designated Member.

		Premium Basis	Deductible/ Type	Limit	Net Premium
IV. Property and Allied Coverages					
Real Property			\$1,000	\$1,059,250	\$4,105
Personal Property			\$1,000	\$75,000	Included
	Coinsurance:	100%			Included
	Valuation Basis:	Replacement			
	Blanket*:	Cost			
	Inflation Guard:	No			
Time Element					
Business Income		Per Extension	\$0		Included
Extra Expense		Per Extension	\$0		Included
Inland Marine	Valuation Basis:	Actual Cash			
		Value			
Valuable Papers		Per Extension	\$0		Included
Accounts Receivable		Per Extension	\$0		Included

V. This agreement includes these endorsements and schedules: See Schedule C

VI. ESTIMATED ANNUAL PREMIUM

Florida Municipal Insurance Trust (FMIT)

**Normal
Premium
\$4,105**

Florida League of Cities Sponsored Insurance Programs Since 1977

THIS DECLARATIONS AND THE SUPPLEMENTAL DECLARATIONS, TOGETHER WITH THE COMMON CONDITIONS, COVERAGE FORM(S) AND ENDORSEMENTS COMPLETE THE ABOVE NUMBERED AGREEMENT.

*If a blanket limit is selected, the blanket limit applies only to Covered Property at locations contained in the Member's Property Schedule, subject to all coverage exclusions, deductible requirement(s) and other provisions of the Coverage Agreement.

Property Schedule

Piney Z Community Development District, FMIT #0827

October 1, 2015 - October 1, 2016

Location #		Address	Occupancy		Construction Type
Loc	Bld	Cause of Loss - Building	Limit	Cause of Loss - Personal Property	Limit
001	001	950 Piney Z Boulevard Tallahassee, FL		Lodge	
		Special Form	\$662,596	Special Form	\$75,000
001	002	950 Piney Z Boulevard Tallahassee, FL		Party Pavilion	
		Special Form	\$170,526		\$0
001	003	950 Piney Z Boulevard Tallahassee, FL		Pavilion	
		Special Form	\$4,206		\$0
001	004	950 Piney Z Boulevard Tallahassee, FL		Gazebo	
		Special Form	\$4,690		\$0
001	005	950 Piney Z Boulevard Tallahassee, FL		Pool & Wading Pool	
		Special Form	\$215,256		\$0
001	006	950 Piney Z Boulevard Tallahassee, FL		8x12 Shed	
		Special Form	\$1,976		\$0

Total: \$1,059,250

\$75,000

WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY EXTENSION OF INFORMATION PAGE ITEM 4. CONTINUED		Policy No. FMIT #0827			
		Page No. 1			
CLASSIFICATION OF OPERATIONS	CODE NO.	Estimated Total Annual Remuneration	Rates Per \$100 of Remuneration	Estimated Annual Premiums	
				Subject to Modification	All Other
FL-9 Intrastate I.D.: 091418940 LOC. 1 Employees: 11 NAICS: 925120 Total Payroll: 112,697 FL From 10/01/2015 To 10/01/2016					
CLERICAL OFFICE EMPLOYEES NOC	8810	61,200	0.25000	153	
BATHHOUSE - BEACH	9015	27,335	5.07000	1,386	
PARK NOC - ALL EMPLOYEES & Drivers	9102	24,162	4.59000	1,109	
AR Adjustment			0.98650	-36	
Total After Credits				2,612	
Experience Modification Final	9898		1.00000	0	
STANDARD PREMIUM				2,612	
Advance Discount	0063			-196	
Normal Premium				2,416	
Expense Constant	0900				200
Net Premium				2,616	
Terrorism Risk Insurance Act	9740		-		0



PineyZ CDD Office Manager <cddofcmgr@pineyzcdd.com>

Fwd: 0827 Piney Z Valuations

PineyZ CDD Office Manager <cddofcmgr@pineyzcdd.com>

Wed, Feb 24, 2016 at 1:54 PM

To: Paula Davis <Paula.Davis@stservices.com>, "Nanni, Bob" <bob.nanni@stservices.com>

Cc: Joe Didier <joe@pineyzcdd.com>

Paula and Bob, I am at a near total loss here. We understood that the on-site visit last September was to assist us in identifying potential issues on the property which required remediation in order to ensure that we were providing the safest environment possible for our residents and guests. Beyond the preliminary report received last fall on a handful of issues at the playground, we still have no recommendations. What was received yesterday are three replacement cost estimates. The lodge (\$571,319, including second floor patio and canopy), the pavilion (\$302,353) and the chemicals shed (\$1,592). I was told not to expect anything on the pool, so was not surprised that it was not mentioned.

So, my questions are two: is this all there is, and do we currently carry coverage adequate to meet these valuations?

850.656.4007 | Fax: 850.656.4008

----- Forwarded message -----

From: **Sam Slay** <SSlay@flcities.com>

Date: Tue, Feb 23, 2016 at 11:09 AM

Subject: Fwd: 0827 Piney Z Valuations

To: PineyZ CDD Office Manager <cddofcmgr@pineyzcdd.com>

Cc: Sam Slay <SSlay@flcities.com>, Tom Conley <TConley@flcities.com>

Melinda,

Here are the documents as requested - sorry it took so long. Have a great day!

Thank you Tom!

Sam Slay, SPHR, SHRM-SCP

Risk Control Consultant

SSlay@flcities.com

Florida League of Cities

850-596-7335 cell

Begin forwarded message:

From: Tom Conley <TConley@flcities.com>

Subject: **FW: 0827 Piney Z Valuations**

Date: February 23, 2016 at 9:31:03 AM CST

To: Sam Slay <SSlay@flcities.com>

Attachment 10

Playground Site Safety Survey

Piney Z CDD

Wednesday, September 23, 2015

Prepared for 0827 Piney Z CDD

MIT Risk Control services are intended solely to identify and assess reasonable risks within the Member insured property. However, FMIT Risk Control does not warrant or guarantee the safety of any property or condition within the Member's property and cannot guarantee additional risks will not result in loss following a Risk Control assessment. Improvements or corrections to the Member's property are solely its responsibility. Accordingly, Member acknowledges neither FMIT, its employees nor its agents shall be liable for losses related to any risk assessment provided. 8

Kenneth J Blaser

Florida Municipal Insurance Trust



Attachment 11



PineyZ CDD Office Manager <cddofcmgr@pineyzcdd.com>

FMIT: policy vs. recent valuations

PineyZ CDD Office Manager <cddofcmgr@pineyzcdd.com>

Wed, Mar 9, 2016 at 11:52 AM

To: Paula Davis <Paula.Davis@stservices.com>, "Nanni, Bob" <bob.nanni@stservices.com>

Paula, I am attempting to answer my own question with these facts:

	<u>Policy</u>	<u>FMIT Valuation</u>
Lodge	662,596	571,319
Pavilion	170,526	302,353
Chemicals shed	1,976	1,592
Pool	215,256	None
Gazebo #1	4,206	1,613 (part of lodge)
Gazebo #2	4,690	672 (part of lodge)

Now, here is the question: assuming we lost it all, and (just for purposes of this exercise) we have a zero deductible, what will our check be? In other words, does the FMIT valuation now take precedence over the "value" assigned in the policy, and are we not, therefore, paying for insurance for more than the lodge is worth if we lose it, and for less than the pavilion is worth if we lose it? Also, the coverage on the pool seems very high. Can we get some back-up on this, please? It is a 97,000 gallon pool, with a surrounding pool deck.

