

**PINEY-Z COMMUNITY
DEVELOPMENT DISTRICT**

JANUARY 14, 2013

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 7, 2013

Board of Supervisors
Piney-Z Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Piney-Z Community Development District will be held Monday, **January 14, 2013 at 6:30 p.m.** at the Piney-Z Plantation Lodge, 950 Piney-Z Plantation Road, Tallahassee, Florida. Following is the advance agenda for this meeting:

1. Roll Call
2. Pledge of Allegiance
3. Organizational Matters - Resolution 2013-1 Election of Officers
4. Approval of the Minutes of the November 13, 2012 Meeting
5. Discussion of the Role of Supervisors and Board Protocols
6. Playground Improvement Proposals
 - A. Presentation by Proposers
 - B. Evaluation of Proposals
7. Discussion of Pool Chair Lift
8. Attorney's Report
9. Manager's Report
10. Property Manager's Report
 - A. Planning for Future Maintenance, Repair and Replacement Needs
 - B. Log of Amenities Revenues
 - C. Access Reports for October through November
11. Supervisor Requests
 - A. Discussion of Minutes Format (Supervisor Kessler)
 - B. Meeting & Workshop Schedule and Topics (including Meeting vs. Workshop Requirements & Formats) (Supervisor Didier)
 - C. Board Goals/Projects & Reports/Analysis (Supervisor Didier)
 - D. Cost Effective Communications (Supervisor Didier)
 - E. Staffing Roles & HR Responsibilities (Supervisor Didier)
12. Audience Comments
13. Acceptance of the November 2012 Financial Statements and Approval of the Check Register and Invoices
14. Adjournment

The third order of business is organizational matters. Those individuals who were elected by the registered voters of the District as Supervisor have taken office effective November 20, 2012 and their terms of office expire in November, 2016. New supervisors should have received your oath from the State Division of Elections, and returned them to the State Offices. At this time the Board will need to consider its slate of officers. Currently, Jan Bridges serves as Chairman and

Michael Lee and Rosemary White serve as Assistant Secretaries, Robert Koncar serves as Treasurer, Stephen Bloom as Assistant Treasurer and I serve as Secretary. Enclosed is Resolution 2013-1 memorializing the actions taken.

Enclosed under the fourth order of business for your review are the minutes of the November 13, 2012 meeting.

The sixth order of business is the review of proposals for the playground improvements. As of this printing, no proposals have been received but it is anticipated that vendors will bring them to the meeting. Should we receive any prior to the meeting, they will be distributed under separate cover. Each proposer has been asked to give a brief presentation at the meeting.

The seventh order of business is discussion of the pool chair lift. Enclosed for your review is a document outlining the chair lift choices, photos identifying areas and features, a pool diagram, quotes from In The Swim Company, Leslie's Swimming Pool Supplies, an email from Swain Pools and lastly a diagram of the Splash Extended Reach Pool Lift.

The Property Manager's Report is included under tab 10 with supporting documents for his report. As requested at the last meeting, we have again included the discussion on future capital repair and replacement needs.

The November 2012 financial statements and check register are enclosed for your review.

Supervisor Didier has indicated he has several supporting items for the discussion of playground improvements, discussion of the pool chair lift and possibly other items. As we have not received these documents in time to include in this package, his supporting documents will be distributed under separate cover. Any additional supporting material for the items listed above will be distributed at the meeting. If you have any questions, please give me a call at (904) 940-6044.

Sincerely,

Janice Eggleton Davis/ms
District Manager

cc:	Chasity O'Steen	Bob Reid	Lance Rogers
	Doug Sealy	Claudia Vaccaro	Michael Eckert

Third Order of Business

RESOLUTION 2013-1

A RESOLUTION DESIGNATING OFFICERS OF THE
PINEY-Z COMMUNITY DEVELOPMENT DISTRICT

WHEREAS, the Board of Supervisors of the Piney-Z Community Development District
desires to appoint the below recited persons to the offices specified.

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

1. The following persons were appointed to the offices shown, to wit:

_____	Chairman
_____	Vice Chairman
<u>Janice Eggleton Davis</u>	Secretary
<u>Robert Koncar</u>	Treasurer
<u>Stephen Bloom</u>	Assistant Treasurer
_____	Assistant Secretary(s)

PASSED AND ADOPTED THIS 14TH DAY OF JANUARY, 2013.

Chairman

Janice Eggleton Davis
Secretary

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 on Tuesday, November 13, 2012 at 6:30 p.m. at the Piney-Z Plantation Lodge, 950 Piney-Z Plantation Road, Tallahassee, Florida.

Present and constituting a quorum were:

Jan Bridges
Richard Kessler
Michael Lee
Rosemary White

Chairman
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Janice Eggleton Davis
Chasity O'Steen
Lance Rogers
Tanya Muniz

Paul Adrianse
John Hurst
Residents

District Manager
District Attorney
Property Manager
Playmore Recreational Products and
Playgrounds
Pro Playgrounds
John Hurst Outdoor Services

The following is a summary of the discussions and actions taken at November 13, 2012 Piney-Z Community Development District Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Bridges called the meeting to order and Ms. Davis called the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the
September 10, 2012 Meeting**

Mr. Bridges stated each Board member received a copy of the minutes of the September 10, 2012 and requested any additions, corrections or deletions.

On MOTION by Mr. Kessler seconded by Ms. White with all in favor, the minutes of the September 10, 2012 were approved.
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- Mr. Bridges presented Mr. Rogers with a plaque recognizing his 10 years of service as the Property Manager and expressed appreciation for his service and dedication to the District.

FOURTH ORDER OF BUSINESS**Playground Safety and Resurfacing****A. Presentations by Proposers**

- Ms. Tanya Muniz, Playmore Recreational Products and Playground
 - The biggest concern she has is the lack of safety surfacing and outlined engineered wood fiber.
 - Mr. Rogers noted her quote is for the ground cover only and not the preparation of the area or installation.
- Mr. Kessler addressed the cypress mulch and discussion followed.
- Mr. Lee asked how much do you charge to do an inspection of the playground?
 - Ms. Muniz responded I do not charge for playground inspections; I do them as a courtesy.
- Mr. Lee noted she did not address any of the playground equipment.
 - Ms. Muniz stated the playground equipment is in good condition.
 - Discussion continued on the cypress mulch and ADA compliance.
- Ms. White asked is there any way to decrease the maintenance if the playground was leveled before the mulch was installed?
 - Ms. Muniz responded yes and no and discussion followed.
- Mr. Kessler inquired about edge timbers for ADA compliance.
 - Mr. Rogers responded we do not have new timbers we removed the ones which prevented us from being ADA compliant and we pressure washed the remaining ones.
- Mr. Lee addressed the cypress mulch on Mr. Hurst's proposal and inquired if the mulch he is proposing the same as what Ms. Muniz is proposing.
 - Mr. Hurst responded yes it is.

- Further discussion followed on the ADA compliance with Mr. Lee noting he would like documentation on whatever product they use stating it is ADA compliant.
- Mr. Paul Adrianse, Pro Playgrounds
 - Addressed the engineered wood fiber.
 - Addressed the lack of ground surfacing, noting that using a natural wood product in a heavily shaded area will get leaves in it and over time, it will become compost. The other issue is by not having a weed barrier, there is no membrane between the dirt and the mulch. With use the mulch essentially mixes with sand and dirt and once compacted makes for a hard surface. Discussion followed on the weed barrier.
- Mr. Lee noted Ms. Muniz disagrees with this opinion and Ms. Muniz outlined her reasoning and discussion followed.
- Mr. Bridges asked what you do to prevent water from channeling under the weed barrier.
 - Mr. Adrianse responded it is a fiber mesh so water and moisture can get through it but dirt, aggregate and such are not able to come up through. He addressed ASTM (The American Society for Testing and Materials).
- Mr. Lee inquired why Mr. Adrianse would recommend non-wood mulch.
 - Mr. Adrianse responded the first is wood mulch degrades and compacts over time, it attracts more insects and it has to be replaced more frequently.
- Mr. Lee noted Ms. Muniz stated it is hard to get the leaves out of the rubber mulch.
 - Ms. Muniz addressed the investment in using a superior surfacing when the age of the playground does not warrant it and discussion followed.
 - Mr. Adrianse further addressed the rubber mulch noting regardless of what playground surface is used, regular maintenance needs to

be in place to increase longevity.

