

**PINEY-Z COMMUNITY
DEVELOPMENT DISTRICT**

JANUARY 23, 2017

AGENDA PACKAGE

Piney-Z Community Development District
Severn Trent Services, Management Services Division
210 North University Drive, Suite 702 • Coral Springs, Florida 33071
Telephone: (954) 753-5841 • Fax: (954) 345-1292

January 12, 2017

Board of Supervisors
Piney-Z Community Development District

Dear Board Members:

On Monday, January 23, 2017 the Board of Supervisors of the Piney-Z Community Development District will hold a meeting at 6:30 p.m. at the Piney-Z Plantation Lodge, 950 Piney-Z Plantation Road, Tallahassee, Florida. Following is the advance agenda for the meeting:

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Audience Comments**
- 4. Approval of the Minutes of the November 28, 2016 Meeting**
- 5. Acceptance of the December, 2016 Financial Statements and Approval of the Check Register and Invoices**
- 6. CDD Manager's Report**
 - A. Piney-Z CDD Amenities and Management (Fitness Center, Lodge, Pavilion, Playground, Pool, Grounds)
- 7. Board Meeting Housekeeping**
 - A. Audience Comments
 - i. Three (3) Minutes Per Person
 - ii. Supervisor Responses
 - B. Voice versus Roll Call Votes
 - C. Eliminate Speaker Cards
 - D. Board Vote Procedures
- 8. District Manager's Report**
 - A. Motion Assigning Fund Balance
- 9. District Attorney's Report**
- 10. Business Matters**
- 11. Supervisor Requests**
 - A. Reducing Administrative Expense [Supervisor Lee]
 - B. Repeat Agenda Items on Future Agendas [Chair Cashin]
 - C. Supervisor Direction to Staff Per Chapter 190 [Chair Cashin]
 - D. Authority of Chair [Chair Cashin]
 - E. Approval of HOA Dates for Lodge/ Pavilion
 - F. Establishment of Board Procedures [Chair Cashin]
 - G. Email System [Chair Cashin]
- 12. Adjournment**

Piney-Z CDD
January 12, 2017

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 MEETING
PINEY-Z
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Piney-Z Community Development District was held Monday, November 28, 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:

Gerry Cashin
Cheryl Hudson
Michael Lee
Art Kirby
Ann Pincus

Chairperson
Vice Chairman
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Bob Nanni
Chris Lyon
Melinda Parker
Rick Evans
Residents

District Manager / Secretary
District Attorney
CDD Manager
Grounds & Building Manager

The following is a summary of the discussions and actions taken at the November 28, 2016 Piney-Z Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Hudson called the meeting to order at 6:39 p.m. and Mr. Nanni called the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Oath of Office of Newly Elected Supervisors

- Administered prior to the meeting.

B. Election of Officers – Resolution 2017-1

Mr. Lee nominated Mr. Kirby as Chairman and Ms. Pincus seconded the nomination.

- Mr. Kirby declined the nomination.

Mr. Lee withdrew the nomination.

Ms. Hudson nominated Ms. Cashin as Chair and Ms. Pincus seconded the nomination. There being no further nominations, Ms. Cashin was elected Chair with votes as follows:

Michael Lee – Nay

Cheryl Hudson - Aye

Art Kirby - Aye

Ann Pincus - Aye

Gerry Cashin - Aye

Ms. Cashin nominated Ms. Hudson as Vice Chair and Ms. Pincus seconded the nomination. There being no further nominations, Ms. Hudson was elected Vice Chair with votes as follows:

Michael Lee – Aye

Gerry Cashin - Aye

Cheryl Hudson - Aye

Art Kirby - Aye

Ann Pincus - Aye

Ms. Cashin nominated Mr. Kirby as Assistant Treasurer.

- Ms. Cashin noted this is for an additional Assistant Treasurer.
- Mr. Lee encouraged the Board to have a Board member as the Treasurer.
- Discussion followed on the Treasurer / Assistant Treasurer with Mr. Lyon outlining the District Rules with regard to officers.

Ms. Cashin withdrew the nomination.

- Mr. Lee addressed the liaison position.
 - Discussion followed on the Chair and liaison volunteering in the office.

Mr. Kirby MOVED for Ms. Pincus to continue as Staff Liaison and Ms. Hudson seconded the motion.

- Ms. Hudson questioned if this can be done because it is not in the Rules.
 - Mr. Lyon noted it is not an official position; it is more along the lines of a committee of one. The Board is allowed to establish committees by formal motion either on a permanent or temporary basis to perform specially designated functions.

The prior motion was approved with votes as follows:

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

- Mr. Nanni outlined Resolution 2017-1.

On MOTION Ms. Hudson seconded by Mr. Kirby Resolution 2017-1 a resolution designating the officers of the Piney-Z Community Development District as Gerry Cashin – Chairman, Cheryl Hudson – Vice Chair, Bob Nanni – Secretary, Robert Koncar – Treasurer, Stephen Bloom – Assistant Treasurer, and Michael Lee, Ann Pincus and Art Kirby – Assistant Secretaries was adopted with votes as follows:

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

C. Presentation Acknowledging Services of Former Supervisors

- Ms. Hudson thanked Mr. Kessler and presented him with a clock for his services.
- Mr. Kessler thanked everyone.

FOURTH ORDER OF BUSINESS

Audience Comments

- Mr. Reiner Kirsten requested the CDD organize meetings with residents to explain facts and figures about the CDD.
 - Ms. Cashin noted they are going to try to set up a meeting with the. The meeting will be open to the public.

FIFTH ORDER OF BUSINESS

**Discussion of Pavilion Roof –
Jimmy Simmons, Metal Building
Services**

- Ms. Parker reviewed the questions regarding the [pavilion] roof at the last meeting noting Mr. Jimmy Simmons will be able to answer them.
- Ms. Hudson inquired if the building code changes are covered?
 - Mr. Simmons responded the building is at least 15 years old; structurally he cannot make the building fit current codes unless they hire an engineer to redesign the building. The [pavilion] roof will go back on just as it was which will meet the wind load codes now.
- Mr. Kirby inquired if as far as structural continuity and any of the wind ratings as far as insurance purposes go they are okay.
 - Mr. Simmons indicated he cannot answer that question because he is not an engineer. His opinion is the [pavilion] roof is going to be as structurally sound with the new panels as it was before the damage happened. He noted as long as they do the damaged area it is a repair permit because of the percentage of the roof system. There will also be a permitting fee that was not in the original proposal as fees for storm damage were waiving.
 - Mr. Simmons addressed the wind code noting the [pavilion] roof is the old version of the 115 mph wind load.

SIXTH ORDER OF BUSINESS

**Approval of the Minutes of the
October 17, 2016 Workshop and
Regular Meeting**

- Ms. Cashin addressed edits which will be incorporated into the record.
- Mr. Lyon noted FOIA is Federal it should be Public Records Requests.

On MOTION by Mr. Kirby seconded by Ms. Hudson, to approve the October 17, 2016 workshop minutes, with changes to be incorporated, was approved with votes as follows:

Michael Lee – Aye

Cheryl Hudson - Aye

Art Kirby - Aye

Ann Pincus - Aye

Gerry Cashin - Aye

- Ms. Cashin addressed edits which will be incorporated into the record.

On MOTION by Mr. Kirby seconded by Ms. Hudson, to approve the October 17, 2016 meeting minutes, with changes to be incorporated, was approved with votes as follows:

Michael Lee – Aye

Cheryl Hudson - Aye

Art Kirby - Aye

Ann Pincus - Aye

Gerry Cashin - Aye

- Mr. Kirsten requested a correction of the September minutes.
- Ms. Cashin inquired can we do that?
 - Mr. Lyon responded it is not necessary. If you want to put it on the record you can; there is no need to go back to correct the minutes. I explained to Mr. Kirsten the minutes are simply a reflection of what was said at a given meeting. The minutes accurately reflect what was said. If he wants a clarification of what was said we can do that tonight but it is improper to go back to add something to the minutes that was not said.
 - Mr. Kirsten noted he strongly opposes the position on this point. The statement made was incorrect according to their documents.
 - Mr. Lyon asked do you have with you the statement you want corrected in some form of draft?
 - Mr. Kirsten responded yes.
 - Mr. Lyon stated we cannot go back and add it to the minutes. I will voice it for Mr. Kirsten. Mr. Kirsten pointed out a comment made months ago at a meeting when I was asked a question on the spot with no chance to

review or prepare for it as to what happens to District assets and liabilities when a District is dissolved. Based on Chapter 189 what the law says is that assets and liabilities when a District is dissolved should go to the local general purpose government that created them. In the case of Piney-Z that would be the City of Tallahassee. That was my answer. He pointed out recently that the Ordinance that the City of Tallahassee created Piney-Z in addition to saying the City shall take the assets it adds one clause that says or such other entity as the City elects. Either way it has to go to the City. The City can either elect to take the assets and liabilities or they can elect to give it to someone else. The point I was making was you cannot just dissolve and walk away, something has to be done with the assets and liabilities. The general rule is it goes to the general purpose government and in this particular case there is also the option for the City to elect some other entity to take it.

- Ms. Cashin noted the statement is now part of the record.

SEVENTH ORDER OF BUSINESS

Acceptance of the October, 2016 Financial Statements and Approval of the Check Register and Invoices

Ms. Hudson MOVED to approve the October 2016 financial statement and check register and Ms. Pincus seconded the motion.

There being no discussion,

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

The record will reflect the Board took a brief recess.

EIGHTH ORDER OF BUSINESS**Discussion of Self-Management
[Supervisor Lee]**

- Mr. Lee provided and reviewed a handout regarding separation from STS [Severn Trent Services] with six months' notice.
- Discussion followed on financials with regard to the budget line items.
- Mr. Lee continued with the review of the handout regarding separation from STS [Severn Trent Services] with six months' notice.
- Discussion followed on the audit.
- Meeting agendas and minutes were discussed.
- Mr. Lee noted the two principles to keep in mind - they are spending \$200,000 to manage \$200,000. They are spending \$100,000 here and \$100,000 for administrative services. There is no law that says they have to have a Severn Trent; it says they have to do those things.
- Ms. Cashin asked Mr. Lyon what his thoughts are on whether this would be a prudent business practices move?
 - Mr. Lyon responded I understand Mr. Lee's concerns with the costs. I do have some concern. I originally thought this was meant to be an exhaustive list of the services Severn Trent performs but then at the end I heard you say this is the first five. I do have some concern with moving all of the responsibilities to self-management. I have some concern about all the legal requirements around the bonds and doing that ourselves. I am not saying it cannot be done or it is impossible to do it yourself and certainly a District this size would be a candidate to consider. A lot of the costs here stem from the fact that we are located in Tallahassee and there is just not the volume of districts in this area of the state to justify a manager being located here. Can it be done, yes. Do I have some concerns about doing it, yes. Do I have concerns about doing it while the bonds are still out there, even more.
 - Mr. Lee noted if they would investigate, as he has, the bond handling is already set up. The timeframe he has put out is six months because at some point in time you have to start. Make the decision and work on it for six months to find out what things are difficult or not.