I am not an insurance expert, and I need help in guiding my board as to the proper action to take/not take vis a vis our current policy. Thank you both.

Melinda J. Parker
CDD Manager
Piney-Z Community Development District
Phone: 850.656.4007 | Fax: 850.656.4008

Attachment 12

March 2016

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		

March 15

Check Zoll defibrillator for supplies needed/DONE
 Presidential Preference Primary voting in Lodge
 Schedule alarm change/DONE
 Schedule delivery of machines/DONE
 Meet with poll clerk re needs/DONE
 Provide access to poll clerk/DONE
 Notify Zumba class/DONE

March 21

Workshop, 3:30 PM
 Board Meeting, 6:30 PM

March 31

1st Choice Pest termite agreement renews/PRICE
 CONFIRMED
 1st Choice pest control agreement renews in 30 days

April 2016

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

April 12

HOA board meeting

April 18

Workshop, 3:30 PM

Board Meeting, 6:30 PM

Draft fiscal 2017 budget review

April 30

1st Choice pest control agreement renews/PRICE
CONFIRMED

May 2016

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				

May 16

Workshop, 3:30 PM

Board Meeting, 6:30 PM

Proposed fiscal 2017 budget review

**SUMMARY OF CAPITAL/R&M ITEMS OUTSTANDING
@ 3-14-16 for 3-21-16 Meeting**

LODGE

- 8-2015/Address fire sprinkler system issues regarding lack of audible tone and possible replacement of pressure gauge/**VERBAL ON 3-21-16**
- 8-2015/Update second floor bathroom/in FY 2016 budget: **WORK BEGUN/T HOLD**
- 5-2015/Update sink area in kitchen/not in FY 2016 budget
- 5-2015/Address wood rot at front door to garage
- 4-2015/Refresh furniture, blinds, valances
- 10-2014/Upgrade electrical service to permit installation of ceiling fan/light kits

FITNESS CENTER

- 2-2016/Service case on Cybex to remain open for a while longer
- 9-2015/Paint supporting posts at entrance, spring 2016
- 4-2015/Re-painting (full or touch-up) needed

PAVILION

- 6-2015/Women's floor drain clogged
- 4-2015/Address cracks in floor
- 3-2015/Pavilion fans could be replaced/est. \$2,000
- 1-2015/French drain should be considered to prevent pooling along side

POOL

- 1-2016/Dolphin requires repair or replacement/**VERBAL ON 3-21-16**
- 1-2016/Consider moving cameras off city light pole: **NOT UNTIL PROBLEM**
- 9-2015/Address asphalt seal coating
- 7-2015/Front and rear pool gates require repair/**VERBAL ON 3-21-16**
- 5-2015/Shed to store pool furniture in off-season
- 4-2015/Need to level pavers at picnic tables

Attachment 14

- 4-2015/Replace tile and marcite at some point soon

PLAYGROUND

- 1-2016/Replace blue slide/**VERBAL ON 3-21-16**
- 1-2016/Replace Rosemary White garden stake: **VERBAL ON 3-21-16**
- TBD/Repairs suggested in FL League of Cities property inspection/**VERBAL ON 3-21-16**
- TBD/Leveling and filling, if required, of cypress mulch

PARKS/GROUNDS

- 2-2016/Decorative pole light stays on all day (2-2-16, 5 days after city was here)
- 9-2015/Issues pending with irrigation system: **VERBAL ON 3-21-16**
- 9-2015/Corral for dumpster and re-cycle
- 9-2015/Asphalt main lot, front and rear
- 5-2015/Consider replacing picnic tables
- 4-2015/Address cracks in retaining wall
- 11-2010/Replace stairs beside retaining wall/**VERBAL ON 3-21-16**

GENERAL

- 11-2015/Update site-wide surveillance/access control system: **IN PROCESS/BIDS**
- 11-2015/Upgrade signage site-wide/consistent color and theme
- 8-2015/Map property vis a vis irrigation, electrical, HVAC, water, etc.: **IN PROCESS**

Eighth Order of Business

**RULES OF THE PINEY-Z
COMMUNITY DEVELOPMENT DISTRICT**

**ESTABLISHING CERTAIN POLICIES AND PROCEDURES
FOR THE AMENITIES LOCATED IN THE PINEY-Z
COMMUNITY DEVELOPMENT DISTRICT**

1.01 Purpose

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

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

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

1.02 Necessity

To establish uniform policies and procedures for the CDD amenities.

1.03 Definitions

- A. The term “Resident” is hereinafter defined as an individual who resides on a regular basis in a home within the CDD as a property owner, renter or member of a household. The term Resident is also defined as an individual or entity owning one or more lots within the CDD.
- B. The term “Pass Holder” is hereinafter defined as a non-resident who pays an annual fee to use the CDD amenities and members of that non-resident’s household.
- C. The term “Guest” is hereinafter defined as a non-resident accompanying a Resident or Pass Holder to use the CDD amenities.
- D. The term “Program Participant” is a person who enrolls in a CDD-sponsored program or class.

39

40 **1.04 Annual Non-Resident User Fee**

41

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

49

50 **1.05 Conduct Required of Users**

51

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

57

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

63

64 **1.06 Policies, Procedures, Charges and Regulations for the Swimming Pool** 65 **Area, Fitness Center and the Rosemary White Playground and Gazebo** 66 **Park**

67

68 A. An access control device issued by CDD management is required to access both
69 the swimming pool area and the fitness center, and may be obtained from the
70 CDD office located at the lodge.

71

72 1. An address with a single occupant is entitled to no more than one access
73 control device. An address with more than a single occupant is entitled to
74 two access control devices, the first of which is free of charge. If the
75 home at an address is a rental, and the property owner resides in
76 Tallahassee, there may still be no more than two access control devices
77 issued for that single address.

78

79 2. When applying for an access control device, first-time owner applicants
80 must provide a driver's license or other photo identification, as well as a

81 copy of a utility bill addressed to them at the address at which they are
82 registering. Renters, as well as owners, **may apply for** an access control
83 device and are required to provide a government-issued photo
84 identification, utility bill and lease verification.
85

- 86 3. When **a property owner** with an active access control device no longer
87 resides within the District, the device **may** be de-activated.
88

89 B. The “swimming pool area” is defined as the swimming pool and surrounding
90 enclosed area, excluding the restricted area utilized for pool equipment.
91

92 1. User qualifications for swimming pool area:
93

94 a. Only Residents, Pass Holders, Guests and Program Participants in
95 a pool-based CDD program may use the swimming pool area
96 facilities. Program Participants may use the area during class times
97 only.
98

99 b. Residents and Pass Holders may bring up to four Guests per
100 household per day unless other arrangements have been made
101 through CDD management. All requests to exceed the maximum
102 number shall be made to the CDD Manager five business days in
103 advance. Reasonable requests to exceed the maximum number of
104 Guests may be considered provided the request can be safely
105 accommodated.
106

107 c. Guests must be accompanied by a Resident, Pass Holder or the
108 CDD Manager.
109

110 d. Children age **15** and under must be accompanied at all times by a
111 parent, legal guardian or designated adult.
112

113 e. Children age **16** through 17 must be prepared to provide to CDD
114 management an access control device, government-issued photo
115 identification and information as to how to reach immediately
116 their parent(s) or legal guardian(s).
117