- Ms. White asked what color is the rubber mulch.
 - Mr. Adrianse responded it comes in a variety colors; I brought samples.
- Ms. White asked does the rubber mulch rub off on children's clothes.
 - Mr. Adrianse responded the dyes used by some companies do rub off on clothing however this particular company does not have that issue. He has installed over 1000 yards of this product and have not had an issue.
 - Mr. Rogers addressed the condition of the playground surfacing and the playground equipment.
 - Mr. Hurst noted he wrote his proposal based on conversations with Ms. Muniz and Mr. Adrianse with regard to the longevity of the equipment. He noted the area around the playground equipment needs a cushioned play zone for falls.
- Mr. Kessler asked are they looking at filling in the large rectangular area or did they have something else in mind.
 - Mr. Adrianse responded around and under the swings are the only areas which technically have to have surfacing, short of taking all the timbers up and reconfiguring the area and sodding and doing something outside of it. His price is for taking everything inside the timbers out, excavating the area, putting down the fabric and installing the mulch.
 - Ms. Muniz responded I quoted it reconfiguring the area somewhat.
 - Mr. Hurst responded I quoted for the areas requiring compaction of seven to ten inches around the playset. The rest would require three to five inches.
- Mr. Kessler questioned the site preparation.
 - Mr. Adrianse responded my plan is to level the whole area; the area around the playground equipment will have to be hand dug; you cannot get a skid-steer there.

- Mr. Hurst responded my plan is to prepare the site to allow for the recommended mulch areas as needed. We would not relocate the dirt to another site but move it the other side which is sloping down.
- Mr. Bridges addressed the proposals from Ms. Muniz and Mr. Hurst and discussion followed on the proposals with regard to installation costs, fall zones and reconfiguration.
- Mr. Lee thanked all the proposers for coming tonight.
- Mr. Lee asked does it behoove us to consider equipment at the same time we are doing this or is it two separate decisions?
 - Mr. Adrianse responded if you are thinking about making a substantial investment in resurfacing and it is something long-term, then it would be wise to at least price it now.
 - Ms. Muniz noted it would be good to get it right, leveling it and not have to worry about the slope.
 - Mr. Adrianse and Ms. Muniz can provide quotes for the playground equipment.
- Mr. Didier stated if there is something to be done to the equipment it might require they dig and if they have just spent the money on the surfacing it will be ripped up or damaged.
- Mr. Didier asked do all proposers recommend removing all current mulch in the playground area?
 - The response was yes, there is no mulch there and discussion followed.
- Mr. Didier addressed the debris [leaves, sticks and branches] falling into the playground and inquired if anyone recommended removing a zone of eight to ten feet around the playground.
 - Mr. Adrianse noted there is plenty of shade at the playground so they would not have to install an expensive shade structure but some selective pruning would be helpful.
- Mr. Bridges asked what timeframe we have to operate within and it was

noted these items are not required by the ADA so there is no timeline.

- Discussion followed on the current playground structure, transitions and ADA compliance.
- Mr. Adrianse noted the Board needs to determine what they want the project to be - is it to fix it temporarily and make it safe or is it to fix it permanently.
- Mr. Lee noted based on this information, he would like to see a comprehensive proposal outlining the current equipment and what can be fixed and last two more years, what needs to go now and what are suggested replacements.
- Discussion followed noting probably the lowest cost would be in the \$40,000 range.
- Mr. Bridges noted he would like to the proposers to provide low-cost ongoing maintenance program.
 - Mr. Adrianse noted they do not provide ongoing maintenance services; they install the material. He noted he did provide a general cost comparison chart.
- Discussion followed on what the playground proposals should provide - current playground condition and life spans and options for replacement based on a \$30,000 and \$40,000 budget and ADA compliance.
 - It was noted something needs to be done with the playground surfacing now.
- The Board thanked the proposers for attending.

B. Evaluation of Proposals

This item tabled for future discussion.

FIFTH ORDER OF BUSINESS

Review of Proposals for Pool Chair Lift

A. Evaluation of Proposals

B. Form of Contract

- Mr. Rogers addressed the proposals in the agenda package and provided a handout, a copy of which is attached hereto and made part of the public

record.

- The District can purchase the chair lift, arm rest assembly and cover directly from In The Swim Company for \$4,999.39 or from Leslie's Pool and Spa for \$5,994.97.
- For Installation - Hoover Development for \$2,320.00, Swain Pool and Spas for \$2,533.66 and Pro Pools, LLC for \$2,880.00.
- The pricing does not include the Building Permit fee of \$225.00.
- Mr. Kessler asked is it the same chair via all three sources.
 - Mr. Rogers responded yes.
- Mr. Lee asked why do we not have these sort of proposals from In The Swim and Leslie's Pool and Spa. We only have a line item and a price.
 - Mr. Rogers responded I found the pool contractors greatly increased the price of the chair lift.
 - Discussion followed on the installation of the chair lift for ADA compliance - should they use a pool company versus a general contractor.
 - Mr. Lee expressed concern of buying the chair directly and it being the proper equipment.
 - Ms. O'Steen addressed the quotes for the chair lift and the manufacturer's warranty for the chair lift versus the warranty for the installation.

Mr. Bridges MOVED to purchase the chair lift from In The Swim \$4,999.39 and Hoover Development installing the lift at \$2,320.00 for a total of \$7,319.39.

- Further discussion followed on the chair lift with Mr. Lee and Mr. Kessler addressing their concerns of purchasing the chair directly.
- Discussion followed on contacting the pool contractors to determine if they will consider honoring the price of \$4,999.39 for the chair lift, arm rest and cover purchase.

Ms. White seconded the prior motion.

On VOICE vote with Mr. Bridges and Ms. White voting aye and Mr. Kessler and Mr. Lee voting nay the motion failed.

Mr. Bridges MOVED to purchase the chair lift at \$4,999.39 and with Pro Pools installing the chair lift at \$2,880.00 for a total of \$7,879.39.

- Ms. O'Steen asked as a point of clarification - is Pro Pool saying they will purchase and provide the chair to us as part of the proposal for the \$4,999.39.
 - Mr. Bridges responded no.
 - Ms. O'Steen asked is Pro Pool saying if the District purchases the chair directly they will install for \$2,880.
 - Mr. Rogers responded they will honor the labor cost. If we purchase the chair lift from Pro Pools their proposal is for \$12,000.
 - Ms. White asked can Pro Pool pull the building permit?
 - Mr. Rogers responded they are all certified contractors.

Ms. White seconded the prior motion.

- Mr. Rogers noted the cost of the building permit is \$225.

Mr. Bridges amended the motion to include a building permit of a cost not to exceed \$300 and Ms. White seconded the amended motion.

- Ms. Davis asked for clarification - are you saying to purchase the chair lift from In The Swim and not requiring Pro Pools to provide the chair lift at the \$4,999.39.
 - Mr. Bridges responded yes.
 - Discussion followed on contacting Pro Pools with regard to the

pricing of the chair lift and find out if they will meet the \$4,999.39 pricing. Mr. Rogers noted he told Pro Pools he can purchase the chair lift at this price and they had no response.

On VOICE vote with Mr. Bridges and Ms. White voting aye and Mr. Kessler and Mr. Lee voting nay the motion failed.