- Discussion followed on record retention which Mr. Lee noted should not be a problem because anything Severn Trent has is the District's.
- Mr. Lee suggested looking at each process and doing the analysis.
 - Mr. Kirby inquired if Mr. Lee is committing to doing the work he is proposing?
 - Mr. Lee responded whatever it takes, what is appropriate. It won't need \$50,000 per year.
- Ms. Hudson noted there are also public records request.
- Ms. Cashin noted she has a problem going through this month-after-month and subjecting Mr. Nanni to it.
- Mr. Lee noted as supervisors their responsibility is to be the best stewards, not the easiest stewards, not the most expensive stewards, but the best stewards they can be.
- Mr. Kessler noted there are several aspects and elements with the services that Severn Trent provides that have been cloudy and he thinks the Board has not gotten things nailed down. He believes there is room to dive into that. The Severn Trent contract is a valid contract but is a hand-me-down and is not a list of the statement of work. There is no pricing assigned to those individual areas and another concept would be to step through that process of what is Severn Trent really doing for us and what is the cost associated with those. Then you start to nail down the work to be done. He further addressed the workload, additional staff, and overtime. He noted he is worried about the risks and getting involved in something that is a challenge to undertake. It is hard for the Board members to participate and do some activity like this with limited ability to take on additional responsibilities.
- Mr. Kirby noted he agrees with Mr. Lyon that until the bond issue is resolved in its entirety this issue needs to be tabled until 2019.

Mr. Kirby MOVED to table this issue until June 2019.
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- Mr. Lyon noted that is not an appropriate motion, you cannot bind a future Board. You cannot pass a motion tonight that would prohibit a Board next year from taking this back up.
- Ms. Cashin inquired if it can be tabled until the end of the fiscal year or until a future date.
 - Mr. Lyon noted he is not sure what they want to accomplish, there is no motion on the table tonight. There is nothing to table.
 - Ms. Cashin stated the item on the agenda.
 - Mr. Lyon stated as the Chair it is up to you to set the agenda for the following meetings. Mr. Lee is always welcome to make a request for the item and we can do it.
- Mr. Lee inquired if anyone else thinks they need to move forward.
 - Ms. Hudson noted she is going to continue to think of ideas but does not think they are ready to do it yet.
- Mr. Lyon noted Mr. Kessler made some excellent points and he is not trying to pile work on anybody but he pointed out the contract we currently have is how many years old and does not lay out the services. Perhaps if the Board wanted to be in an information gathering mode they might consider asking Severn Trent to detail the services they provide and estimate, of the annual fee they are paid, how that breaks out among the services so the Board has the information, if nothing else.
- Ms. Cashin asked if this would be a doable thing and when could you provide it?
 - Mr. Nanni responded I would have to get ahold of the people in Coral Springs to say this is what they are looking for how long will it take to put together.
- Mr. Kirby inquired how many districts Severn Trent manages?
 - Mr. Nanni responded 75 or 80.
 - Mr. Kirby inquired how many are equal to the size of Piney-Z CDD?
 - Mr. Nanni responded it is hard to compare districts.
 - Mr. Kirby noted in lieu of a portfolio of services he would like to see comparable contracts of other districts. He cannot imagine other districts

would not have specified what they are paying for. They cannot compare apples-to-apples and they are asking Severn Trent to help them know.

- Mr. Nanni noted he spoke with Mr. Koncar and he has said they will talk about what services they can provide at what costs when the time comes. Mr. Koncar is willing to draft an agreement with the District that is compatible but feels it is early in the game to do so. What all that means is the company is open to working with the District in what they are trying to do but at the same time he does not think they are willing to do so right now.
- Mr. Lee noted Severn Trent was not willing to do it four years ago either and the new Supervisors need to know that. It is not a new request or idea. They have been trying to get specific information for years.
- Mr. Kessler addressed the pushback on detailed pricing noting it would still be possible to provide a detailed outlined statement of work.
- Mr. Kirby noted Mr. Nanni keeps saying the appropriate time – what are the markers, what are they supposed to be looking for as far as what he sees as the appropriate time. He noted he is looking for specific indicators that they are supposed be addressing this in this timeframe based on Mr. Nanni's perception.
- Mr. Nanni responded he is not prepared to say as of this date we should do this. He does not have an answer. He will speak with Mr. Koncar to see if he wants to give him some direction.

NINTH ORDER OF BUSINESS

CDD Manager's Report

- A. Piney-Z CDD Amenities and Management (Fitness Center, Lodge, Pavilion, Playground, Pool, Grounds, Staffing and Administrative)**
- B. Update on Storm Damage and Recovery**
 - i. Insurance Settlement Proposal**
 - ii. Pavilion Roof Repair Proposal**
 - iii. Replacement of Front Yard Sign**
- Ms. Parker requested approval to purchase a new copier.
 - There was prior approval to purchase a new color copier and it arrived a used black and white copier. It was refused.

- She recommends the Ricoh copier at \$2,295, which \$798 over the budgeted amount of \$1,497. She noted they will save half of this amount on the maintenance agreement the first year.

Ms. Hudson MOVED to approve the purchase of the Ricoh MP C306 color copier at \$2,295 from Office Business Systems and Ms. Pincus seconded the motion.

- Discussion followed on purchase versus lease.
- A friendly amendment for Mr. Lyon to review the agreement prior to signing was requested.

Ms. Hudson amended the motion to include review by District Counsel and Ms. Pincus seconded the amendment.

- Discussion continued on the Ricoh copier with regard to pricing and lease versus purchase.

The prior motion was approved, as amended, with votes as follows:

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

- Ms. Parker reported to Mr. Lee that she had followed up on his request about “hardening the target” from lightning noting internally they are doing all they can do and the next suggestion was they put lightning rods in the trees. They are still working on it.

The record will reflect Mr. Lee has left the meeting.

- Ms. Parker noted the next item is the [pavilion] roof.

Mr. Kirby MOVED to accept the insurance settlement offer for the hurricane damage. Motion died for lack of a second.

- Ms. Parker noted they have to decide if they are repairing what was damaged and then they need to talk about the insurance settlement offer.
- The \$8,391 is for the purlin and 10 panels. The permitting will be an additional cost.

Ms. Hudson MOVED to approve the Metal Buildings Services, Inc. proposal for repair of the pavilion roof at a cost of \$8,391.20 plus permitting fees and Ms. Pincus seconded the motion.

- Ms. Parker requested the motion include review by Mr. Lyon and signature by the Chair.

Ms. Hudson amended the motion to include authorize review of the agreement by District Counsel and execution by the Chair and amending the cost to \$8,500 plus permitting fees and Ms. Pincus seconded the amendment.

- Mr. Kirby requested a friendly amendment that any reasonable expenditure over the agreed amount at this meeting only needs the notification of the Chair for final approval.

Ms. Hudson further amended the motion to include that any reasonable expenditure over the agreed amount at this meeting only needs the notification of the Chair for final approval and Ms. Pincus seconded the amendment.

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

- Ms. Parker outlined the insurance settlement offer of \$23,460.

Mr. Kirby MOVED to accept the Hurricane Hermine insurance settlement offer of \$23,460.02 and Ms. Pincus seconded the motion.

- Ms. Parker noted they still do not know what the damage is to the interior of the pavilion but if they accept the adjusters estimate they will be just under \$3,000 out of pocket.
- Discussion followed on the interior damage with Mr. Evans noting they do not know if there will be any repair work as a result of having to tear out the bent purlin.

The prior motion was approved with votes as follows:

Cheryl Hudson - Aye

Art Kirby - Aye

Ann Pincus - Aye

Gerry Cashin- Aye

- Ms. Parker reported they have received the permit from the City to install the metal cover over the pool pumps. It will be installed Thursday.
- Ms. Parker addressed the replacement of the front yard sign at \$590. She has reworded the sign from “Welcome to the Piney-Z Plantation” to “Welcome to the Piney-Z Community Development District”.

Ms. Pincus MOVED to approve the replacement of the yard sign at \$590 and Mr. Kirby seconded the motion.

There being no further discussion,

The prior motion was approved with votes as follows:

Cheryl Hudson - Aye

Art Kirby - Aye

Ann Pincus - Aye

Gerry Cashin- Aye

- Ms. Parker reported the lightning strike work has been completed and paid. The total cost was \$6,270 of which they were reimbursed all but the \$1,000 deductible.

C. New Year's Eve Cancellation – HOA Party

- Ms. Cashin addressed the HOA canceling the New Year's Eve party.
- Ms. Parker noted they also canceled their December 13th meeting.
- Discussion followed on lost rentals for New Year's Eve.

TENTH ORDER OF BUSINESS

District Manager's Report

A. Consideration of Audit Engagement Letter with Berger, Toombs, Elam, Gaines and Frank to Perform the Audit for Fiscal Year 2016

- Mr. Nanni noted this is the first of four renewals but the Board can decide to go out for RFP for future years.

Mr. Kirby MOVED to to accept the audit engagement with Berger, Toombs, Elam, Gaines and Frank to perform the audit for FY 2016 at a cost of \$3,150 and Ms. Hudson seconded the motion.

There being no discussion,

The prior motion was approved with votes as follows:

Cheryl Hudson - Aye

Art Kirby - Aye

Ann Pincus - Aye

Gerry Cashin - Aye

- Mr. Nanni noted the new supervisors are entitled to \$200 per meeting at a maximum of \$4,800 per year.
 - Ms. Cashin waived payment for both workshops and meetings.
 - Mr. Kirby accepted payment for both workshops and meetings.

B. Consideration of Termination of Dissemination Agreement with Prager & Co.

C. Consideration of Severn Trent Agreement to Provide Dissemination Agent Services

- Mr. Nanni addressed the termination of the Dissemination Agreement noting Severn Trent provides about 75% of the information Prager was using.
- Severn Trent will do the work for the same price as Prager & Co. at \$1,000.
- Mr. Lyon has reviewed the Severn Trent agreement.
- The Board requested seven years of dissemination documents and transmittal letters from Severn Trent and Prager.

Ms. Hudson MOVED to accept the Severn Trent agreement to provide Dissemination Agent services at a cost of \$1,000 and authorizing the Chair to execute same and Mr. Kirby seconded the motion.

There being no discussion,

The prior motion was approved with votes as follows:

Cheryl Hudson - Aye

Art Kirby - Aye

Ann Pincus - Aye

Gerry Cashin - Aye

ELEVENTH ORDER OF BUSINESS

District Attorney's Report

- Mr. Lyon addressed the following questions raised at the last meeting.
 - What is the definition of a newspaper of general circulation? A *publication must conform to the following – 1) be printed and published at least one per week. 2) Must contain at least 25% of its words in the English language. 3) Be entered or be qualified to be admitted and entered as periodicals matter at a post office in the county where it is published. 4) Be for sale and available to the public generally for publication of official or other notices. 5) Customarily contain information of a public character of interest or value to the residents or owners of property in the county where published or of interest or value to the general public. 6) Been in business for one year or longer, certain exceptions may apply.*
- Discussion followed on other sources for advertising.

- Ms. Cashin noted in the minutes Mr. Didier inquired if supervisors can set up meetings or if it can only be called by the Board.
 - Mr. Lyon noted he thought this was more for the community outreach type meetings. He stands by his response that as long as they are willing to pay the publication fee to notice and figure out some way to take minutes of what transpired they can do it noting if it is only two supervisors it is not a quorum so it is not an official meeting of the Board and no action can be taken.

TWELFTH ORDER OF BUSINESS**Business Matters****A. Website and Email**

- Ms. Hudson addressed the CDD email and website.
- Ms. Cashin noted she is not using the Piney-Z CDD email.
- Mr. Lyon will address with Mr. Didier the relinquishing the website domain name and administrator rights and returning the CDD hard drive and any CDD keys.

B. Lodge Rentals and Deposits

- Ms. Parker reported immediately depositing the damage deposit checks is resulting in lost rentals and is not working well.

Ms. Hudson MOVED to stop depositing damage deposits unless there is damage to the facilities and Ms. Pincus seconded the motion.