118 f. All persons not authorized to use the swimming pool area will be
119 considered trespassers.
120

121 C. Swimming Pool Area Schedule, Hours and Closings
122

- 123 1. The swimming pool area schedule, hours and closings are adopted by the
124 CDD Board of Supervisors in a public, regularly-scheduled meeting and
125 shall be posted on the CDD website and community bulletin board located
126 at the lodge.
127

128 D. General Swimming Pool Area Rules
129

- 130 1. Conduct at the swimming pool area during designated swim times must be
131 such as to provide the greatest enjoyment for the greatest number of
132 participants. The cooperation of all swimming pool area users is essential
133 and required.
134
- 135 2. Everyone must shower before entering the swimming pool.
136
- 137 3. All persons who enter the swimming pool area must be authorized as
138 described in this document. Verification of authorization must be provided
139 to the designated CDD staff person upon request. Swimming pool area
140 users shall have with them an access control device and government-
141 issued photo identification at all times to provide verification that they are
142 a Resident, Pass Holder, or Guest. Upon entering the swimming pool area,
143 all persons must, if requested by CDD management, sign in for control
144 and attendance record purposes.
145
- 146 4. Only swim wear is allowed in the swimming pool. No cut-offs or shorts
147 with buckles or rivets are permitted.
148
- 149 5. No pets, except service animals, are permitted in the swimming pool area.
150
- 151 6. Pool toys and equipment are not allowed in the swimming pool area unless
152 approved by CDD management.
153
- 154 7. The CDD, CDD Board, CDD management and staff are not responsible
155 for lost or stolen items.
156
- 157 8. Food and drinks are not permitted in the swimming pool area.
158
- 159 9. Glass is not permitted in the swimming pool area.
160
- 161 10. Smoking is prohibited in the swimming pool area.
162
- 163 11. The volume of electronic equipment must be kept low enough so as not to
164 disturb others.
165

12. Persons using the swimming pool area must cooperate in keeping the area clean by properly disposing of trash and taking all personal items such as towels and magazines with them.
13. Children not toilet trained or requiring the use of diapers must wear an approved swimsuit diaper that fits snugly around the waist and legs.
14. Diapers may not be changed in the swimming pool area. Diapers may be changed in the pavilion restrooms.
15. Urinating **or** defecating in the swimming pool area are not allowed.
16. Diving, running and other hazardous or dangerous conduct is not permitted. Noisy activity that disturbs others will not be allowed. Activity that results in splashing others using the swimming pool area deck is not allowed.
17. The swimming pool area deck may not be used for tanning or any other activity when the swimming pool area is closed.
18. The swimming pool area capacity will be posted on the community bulletin board at the lodge. CDD management is authorized to deny persons access into the swimming pool area when the capacity is reached.
19. Use of the swimming pool area at any time is at the user's own risk.

E. Fitness Center

1. Use of the fitness center is at the user's own risk.
2. Equipment must be used in an appropriate and safe manner.
3. Children under the age of 12 are not allowed in the exercise area. There is a play area designated for their use and they must remain in this area while their parent, legal guardian or designated adult is engaged in activity in the exercise room.
4. **Children age 12 through 15 must be accompanied at all times by a parent, legal guardian or designated adult.**
5. **Children age 16 through 17 must be prepared to provide to CDD management an access control device, government-issued photo**

identification and information as to how to reach immediately their parent(s) or legal guardian(s).

6. The fitness center schedule, hours and closings are adopted by the CDD Board of Supervisors in a public, regularly-scheduled meeting and shall be posted on the CDD website and community bulletin board located at the lodge.
7. Food and beverages, except for bottled water, are not permitted around the exercise equipment or while operating any equipment.
8. The CDD, CDD Board and CDD management are not responsible for lost or stolen items in the fitness center. Lockers are available only while present in the fitness center.
9. The fitness center is only available to Residents, Pass Holders and their Guests. Guests are limited to two per Resident or Pass Holder and must be accompanied by the Resident or Pass Holder.

F. Rosemary White Playground and Gazebo Park

1. Use of the Rosemary White Playground and Gazebo Park is at the user's own risk.
2. Use of the Rosemary White Playground and Gazebo Park is limited to Residents, Pass Holders and Guests accompanied by a Resident or Pass Holder.
3. Use of the park is limited to children under the age of 12.
4. All children must be accompanied by a parent or person over the age of 14.

1.07 Policies, Procedures, Charges and Regulations for the Lodge and Pavilion

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

1. Use of the lodge and pavilion is restricted to Residents of the CDD, their family members living in the CDD, Pass Holders and their families and Guests accompanied by a Resident or Pass Holder. Exceptions to this restriction may be approved by the CDD Board at a regularly-scheduled, public meeting of the Board.

- 251
- 252 2. Reservation of these facilities is on a first-come/first-served basis and
- 253 rentals are limited to individuals 18 years of age or older.
- 254
- 255 3. Access to the lodge or pavilion is limited to the hours of event rental
- 256 unless arranged in advance with CDD management.
- 257

258 Functions may last no longer than midnight except for New Year's Eve

259 parties and other events which traditionally extend beyond midnight.

260

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

262

- 263 1. There will be a \$500 resident damage deposit and \$750 non-resident
- 264 damage deposit collected at the time the reservation is made for any
- 265 damages or costs incurred in restoring the facilities to original condition.
- 266 In addition to the Use/Rental Fee, a signed contract will be required with
- 267 all reservations and the renter shall agree to pay any additional charges if
- 268 damages exceed the damage deposit, or if clean-up fees exceed those
- 269 established with the Use/Rental Fee. If a reservation is canceled, a full
- 270 refund of the deposit will be granted. If a reservation is canceled more
- 271 than 30 days prior to the rental, a full refund of the Use/Rental Fee will be
- 272 granted. If a reservation is canceled within 30 days but less than 15 days
- 273 prior to a rental, a 50% refund of the Use/Rental Fee will be granted. No
- 274 refund of a Use/Rental Fee for a reservation canceled within 15 days of a
- 275 rental will be granted.
- 276
- 277 2. The Use/Rental fees below are for rentals made by non-residents.
- 278 Residents renting these facilities are entitled to a 20% discount from these
- 279 rates, provided the resident renting the facilities attends the event.
- 280
- 281 a. The fees to rent the lodge for a period of six hours are:
- 282 Up to 25 people \$250
- 283 Up to 50 people \$350
- 284 Up to 111 people \$500
- 285
- 286 b. The fees to rent the pool for a period of two and one-half hours are:
- 287 Up to 25 people \$200
- 288 Up to 50 people \$300
- 289 Up to 108 people \$450
- 290
- 291 c. The fees to rent concurrently the lodge and the pool, for a period of six
- 292 hours and two and one-half hours, respectively, are:
- 293 Up to 25 people \$400

294 Up to 50 people \$500
295 Up to 108 people \$650
296

297 In addition to the fees noted above, those who rent the pool are required to
298 provide for the duration of the event one lifeguard per twenty guests.
299 Information as to the names and certifications of lifeguards hired must be
300 provided to the CDD Manager not less than 72 hours in advance of the
301 rental.
302

303 NOTE: If additional lodge rental hours are required and available, the
304 cost is \$35 per hour.
305

306 d. The fees to rent the pavilion for a period of six hours are:

307 Up to 50 people \$100
308 Up to 111 people \$200
309 Up to 400 people \$350
310

311 NOTE: If additional pavilion rental hours are required and available, the
312 cost is \$25 per hour.
313

314 C. Adjustment of Rates: Not more than once per year, the Board may adjust,
315 by resolution adopted at a duly noticed public meeting, any of the fees set forth in
316 paragraphs B and C by not more than 5% percent per year to reflect actual costs
317 of the operation of the amenities, to promote use of the amenities or for any other
318 purpose as determined by the Board to be in the best interests of the District.
319

320 D. Use of the Amenities: The CDD Amenities Policies and Procedures, as
321 amended from time to time, govern the rental of the amenities and renters will be
322 held to use consistent with those policies.
323

324 E. Severability: The invalidity or unenforceability of any one or more
325 provisions of this rule shall not affect the validity or enforceability of the
326 remaining portions of this rule, or any part of this rule not held to be invalid or
327 unenforceable.
328

329
330
331
332
333

RESOLUTION 2016-2

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PINEY-Z COMMUNITY DEVELOPMENT DISTRICT ADOPTING POLICIES AND PROCEDURES FOR THE AMENITIES LOCATED IN THE PINEY-Z COMMUNITY; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Piney-Z Community Development District (“District”) is a local unit of special purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated in Leon County, Florida; and

WHEREAS, Chapter 190, *Florida Statutes*, authorizes the District to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

WHEREAS, the Board of Supervisors finds that it is in the best interests of the District to adopt by resolution the Policies and Procedures for the Amenities Located in the Piney-Z Community attached hereto as **Exhibit A** for immediate use and application, and to replace those Policies and Procedures previously adopted by the District; and

WHEREAS, the Board of Supervisors has complied with applicable Florida law concerning rule development and adoption.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PINEY-Z COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The attached Policies and Procedures for the Amenities Located in the Piney-Z Community are hereby adopted pursuant to this resolution as necessary for the conduct of District business. These Policies and Procedure shall stay in full force and effect until such time as the Board of Supervisors may amend these rules in accordance with Chapter 190, *Florida Statutes*, and shall replace and supersede any previously adopted Rules of Procedure.

SECTION 2. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 21st -day of March, 2016.

ATTEST:

**PINEY-Z COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson

Exhibit A: Rules of Procedure

Tenth Order of Business

10A.

**Piney-Z Community
Development District**

ANNUAL FINANCIAL REPORT

September 30, 2015

Piney-Z Community Development District

ANNUAL FINANCIAL REPORT

Fiscal Year Ended September 30, 2015

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Certified Public Accountants PL

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REPORT OF INDEPENDENT AUDITORS

To the Board of Supervisors
Piney-Z Community Development District
Leon County, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the General Fund of Piney-Z Community Development District as of and for the year ended September 30, 2015, and the related notes to financial statements, which collectively comprise the Districts, basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Accounting Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



To the Board of Supervisors
Piney-Z Community Development District

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the General Fund of Piney-Z Community Development District, as of September 30, 2015, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management Discussion and Analysis on pages 3-8 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated March 1, 2016 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Piney-Z Community Development District's internal control over financial reporting and compliance.

*Berger, Toombs, Elam,
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

March 1, 2016

**Piney-Z Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2015**

Management's discussion and analysis of Piney-Z Community Development District (the "District") financial performance provides an objective and easily readable analysis of the District's financial activities. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

OVERVIEW OF THE FINANCIAL STATEMENTS

The District's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the District's financial position and results of operations. The *Fund financial statements* present financial information for the District's major funds. The *Notes to financial statements* provide additional information concerning the District's finances.

The *Government-wide financial statements* are the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by private-sector companies. Emphasis is placed on the net position of governmental activities and the change in net position. Governmental activities are primarily supported by special assessments.

The **statement of net position** presents information on all assets and liabilities of the District, with the difference between assets and liabilities reported as net position. Net position are reported in three categories; 1) net investment in capital assets, 2) restricted, and 3) unrestricted. Assets, liabilities, and net position are reported for all Governmental activities.

The **statement of activities** presents information on all revenues and expenses of the District and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the District. To assist in understanding the District's operations, expenses have been reported as governmental activities. Governmental activities financed by the District include general government and debt service.

Fund financial statements present financial information for governmental funds. These statements provide financial information for the major funds of the District. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.

**Piney-Z Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2015**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Fund financial statements include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures, and changes in fund balances – budget and actual** is provided for the District's General Fund. *Fund financial statements* provide more detailed information about the District's activities. Individual funds are established by the District to track revenues that are restricted to certain uses or to comply with legal requirements.

The *government-wide financial statements* and the *fund financial statements* provide different pictures of the District. The *government-wide financial statements* provide an overall picture of the District's financial standing. These statements are comparable to private-sector companies and give a good understanding of the District's overall financial health and how the District paid for the various activities, or functions, provided by the District. All assets of the District, including improvements and infrastructure, are reported in the **statement of net position**. All liabilities, including principal outstanding on bonds are included. The **statement of activities** includes depreciation on all long lived assets of the District, but transactions between the different functions of the District have been eliminated in order to avoid "doubling up" the revenues and expenses. The *fund financial statements* provide a picture of the major funds of the District. In the case of governmental activities, outlays for long lived assets are reported as expenditures and long-term liabilities, such as general obligation bonds, are not included in the fund financial statements. To provide a link from the *fund financial statements* to the *government-wide financial statements*, reconciliation is provided from the *fund financial statements* to the *government-wide financial statements*.

Notes to financial statements provide additional detail concerning the financial activities and financial balances of the District. Additional information about the accounting practices of the District, investments of the District, capital assets and long-term debt are some of the items included in the *notes to financial statements*.

Financial Highlights

The following are the highlights of financial activity for the year ended September 30, 2015.

- ◆ The District's total liabilities exceeded total assets by \$(36,261) (net deficit). Net investment in capital assets for the District was \$(400,676). Unrestricted net position for Governmental Activities was \$144,284 and restricted net position for debt service was \$220,131.
- ◆ Governmental activities revenues totaled \$672,221 while governmental activities expenses totaled \$514,689.

**Piney-Z Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2015**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District

The following schedule provides a summary of the assets, liabilities and net position of the District and is presented by category for comparison purposes.

Net Position

	Governmental Activities	
	2015	2014
Current assets	\$ 273,598	\$ 286,409
Restricted assets	240,177	329,349
Capital assets	541,431	568,929
Total Assets	<u>1,055,206</u>	<u>1,184,687</u>
Deferred Outflow of Resources	<u>17,497</u>	<u>25,428</u>
Total Assets and Deferred Outflows	<u>1,072,703</u>	<u>1,210,115</u>
Current liabilities	389,360	389,036
Non-current liabilities	719,604	1,014,872
Total Liabilities	<u>1,108,964</u>	<u>1,403,908</u>
Net position - net investment in capital assets	(400,676)	(645,515)
Net position - restricted	220,131	289,569
Net position - unrestricted	<u>144,284</u>	<u>162,153</u>
Total Net Position	<u>\$ (36,261)</u>	<u>\$ (193,793)</u>

The decrease in current assets was primarily related to the excess of expenditures over revenues at the fund level.

The decrease in capital assets was due to current year depreciation.

The decrease in total liabilities was primarily related to principal payments on bonds.