- Mr. Kessler noted they are coming up with alternatives the vendors have not addressed.
- Ms. White noted she thought the problem was a pool company would not be installing it and now she does not understand, if they are using Pro Pools for the installation, what the problem is.
 - Mr. Kessler noted the problem is not with the install but rather the direct purchase of the chair lift. It would be better for a pool company to handle the purchase and the installation of the chair lift so if there is a mistake it would be on one vendor.
 - Discussion followed on when the proposal pricing expires.
 - Discussion followed on In The Swim and Leslie's Pools with it being noted they are retailers and do not do installation.

Mr. Kessler MOVED to propose to Swain Pool and Spas to supply and install the chair lift package at a total cost not to exceed \$8,500 and authorizing the Chairman and Property Manager to move forward if Swain Pool and Spas accepts.

- Discussion followed on the possibility of Mr. Swain turning down the pricing.

Mr. Lee seconded the motion.

- Discussion followed on the building permit with Mr. Kessler noting his original motion of \$8,500 included the building permit as he assumed they

included this cost as part of the install.

- Ms. Davis inquired if the Board would be open to making the same proposal to Pro Pools should Swain Pool and Spas decline to do the chair lift and installation for \$8,500.

Mr. Kessler MOVED to amend the prior motion to authorize proposing the same cost of \$8,500 to Pro Pools, LLC if Swain Pool and Spas declines and Mr. Lee seconded the amended motion.

On VOICE vote with Mr. Kessler, Mr. Lee and Mr. Bridges voting aye and Ms. White voting nay the motion passed.

- It was noted Mr. Rogers can email the Board notifying them of the outcome. The Board cannot reply and include any other Board member(s).

SIXTH ORDER OF BUSINESS

Attorney's Report

- Ms. O'Steen addressed public records requests and requested the Board members notify her and Ms. Davis if they receive a public records request.
- Discussion followed on recent public records requests.

SEVENTH ORDER OF BUSINESS

Manager's Report

There being no report, the next item followed.

EIGHTH ORDER OF BUSINESS

Property Manager's Report

- A. **Log of Amenities Revenues**
- B. **Access Reports for May through July**
 - Mr. Rogers noted his reports were included the agenda package.
 - Mr. Rogers reported they had a good year at the pool and provided an employee update.
 - There is a significant leak in the Lodge roof. It is located at the flat front

porch and there was no water damage inside the Lodge.

- The roof was repaired for \$3,275.
- Future needs were reported and the Five Year Facility Maintenance, Repair and Replacement Plan were addressed.
- Discussion followed on the Five Year Facility Maintenance, Repair and Replacement Plan with the outcome being future needs will be placed on the next agenda.

NINTH ORDER OF BUSINESS

Supervisor Requests

- Mr. Lee congratulated Mr. Kessler on his re-election and Mr. Didier on his election. He noted he appreciated Ms. Matuga's time and service to the Board and community.
- Mr. Kessler inquired as to the swearing in with the General Election.
 - Ms. Davis responded since you signed an oath at qualifying you are not required to do an oath here. We can do a ceremonial oath and it is up to Mr. Didier. The term for the GE supervisors begins next Tuesday, November 20.
 - Ms. O'Steen addressed the Sunshine Law and speaking with other supervisors regarding District business.
- Ms. Davis addressed a plaque for Ms. Matuga.
- Mr. Kessler addressed the July 16, 2012 minutes and line stating "this is also in the PUD." He further addressed the format of the meeting minutes.
 - Ms. Davis noted this comment was made by an audience member and addressed speakers not identifying themselves.
 - Ms. O'Steen noted this is why minutes are reviewed and approved by the Board as final.
- Mr. Kessler would like the Board to think about the format of the meeting minutes and possibly returning to full transcription of the meeting or a more summarized version and requested it be placed on the next agenda for discussion.
- Mr. Kessler asked is the PUD related to CDD operations in any way?

- Ms. O'Steen responded it is a reference in the public records to the restrictions for the use of that property. If the question is can I look at public records, specifically the PUD, to determine the fact that the property has a restricted use; certainly I can do that. I can confirm the validity of the statement but I am not sure what other context you are questioning.
- Further discussion followed with it being noted it is not a CDD requirement as it is HOA property. Ms. O'Steen noted the PUD is a land designation tool and part of the development process.

TENTH ORDER OF BUSINESS

Audience Comments

- Ms. Diane Swegman, HOA President, reported the HOA Vice President suffered a heart attack. She further reported in a couple of weeks they will be receiving the First Edition of the quarterly newsletter.

ELEVENTH ORDER OF BUSINESS

**Acceptance of the September 2012
Financial Statements and
Approval of the Check Register
and Invoices**

There being no comments or questions,

On MOTION by Mr. Lee seconded by Ms. White with all in favor, the September 2012 Financial Statements and approval of the check register and invoices was approved.

ELEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

Janice Eggleton Davis
Secretary

Jan Michael Bridges
Chairman

Seventh Order of Business

Pool Chair Lift Project

Information Contents

Page 1: Summary of Company Choices and Costs

Page 2: Large photo of the pool identifying areas and features, plus choices for where to locate the Chair Lift

Page 3: Large photo of the pool identifying areas and features, plus choices for where to put the Chair Lift

Page 4: Photos showing close up depiction of Choices "A" and "B"

Page 5: Photos showing close up depiction of Choices "C" and "D"

NOTE: Choices "A" and "D" on the photos are the best options for the location of the Chair Lift. The reasons and pros and cons of those two choices will be discussed at the meeting.

Page 6: Pool Diagram shown on the "Proposed Piney-Z Community Center Pool. *(Note: The area shown as Kid Pool is closed. That small pool is filled with dirt and has a deck over it. Pool furniture is stored there in the off season. Also, the centrally located area shown as Planter is now the Main Lifeguard Station and Sign-in area)*

Page 7: Quote from In The Swim Company (Commercial Pool Supply) for the Piney-Z CDD District to purchase the SR Smith Splash Extended Reach ADA Chair Lift (Model 370-0000), Arm Rest Assembly and Cover \$4,999.39

Page 8: Quote from Leslie's Swimming Pool Supplies Commercial Division / Tallahassee Store for the Piney-Z CDD District to purchase the SR Smith Plash Extended Reach ADA Chair Lift (Model 370-0000) Arm Rest Assembly and Cover \$5,994.97

Page 9: Email from Swain Pools and Spas (You will recall that the Board ask that I contact Swain Pools and Pro Pools and ask them if they would do the entire project for \$8,500. Swain said he would do it for \$10,200 and followed up with this email. As shown on the page 1 Summary page Pro Pools said they would match the 10,200 price but offered no other choices).

Page 10: Splash Extended Reach Pool Lift Diagram

Note: Please refer to Draft Agreement prepared by Chasity O'Steen for this project for the detailed recitals, requirements and scope of work that the Company selected is required to meet.

ADA Pool Chair Lift Project

Company	Installation Only If Piney-Z purchases Lift	Complete Project Pool Lift and Installation
Swain Pools and Spas		\$10,200
Swain Pools and Spas (Installation if Piney-Z purchases chair)	\$4,233.66	
Pro Pools	Did not offer this option	\$10,200 (Matched competitors price)
Hoover Development (Installation if Piney-Z purchases lift)	\$2,320.00	
Building Permit: Approximately	Approx. \$225 to \$400 depending on cost of project. The contractor is required to obtain the permit.	