- Discussion continued on depositing of damage deposit checks.
- Discussion followed on setting up a savings account locally for the CDD for amenity deposits and refunds.
 - Mr. Lyon suggested having Severn Trent cut the refund check prior to the event. If there is damage the check is voided and if not the check is returned to the renter.
 - Discussion continued on rental checks and damage deposit checks.

The prior motion was approved with votes as follows:

Cheryl Hudson - Aye

Art Kirby - Nay

Ann Pincus - Aye

Gerry Cashin - Aye

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

A. New Supervisor Orientation

- Mr. Nanni noted Mr. Lyon has provided the Sunshine Law review and Severn Trent can provide the remainder of the orientation documents to the supervisors.

FOURTEENTH ORDER OF BUSINESS Adjournment

There being no further business,

On MOTION by Ms. Hudson seconded by Ms. Pincus the meeting was adjourned with votes as follows:

Cheryl Hudson - Aye

Art Kirby - Aye

Ann Pincus - Aye

Gerry Cashin - Aye

Bob Nanni
Secretary

Geraldine Cashin
Chairperson

Fifth Order of Business

MEMORANDUM



TO: Board of Supervisors
FROM: Tiziana Cessna, District Accountant
CC: Bob Nanni, District Manager / Peter Brill, Accounting Manager
DATE: January 11, 2017
SUBJECT: December Financials

Please find attached the December 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 December the revenue has a favorable variance due to the allocation of the settlement for FY 2017. Expenditures are at 96% of the year-to-date budget. Due to lightning strike and hurricane some expenditures were incurred in FY 2017. Encumbrances were made accordingly. 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 99% of the year-to-date budget, due to the settlement portion for 2017 and hurricane claim settlement.

- The YTD Non-Ad Valorem assessments collections are at 95%.
- Settlement - FY2017 portion of the O&M maintenance settlement with Piney-Z Land LLC and hurricane claim settlement.
- Other Miscellaneous Revenue includes a refund of Insurance premium from 14-15.

Total Expenditures through December were at a favorable 96% of the YTD budget due to incurred hurricane repairs.

- Administration
 - ▶ Insurance - General Liability - Premium was rated lower than expected due to market conditions.
- Park and Recreation - General
 - ▶ R&M-Emergency & Disaster Relief represents replacement of CCTV cameras due to lightning strike.
 - ▶ Misc-Hurricane Expense are repair to the pavilion roof.
- Park and Grounds
 - ▶ Misc-Hurricane Expense represents damaged hardi boards at bar.

PINEY-Z
Community Development District

Financial Report
December 31, 2016

Prepared by



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**Piney-Z
Community Development District**

Financial Statements

(Unaudited)

December 31, 2016

Balance Sheet
December 31, 2016

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>				
Cash - Checking Account	\$ 378,597	\$ -	\$ -	\$ 378,597
Cash On Hand/Petty Cash	250	-	-	250
Accounts Receivable	3,400	-	-	3,400
Due From Other Funds	-	3,206	12,280	15,486
Investments:				
Money Market Account	206,294	-	-	206,294
Prepayment Account	-	-	1	1
Redemption Fund	-	646	-	646
Reserve Fund	-	12,750	-	12,750
Revenue Fund	-	94,002	292,273	386,275
Prepaid Items	26	-	-	26
TOTAL ASSETS	\$ 588,567	\$ 110,604	\$ 304,554	\$ 1,003,725
<u>LIABILITIES</u>				
Accounts Payable	\$ 17,987	\$ -	\$ -	\$ 17,987
Accrued Expenses	6,557	-	-	6,557
Unearned Revenue	16,961	-	-	16,961
Deposits	1,500	-	-	1,500
Due To Other Funds	15,486	-	-	15,486
TOTAL LIABILITIES	58,491	-	-	58,491

Balance Sheet
December 31, 2016

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<u>FUND BALANCES</u>				
Nonspendable:				
Prepaid Items	26	-	-	26
Restricted for:				
Debt Service	-	110,604	304,554	415,158
Assigned to:				
Operating Reserves	98,829	-	-	98,829
Reserves - CDD Amenity	74,810	-	-	74,810
Reserves - Hurricane	590	-	-	590
Reserves-Lodge	8,712	-	-	8,712
Reserves - Other	16,961	-	-	16,961
Reserves - Parking Lots	7,000	-	-	7,000
Reserves - Park	500	-	-	500
Reserves - Pools	8,500	-	-	8,500
Reserves-Pool Equipment	2,085	-	-	2,085
Reserves-Pool Filters	500	-	-	500
Reserves-Pool Pumps	1,800	-	-	1,800
Unassigned:	309,763	-	-	309,763
TOTAL FUND BALANCES	\$ 530,076	\$ 110,604	\$ 304,554	\$ 945,234
TOTAL LIABILITIES & FUND BALANCES	\$ 588,567	\$ 110,604	\$ 304,554	\$ 1,003,725

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 1,000	\$ 250	\$ 219	\$ (31)
Special Assmnts- Tax Collector	394,709	359,185	373,118	13,933
Special Assmnts- Discounts	(15,788)	(14,367)	(15,382)	(1,015)
Settlements	33,924	33,924	62,654	28,730
Other Miscellaneous Revenues	130	130	664	534
Access Cards	105	45	30	(15)
Pavilion Rental	800	-	-	-
Lodge Rental	13,000	3,550	1,880	(1,670)
TOTAL REVENUES	427,880	382,717	423,183	40,466
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	12,000	3,000	2,200	800
FICA Taxes	918	230	168	62
ProfServ-Legal Services	25,000	6,250	6,000	250
ProfServ-Mgmt Consulting Serv	54,275	13,569	13,569	-
ProfServ-Special Assessment	4,637	4,637	4,637	-
Auditing Services	3,150	-	-	-
Postage and Freight	500	125	77	48
Insurance - General Liability	12,053	6,026	4,825	1,201
Printing and Binding	500	125	42	83
Legal Advertising	1,500	250	193	57
Miscellaneous Services	150	37	93	(56)
Misc-Assessmnt Collection Cost	11,841	10,775	10,732	43
Misc-Contingency	550	138	-	138
Office Supplies	250	63	-	63
Annual District Filing Fee	175	175	175	-
Total Administration	127,499	45,400	42,711	2,689
<u>Field</u>				
Contr-Landscape-Amenities Area	12,312	3,078	2,211	867
R&M-Trees and Trimming	3,000	750	-	750
Misc-Contingency	3,500	875	721	154
Total Field	18,812	4,703	2,932	1,771

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 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-Maintenance	8,008	2,002	2,976	(974)
Payroll-Administrative	48,204	12,051	13,695	(1,644)
FICA Taxes	4,300	1,075	1,275	(200)
Workers' Compensation	2,878	1,439	1,519	(80)
Contracts-Janitorial Services	2,834	650	738	(88)
Contracts-Security Services	4,202	776	517	259
Contracts-Fire Exting. Insp.	350	350	-	350
Contracts-Fire Insp Sprinkler System	300	300	-	300
Communication - Teleph - Field	100	25	-	25
Postage and Freight	500	125	-	125
Utility - General	15,218	3,804	3,846	(42)
Utility - Other	2,490	623	640	(17)
Electricity - Streetlighting	1,358	339	334	5
Utility - Irrigation	1,700	425	703	(278)
Utility - Refuse Removal	1,147	286	275	11
Rental Dumpster	312	78	78	-
R&M-General	7,250	1,812	746	1,066
R&M-Electrical	450	112	-	112
R&M-Pest Control	858	145	145	-
R&M-Roof	270	-	-	-
R&M-Emergency& Disaster Relief	-	-	3,950	(3,950)
R&M-Fire Equipment	200	200	-	200
R&M-Flooring	1,236	309	-	309
R&M-Plumbing	600	150	-	150
R&M-Copier	420	105	4	101
Misc-Hurricane Expense	-	-	9,054	(9,054)
Misc-Contingency	3,750	937	600	337
Misc-Information Technology	750	187	600	(413)
Misc-Mileage Reimbursement	447	111	68	43
Office Supplies	1,800	450	309	141
Supplies-Cleaning & Paper	495	124	59	65
Non-Capitalized New Equipment	2,497	2,497	2,295	202
Reserves-Lodge	3,525	-	-	-
Reserve - Parking Lot	7,000	-	-	-
Total Parks and Recreation - General	125,449	31,487	44,426	(12,939)

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 31, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Swimming Pool</u>				
Payroll-Lifeguards	21,353	300	524	(224)
Payroll-Maintenance	6,006	1,501	792	709
Payroll-Administrative	9,641	2,410	348	2,062
FICA Taxes	2,831	708	127	581
ProfServ-Pool Maintenance	6,000	1,500	1,500	-
Communication - Teleph - Field	100	25	-	25
R&M-General	1,450	363	-	363
R&M-Electrical	300	75	14	61
R&M-Pools	8,100	2,025	-	2,025
Misc-Licenses & Permits	275	-	-	-
Misc-Contingency	4,000	1,000	-	1,000
Op Supplies - Pool Chemicals	4,250	1,065	-	1,065
Non-Capitalized New Equipment	6,000	3,000	2,122	878
Reserve - Pool	8,500	-	-	-
Reserves-Pool Equipment	2,085	-	-	-
Reserves-Pool Filters	500	-	-	-
Reserves-Pool Pumps	1,800	-	-	-
Total Swimming Pool	83,191	13,972	5,427	8,545
<u>Fitness Center</u>				
Payroll-Maintenance	4,004	1,001	176	825
Payroll-Administrative	3,214	804	68	736
FICA Taxes	552	138	19	119
Contracts-Janitorial Services	1,404	325	363	(38)
Contracts-Fitness Equipment	1,200	300	300	-
R&M-General	1,500	375	-	375
R&M-Electrical	300	75	-	75
R&M-Equipment	1,250	312	-	312
Misc-Contingency	1,500	375	-	375
Supplies-Cleaning & Paper	185	46	34	12
Non-Capitalized New Equipment	10,629	-	-	-
Total Fitness Center	25,738	3,751	960	2,791

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending December 31, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Park & Grounds</u>				
Payroll-Maintenance	22,022	5,505	5,170	335
Payroll-Administrative	3,213	803	233	570
FICA Taxes	1,930	483	413	70
Contracts-Janitorial Services	962	350	150	200
R&M-General	1,355	339	825	(486)
R&M-Electrical	250	63	-	63
R&M-Irrigation	300	75	186	(111)
R&M-Backflow Inspection	255	255	-	255
Misc-Hurricane Expense	-	-	750	(750)
Misc-Contingency	4,000	1,000	1	999
Supplies-Cleaning & Paper	150	37	38	(1)
Non-Capitalized New Equipment	3,600	-	-	-
Reserve - Parks	500	-	-	-
Total Park & Grounds	38,537	8,910	7,766	1,144
<u>Reserves</u>				
Reserve - CDD Amenity	8,654	-	-	-
Total Reserves	8,654	-	-	-
TOTAL EXPENDITURES & RESERVES	427,880	108,223	104,222	4,001
Excess (deficiency) of revenues				
Over (under) expenditures	-	274,494	318,961	44,467
Net change in fund balance	\$ -	\$ 274,494	\$ 318,961	\$ 44,467
FUND BALANCE, BEGINNING (OCT 1, 2016)	211,115	211,115	211,115	
FUND BALANCE, ENDING	\$ 211,115	\$ 485,609	\$ 530,076	