**Piney-Z Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2015**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District (Continued)

The following schedule provides a summary of the changes in net position of the District and is presented by category for comparison purposes.

Change In Net Position

	Governmental Activities	
	2015	2014
Program Revenues		
Charges for services	\$ 623,637	\$ 732,599
General Revenues		
Miscellaneous	47,118	19,697
Investment earnings	1,466	899
Total Revenues	<u>672,221</u>	<u>753,195</u>
Expenses		
General government	161,648	178,475
Culture/recreation	258,327	273,440
Physical environment	32,879	30,078
Interest on long-term debt	61,835	77,010
Total Expenses	<u>514,689</u>	<u>559,003</u>
Change in Net Position	157,532	194,192
Net Position - Beginning of Year	<u>(193,793)</u>	<u>(387,985)</u>
Net Position - End of Year	<u>\$ (36,261)</u>	<u>\$ (193,793)</u>

The decrease in special assessment revenues was caused by a decrease in prepayments.

The decrease in general government expenses was the result of reduced legal fees.

The decrease in culture/recreation is mainly related to reductions in payroll expenses.

**Piney-Z Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2015**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Capital Assets Activity

The following schedule provides a summary of the District's capital assets as of September 30, 2015 and 2014.

	<u>Governmental Activities</u>	
	<u>2015</u>	<u>2014</u>
Recreational amenities	\$ 819,850	\$ 819,850
Infrastructure	394,717	384,444
Equipment	48,105	41,017
Less: accumulated depreciation	<u>(721,241)</u>	<u>(676,382)</u>
Governmental Activities Capital Assets	<u>\$ 541,431</u>	<u>\$ 568,929</u>

During the year depreciation was \$44,859 and additions of \$10,723 and \$7,088 were made to infrastructure and equipment.

General Fund Budgetary Highlights

The final budget exceeded actual expenditures primarily because of budgeted reserve expenditures for amenities that were not required.

The budget was not amended in the current year.

Debt Management

Governmental Activities debt includes the following:

- ◆ In February 2002, the District issued \$850,000 Series 2002 Capital Improvement Revenue Bonds. These bonds were issued to finance the acquisition of certain amenity improvements within the District. The balance outstanding on the Series 2002 Bonds at September 30, 2015 was \$255,000.
- ◆ In February 2008, the District issued \$1,960,000 of Capital Improvement Revenue Refunding Bonds. These bonds were issued to refund and redeem the outstanding principal balance of the \$2,125,000 Series 1997 Bonds Anticipation Notes and finance the acquisition and construction of certain infrastructure improvements within the District. The balance outstanding on the Series 2008 Bonds at September 30, 2015 was \$715,000.

**Piney-Z Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2015**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Economic Factors and Next Year's Budget

Piney-Z Community Development District does not expect any economic factors to have any significant effect on the financial position or results of operations of the District in fiscal year 2016.

Request for Information

The financial report is designed to provide a general overview of Piney-Z Community Development District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Piney-Z Community Development District, Severn Trent Management Services, Inc., 210 North University Drive, Suite 702, Coral Springs, Florida 33071.

Piney-Z Community Development District
STATEMENT OF NET POSITION
September 30, 2015

	Governmental Activities
ASSETS	
Current Assets	
Cash	\$ 270,340
Prepaid expenses	3,258
Total Current Assets	<u>273,598</u>
Non-Current Assets	
Restricted Assets	
Investments	240,177
Capital Assets, Being Depreciated	
Recreational amenities	819,850
Infrastructure	394,717
Equipment	48,105
Less: accumulated depreciation	<u>(721,241)</u>
Total Non-Current Assets	<u>781,608</u>
Total Assets	<u>1,055,206</u>
Deferred Outflow of Resources	
Deferred amount on refunding	<u>17,497</u>
Total Assets and Deferred Outflow of Resources	<u>1,072,703</u>
LIABILITIES	
Current Liabilities	
Accounts payable and accrued expenses	46,576
Bonds payable	240,000
Accrued interest	17,974
Unearned revenues	<u>84,810</u>
Total Current Liabilities	<u>389,360</u>
Non-Current Liabilities	
Bonds payable	<u>719,604</u>
Total Liabilities	<u>1,108,964</u>
NET POSITION	
Net investment in capital assets	(400,676)
Restricted for debt service	220,131
Unrestricted	<u>144,284</u>
Total Net Position (Deficit)	<u>\$ (36,261)</u>

See accompanying notes to financial statements.

Piney-Z Community Development District
STATEMENT OF ACTIVITIES
For the Year Ended September 30, 2015

Functions/Programs	Expenses	Program Revenues	Net (Expense) Revenues and Changes in Net Position
		Charges for Services	Governmental Activities
Governmental Activities			
General government	\$ (161,648)	\$ 121,786	\$ (39,862)
Culture and recreation	(258,327)	194,624	(63,703)
Physical environment	(32,879)	24,771	(8,108)
Interest on long-term debt	(61,835)	282,456	220,621
Total Governmental Activities	<u>\$ (514,689)</u>	<u>\$ 623,637</u>	<u>108,948</u>
General Revenues			
	Investment earnings		1,466
	Miscellaneous revenues		<u>47,118</u>
	Total General Revenues		<u>48,584</u>
	Change in Net Position		157,532
	Net Position - October 1, 2014		<u>(193,793)</u>
	Net Position - September 30, 2015		<u><u>\$ (36,261)</u></u>

See accompanying notes to financial statements.

Piney-Z Community Development District
BALANCE SHEET
GOVERNMENTAL FUNDS
September 30, 2015

	General	2002 Debt Service	2008 Debt Service	Total Governmental Funds
ASSETS				
Cash	\$ 270,340	\$ -	\$ -	\$ 270,340
Due from other funds	2,072	-	-	2,072
Prepaid expenses	3,258	-	-	3,258
Restricted assets				
Investments, at fair value	-	96,944	143,233	240,177
Total Assets	<u>\$ 275,670</u>	<u>\$ 96,944</u>	<u>\$ 143,233</u>	<u>\$ 515,847</u>
LIABILITIES AND FUND BALANCES				
LIABILITIES				
Accounts payable and accrued expenses	\$ 46,576	\$ -	\$ -	\$ 46,576
Due to other funds	-	2,072	-	2,072
Unearned Revenue	84,810	-	-	84,810
Total Liabilities	<u>131,386</u>	<u>2,072</u>	<u>-</u>	<u>133,458</u>
Fund Balances				
Nonspendable:				
Prepaid expenses	3,258	-	-	3,258
Restricted:				
Debt service	-	94,872	143,233	238,105
Assigned:				
Amenities	56,156	-	-	56,156
Other	84,810	-	-	84,810
Unassigned	60	-	-	60
Total Fund Balances	<u>144,284</u>	<u>94,872</u>	<u>143,233</u>	<u>382,389</u>
Total Liabilities and Fund Balances	<u>\$ 275,670</u>	<u>\$ 96,944</u>	<u>\$ 143,233</u>	<u>\$ 515,847</u>

See accompanying notes to financial statements.