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To Purchase Pool Chair Lift

Company	Cost
In The Swim Company	\$4,999.39 SR Smith Manufacturer Model: 370-0000
Leslies Pool Supply	\$5,994.97 SR Smith Manufacturer Model: 370-0000

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Economical Choice

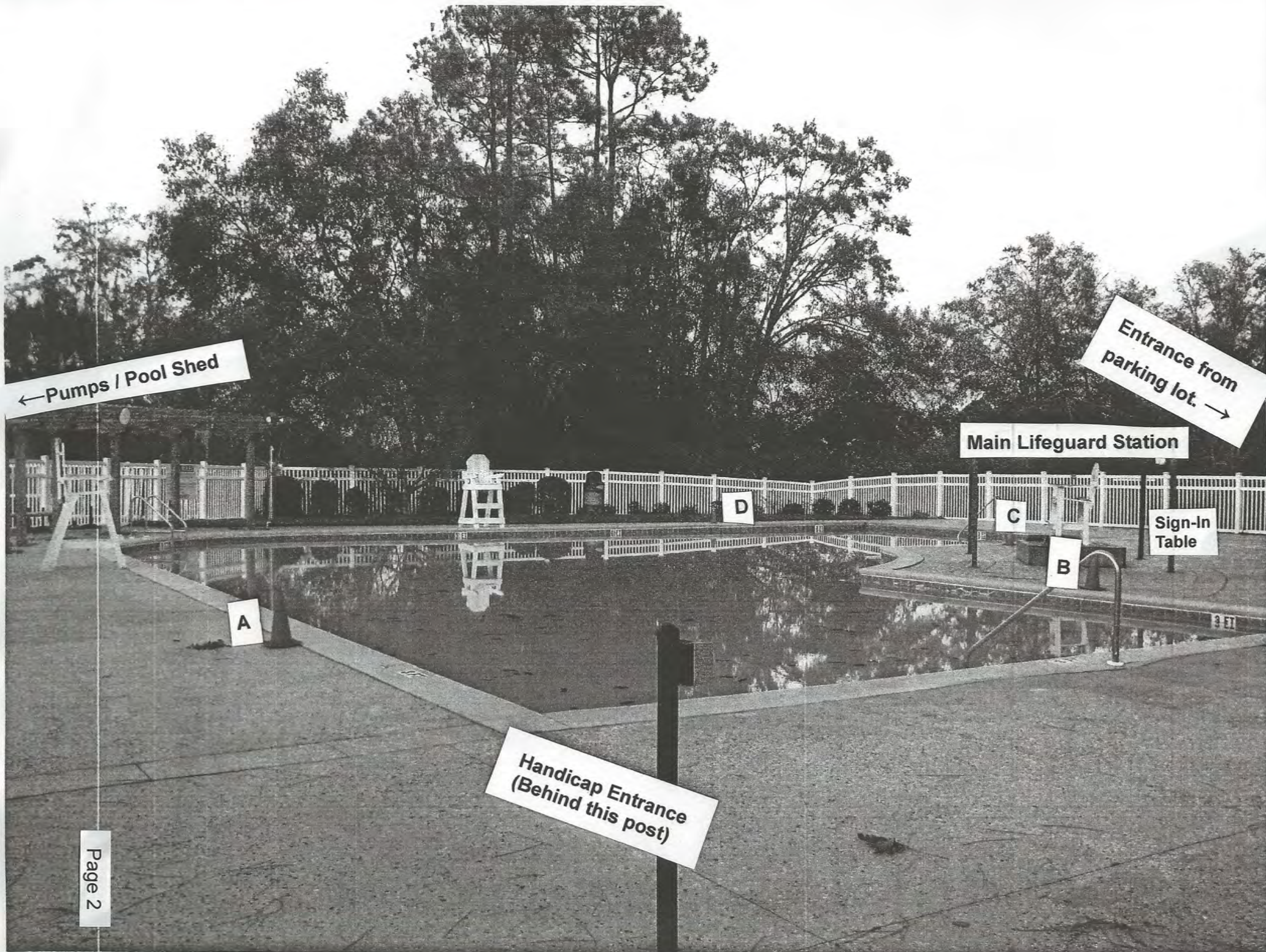
Purchase Chair from In the Swim	\$4,999.39
Contract Hoover Development to Install	\$2,320.00
Building Permit	<u>\$225.00</u>
Total	\$7,544.39

Alternative Choices

Swain Pools and Spas.....	Complete Project \$10,200 plus Building Permit
Pro Pools	Complete Project \$10,200 plus building permit

Alternative Choice if Piney-Z CDD purchases Chair Lift

Swain Pools and Spas Installation Only.....	\$4,233.66
Chair Lift from In the Swim	\$4,999.39
Building Permit (Approximately)	<u>\$400.00</u>
Total	\$9,633.05



← Pumps / Pool Shed

Entrance from
parking lot. →

Main Lifeguard Station

Sign-In
Table

A

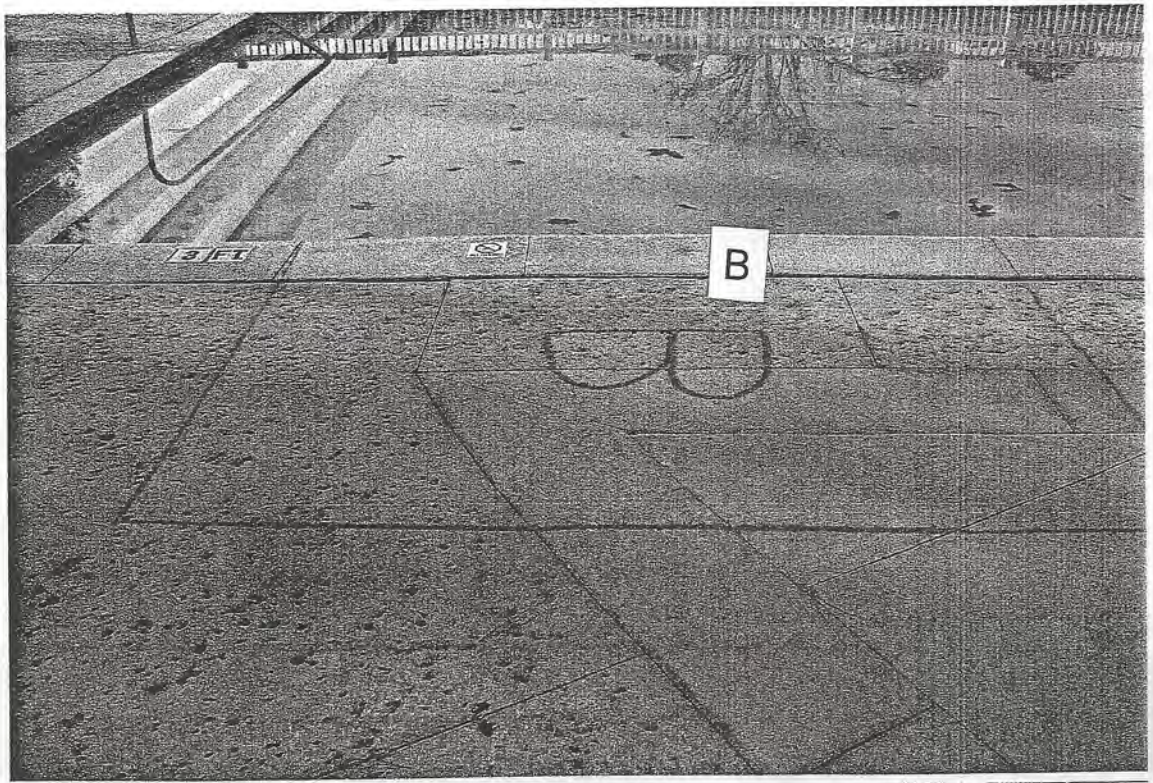
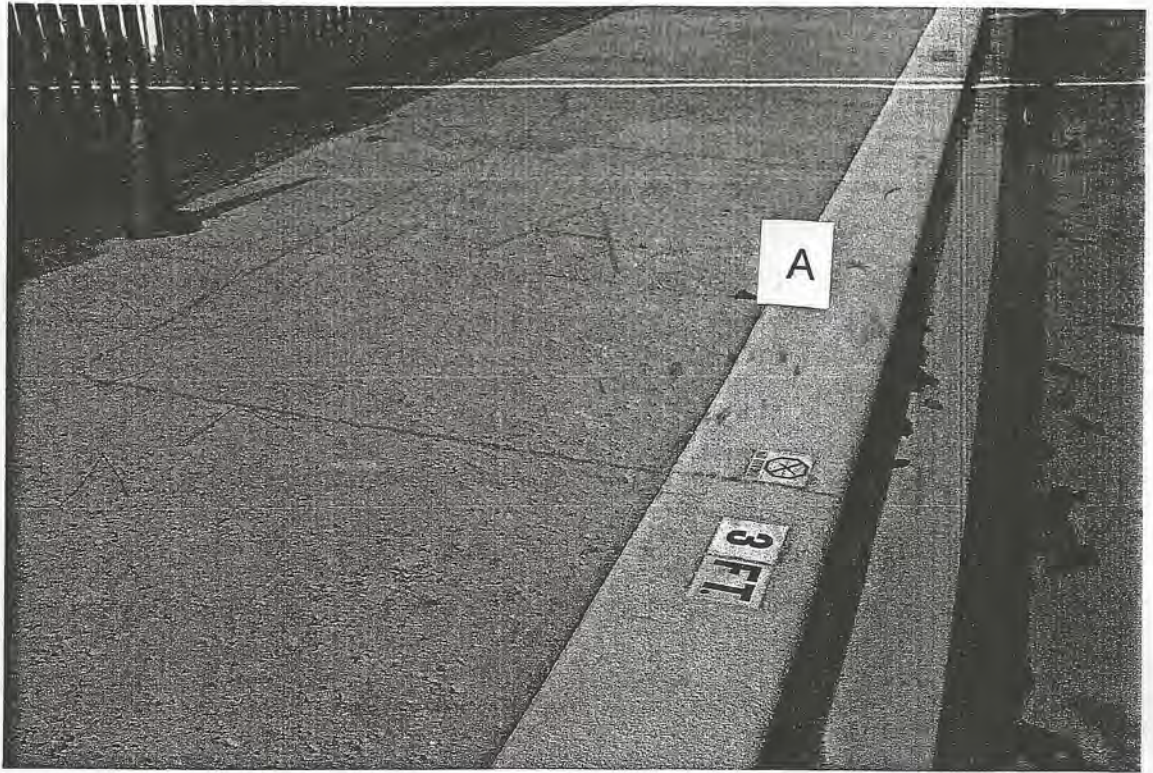
B