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 50	\$ 12	\$ 18	\$ 6
Special Assmnts- Tax Collector	55,899	50,868	52,845	1,977
Special Assmnts- Discounts	(2,236)	(2,035)	(2,179)	(144)
TOTAL REVENUES	53,713	48,845	50,684	1,839
<u>EXPENDITURES</u>				
<u>Administration</u>				
ProfServ-Trustee Fees	3,502	-	-	-
Misc-Assessmnt Collection Cost	1,677	1,526	1,520	6
Total Administration	5,179	1,526	1,520	6
<u>Debt Service</u>				
Principal Debt Retirement	65,000	-	-	-
Principal Prepayments	-	-	5,000	(5,000)
Interest Expense	9,750	4,875	4,875	-
Total Debt Service	74,750	4,875	9,875	(5,000)
TOTAL EXPENDITURES	79,929	6,401	11,395	(4,994)
Excess (deficiency) of revenues				
Over (under) expenditures	(26,216)	42,444	39,289	(3,155)
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(26,216)	-	-	-
TOTAL FINANCING SOURCES (USES)	(26,216)	-	-	-
Net change in fund balance	\$ (26,216)	\$ 42,444	\$ 39,289	\$ (3,155)
FUND BALANCE, BEGINNING (OCT 1, 2016)	71,315	71,315	71,315	
FUND BALANCE, ENDING	\$ 45,099	\$ 113,759	\$ 110,604	

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 100	\$ 25	\$ 33	\$ 8
Special Assmnts- Tax Collector	214,130	194,858	202,418	7,560
Special Assmnts- Discounts	(8,565)	(7,795)	(8,345)	(550)
TOTAL REVENUES	205,665	187,088	194,106	7,018
<u>EXPENDITURES</u>				
<u>Administration</u>				
ProfServ-Dissemination Agent	1,000	-	-	-
ProfServ-Trustee Fees	4,400	-	-	-
Misc-Assessmnt Collection Cost	6,424	5,846	5,822	24
Total Administration	11,824	5,846	5,822	24
<u>Debt Service</u>				
Principal Debt Retirement	175,000	-	-	-
Interest Expense	22,738	11,369	11,369	-
Total Debt Service	197,738	11,369	11,369	-
TOTAL EXPENDITURES	209,562	17,215	17,191	24
Excess (deficiency) of revenues				
Over (under) expenditures	(3,897)	169,873	176,915	7,042
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(3,897)	-	-	-
TOTAL FINANCING SOURCES (USES)	(3,897)	-	-	-
Net change in fund balance	\$ (3,897)	\$ 169,873	\$ 176,915	\$ 7,042
FUND BALANCE, BEGINNING (OCT 1, 2016)	127,639	127,639	127,639	
FUND BALANCE, ENDING	\$ 123,742	\$ 297,512	\$ 304,554	

PINEY-Z
Community Development District

Supporting Schedules

December 31, 2016

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

					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 FY2017				\$ 664,739	\$ 394,706	\$ 55,903	\$ 214,130
Allocation %				100%	59%	8%	32%
11/18/16	\$ 6,928	\$ 376	\$ 214	\$ 7,518	\$ 4,464	\$ 632	\$ 2,422
11/14/16	64,084	3,477	1,982	69,543	41,293	5,848	22,402
12/12/16	475,269	20,415	14,699	510,383	303,054	42,922	164,408
12/27/16	38,121	1,638	1,179	40,938	24,308	3,443	13,187
TOTAL	\$ 584,401	\$ 25,906	\$ 18,074	\$ 628,382	\$ 373,118	\$ 52,845	\$ 202,418
% COLLECTED				95%	95%	95%	95%
TOTAL OUTSTANDING				\$ 36,358	\$ 21,588	\$ 3,058	\$ 11,712

Cash and Investment Report

December 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%	\$378,597
Petty Cash	Petty Cash	Cash	0.00%	\$250
Public Funds Money Market Account	Stonegate Bank	Money Market Account	0.40%	\$206,294
			Subtotal	<u>\$585,141</u>
DEBT SERVICE FUNDS				
Series 2002 Redemption Account	US Bank	Government Obligation Fund	0.00%	\$646
Series 2002 Reserve Account (1)	US Bank	US Bank Money Market	0.10%	\$12,750
Series 2002 Revenue Account	US Bank	Open-ended Commercial Paper	0.05%	\$94,002
Series 2008 Prepayment account	US Bank	Government Obligation Fund	0.00%	\$1
Series 2008 Revenue Account	US Bank	Open-ended Commercial Paper	0.05%	\$292,273
			Subtotal	<u>\$399,672</u>
			Total	<u><u>\$984,812</u></u>

Piney-Z CDD

Bank Reconciliation

Bank Account No. 2471 BB&T - GF
Statement No. 2016-12
Statement Date 12/31/2016

G/L Balance (LCY)	378,596.98	Statement Balance	381,892.88
G/L Balance	378,596.98	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	381,892.88
Subtotal	378,596.98	Outstanding Checks	3,295.90
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	378,596.98	Ending Balance	378,596.98
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
12/2/2016	Payment	56630	CAROLINA CARPORTS INC	2,121.83	0.00	2,121.83
12/5/2016	Payment	56629	CHERYL M. HUDSON	174.07	0.00	174.07
12/14/2016	Payment	56643	ALAN COX AQUATICS, INC.	500.00	0.00	500.00
12/14/2016	Payment	56651	VIRALKUMAR BHANDERI	500.00	0.00	500.00
Total Outstanding Checks.....				3,295.90		3,295.90

PINEY-Z COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 11/1/16 to 12/31/16

(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	GL Account #	Amount Paid
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BB&T - GF - (ACCT# XXXXX2471)

Check	56603	11/02/16	Vendor	BIKASH SAHA	103116	DEPOSIT REFUND	Deposits	220000	\$500.00
Check	56604	11/02/16	Vendor	GUTTERHAWK, INC.	8825	Blow off roof: Cleaned gutter	R&M-General	001-546001-57201	\$149.00
Check	56605	11/02/16	Vendor	HD SUPPLY FACILITIES MAINTENANCE	9148933144	Paint Stripping Machine	R&M-General	001-546001-57240	\$238.94
Check	56606	11/02/16	Vendor	MIKE GOMEZ	103116	DEPOSIT REFUND	Deposits	220000	\$500.00
Check	56607	11/02/16	Vendor	PETTY CASH	103116	Petty cash Reimb 10/31/16	Lanterns for Lodge mantel	001-546001-57201	\$151.58
Check	56607	11/02/16	Vendor	PETTY CASH	103116	Petty cash Reimb 10/31/16	Shelf Liner	001-551002-57201	\$8.58
Check	56608	11/02/16	Vendor	S & R LANDSCAPING, LLC	NONE-102716	Lawn Maintenance October 2016	Contr-Landscape-Amenities Area	001-534053-53901	\$804.00
Check	56609	11/07/16	Vendor	HEINZ BROTHERS OUTDOOR SERVICES INC	25370	Install playground chips	Misc-Contingency	001-549900-53901	\$520.00
Check	56610	11/07/16	Vendor	GUTTERHAWK, INC.	8893	Tarp Roof	Misc-Hurricane Expense	001-549067-57240	\$249.00
Check	56611	11/07/16	Vendor	QUALITY FLOOR CLEANING, LLC	6099	General Cleaning Oct 2016	Contracts-Janitorial Services	001-534026-57201	\$265.50
Check	56611	11/07/16	Vendor	QUALITY FLOOR CLEANING, LLC	6099	General Cleaning Oct 2016	Contracts-Janitorial Services	001-534026-57214	\$130.50
Check	56611	11/07/16	Vendor	QUALITY FLOOR CLEANING, LLC	6099	General Cleaning Oct 2016	Contracts-Janitorial Services	001-534026-57240	\$54.00
Check	56611	11/07/16	Vendor	QUALITY FLOOR CLEANING, LLC	6006	General Cleaning Sept 2016	Contracts-Janitorial Services	001-534026-57201	\$350.00
Check	56612	11/07/16	Vendor	RAINBOW OUTDOOR SERVICES	5634	Main line pipe repair	R&M-General	001-546001-57240	\$146.89
Check	56613	11/10/16	Vendor	CAPITAL SECURITY AND	73014	Lightning Damage to Gate	R&M-General	001-546001-57201	\$600.00
Check	56614	11/10/16	Vendor	RAINBOW OUTDOOR SERVICES	5648	Hunter Rotor Head replacement	R&M-General	001-546001-57240	\$98.95
Check	56615	11/10/16	Vendor	RICK EVANS	110716	Mileage Reimbursement	Misc-Mileage Reimbursement	001-549951-57201	\$24.03
Check	56616	11/10/16	Vendor	TALLAHASSEE DEMOCRAT	0001151470	LEGAL AD-NOTICE OF MEETINGS	Legal Advertising	001-548002-51301	\$193.04
Check	56617	11/14/16	Vendor	ALAN COX AQUATICS, INC.	110116	Pool Maintenance Nov 2016	ProfServ-Pool Maintenance	001-531034-57205	\$500.00
Check	56618	11/14/16	Vendor	CITY OF TALLAHASSEE	103116	Utilities 9/27-10/27	Utility - Irrigation	001-543014-57201	\$167.00
Check	56618	11/14/16	Vendor	CITY OF TALLAHASSEE	103116	Utilities 9/27-10/27	Utility - General	001-543001-57201	\$1,205.40
Check	56618	11/14/16	Vendor	CITY OF TALLAHASSEE	103116	Utilities 9/27-10/27	Utility - Refuse Removal	001-543020-57201	\$95.07
Check	56619	11/18/16	Vendor	CAPITAL SECURITY AND	73019A	***Voided Voided***			\$0.00
Manual Che	56619	11/30/16	Vendor	CAPITAL SECURITY AND	73019A	Replace CCTV system-Lightning (Double)	R&M-General	001-546001-57205	\$3,400.00
Check	56620	11/18/16	Vendor	DIAMOND STITCHERY	111516	***Voided Voided***			\$0.00
Manual Che	56620	12/08/16	Vendor	DIAMOND STITCHERY	111516	Design/construction of Cornices-Lodge	Design/construction of Cornice	001-546001-57201	\$200.00
Check	56621	11/18/16	Vendor	LEWIS, LONGMAN, & WALKER, P.A.	MCL-115813A	***Voided Voided***			\$0.00
Manual Che	56621	11/30/16	Vendor	LEWIS, LONGMAN, & WALKER, P.A.	MCL-115813A	General Legal Oct 2016 (Double)	ProfServ-Legal Services	001-531023-51401	\$2,000.00
Check	56622	11/18/16	Vendor	CAPITAL SECURITY AND	73019	Replace CCTV system-Lightning	DVR	001-546001-57201	\$1,100.00
Check	56622	11/18/16	Vendor	CAPITAL SECURITY AND	73019	Replace CCTV system-Lightning	2 Digital cameras	001-546001-57201	\$900.00
Check	56622	11/18/16	Vendor	CAPITAL SECURITY AND	73019	Replace CCTV system-Lightning	5 analog	001-546001-57201	\$1,400.00
Check	56623	11/18/16	Vendor	DIAMOND STITCHERY	111516	***Voided Voided***			\$0.00
Check	56624	11/18/16	Vendor	LEWIS, LONGMAN, & WALKER, P.A.	MCL-115813	General Legal Oct 2016	ProfServ-Legal Services	001-531023-51401	\$2,000.00
Check	56625	11/28/16	Vendor	BRIAN PESCHL	21613	Pest Control 11/22/16	R&M-Pest Control	001-546070-57201	\$145.00

PINEY-Z COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 11/1/16 to 12/31/16