Piney-Z Community Development District
RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES
TO NET POSITION OF GOVERNMENTAL ACTIVITIES
September 30, 2015

Total Governmental Fund Balances	\$ 382,389
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets being depreciated (infrastructure, \$394,717, equipment \$48,105, recreational amenities, \$819,850; net of accumulated depreciation, \$(721,241)) used in governmental activities are not financial resources and; therefore, are not reported in the funds.	541,431
Long-term liabilities, including bonds payable, \$(970,000) net of bond discount, net, \$10,396, are not due and payable in the current period and; therefore, are not reported in the funds.	(959,604)
Deferred outflow of resources (deferred amount on refunding) are not financial resources and therefore, are not reported in the funds.	17,497
Accrued interest expense for long-term debt is not a financial use and; therefore, is not reported in the funds.	<u>(17,974)</u>
Net Position of Governmental Activities	<u><u>\$ (36,261)</u></u>

See accompanying notes to financial statements.

Piney-Z Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES - GOVERNMENTAL FUNDS
For the Year Ended September 30, 2015

	General	2002 Debt Service	2008 Debt Service	Totals Governmental Funds
Revenues				
Special assessments	\$ 341,181	\$ 76,373	\$ 206,083	\$ 623,637
Miscellaneous revenues	47,118	-	-	47,118
Investment earnings	1,310	59	97	1,466
Total Revenues	<u>389,609</u>	<u>76,432</u>	<u>206,180</u>	<u>672,221</u>
Expenditures				
Current				
General government	143,770	5,793	12,085	161,648
Culture and recreation	226,283	-	-	226,283
Physical environment	20,064	-	-	20,064
Capital outlay	17,361	-	-	17,361
Debt service				
Principal	-	60,000	225,000	285,000
Interest	-	15,625	38,781	54,406
Total Expenditures	<u>407,478</u>	<u>81,418</u>	<u>275,866</u>	<u>764,762</u>
Net Change in Fund Balances	<u>(17,869)</u>	<u>(4,986)</u>	<u>(69,686)</u>	<u>(92,541)</u>
Fund Balances - October 1, 2014	<u>162,153</u>	<u>99,858</u>	<u>212,919</u>	<u>474,930</u>
Fund Balances - September 30, 2015	<u>\$ 144,284</u>	<u>\$ 94,872</u>	<u>\$ 143,233</u>	<u>\$ 382,389</u>

See accompanying notes to financial statements.

Piney-Z Community Development District
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
For the Year Ended September 30, 2015

Net Change in Fund Balances -Total Governmental Funds	\$	(92,541)
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Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount that depreciation (\$44,859) exceeded capital outlay (\$17,361) in the current period.		(27,498)
--	--	----------

Repayments of long-term liabilities are expenditures in the governmental funds, funds, but the repayment reduces long-term liabilities in the Statement of Net Position.		285,000
--	--	---------

Governmental funds report bond discounts as expenditures. However, in the Statement of Activities, the cost of those assets are allocated based on an effective interest rate as amortization expense. This is the amount of amortization expense in the current year.		(4,732)
--	--	---------

The amortization for deferred amount on refunding of debt is recognized as a component of interest expense in the Statement of Activities, but not in the governmental funds. This is the amount of current year interest.		(7,931)
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In the Statement of Activities, interest is accrued on outstanding bonds; whereas in governmental funds, interest expenditures are reported when due. This is the change in accrued interest in the current period.		5,234
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Change in Net Position of Governmental Activities	\$	157,532
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See accompanying notes to financial statements.

Piney-Z Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES - BUDGET AND ACTUAL - GENERAL FUND
For the Year Ended September 30, 2015

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
Revenues				
Special assessments	\$ 340,323	\$340,323	\$ 341,181	\$ 858
Miscellaneous revenues	12,000	12,000	47,118	35,118
Investment earnings	300	300	1,310	1,010
Total Revenues	<u>352,623</u>	<u>352,623</u>	<u>389,609</u>	<u>36,986</u>
Expenditures				
Current				
General government	138,255	138,255	143,770	(5,515)
Culture and recreation	223,215	223,215	226,283	(3,068)
Physical environment	17,540	17,540	20,064	(2,524)
Capital outlay	60,000	60,000	17,361	42,639
Total Expenditures	<u>439,010</u>	<u>439,010</u>	<u>407,478</u>	<u>31,532</u>
Net Change in Fund Balances	(86,387)	(86,387)	(17,869)	68,518
Fund Balances - October 1, 2014	<u>261,224</u>	<u>261,224</u>	<u>162,153</u>	<u>(99,071)</u>
Fund Balances - September 30, 2015	<u>\$ 174,837</u>	<u>\$174,837</u>	<u>\$ 144,284</u>	<u>\$ (30,553)</u>

See accompanying notes to financial statements.

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2015

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

1. Reporting Entity

The District was created on June 11, 1997, pursuant to the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the "Act"), by the City of Tallahassee, Florida, as a Community Development District. The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of the infrastructure necessary for community development within its jurisdiction. The District is authorized to issue bonds for the purpose, among others, of financing, funding, planning, establishing, acquiring, constructing district roads, landscaping, and other basic infrastructure projects within or outside the boundaries of the Piney-Z Community Development District. The District is governed by a Board of Supervisors who are elected to four year terms. The District operates within the criteria established by Chapter 190.

As required by GAAP, these financial statements present the Piney-Z Community Development District (the primary government) as a stand-alone government. The reporting entity for the District includes all functions of government in which the District's Board exercises oversight responsibility including, but not limited to, financial interdependency, selection of governing authority, designation of management, significant ability to influence operations and accountability for fiscal matters.

Based upon the application of the above-mentioned criteria as set forth in Governmental Accounting Standards Board Statement Number 61, The Financial Reporting Entity, the District has identified no component units.

2. Measurement Focus and Basis of Accounting

The basic financial statements of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2015

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

a. Government-wide Financial Statements

Government-wide financial statements report all non-fiduciary information about the reporting government as a whole. These statements include all the governmental activities of the primary government. The effect of interfund activity has been removed from these statements.

Governmental activities are supported by special assessments and interest. Program revenues are netted with program expenses in the statement of activities to present the net cost of each program

Amounts paid to acquire capital assets are capitalized as assets, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source.

Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

b. Fund Financial Statements

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2015

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds

The District reports fund balance according to Governmental Accounting Standards Board Statement 54 – Fund Balance Reporting and Governmental Fund Type Definitions. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The District has various policies governing the fund balance classifications.

Nonspendable Fund Balance – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

Restricted Fund Balance – This classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Assigned Fund Balance – This classification consists of the Board of Supervisors' intent to be used for specific purposes, but are neither restricted nor committed. The assigned fund balances can also be assigned by the District's management company.

Unassigned Fund Balance – This classification is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Unassigned fund balance is considered to be utilized first when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

Fund Balance Spending Hierarchy – For all governmental funds except special revenue funds, when restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances.

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2015

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds (Continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collected within the current period or soon thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest associated with the current fiscal period is considered to be an accrual item and so has been recognized as revenue of the current fiscal period.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of “available spendable resources”.

Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources are expended, rather than as fund assets. The proceeds of long-term debt are recorded as an other financing source rather than as a fund liability.

Debt service expenditures are recorded only when payment is due.

3. Basis of Presentation

a. Governmental Major Funds

General Fund - The General Fund is the District’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2015

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

3. Basis of Presentation (Continued)

a. Governmental Major Funds (Continued)

2002 Debt Service Fund - Accounts for debt service requirements to retire certain special assessment bonds which were used to finance the acquisition of certain District amenity improvements. The bonds are secured by a first lien on and pledge of the Pledged Revenues.