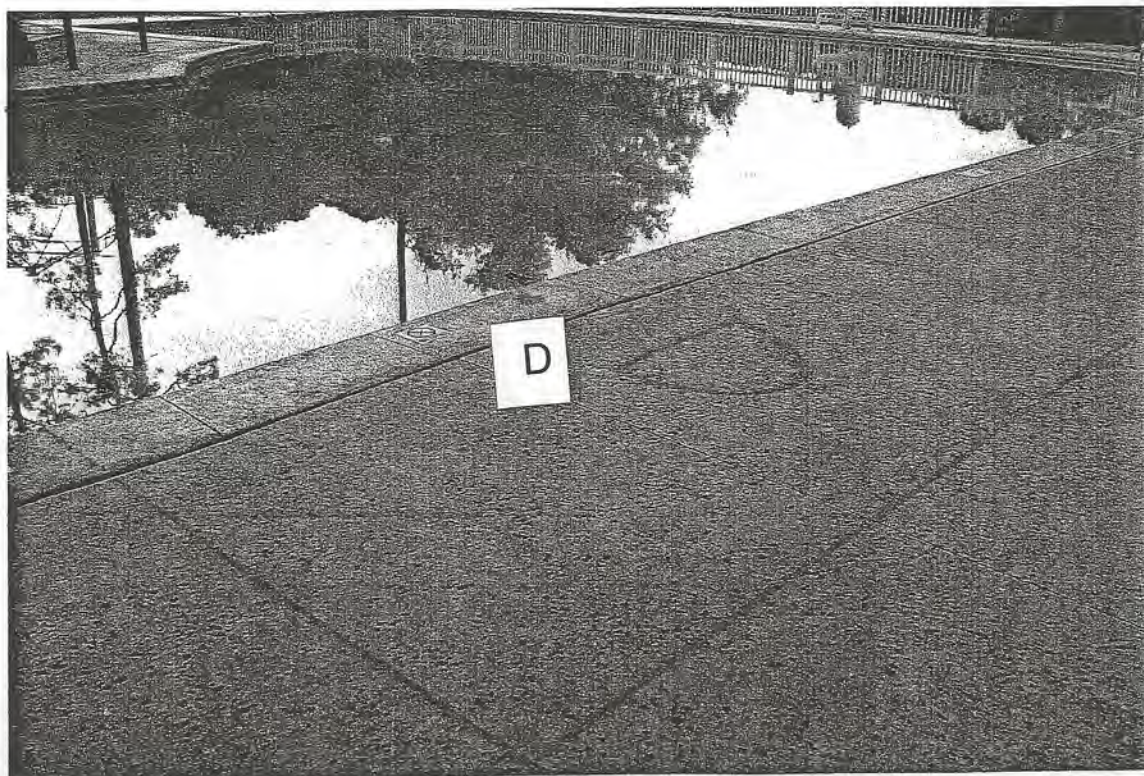
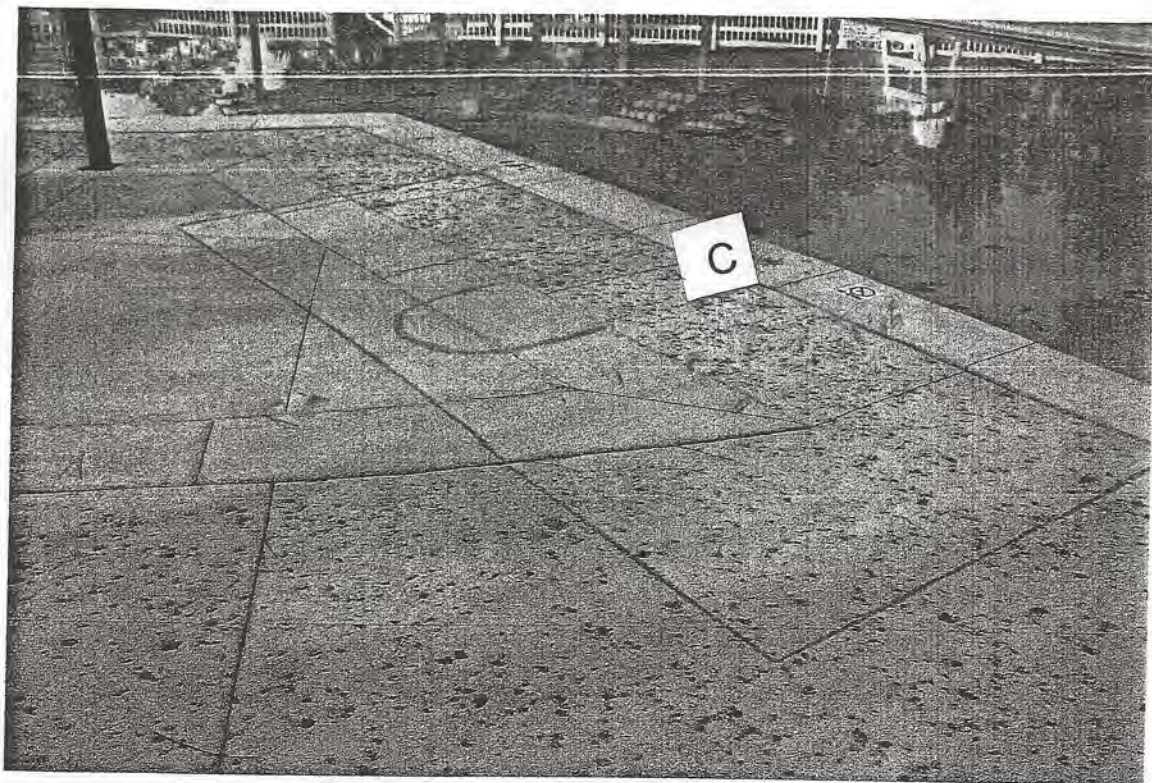
C

D

Handicap Entrance
(Behind this post)







[illegible]