(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	GL Account #	Amount Paid
Check	56626	11/28/16	Vendor	CAPITAL SECURITY AND	73020	Replace Camera Pow Sup lighini	R&M-General	001-546001-57201	\$350.00
Check	56627	11/28/16	Vendor	MARPAN SUPPLY CO., INC.	1418895	Container Rental Dec 2016	Prepaid Items	155000	\$26.00
Check	56628	12/05/16	Employee	MICHAEL D. LEE	PAYROLL	December 05, 2016 Payroll Posting			\$184.70
Check	56629	12/05/16	Employee	CHERYL M. HUDSON	PAYROLL	December 05, 2016 Payroll Posting			\$174.07
Check	56630	12/02/16	Vendor	CAROLINA CARPORTS INC	133098	Carport Installation-26Ga pane	Non-Capitalized New Equipment	001-564120-57205	\$2,121.83
Check	56631	12/06/16	Vendor	COMCAST	111416	Cable Service 11/25-12/24	Communication - Teleph - Field	001-541005-57201	\$210.14
Check	56632	12/06/16	Vendor	FITNESS PRO	12610	Maintenance Nov 2016	Contracts-Fitness Equipment	001-534071-57214	\$100.00
Check	56633	12/06/16	Vendor	HEINZ BROTHERS OUTDOOR SERVICES INC	26047	Hermine-Restoration near pool	Misc-Hurricane Expense	001-549067-57201	\$663.00
Check	56634	12/06/16	Vendor	PETTY CASH	113016	Petty cash reimbursement	R&M-General	001-546001-57201	\$5.36
Check	56635	12/06/16	Vendor	RICK EVANS	113016	Mileage Reimbursement	Misc-Mileage Reimbursement	001-549951-57201	\$19.58
Check	56636	12/06/16	Vendor	S & R LANDSCAPING, LLC	113016	Lawn Maintenance Nov 2016	Contr-Landscape-Amenities Area	001-534053-53901	\$804.00
Check	56637	12/06/16	Vendor	SEVERN TRENT ENVIRONMENTAL SERVICES, INC.	15058	MANAGEMENT FEES NOV 2016	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$4,522.92
Check	56637	12/06/16	Vendor	SEVERN TRENT ENVIRONMENTAL SERVICES, INC.	15058	MANAGEMENT FEES NOV 2016	Postage and Freight	001-541006-51301	\$28.12
Check	56637	12/06/16	Vendor	SEVERN TRENT ENVIRONMENTAL SERVICES, INC.	15058	MANAGEMENT FEES NOV 2016	Printing and Binding	001-547001-51301	\$26.25
Check	56638	12/06/16	Vendor	CITY OF TALLAHASSEE		***Voided***			\$0.00
Check	56639	12/08/16	Vendor	CITY OF TALLAHASSEE	111016	Commercial Lights	Electricity - Streetlighting	001-543013-57201	\$104.34
Check	56639	12/08/16	Vendor	CITY OF TALLAHASSEE	11302016	Utilities 10/28-11/27	Utility - General	001-543001-57201	\$1,340.65
Check	56639	12/08/16	Vendor	CITY OF TALLAHASSEE	11302016	Utilities 10/28-11/27	Utility - Irrigation	001-543014-57201	\$276.13
Check	56639	12/08/16	Vendor	CITY OF TALLAHASSEE	11302016	Utilities 10/28-11/27	Utility - Refuse Removal	001-543020-57201	\$89.44
Check	56640	12/08/16	Vendor	FITNESS PRO	12713	Maintenance December 2016	Contracts-Fitness Equipment	001-534071-57214	\$100.00
Check	56641	12/08/16	Vendor	RAINBOW OUTDOOR SERVICES	5694	Broken pipe repair	R&M-Irrigation	001-546041-57240	\$87.20
Check	56642	12/08/16	Vendor	YU VONDA STEWARD	120716	Damage Deposit Refund	Deposits	220000	\$500.00
Check	56643	12/14/16	Vendor	ALAN COX AQUATICS, INC.	121216	POOL SERVICE DEC 2016	ProfServ-Pool Maintenance	001-531034-57205	\$500.00
Check	56644	12/14/16	Vendor	FLORIDA MUNICIPAL INSURANCE TR	120116	2ND INST GEN LIABILITY/PROP/WC	General Liab	001-545002-51301	\$1,420.00
Check	56644	12/14/16	Vendor	FLORIDA MUNICIPAL INSURANCE TR	120116	2ND INST GEN LIABILITY/PROP/WC	Workers' Compensation	001-524001-57201	\$759.50
Check	56644	12/14/16	Vendor	FLORIDA MUNICIPAL INSURANCE TR	120116	2ND INST GEN LIABILITY/PROP/WC	Property	001-545002-51301	\$992.50
Check	56645	12/14/16	Vendor	JOSHUA M. LILES	PYR 090816	REPLACE MISSING CHECK DATE 9/8/16	Accrued Wages Payable	216000	\$91.42
Check	56646	12/14/16	Vendor	MARGO LORDE	121216	MARGOT LORDE REFUND	Deposits	220000	\$500.00
Check	56647	12/14/16	Vendor	OFFICE BUSINESS SYSTEMS INC	23301A	MPC306SPF COLOR COPIER	Non-Capitalized New Equipment	001-564120-57201	\$2,295.00
Check	56648	12/14/16	Vendor	PICKINWEE CORP	012208/1	STAPLE GUN: STAPLES	R&M-General	001-546001-57201	\$13.98
Check	56649	12/14/16	Vendor	PINEY - Z CDD C/O US BANK NATIONAL ASSOC	121216	TRF ASSMTS 2016-2017	Due From Other Funds	131000	\$43,681.54
Check	56650	12/14/16	Vendor	PINEY - Z CDD C/O US BANK NATIONAL ASSOC	12122016	Trf Assmts 2016-2017	Due From Other Funds	131000	\$175,971.20
Check	56651	12/14/16	Vendor	VIRALKUMAR BHANDERI	120516	VIRAL KUMAR BHANDERI-REFUND	Deposits	220000	\$500.00
Check	56652	12/16/16	Vendor	CHRISTOS MANTZANAS	0000789	Website Updates & edits	Misc-Information Technology	001-549942-57201	\$600.00
Check	56653	12/16/16	Vendor	HD SUPPLY FACILITIES MAINTENANCE	9150788398	Key Box: 2 Garage door locks	R&M-General	001-546001-57201	\$453.99

PINEY-Z COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 11/1/16 to 12/31/16

(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
ACH	DD000292	11/02/16	Employee	MELINDA J. PARKER	PAYROLL	November 02, 2016 Payroll Posting			\$1,902.35
ACH	DD000293	11/02/16	Employee	RICKY SEVANS	PAYROLL	November 02, 2016 Payroll Posting			\$1,308.07
ACH	DD000294	11/16/16	Employee	MELINDA J. PARKER	PAYROLL	November 16, 2016 Payroll Posting			\$1,826.59
ACH	DD000295	11/16/16	Employee	RICKY SEVANS	PAYROLL	November 16, 2016 Payroll Posting			\$1,320.82
ACH	DD000296	11/30/16	Employee	MELINDA J. PARKER	PAYROLL	November 30, 2016 Payroll Posting			\$1,917.51
ACH	DD000297	11/30/16	Employee	RICKY SEVANS	PAYROLL	November 30, 2016 Payroll Posting			\$1,282.54
ACH	DD000298	12/05/16	Employee	DELORES A. PINCUS	PAYROLL	December 05, 2016 Payroll Posting			\$184.70
ACH	DD000299	12/14/16	Employee	MELINDA J. PARKER	PAYROLL	December 14, 2016 Payroll Posting			\$1,917.51
ACH	DD000300	12/14/16	Employee	RICKY SEVANS	PAYROLL	December 14, 2016 Payroll Posting			\$1,320.82
ACH	DD000301	12/28/16	Employee	MELINDA J. PARKER	PAYROLL	December 28, 2016 Payroll Posting			\$1,856.89
ACH	DD000302	12/28/16	Employee	RICKY SEVANS	PAYROLL	December 28, 2016 Payroll Posting			\$1,320.82
Account Total									\$273,767.96

Total Amount Paid	\$273,767.96
-------------------	--------------

Total Amount Paid - Breakdown by Fund	
Fund	Amount
General Fund - 001	54,115.22
Series 2002 Debt Service Fund - 202	43,681.54
Series 2008 Debt Service Fund - 203	175,971.20
Total	273,767.96

Sixth Order of Business

6A.

**Piney-Z Community Development District
Property Manager's Report
January 11, 2017
(for the meeting of January 23, 2017)**

LODGE/GARAGE

- Ricoh copier installed 12-8-16. First month's service: \$3.64.
- Pressure washed porch and sidewalk to front lot, and stepping stones
- Repaired leak in kitchen sink
- Sprinkler system in garage inspected. Re-arranged items on shelving units in shop to provide 18 inches clearance to ceiling (fire code).
- We have been notified that our Comcast bill is increasing approximately 50%, about \$1,200 per year. Although we have not yet contacted Comcast, we have reviewed the service and find nothing we can delete at this point.
- An audit of expenses relating to the window treatments overhaul revealed an expenditure, in excess of that (\$2,000) approved by the board, of \$40.66.
- We are still awaiting a written proposal on replacement of main sign. This is the final item on the hurricane list.
- New locks were installed on the front and side doors in to the garage.

FITNESS CENTER

- Gears on Helix replaced. New three year warranty confirmed in writing.
- Measured to ensure adequate space to install a water rower, if approved by the board
- Pulleys on the Cybex due for replacement, also under warranty

PAVILION

- *Worked with Metal Building Services and CRR to complete remediation of hurricane damage to pavilion roof, bar, roofline, etc. We were able to "save" several thousand dollars of the adjuster's estimate for the following reasons: no mold, drywall and insulation dry and intact, no need to replace fluorescent, no need to hire scissor lift, no need for extra dumpster, etc.*

- Began soliciting proposals to replace gutters and downspouts much earlier than previously planned.
- Cleaned and verified operation of wall heaters in bathrooms
- Roof power washed for, I am told, the first time since 2005, if not earlier. We think it looks terrific, and are told that, save for some very minor paint loss, the roof is in great shape.

POOL

- Pool pumps/sand filters open air canopy/shed installed 12-1-16. All information, including pictures, cost, etc. sent to Paula Davis, STS, for inclusion on insurance policy.
- Had final meeting with Alan Cox
- Investigated and corrected (via completing a previously un-completed circuit with new wire from the breaker) lack of adequate lighting in pool pump area.
- Continued spraying weeds in pool area

PLAYGROUND

- Trimmed limbs obstructing playground camera
- Nothing else to report beside the fact that, since the weather has turned cooler, we have several families here nearly every afternoon.

PARKS AND GROUNDS

- Sprayed weeds and treated multiple ant mounds

GENERAL

- *As you may recall our processing of the claim relative to Hurricane Hermine brought to light several issues with the **insurance policy** which require addressing. We have worked with STS to complete step one, which included correcting all issues (11) relating to address and naming of assets (second pavilion, wading pool, etc.). We also provided pictures of every amenity on the property, and added to the policy the new metal canopy, which covers the pool pumps and sand filters. The second step, on which we have been working for many months, is completion of a site-wide inventory (by location), which, among other things, will permit us to insure properly the district's "persona"l property. The current policy, which includes a total of \$75,000 personal property coverage (all of which is insured as "located" in the lodge) demands significant updating, the recommendations for which we hope to have completed for*

the February meeting. We can already state that the \$75,000 is but a fraction of the value of the personal property; the fitness center, playground and garage/shop alone contain property valued in excess of \$106,000. The property on the playground should be covered under PITO (Property in the Open), and the pool furniture under Inland Marine – coverage which we do not have.