2008 Debt Service Fund - Accounts for debt service requirements to retire certain special assessment bonds which were used to finance the construction of District infrastructure improvements. The bonds are secured by a first lien on and pledge of the Pledged Revenues.

b. Non-current Governmental Assets/Liabilities

GASB Statement 34 requires that non-current governmental assets, such as land and improvements, and non-current governmental liabilities, such as general obligation bonds and due to developer be reported in the governmental activities column in the government-wide Statement of Net Position.

4. Assets, Liabilities, and Net Position or Equity

a. Cash and Investments

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

The District is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest-bearing time deposits or savings accounts in authorized qualified public depositories;

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2015

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4. Assets, Liabilities, and Net Position or Equity (Continued)

a. Cash and Investments (Continued)

4. Securities and Exchange Commission, registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

For purposes of the statement of cash flows, cash equivalents include time deposits and all highly liquid debt instruments with original maturities of three months or less and held in a qualified public depository as defined by Section 280.02, Florida Statutes.

b. Restricted Net Position

Certain net position of the District is classified as restricted on the statement of net position because their use is limited either by law through constitutional provisions or enabling legislation; or by restrictions imposed externally by creditors. In a fund with both restricted and unrestricted net position, qualified expenses are considered to be paid first from restricted net position and then from unrestricted net position.

c. Capital Assets

Capital assets, which include property, plant, equipment and infrastructure assets (e.g. roads, sidewalks and similar items), are reported in the governmental activities column.

The District defines capital assets as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of two years. The valuation basis for all assets is historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Depreciation of capital assets is computed and recorded by utilizing the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows:

Infrastructure – roads and drainage	30 years
Recreational amenities	30 years
Equipment	10 years

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2015

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4. Assets, Liabilities, and Net Position or Equity (Continued)

d. Deferred Outflow of Resources

Deferred outflow of resources is the consumption of net position by the government that is applicable to a future reporting period. Deferred amount on refunding is amortized and recognized as a component of interest expense over the life of the bond.

e. Budgets

Budgets are prepared and adopted after public hearings for the governmental funds, pursuant to Chapter 190 and Section 200.065, Florida Statutes. The District utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its various funds. The legal level of budgetary control is at the fund level. All budgeted appropriations lapse at year end. Formal budgets are adopted for the general and debt service funds. As a result, deficits in the budget columns of the accompanying financial statements may occur.

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position

“Total fund balances” of the District’s governmental funds (\$382,389) differs from “net position” of governmental activities (\$(36,261)) reported in the Statement of Net Position. This difference primarily results from the long-term economic focus of the Statement of Net Position versus the current financial resources focus of the governmental fund balance sheet. The effect of the differences is illustrated below.

Capital related items

When capital assets (property, plant, and equipment that are to be used in governmental activities) are purchased or constructed, the cost of those assets is reported as expenditures in governmental funds. However, the Statement of Net Position included those capital assets among the assets of the District as a whole.

Recreational amenities	\$ 819,850
Infrastructure	394,717
Equipment	48,105
Less: accumulated depreciation	<u>(721,241)</u>
Total	<u>\$ 541,431</u>

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2015

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)

1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position (Continued)

Long-term debt transactions

Long-term liabilities applicable to the District's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities (both current and long-term) are reported in the Statement of Net Position. Balances at September 30, 2015 were:

Bonds payable	\$ (970,000)
Bond discount, net	<u>10,396</u>
Total long-term liabilities	<u><u>\$ (959,604)</u></u>

Deferred outflow of resources

Deferred outflow of resources applicable to the District's governmental activities are not financial resources and therefore, are not reported as fund deferred outflow of resources.

Deferred amount on refunding	<u><u>\$ 17,497</u></u>
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Accrued interest

Accrued liabilities in the Statement of Net Position differ from the amount reported in governmental funds due to the accrued interest on bonds.

Accrued interest	<u><u>\$ (17,974)</u></u>
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2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities

The "net change in fund balances" for government funds (\$92,541) differs from the "change in net position" for governmental activities (\$157,532) reported in the Statement of Activities. The differences arise primarily from the long-term economic focus of the Statement of Activities versus the current financial resources focus of the governmental funds. The effect of the differences is illustrated on the next page.

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2015

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)

2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities (Continued)

Capital related items

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the Statement of Activities, the costs of those assets is allocated over their estimated useful lives and reported as depreciation expense. As a result, fund balances decrease by the amount of financial resources expended, whereas net position decreases by the amount of depreciation expense charged for the year.

Depreciation	\$ (44,859)
Capital Outlay	<u>17,361</u>
Total	<u><u>\$ (27,498)</u></u>

Long-term debt transactions

Repayments of bond principal are reported as an expenditure in the governmental funds and, thus, have the effect of reducing fund balance because current financial resources have been used.

Bond principal payments	\$ 285,000
Bond discount amortization	<u>(4,732)</u>
Total	<u><u>\$ 280,268</u></u>

Some expenses reported in the statement of activities do not require the use of current financial resources, therefore, are not reported as expenditures in governmental funds.

Net change in accrued interest payable	\$ 5,234
Decrease in deferred amount on refunding	<u>(7,931)</u>
Total	<u><u>\$ (2,697)</u></u>

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2015

NOTE C - CASH AND INVESTMENTS

All deposits are held in qualified public depositories and are included on the accompanying balance sheet as cash and investments.

Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a formal deposit policy for custodial credit risk, however, they follow the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2015, the District's bank balance was \$274,084 and the carrying value was \$270,005. Exposure to custodial credit risk was as follows. The District maintains all deposits in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by Federal Depositors Insurance or collateralized under Chapter 280, Florida Statutes.

As of September 30, 2015, the District had the following investments and maturities:

<u>Investment</u>	<u>Maturities</u>	<u>Fair Value</u>	<u>Book Value</u>
First American Government Obligation	N/A	\$ 1	\$ 1
Commercial Paper	N/A	240,176	240,176
Total		<u>\$ 240,177</u>	<u>\$ 240,177</u>

Investments

The District's investment policy allows management to invest funds in investments permitted under Section 218.415, Florida Statutes..

Interest Rate Risk

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

The District's investments in the state investment pool and government loans are limited by state statutory requirements and bond compliance. The District has no investment policy that would further limit its investment choices. As of September 30, 2015, the District's investments in Commercial Paper were rated A-1+ by Standard & Poor's

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2015

NOTE C - CASH AND INVESTMENTS (CONTINUED)

Concentration of Credit Risk

The District places no limit on the amount it may invest in any one fund. 100% of the District's investments are invested in US Bank Interest Bearing Commercial Paper.

The types of deposits and investments and their level of risk exposure as of September 30, 2015 were typical of these items during the fiscal year then ended. The District considers any decline in fair value for certain investments to be temporary. In addition, the District has the ability to hold investments until its maturity date if the fair value is less than cost. The District's investments are recorded at fair value.