AREA OF POOL = 2950 SQ FT
AREA OF KID POOL = 78 SQ FT
AREA OF POOL DECK = 5390 SQ FT



320 Industrial Drive
West Chicago, IL 60185

Phone: 1-888-859-6951x 6322
Email: Lflowers@intheswim.com

Fax: 1-800-448-7329

Quotation

To: **PINEY-Z CDD**
950 PINEY-Z PLANTATION RD
TALLAHASSEE, FL 32311

Attn:

Quotation #: 1342052 - 11082012 - 1

Date: 12/12/2012

Customer ID: 1342052

Fax #:

Phone: 1-850-656-4007

Item #:	Quantity	Description	Discount Price	Total Price
P0001	1.00	SR SMITH LIFT SPECIAL ORDER	\$4,317.49	\$4,317.49
P7074	1.00	ARM REST ASSEMBLY	\$275.83	\$275.83
10-P7086	1.00	SPLASH TOTAL COVER	\$406.07	\$406.07
		Hurry, quote expires 1/31/2013		

Comments:

Form must be approved before sale.
This quote for splash extended reach lift
item # 370-0000

Thanks again,

Leticia Flowers

Subtotal	\$4,999.39
Tax	\$0.00
Handling	\$0.00
Total	\$4,999.39



Leslie's Store #: 355
 Store Address: 2515 N Monroe St
 Phone: 850-523-0760
 Fax: 850-523-0751

Quote

Quote #: _____ Quote Name: Splash ADA Lift
 Customer: Piney Z Plantation

Date: 12/17/12
 Customer #: 300999000096405

Billing Address: 950 Piney Z Plantation
 Tallahassee FL 32311

Shipping Address:

Contact: Lance Rogers
 Phone: 850-656-4007 Email: lance-piney-z@comcast.net

Line #	Item#	Item Description	Qty	Unit Price	Ext. Price
	501306	Splash Extended Reach ADA Lift Mode # 370-0000	1	5,229.99	5,229.99
	501329	Splash Total Cover	1	334.99	334.99
	501316	SR Smith Lift Arm Rests	1	279.99	279.99

Notes: Before we can complete the order, we will need a copy of the completed deck profile sheet for SR Smith to release the order.

To Approve, Sign and Fax to: 1-802-567-7939 or email jdavis@leesi.com
 For Questions, Please Call: Stan Nalewski CAE 1-813-785-5079

Subtotal: 5,844.97
 Freight: 150.00
 Tax:
 Labor:
 Total: 5,994.97

Signature: _____ Date: _____
 Print Name: _____

IF A CONTRACT IS NEEDED TO COMPLETE THE JOB, LESLIE'S NEEDS TO APPROVE THE CONTRACT PRIOR TO JOB START DATE.

INVOICES IN EXCESS OF \$1,000 WILL BE SUBJECT TO A DOWN PAYMENT.

THIS QUOTE IS MADE AS OF THE DATE SET FORTH ABOVE, IS GOOD FOR THIRTY (30) DAYS AND IS NOT INTENDED AS A SALES INVOICE. AFTER THE EXPIRATION OF THAT THIRTY (30) DAY PERIOD, THE PRICE AND ANY OTHER COMPONENTS OF THE QUOTE ARE SUBJECT TO CHANGE. LESLIE'S SWIMMING POOL SUPPLIES HEREBY RESERVES THE RIGHT TO MAKE ADJUSTMENTS TO THE QUOTED PRICE, AND TO ITS PRODUCT AND SERVICE LINES, AND TO ANY QUOTES RELATED THERETO FOR VARIOUS REASONS INCLUDING, BUT NOT LIMITED TO, CHANGING MARKET CONDITIONS, PRODUCT AND SERVICE DISCONTINUATION, PRODUCT AND SERVICE UNAVAILABILITY, MANUFACTURER PRICE CHANGES, ERRORS IN ADVERTISEMENTS AND QUOTES, AND STATE OR FEDERAL TAX CHANGES. LESLIE'S POLICY REQUIRES THAT FULL PAYMENT MUST BE PAID ON ANY ORDER BEFORE ANY PARTS OR OUT-OF-STOCK ITEMS ARE ORDERED. UNLESS NOTED ABOVE, THIS QUOTE DOES NOT INCLUDE CHARGES FOR FREIGHT, MEDIA (E.G. SAND, SALT OR DIATOMACEOUS EARTH), OR INSTALLATION. LESLIE'S DOES NOT CERTIFY NOR WARRANT THE CONDITION OF THE POOL OR THE EQUIPMENT. IT IS THE RESPONSIBILITY OF THE POOL OWNER-OPERATOR TO MAINTAIN THE POOL ACCORDING TO STATE AND LOCAL HEALTH CODE STANDARDS.

Thank you for shopping with Leslie's

From: Swain Pools and Spas

Re: revised ADA compliance estimate

From : Jeff & Connie Swain <awesomejcs@gmail.com>

Subject : Re: revised ADA compliance estimate

To : lance-piney-z@comcast.net

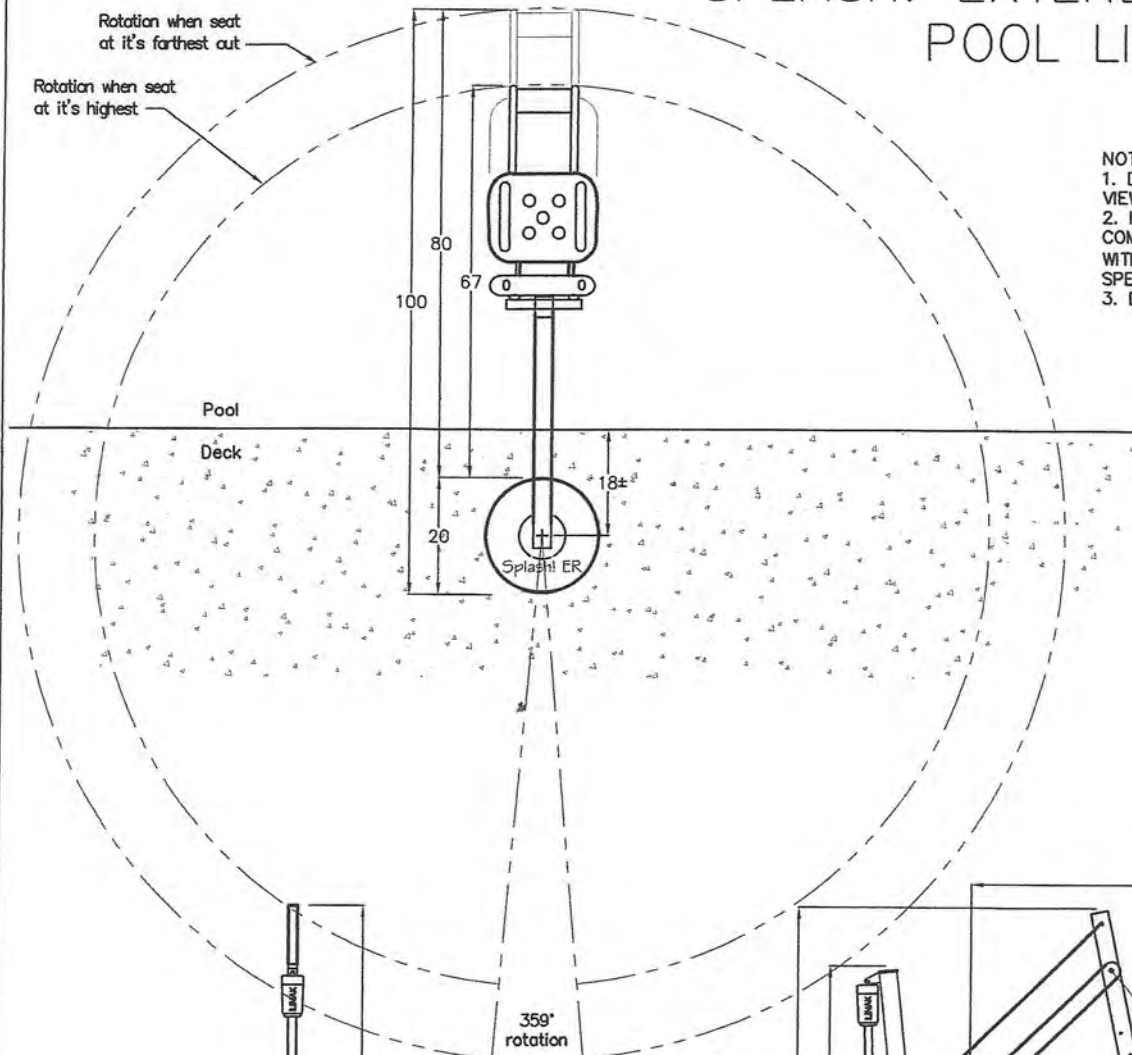
Cc : Office employees <office@swainpools.com>, Jeff & Connie Swain <awesomejcs@gmail.com>