- *In the process of pulling a permit to repair the pavilion roof we learned that a new address had been assigned to this property, and that county records (property appraiser) do not match originating city records vis a vis the legal name of the district. In addition, the acreage shown on property appraiser records does not match that established in the December 2011 survey done by Gary G. Allen, nor is there a deed showing who owns a thin strip of land which runs between the pool and the lodge. I have resolved the addressing issue, and have gotten the records amended to show that we do not, in fact, operate a skating rink or a bowling alley...I am working with Chris on the name discrepancy, and with the property appraiser's office on the other (acreage, land without a deed) issues.*
- The website has been re-organized to enhance a user's ability to locate needed information. All navigation issues have been addressed, and information is no longer hidden behind navigation tools which do not appear to be such. Obviously going forward we intend to update the pictures as appropriate (and many are due for update already...) and upgrade the site as we can.
- Updated exit and emergency lighting site-wide
- Our final rental event of the year occurred on Tuesday (a first!), December 27, 2016. Total amenities rental income for the year was \$10,980, an increase of \$1,105 over calendar 2015. Ion Sancho "hosted" three elections, the HOA hosted 11 events, the Tallahassee Police Department hosted 1 security discussion, and the remaining 38 social events were hosted by a variety of residents and non-residents. The average income per each of the 38 social events was \$278.68.
- Camera/access contract work is now complete, save for changing out Sonitrol and/or Vector signage.

- *Hurricane Hermine settlement check deposited 12-7-16. The payroll associated with clean-up (\$2,383.91, including FICA) cannot be posted against the settlement, since settlement funds did not arrive until FY 2017.*
- *Lightning strike settlement re-cap attached. Paid in full by 11-29-16.*
- *Ready to commence destruction of old records.*
- *Updates/issues since publication*

ATTACHMENTS

- R&M log summary
- *Re-cap, lightning strike of 9-19-16 (+\$1,300.00)*
- *Re-cap, Hurricane Hermine (9-2-16) (+\$3,671.59)*
- *12-8-16 letter to Cindy Smith (City of Tallahassee) and Mike Waters (Leon County Property Appraiser's office)*
- *1-10-17 letter to Mike Waters, Leon County Property Appraiser's office*
- Photograph of just-washed pavilion roof
- Photograph of new pool pumps/sand filters canopy

ITEMS TO CONSIDER FOR NEXT REVISION OF AMENITIES RULES

- showering/shampooing on pool deck
- board authority to consider/approve "extraordinary" rental request (lower rate for multi-week rental)
- damage deposit requirement/may inhibit state agency rental
- if the amenity is rendered un-rentable, either party may cancel without penalty
- charge for every fob, say...\$10 for first, \$15 thereafter
- cancellation by HOA after turning down others...
- **ISSUES TO REVIEW RELATIVE TO ADULT SWIM**
 - friends vs. acquaintances/how many are too many?
 - how early is too early?

**SUMMARY OF IDENTIFIED CAPITAL/R&M ITEMS
OUTSTANDING
@ 1-11-17 FOR 1-23-17 Meeting**

LODGE

- 6-2016/Main floor support column requires repair
- 8-2015/Update second floor bathroom/ **WORK IN PROCESS**
- 5-2015/Update sink in kitchen/**FY 2017 BUDGET**

FITNESS CENTER

- 4-2015/Address cracks in masonry retaining wall by entrance

PAVILION

- 12-2016/step up schedule to replace pavilion gutters and downspouts
- 6-2015/Women's floor drain clogged
- 4-2015/Address cracks in floor/**IN PROCESS**
- 3-2015/Pavilion fans should be replaced/est. less than \$2,000/**FY 2017 BUDGET/BOARD REJECTED AUGUST 2016**

POOL

- 1-2016/Consider moving cameras off city light pole/ **BOARD VOTED NOT UNTIL THERE WAS A PROBLEM**
- 9-2015/Address asphalt seal coating/**FY 2017 BUDGET RESERVE ESTABLISHED**
- 4-2015/Need to level pavers at picnic tables
- 4-2015/Replace tile and marcite at some point/**FY 2017 BUDGET RESERVE**

PLAYGROUND

- Repairs suggested in FL League of Cities property inspection report

GENERAL

- 9-2015/Corral for dumpster and re-cycle bin
- 9-2015/Asphalt main lot, front and rear/**FY 2017 BUDGET RESERVE**
- 11-2015/Upgrade signage site-wide/consistent color and theme/ **IN PROCESS**

- 8-2015/Map property vis a vis irrigation, electrical, HVAC, water, emergency shut offs, backflow locations, fire line, electric panels, etc.)/ **NEARING COMPLETION**

SETTLEMENT OF LIGHTNING CLAIM OF 9-19-16

TOTAL DAMAGES	\$ 6,270.01
DEDUCTIBLE	\$ 1,000.00
DEPOSITS	\$ 4,920.01 on 11-14-16
	\$ 350.00 on 11-29-16

Sonitrol panels	\$ 695.58
Linksys router	\$ 159.98
Surge protector	\$ 29.95
Computer	\$ 479.00
Irrigation control box	\$ 555.50
DVR, 7 cameras	\$ 3,400.00
Transformer, et al./pool gate	\$ 600.00
Power supply to DVR	<u>\$ 350.00</u>
	\$ 6,270.01

FINAL SETTLEMENT RE-CAP
DECEMBER 1, 2016
MJP

**HURRICANE HERMINE EXPENSES
PINEY-Z COMMUNITY DEVELOPMENT
DISTRICT**

**950 PINEY-Z PLANTATION ROAD
TALLAHASSEE, FLORIDA 32311**

11-15-16 Updated

12-6-16 Updated

12-21-16 Updated

12-28-16 Updated

Claim 201 608 5542

Incurred to date:

Remove tree from pavilion roof <i>Miller Tree</i>	\$1,600.00	Invoice to STS 9-22-16
Grounds clean up, including three more trees/S&R	\$4,397.50	Invoices (3) to STS 9-22-16
<i>Sonitrol</i> repair to permit gates to work again	\$ 59.00	Invoice to STS 9-22-16
Tarps (2) and ropes (2) for roof	\$ 145.88	Paid by VISA 9-19-16
Canopy for pool gazebo <i>Garden Winds</i>	\$ 208.94	Paid by VISA 9-7-16
Portable toilets (2) <i>Howdy's</i>	\$ 150.00	Paid by VISA 9-12-16
Labor to tarp roof after tree taken <i>Gutterhawk</i>	\$ 249.00	Invoice to STS 10-31-16
Grind 3 stumps <i>Miller Tree</i>	\$ 200.00	Invoice to STS 10-27-16

Payroll (not covered by insurance)	\$2,383.91	Pay end 9-3-16 and 9-17-16
Backfill with dirt huge hole where pine near pool fell	\$ 663.00	Invoice to STS 11-28-16
Repair of the pavilion roof	\$8,391.20	Invoice to STS 12-21-16
After roof repaired address issues with insulation, Hardie Board, drywall, etc.	\$ 750.00(1)	Invoice to STS 12-28-16

Damage unaddressed to date:

Replace main sign	\$ 590.00	Awaiting proposal/have bid
Repair electrical issues at pool jasmine arbor	Later	

Costs to date	\$19,198.43 Submitted
Replacement of main sign	<u>\$ 590.00</u>
ESTIMATE OF COSTS AT 12-28-16	\$ 19,788.43
INSURANCE SETTLEMENT RECEIVED	\$ 23,460.02
EXCESS OF SETTLEMENT FUNDS	\$ 3,671.59

(1) \$600 of the \$1,350 total CRR proposal was for work at the pavilion which was not related to the hurricane (Hardie board replacement on the bar, corner trim replacement at corner of the pavilion).



December 8, 2016

Ms. Cindy Smith
Planner, South Team
Growth Management
City of Tallahassee
435 North Macomb Street
Tallahassee, Florida 32301

Mr. Mike Waters
Tax Roll Administrator
Leon County Property Appraiser
Courthouse Annex – 3rd Floor
315 South Calhoun Street
Tallahassee, Florida 32301

Dear Ms. Smith and Mr. Waters:

I am writing in the hope that you will be able, together, to resolve for us a number of problems which were discovered while in the process of attempting to pull two separate city building permits. To wit, both our legal name and address require review and, hopefully, amendment in city and county documents.

The owner of the 4.52 acres in question is the Piney-Z Community Development District, established by City of Tallahassee ordinance 97-O-0033AA in June, 1997. You will note on the copy enclosed herewith that the word PLANTATION is no part of our name; however, county records, and some city, have that word included in our name, a fact which, in part, caused us to have to submit three permit applications for a single project. The second issue which required multiple applications is the assignment, I know not when, of the legal address 864 Piney Village Loop, a street onto which we have no ingress or egress, and notation of which I have found nowhere in our files. (I have reason to believe that a recent

Ms. Smith and Mr. Waters

December 8, 2016

Page Two

combination of two parcels to create a single tax bill may well be involved in one or both of these discrepancies, but I have no way of knowing that for certain.)

Our address, to my knowledge, has always been 950 Piney-Z Plantation Road, yet one cannot pull up that address on the property appraiser's website. Only by using our parcel number (1135200050000) or the Piney Village Loop address is one able to read about the property. (When you do, by the way, it suggests that we have bowling and skating facilities, neither of which is accurate.)

For ease of understanding, I am also enclosing two maps from the property appraiser's site. The first, labelled "permit issues," will show you the two locations on the property for which we were pulling permits. The first, #1, was for an open air, metal roof cover for our pool pumps and sand filters. That was pulled using the name Piney-Z Community Development District, 950 Piney-Z Plantation Road, no questions asked. That permit was issued and, in fact, the structure has already been put up. The second, #2, was to repair damage done to our pavilion roof by Hurricane Hermine, and was rejected not once but twice – bad name, wrong address. Attempt #3, which should be accepted this week, shows the legal name as Piney-Z **Plantation** Community Development District, at **864 Piney Village Loop**.

It is, hopefully, clear that putting in place the correct legal name with the only address we have ever known or used would be wise. (With respect to the 864 address, it has been suggested that that address **might** have been put in place to help emergency personnel reach the pool, located on the north side of our property. It should be noted for the record, however, that there is no paved way onto our property from this address, and, as important, the pool is not even visible from the 864 address. The only way onto the property is from 950 Piney-Z Plantation Road, on which there are two curb cuts, one of which provides nearly direct access to the pool lot.) Now, obviously our legal name on your records must be changed;

Ms. Smith and Mr. Waters

December 8, 2016

Page Three

further, I am requesting that our legal address be changed to 950 Piney-Z Plantation Road. Finally, as per the "labelling issues" attachment, please note that the "community center" is in fact our pavilion. I raise this because our roofing contractor was told that we did not have a pavilion, a fact which further obstructed the permitting process.

In summary, I am asking that:

- Our legal name be known/shown as Piney-Z Community Development District
- Our legal address be known/shown as 950 Piney-Z Plantation Road
- The terms "bowling" and "skating" be deleted from property use. In total, with respect to property use, we have a pool for swimming, a fitness center for exercising (on the back side of the lodge), and a lodge and a pavilion for meetings and social gatherings.

Thank you in advance for your assistance in resolving these issues.