NOTE D – CAPITAL ASSETS

Capital Asset activity for the year ended September 30, 2015 was as follows:

	Balance October 1, 2014	Additions	Deletions	Balance September 30, 2015
<u>Governmental activities:</u>				
Capital assets, being depreciated:				
Infrastructure - roads and drainage	\$ 384,444	\$ 10,273	\$ -	\$ 394,717
Recreational amenities	819,850	-	-	819,850
Equipment	41,017	7,088	-	48,105
Total Capital Assets, Being Depreciated	<u>1,245,311</u>	<u>17,361</u>	<u>-</u>	<u>1,262,672</u>
Less accumulated depreciation for:				
Infrastructure - roads and drainage	(217,852)	(12,815)	-	(230,667)
Recreational amenities	(450,084)	(28,566)	-	(478,650)
Equipment	(8,446)	(3,478)	-	(11,924)
Total Accumulated Depreciation	<u>(676,382)</u>	<u>(44,859)</u>	<u>-</u>	<u>(721,241)</u>
Total Capital Assets Depreciated, Net	568,929	(27,498)	-	541,431
Governmental Activities Capital Assets	<u>\$ 568,929</u>	<u>\$ (27,498)</u>	<u>\$ -</u>	<u>\$ 541,431</u>

Current year depreciation expense was charged to physical environment, \$12,815, and culture and recreation, \$32,044.

NOTE E – LONG-TERM DEBT

The following is a summary of activity in the long-term debt account group of the District for the year ended September 30, 2015:

Long-term debt at October 1, 2014	\$ 1,255,000
Principal payments	<u>(285,000)</u>
Long-term debt at September 30, 2015	970,000
Less: Bond Discount, Net	<u>(10,396)</u>
Bonds Payable, Net	<u>\$ 959,604</u>

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2015

NOTE E – LONG-TERM DEBT (CONTINUED)

Long-term debt is comprised of the following:

\$850,000 Series 2002 Capital Improvement Revenue Bonds due in annual principal installments beginning May 2002, maturing in May 2019. Interest at a variable rate of .5% below the Wall Street Prime rate, at a minimum of 5% and a maximum of 12% is due May and November beginning 2002. The interest rate on the note was 5% at September 30, 2015. \$ 255,000

\$1,960,000 Series 2008 Capital Improvement Revenue Bonds due in annual principal installments beginning May 2008, maturing in May 2019. \$1,010,000 of these bonds have a fixed interest rate of 3.75% and are due by May 2014. The remaining \$950,000 of these bonds have a fixed interest rate of 4.25% and are due by May 2019. Interest is due May and November beginning 2008. 715,000

Total \$ 970,000

The annual requirements to amortize the principal and interest of bonded debt outstanding as of September 30, 2015 are as follows:

Year Ending September 30,	Principal	Interest	Total
2016	\$ 240,000	\$ 43,138	\$ 283,138
2017	240,000	32,488	272,488
2018	240,000	21,800	261,800
2019	<u>250,000</u>	<u>11,113</u>	<u>261,113</u>
Totals	<u><u>\$ 970,000</u></u>	<u><u>\$ 108,539</u></u>	<u><u>\$ 1,078,539</u></u>

Significant Bond Provisions

The Bonds are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond indenture.

The Series 2002 Bonds require a reserve equal to 5% of the bond principal outstanding. The required reserve at year end is \$15,500 and is reserved in the debt service fund.

The Series 2008 Bonds require that the District maintain adequate funds in a reserve account to meet the debt service reserve requirement as defined in the indenture. The District satisfied this requirement as of September 30, 2015, by obtaining a bond reserve insurance policy.

Piney-Z Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2015

NOTE E – LONG-TERM DEBT (CONTINUED)

In addition, the Bond Indenture has certain restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service.

The District is in compliance with the requirements of the Bond Indentures.

NOTE F – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance.

NOTE G – NET DEFICIT

The District conveyed infrastructure improvements financed through the issuance of bonds to other governments for maintenance in prior years. These capital assets are not included in District assets; however, the long-term debt associated with these assets remains a District liability resulting in a net deficit of \$(36,261) in the government-wide financial statements at September 30, 2015.

NOTE H – BOUNDARY AGREEMENT

On March 10, 2014 the Board approved a boundary agreement with Piney Z Land Company in which the District agreed to remove Phase 9 from its boundaries in return for the payment of operation and maintenance assessments through December 1, 2018. The District provided a 15% discount for a one-time payment, made in full \$118,734, \$84,810 is reflected as unearned revenue in the accompanying financial statements and will be recognized as operating contributions over the next four years. As per the agreement the Establishment Ordinance and Inter local Agreement was amended to provide for the existence of the District beyond 2019.



Berger, Toombs, Elam,
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Certified Public Accountants PL

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors
Piney-Z Community Development District
Leon County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Piney-Z Community Development District, as of and for the year ended September 30, 2015, and the related notes to the financial statements, and have issued our report thereon dated March 1, 2016.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Piney-Z Community Development District's internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Piney-Z Community Development District's internal control. Accordingly, we do not express an opinion on the effectiveness of Piney-Z Community Development District's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.



Berger, Toombs, Elam,
Gaines & Frank

Licensed Public Accountants

To the Board of Supervisors
Piney-Z Community Development District
Leon County, Florida

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Piney-Z Community Development District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Berger, Toombs, Elam,
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants
Fort Pierce, Florida

March 1, 2016



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

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MANAGEMENT LETTER

To the Board of Supervisors
Piney-Z Community Development District
Leon County, Florida

Report on the Financial Statements

We have audited the financial statements of the Piney-Z Community Development District as of and for the year ended September 30, 2015, and have issued our report thereon dated March 1, 2016.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

Other Reports and Schedule

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with AICPA Professionals Standards, Section 601 regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in that report, which is dated March 1, 2016, should be considered in conjunction with this Management Letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we address in the Management Letter, if not already addressed in the auditor's report on compliance and internal controls, whether or not recommendations made in the preceding annual financial report have been followed. There were no recommendations made in the preceding audit report.

Financial Condition

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, requires that we apply appropriate procedures and report the results of our determination as to whether or not Piney-Z Community Development District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific conditions met. In connection with our audit, we determined that the Piney-Z Community Development District did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Fort Pierce / Stuart



**To the Board of Supervisors
Piney-Z Community Development District**

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), Rules of the Auditor General, we applied financial conditions assessment procedures. It is management's responsibility to monitor the Piney-Z Community Development District's financial condition; our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same.

Annual Financial Report

Section 10.554(1)(i)5.b. and 10.556(7), Rules of the Auditor General, requires that we apply appropriate procedures and report the results of our determination as to whether the annual financial report for the Piney-Z Community Development District for the fiscal year ended September 30, 2015, filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), Florida Statutes, is in agreement with the annual financial audit report for the fiscal year ended September 30, 2015. In connection with our audit, we determined that these two reports were in agreement.

Other Matters

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we address in the Management Letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Section 10.554(1)(i)3., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our Management Letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

*Berger, Toombs, Elam,
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

March 1, 2016



Berger, Toombs, Elam,
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**INDEPENDENT ACCOUNTANT'S REPORT/COMPLIANCE
WITH SECTION 218.415, FLORIDA STATUTES**

To the Board of Supervisors
Piney-Z Community Development District
Leon County, Florida

We have examined Piney-Z Community Development District's compliance with Section 218.415, Florida Statutes during the year ended September 30, 2015. Management is responsible for Piney-Z Community Development District's compliance with those requirements. Our responsibility is to express an opinion on Piney-Z Community Development District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about Piney-Z Community Development District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on Piney-Z Community Development District's compliance with the specified requirements.

In our opinion, Piney-Z Community Development District complied, in all material respects, with the aforementioned requirements during the year ended September 30, 2015.

*Berger, Toombs, Elam,
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

March 1, 2016