Lance,

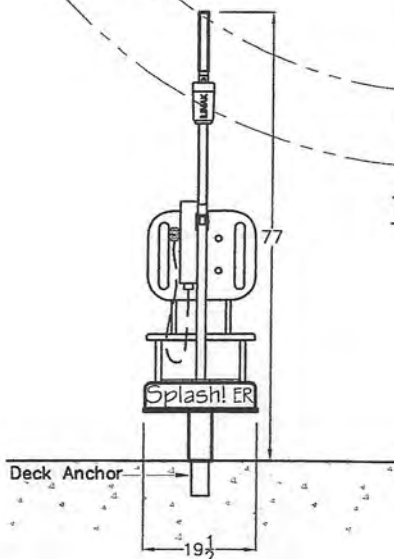
If the board re-considers using our company, Swain Pools & Spas, for the entire job including purchase of the chair & cover, that would be great and we will keep the current \$10,200 discounted estimate active through the first of 2013. If they do not approve the lowered price, we would consider installing your chair lift which you purchase without going through us and we would add \$1,700 (job credit we gave you on 11/14/12 to try and schedule the work) to our previous labor quote of \$2,533.66 which equals \$4,233.66 for labor to install your chair/lift.

SPLASH! EXTENDED REACH POOL LIFT

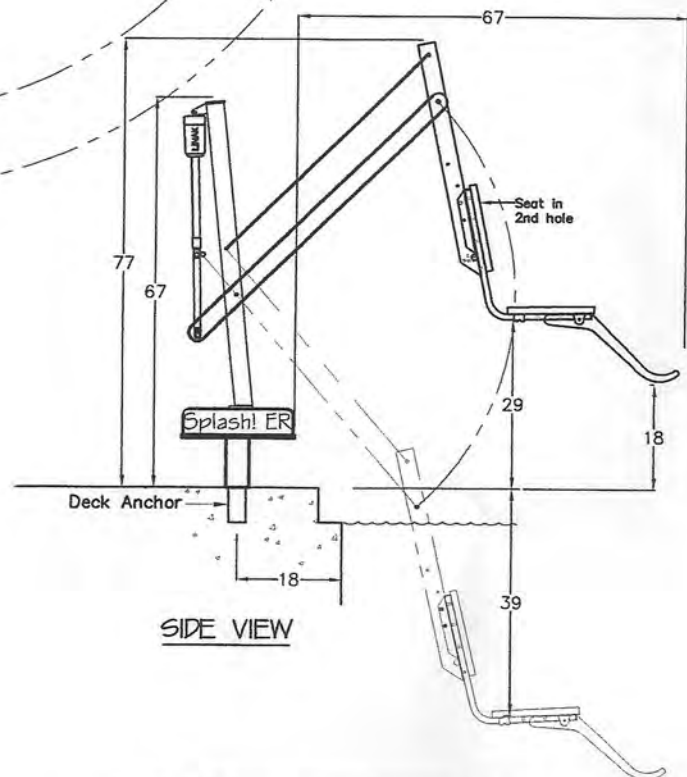
- NOTES:
1. DRAWINGS SHOW KEY VIEWS OF LIFT.
2. INSTALLATION TO BE COMPLETED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS.
3. DO NOT SCALE DRAWINGS.



TOP VIEW



BACK VIEW



SIDE VIEW

This represents the most current information on this product. However, S.R.Smith assumes no liability for its use.



S.R.Smith, LLC
1017 SW Berg Parkway
Canby, OR 97013
www.poollifts.com

tf 800.824.4387
p 503.266.2231
f 503.266.4334
info@srsmith.com

Product: SPLASH! ER LIFT		Part Number: 370-0000	
Drawn by: LC	Date: 06-23-09	Approved by: JC	Date: 06-25-09
Drawing #: 370-0000	Rev: 0	Sheet: 0	

Tenth Order of Business

Piney-Z Community Development District
Property Manager's Report
Submitted by Lance Rogers
Meeting Date: Monday, January 14, 2013

Events / Facility Use

As of this writing the events, activities and meetings that took place at the CDD Amenities between November 13, 2012 (last regular meeting) and January 14, 2013 are as follows:

- Eleven Resident sponsored parties
- One HOA / Community Board Meeting
- Two meetings of the HOA Board members with HOA Committees

Access Reports for October and November

Following this report is the October and November Access Reports for the Fitness Center and the days the Pool was open in October.

Property Manager's Log of Payments: Received from Rental of Amenities

Following this report you will find my log of checks and money orders sent to Severn Trent Management Services.

Update: Playground Resurfacing and New Playground

You will recall at the last meeting on November 13 the Board heard recommendations and opinions regarding playground resurfacing from three company representatives. Those three were Tanya Muniz, Paul Adrianse, and John Hurst. The representatives were asked to visit the Playground and make recommendations to prepare the playground surface, install ground cover (wood mulch and rubber) and report any safety concerns they noticed.

They were asked to submit a quote for their recommendation for resurfacing the playground to meet safety standards. The Board heard the different opinions concerning how to accomplish the resurfacing and reviewed the quotes. The information each vendor submitted is in the November 13, 2012 agenda package / booklet.

After discussion the Board asked if all three would come back to the next Board meeting on January 14, 2013 and bring proposals to install a new Playground. Each vendor was asked to bring their recommendation for installing a \$30,000 playground and another proposal for a \$40,000 playground, including type of equipment they would recommend.

10A.

Future Needs

For your information, and convenience I'm providing some of the past history of Inventory that was performed and the Five Year Plan, as well as facility issues.

In the minutes of the January 12, 2009 meeting, (March 2009 Agenda Package) the work I completed documenting all of the District's items including taking photographs of virtually everything was praised for its thoroughness. It is on file with the District.

As part of the Five Year Facility – Maintenance, Repair and Replacement Plan the Board was presented research I collected and estimates for what would be considered more costly needs. The roof was discussed in the process and since. Estimates in 2009 were between \$16,000 - \$17,000. Some companies wanted \$200 - \$300 to do a full evaluation. The Board chose not to pursue those. Painting the lodge and pavilion was another example. Some companies offered to do very basic painting for under \$2,000. Another company gave a very itemized estimate close to \$10,000.

Other larger cost items that were presented, provided in the report, or discussed in meetings were:

1. Replacement of Fitness Equipment (can range from \$4,000 - \$7,000)
2. AC Units (\$6,000 – 8,000)
3. Swimming Pool needs (depended on how much renovation was desired, to fully renovate pool could be \$50,000)
4. Copier replacement depended on what type, how many bells and whistles, etc.

Other items were presented and discussed. These and other needs will come up in the future.

At the time (late 2008 and January 2009), it is my recollection, and from reviewing minutes that the Board was discussing what the Five Year Facility-Maintenance, Repair and Replacement Plan ultimately should be and some of the challenges. It was discovered through the process that there was wide ranging estimates. Some companies wanted to charge for such a report with a detailed estimate. Some vendors were not eager to provide that kind of document / estimate not knowing if and when they would get to do the work, so we ended up with general costs on items I mentioned previously.