Sincerely,



Melinda J. Parker

Manager

cc: Members, Board of Supervisors, Piney-Z Community Development District
M. Christopher Lyon, Esq.
Bob Nanni, District Manager

Piney-Z Community Development District
950 Piney-Z Plantation Road
Tallahassee, Florida 32311
850-656-4007
www.pineyzcdd.com

ORDINANCE NO. 97-O-0033AA

AN ORDINANCE OF THE CITY OF TALLAHASSEE,
FLORIDA, ESTABLISHING A COMMUNITY
DEVELOPMENT DISTRICT OVER THE REAL
PROPERTY LEGALLY DESCRIBED IN EXHIBIT "A" TO
THIS ORDINANCE COMPRISING 345.56+/- ACRES;
NAMING THE INITIAL MEMBERS OF THE BOARD OF
SUPERVISORS OF THE DISTRICT, ESTABLISHING
THE NAME OF THE DISTRICT AS THE PINEY-Z
COMMUNITY DEVELOPMENT DISTRICT;
DESIGNATING AND LIMITING THE POWERS OF THE
DISTRICT; PROVIDING FOR SEVERABILITY;
PROVIDING FOR CONFLICT; PROVIDING FOR AN
EFFECTIVE DATE.

WHEREAS, the Florida Legislature created and amended Chapter
190, Florida Statutes, to provide an alternative method to finance and manage basic
services for community development; and,

WHEREAS, PINEY-Z, Ltd. ("Petitioner") has petitioned the City of
Tallahassee to grant the establishment of the Piney-Z Community Development
District (the "District"); and

WHEREAS, a public hearing has been conducted by the City of
Tallahassee Commissioners in accordance with the requirements and procedures of
Section 190.005(2), Florida Statutes; and,

WHEREAS, the District created will comply with all applicable Florida
State statutes and Tallahassee municipal ordinances; and,

WHEREAS, the District will constitute a timely, efficient, effective,
responsive, and economic way to deliver limited community development services in
the area thereby providing a solution to the City's planning, management, and
financing needs for delivery of capital infrastructure therein without overburdening
the City and its taxpayers; and,

WHEREAS, the creation of the District is not inconsistent with any
applicable element or portion of the state comprehensive plan or the local
comprehensive plan; and,

1 WHEREAS, the area of land within the District is of sufficient size, is
2 sufficiently compact, and is sufficiently contiguous to be developable as one
3 functional interrelated community; and,
4

5 WHEREAS, the creation of the District is the best alternative
6 available for delivering limited community development services and facilities to
7 the area that will be served by the District; and,
8

9 WHEREAS, the proposed services and facilities to be provided by the
10 District will not be incompatible with the capacity and uses of existing local and
11 regional community development services to the community; and,
12

13 FURTHER WHEREAS, the City of Tallahassee Commissioners have
14 considered the record of the public hearing and has decided that the establishment
15 of the Piney-Z Community Development District is the best alternative means to
16 provide certain basic services to the community..
17

18 NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE
19 CITY OF TALLAHASSEE :
20

21 Section 1. The Petition to establish the Piney-Z Community
22 Development District over the real property described in Exhibit "A" attached
23 hereto, which was filed by Piney-Z, Ltd., on April-9, 1997, and which Petition is on
24 file at the Office of the City Treasurer-Clerk, is hereby granted.
25

26 Section 2. The external boundaries of the District shall be as
27 depicted on the location map attached hereto and incorporated herein as Exhibit
28 "B".
29

30 Section 3. The initial members of the Board of Supervisors shall be
31 as follows:
32

33 Mark A. Conner
34 Anne F. Dechman
35 Joe Humphrey
36

Clifford Lamb
Susan Thompson

37 Section 4. The name of the District shall be the "Piney-Z Community
38 Development District".
39

40 Section 5. The District is created for the purposes set forth in
41 Chapter 190, Florida Statutes.
42

1 Section 6. The City Commission of the City of Tallahassee hereby
2 grants to the Piney-Z Community Development District the special powers
3 authorized pursuant to Sections 190.012, 2(a) and 2(d), except that the powers
4 exercised under 190.012 2(d) shall be limited to the construction and maintenance
5 of fences and gates.
6

7 Section 7. Pursuant to Section 190.005(2)(d), Florida Statutes, the
8 charter for the Piney-Z Community Development District shall be Sections 190.006
9 through 190.041, Florida Statutes, provided however, the District shall have only
10 those special powers granted in Section 6 of this ordinance..
11

12 Section 8 The Piney-Z Community Development District shall
13 terminate and the District dissolved thirty (30) days after final payment or
14 satisfaction is made on any bond or other debt liability of the District which is
15 authorized pursuant to Sections 190.014, 190.015, and 190.016, Florida Statutes. .
16 Upon dissolution of the District all property, real, personal or otherwise shall be
17 transferred as provided by law.
18

19 Section 9. If any clause, or any other part of application of this
20 ordinance shall be held in any court of competent jurisdiction to be unconstitutional
21 or invalid, such unconstitutional or invalid part of application shall be considered
22 as eliminated and so not affecting the validity of the remaining portions or
23 applications which shall remain in full force and effect.
24

25 Section 10. All sections or parts of sections of the Code of Ordinances,
26 all ordinances or parts thereof, and all resolutions or parts thereof in conflict
27 herewith are hereby repealed to the extent of such conflict.
28

29 Section 11. Section 11 This ordinance shall become effective upon passage but
30 shall be repealed on August 12, 1997 unless an interlocal agreement is entered into
31 between the City and the District Board of Supervisors.
32


33 INTRODUCED by the City Commission on the 28th day of May, 1997.

1 PASSED by the City Commission on the 11th day of

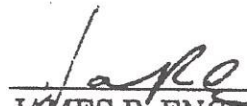
2 June, 1997.

3
4 
5 SCOTT MADDOX, Mayor
6

7 ATTEST:

8 
9
10
11 ROBERT B. INZER
12 City Treasurer-Clerk
13

14
15 APPROVED AS TO FORM:

16 
17
18
19 JAMES R. ENGLISH
20 City Attorney

Summary

[Additional Addresses](#)

[Additional Owners](#)

[Bldg - Commercial](#)

[Bldg - Residential](#)

[Bldg - Sketch](#)

[Map](#)

[Old Map](#)

[Pictometry](#)

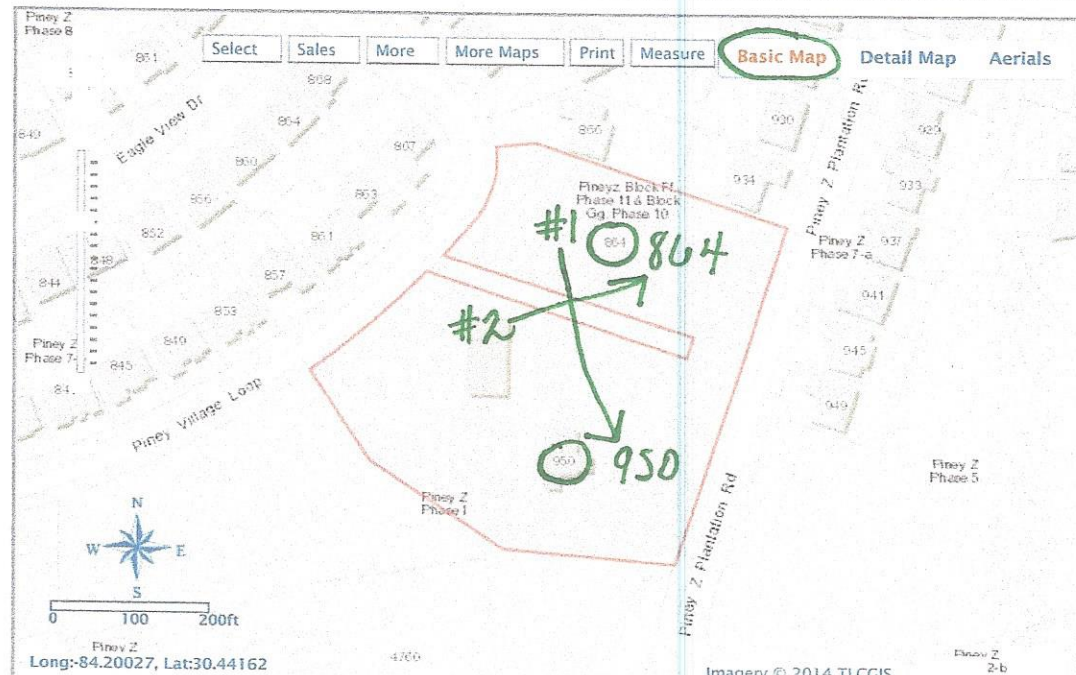
[Quick Links](#)

[Tax Estimator](#)

Parcel: 1135200050000

Owner: PINEY-Z PLANTATION COMM DEV DISTRICT

Property Use: 3400 - BOWLING, SKATING, POOL ENCLOSE
864 PINEY VILLAGE LOOP



Parcel ID	Owner1	Owner2	Owner3	Date	Price	Owner Address1	Owner Address2	Owner Address3	Location
1135200050000	PINEY-Z PLANTATION COMM DEV DISTRICT			072005	100	210 N UNIVERSITY DR STE 702	CORAL SPRINGS FL 33071		950 PINEY Z PLANTATION RD

Office Hours
8am - 5pm Monday - Friday

Location Google Map
315 S. Calhoun Street, Third Floor
Tallahassee, FL 32301

Contact Us

Phone: (850) 606-6200

Fax: (850) 606-6201

Email: admin@leonpa.org

Mailing Address

PO Box 1750

Tallahassee, FL 32302-1750

Site Links

[About Us](#)

[FAQ](#)

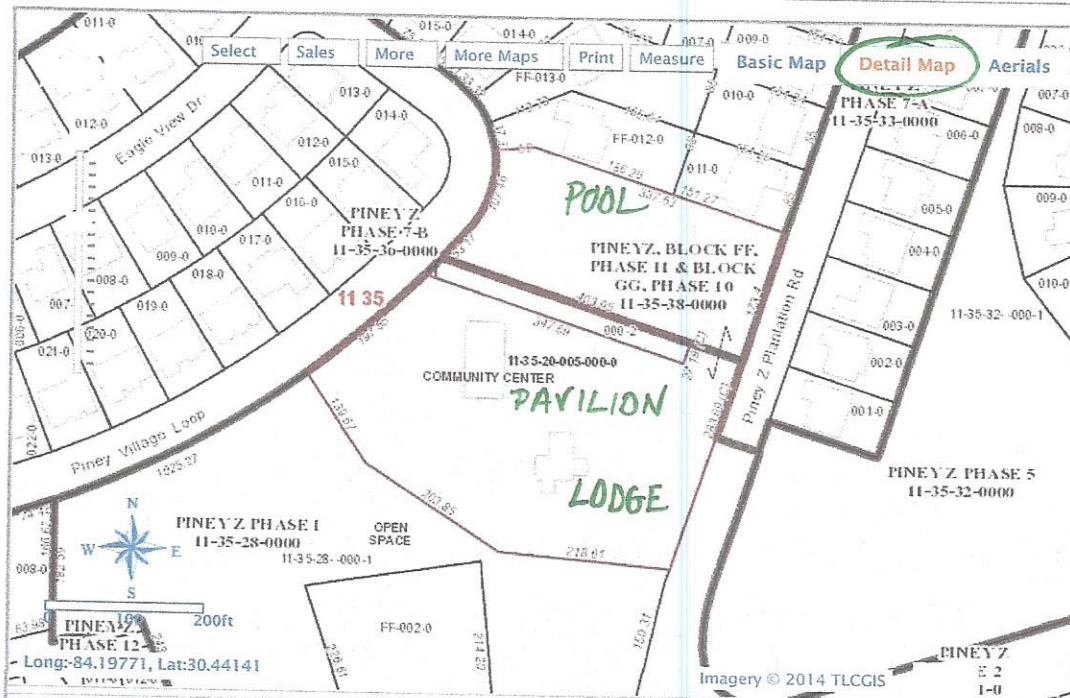
[Forms](#)

Permit Issues

[Summary](#)
[Additional Addresses](#)
[Additional Owners](#)
[Bldg - Commercial](#)
[Bldg - Residential](#)
[Bldg - Sketch](#)
[Map](#)
[Old Map](#)
[Pictometry](#)
[Quick Links](#)
[Tax Estimator](#)

Parcel: 1135200050000
 Owner: PINEY-Z PLANTATION COMM DEV DISTRICT

Property Use: 3400 - BOWLING, SKATING, POOL ENCLOSE
 864 PINEY VILLAGE LOOP



Zoom	Info	Parcel ID	Owner1	Owner2	Owner3	Date	Price	Owner Address1	Owner Address2	Owner Address3	Location
		1135200050000	PINEY-Z PLANTATION COMM DEV DISTRICT			072005	100	210 N UNIVERSITY DR STE 702	CORAL SPRINGS FL 33071		950 PINEY Z PLANTATION RD

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Labelling Issues



Piney-Z Community Development District
950 Piney-Z Plantation Road
Tallahassee, Florida 32311
850-656-4007
www.pineyzcdd.com

January 10, 2017

Mr. Mike Waters
Tax Roll Administrator
Leon County Property Appraiser
Courthouse Annex – 3rd Floor
315 South Calhoun Street
Tallahassee, Florida 32301

Dear Mike:

I hope this finds you in better vocal health than when last we spoke...and Happy New Year!

Our attorney is working on one of the issues we addressed last month -- that of the name on the 2002 warranty deeds -- and we hope to have that resolved in the not-too-distant future. Now, in the course of working on that issue I had cause to pull a December 2011 survey done for the district by Gary Allen (copy enclosed). Two additional issues do, to my mind, demand clarification/resolution:

- The information on the appraiser's website regarding our property indicates that the acreage totals 4.52 acres. (See enclosed from your site, December 2016). The Allen survey indicates that the total is 4.82.

Mr. Mike Waters

January 10, 2017

Page Two

- The sliver of land between what were formerly two separate parcels does, on the Allen survey, contain a notation, "no deed found." As this crosses our picnic area, I believe it is important that this, too, be investigated.

Would it be possible for you to provide guidance on either or both of these issues? I would be most appreciative for anything you can do to help me work through these matters.

Thank you in advance for your assistance.

Sincerely,



Melinda J. Parker

CDD Manager

cc: Members, Board of Supervisors, Piney-Z Community Development District
M. Christopher Lyon, Esq.
Bob Nanni, District Manager

Parcel: 1135200050000

Owner: PINEY-Z PLANTATION COMM DEV DISTRICT

Property Use: 3400 - BOWLING, SKATING, POOL ENCLOSE
864 PINEY VILLAGE LOOP

Leon County Property Appraiser

The Tax Roll is compiled by the Legal Descriptions as recorded in the Public Records of Leon County. Location addresses are not used in the preparation of the Tax Roll. They should not be used for title searches or preparation of legal documents.

Parcel Information

Parcel ID: 1135200050000

Owner(s): PINEY-Z PLANTATION COMM DEV DISTRICT

Tax District: 1 - CITY

Legal Desc: 35 1N 1E

IN SE 1/4 OF SECT

INCLUDES LOT 1 BLOCK GG OF PINEY Z
OR 1870/2132 2091/1520 2101/1210 2635/855Mailing Addr: 210 N UNIVERSITY DR STE 702
CORAL SPRINGS FL 33071

Location: 864 PINEY VILLAGE LOOP

Location (Street) Addresses are provided
by City Growth Management 650-891-7001
option 3), and County DSEM 650-606-1300.

Parent Parcel: 1135200020000

Acreage: 4.520

Subdivision: NOT IN SUBDIVISION

Property Use: 3400 - BOWLING, SKATING, POOL ENCLOSE
Bldg Count: 1

Sales Information

Sale Date	Sale Price	Book/Page	Instrument Type	Improved / Vacant
07/29/2005	\$100	3354/1299	Corrective Deed	Improved
02/26/2002	\$415,300	2635/851	Warranty Deed	Vacant
03/01/1998	\$450,000	2101/1210	Warranty Deed	Vacant
01/01/1998	\$250,000	2091/1520	Warranty Deed	Vacant

Certified Value Detail

Tax Year	Land Value	Improvement Value	Total Market Value	SOH Differential	Classified Use	Homestead
2016	\$1	\$1	\$2	\$0	\$0	2016 - No

Certified Taxable Values

Tax Year	Taxing Authority	Rate	Market	Assessed	Exempt	Taxable
2016	Leon County	8.31440	\$2	\$2	\$0	\$2
	Leon County - Emergency Medical Service	0.50000	\$2	\$2	\$0	\$2
	School - State Law	4.60200	\$2	\$2	\$0	\$2
	School - Local Board	2.24800	\$2	\$2	\$0	\$2
	City of Tallahassee	4.10000	\$2	\$2	\$0	\$2
	NW FL Water Management	0.03660	\$2	\$2	\$0	\$2

Building Summary

Tax Year	Card	Bldgs	Building Use	Building Type	Yr Built	Base SqFt	Auxiliary SqFt
2016	1	1	Commercial	241 - Clubhouse/Rec	1951	3,255	7,698
Total:		1				3,255	7,698

P.O.B.
THE MOST NORTHERLY CORNER
OF PINEY Z, PHASE 1, AS
RECORDED IN PLAT BOOK 12,
PAGE 54 OF THE PUBLIC
RECORDS OF LEON COUNTY, FLORIDA

PINEY VILLAGE LOOP
60' R/W

PINEY Z
BLOCK "FF" PHASE 11 &
BLOCK "GG" PHASE 10

LOT 13
BLOCK "FF"

LOT 12
BLOCK "FF"

LOT 11
BLOCK "FF"

LOT 1
BLOCK "GG"
PHASE 10
PLAT BOOK 16, PAGE 64

PINEY Z PLANTATION ROAD
60' R/W

P.O.B.
O.R. BOOK 2091
PAGE 1522

O.R. BOOK 2091
PAGE 1522
3.23 AC.±(D)

1.59 AC.±(D)
O.R. BOOK 2635
PAGE 0957

NOTE
IMPROVEMENTS
NOT LOCATED

OPEN SPACE
TO HOME OWNERS ASSOCIATION

DETAIL
NOT TO SCALE

GAZEBO
OVER PROPERTY
LINE 0.50'

10' UTILITY
EASEMENT (P)

P.O.C.
SOUTHWEST CORNER OF
SECTION 36, T-1-N, R-1-E
LEON COUNTY, FLORIDA

35 36
N 89°59'42" E
21.81'(D)
2 1

NOTE: UNDERGROUND ENCROACHMENTS AND UTILITIES, IF ANY, NOT
LOCATED. FENCE OWNERSHIP NOT DETERMINED BY THIS SURVEY.

The undersigned surveyor has not been provided a current title opinion
or abstract of matters affecting title boundary to the subject
property. It is possible there are deeds of record, unrecorded deeds,
easements or other instruments which could affect the boundaries.

NOTE: THE FLOOD ZONE DESIGNATION DENOTED ON THIS SURVEY SKETCH WAS
DERIVED FROM THE FEDERAL INSURANCE RATE MAP AS INDICATED. THE
LOCATION OF ANY ZONE LINES WERE GRAPHICALLY SCALED FROM THIS MAP.
THIS INFORMATION IS PROVIDED AS IS AND IS NOT INTENDED TO REPRESENT
ANY ENGINEERING OR FLOOD PRONE AREA DETERMINATIONS BY THIS FIRM.

This property lies in zone "X" as determined
by the Flood Insurance Rate Maps for LEON County,
Florida on Map Number 1201440304 F
Dated: 8/18/09

LEGEND (GENERAL)
F.C.M. = FOUND CONCRETE MONUMENT
F.I.R. = FOUND IRON ROD
F.I.P. = FOUND IRON PIPE
S.C.A. = SET + R + C CORNER MONUMENT W/ CAP 84016
S.I.R. = SET IRON ROD WITH CAP 85009 (5/8" ROD)
O.P. = PLAT DISTANCE AND/OR BEARING
S.D. = SURVEY DISTANCE AND/OR BEARING
(C) = DEED DISTANCE AND/OR BEARING
(D) = CALCULATED DISTANCE AND/OR BEARING

LEGEND (BEARINGS)
N = NORTH
S = SOUTH
E = EAST
LEGEND (CURVES)
Δ = DELTA ANGLE
R = RADIUS
L = CURVE LENGTH

GARY G. ALLEN
Registered Land Surveyor, Inc.
Tallahassee, Florida 32311
4101 Apalachee Parkway

PAGE 1 OF 2
Phone: (850)-877-0541

DESCRIPTION: BOUNDARY SURVEY
DESCRIPTION IS BY METES AND BOUNDS, SEE ATTACHED
SEC. 35 TWP 1-NORTH R1G 1-EAST RECORDED IN BOOK
DATE OF SURVEY 12/5/2011 PAGE , IN LEON COUNTY, FLORIDA

DRAWN BY: C.N.



Roof washed 1-5-17



Good for pool jumps
and sand filters
12-1-16

Eighth Order of Business

8A.

**PINEY-Z
COMMUNITY DEVELOPMENT DISTRICT**

Motion: Assigning Fund Balance as of 9/30/16

The Board hereby assigns the FY 2016 Reserves per September 30, 2016 Balance sheet as follows:

Reserves – CDD Amenity	\$66,156
Reserves – Disaster Relief	\$3,750
Reserves – Hurricane	\$8,981
Reserves – Lodge	\$5,987
Reserves – Other	\$50,885
Reserves - Pool Pump	\$2,061

Balance Sheet
September 30, 2016

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>				
Cash - Checking Account	\$ 53,036	\$ -	\$ -	\$ 53,036
Cash On Hand/Petty Cash	250	-	-	250
Accounts Receivable	269	-	-	269
Due From Other Funds	2,259	-	-	2,259
Investments:				
Money Market Account	236,077	-	-	236,077
Prepayment Account	-	3,000	1	3,001
Redemption Fund	-	646	-	646
Reserve Fund	-	12,750	-	12,750
Revenue Fund	-	57,178	127,639	184,817
Prepaid Items	3,172	-	-	3,172
TOTAL ASSETS	\$ 295,063	\$ 73,574	\$ 127,640	\$ 496,277
<u>LIABILITIES</u>				
Accounts Payable	\$ 23,717	\$ -	\$ -	\$ 23,717
Accrued Expenses	1,780	-	-	1,780
Unearned Revenue	50,885	-	-	50,885
Accrued Wages Payable	4,706	-	-	4,706
Accrued Taxes Payable	360	-	-	360
Deposits	2,500	-	-	2,500
Due To Other Funds	-	2,259	-	2,259
TOTAL LIABILITIES	83,948	2,259	-	86,207

Balance Sheet
September 30, 2016

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<u>FUND BALANCES</u>				
Nonspendable:				
Prepaid Items	3,172	-	-	3,172
Restricted for:				
Debt Service	-	71,315	127,640	198,955
Assigned to:				
Reserves - CDD Amenity	66,156	-	-	66,156
Reserves - Disaster Relief	3,750	-	-	3,750
Reserves - Hurricane	8,981	-	-	8,981
Reserves-Lodge	5,987	-	-	5,987
Reserves - Other	50,885	-	-	50,885
Reserves-Pool Pumps	2,061	-	-	2,061
Unassigned:	70,123	-	-	70,123
TOTAL FUND BALANCES	\$ 211,115	\$ 71,315	\$ 127,640	\$ 410,070
TOTAL LIABILITIES & FUND BALANCES	\$ 295,063	\$ 73,574	\$ 127,640	\$ 496,277