The following were discussed, as possible goals of what the Five Year Plan could be:

1. To get an idea of all the properties the Piney-Z CDD has and how much it would cost to replace it.
2. Having a replacement cost on all big ticket items or potential costs.

3. To decide a percentage amount to save in reserve each year for future maintenance, repair and replacement.

Or, all of the above.

It was acknowledged that the inventory was complete and decisions needed to be made about how to proceed any further with the Five Year Plan. Companies that do Reserve Studies were presented to the Board as a way to accomplish the goals of the Five Year Plan.

The minutes from the January 9, 2009 meeting indicate that the idea of taking the Five Year Plan forward further was “no”. And the idea to contract a company to do a Reserve Study was to not pursue it. According to the minutes, when the matter of the Plan came to a consensus of “no” the Chairman at the time said “we do have a buffer of almost \$200,000, so we have ourselves covered to a point”.

Since then, I have brought things to the Board’s attention concerning repairs to be made. I have pointed out essential equipment needing replacement through the Capital Outlay Budget. I will, of course, continue to do that.

I brought up the idea of considering the Reserve Study again this year and the Board did not pursue the idea. I’m not necessarily recommending that again but it might be something to research more. At the end of this report I have listed information concerning three Companies that perform Capital Assets Reserve Studies that Janice Davis, District Manager provided me. I’m providing the information about the three companies at the end of this report in case you want to research them on your own.

Right now, the plan seems to be to rely on the buffer or monies in reserve that the Piney-Z District has for any major Five Year (and beyond) Facility – Maintenance, Repair & Replacement needs that arise. Another way has been through budgeting for some of these needs through Capital Outlay and other accounts.

To assist, as we face the future, I offer this information. I hope this information proves useful. I thought it might be beneficial to list things presented and discussed in the past. The following are larger cost projects beyond the usual day to day, week to week, month to month maintenance, repair, equipment replacement and supply costs. The annual budget covers much of this type expense, such as when some equipment wears out, minor plumbing needs, electrical repairs, supplies, maintenance, etc. The following is the information concerning more significant needs that could occur.

Planning Future Maintenance, Repair and Replacement Needs

General items that were discussed and presented in 2009 and/or more recently that the District may need to save funds for: (Estimates for some were presented at the time).

Note: Some of these have been discussed since 2009 at various times

Swimming Pool: Without knowing specifically the extent of repairs, replacement and upgrades that may be needed or upgrades desired pool companies were reluctant to give a price. It was thought that to restore the pool to completely brand new status could cost \$50,000 or more. Possibly more if a new pump / filtration system was installed. To just re-plaster likely would be \$15,000 to \$25,000 at today's prices.

Metal Structure over pool pumps: This needs to be done this year, during the off season to protect the pumps and breaker box, etc. from elements, extreme heat and slow wear and tear. Project could be paid through Capital Outlay. Project cost is approximately \$1,200 - \$1,800 Requires building permit.

Roof Replacement: (Approx. \$14,000 to complete replacing roof)

Playground: In addition to the ADA modifications and decision to be made about re-surfacing, components of the playground are wearing out and may not last until 2019.

Fitness Equipment: (Certain machines will need replacing and it is likely the Apollo Weight System (cable weight stations) will need to be replaced.

AC Unit(s) replaced: One major unit was replaced. It is likely another may need to be replaced before 2019 as reported in the information previously as part of Five Year Plan research.

Painting of the exterior of the Lodge and Pavilion

Better lighting inside Lodge Completed

Light Poles Added for better Security and Safety Two completed

Interior Painting and Wallpaper Replacement

Replacement of Lodge furniture as it wears out

Copier Replacement

Hardwood Floor-Extensive Treatment: (different from the stripping and waxing that we do in-house)

Hardwood Floor Repair: (bowing, severe scratches)

Re-tile Kitchen Floor: (This was mentioned in 2009 and the work was done in May of 2011)

Re-tile Lodge Floor: at entrance to lodge

Re-paving Parking Lot: (patching will need to be done soon, likely this year, re-paving in years to come)

Fencing: repairs and additional

Tree Removal: when struck by lightning or storm damage

Settling Issues Lodge: (structural problems, cracks in mortar, bricks)

Settling Issues Pool Deck: (I'm told it is common. Our pool is experiencing this and one area has been repaired).

Swimming Pool Furniture

Picnic Tables/Replace
Outdoor Trash Cans
Outdoor Park Grills Replace/ Additional

Saving for the Unpredictable Needs

Another category of needs to save for is the unknown. Of course, it is difficult or impossible to predict and plan for everything that might happen. For example: The expenses caused by the American Disabilities Act (ADA) regulations.

Another one was it was impossible to predict that a pipe would break under a foot of concrete somewhere under the pavilion restrooms and storage room. This resulted in major work and re-routing plumbing through the walls. Fortunately the majority of that expense was covered by insurance.

Spending on Facility Enhancement or New Equipment Requested or Needed

This is another category of monies that could be spent and includes items that residents have asked about over the years. I realize that several of these may not be considered, but to be fair I thought I should provide the fact that there have been requests or questions about them. Some have been mentioned in meetings. The following are some examples:

Sound System: Installed in the lodge with small, quality speakers around the room. It would include wireless microphones and a wall jack to connect a device that plays music.

Television mounted on Lodge wall: The TV could possibly be inside a wall mounted cabinet so doors could close over the screen and be lockable. Residents having events have requested this for a variety of events.

Sidewalk paved: from front pool gate to intersect with sidewalk in back of pool.

Fitness Equipment: Continue to provide new and modern exercise equipment and replace worn out machines.

Cameras: Add additional cameras at the pool and pavilion.

Outdoor Beach Volleyball Court

Summer Snack Bar / Snack Shack

Basketball Court

Restrooms and Locker Room Facility for the pool: There have been requests that the pool have its own restroom and changing facility. The complaints have been because of the distance to pavilion restrooms from the pool. Also, when parties have rented the pavilion, sometimes for serious functions such as a wedding, it is awkward when pool users must walk through their event to the restrooms.

Capital Assets Reserve Study Consultants

The following is the names of three Capital Assets Reserve Study Consultants and websites provided to me. As mentioned previously I provide them for you in case you want to research what services they offer.

Dreux Issac & Associates – Florida (800) 866-9876
<http://www.dia-corp.com/reservestudy.html>

Reserve Advisors – Florida (800) 980-9881
<http://www.reserveadvisors.com/reserve-studies/>

Association Reserves, Inc. – Florida (800) 706-4560
<http://www.reservestudy.com/>

10B.

Payments Received from Rental of Amenities (Lodge, Pavilion, Pool)

Fiscal Year 2013: October 1, 2012 through September 30, 2013

Property Manager's Office Log of checks and money orders received
and sent to Severn Trent Management Services.

Note: The official records are kept by Severn Trent Management Services.

Date sent to Severn Trent Accounting	PZ Renter Host / Name on Check	Check Number Type of Fee	Date of Event	Fees / Totals
10/4/12	Shanaya Graham (Signed Money Order as SG)	Publix Money Order: 14-563184743 (Rental / Extra hours)	9/7/12	\$300.00
"	Sharon Solis (Florence Calub)	220 (Base / Rental Fees)	10/22/12	\$400.00
"	Tiffany Poppell	2070 (Base Fee)	10/20/12	<u>\$150.00</u>
			Total	\$850.00
Fiscal Year to Date Total: \$850.00				
10/12/12	Mazie Graham Cleaning Service	1704 (Base / Rental)	10/13/12	\$250.00
	Check was returned / Was quickly replaced with a money order from Mrs. Graham for \$250.00 Sunshine Saving Bank Money Order No. 30277586			
"	Shelby Chipman (Dennine White)	1103 (Base Rental)	11/3/12	\$250.00
"	Yvonne Enoch (Chasity N Rembert)	1001 (Base Fee)	12/15/12	<u>\$150.00</u>
			Total	\$650.00
Fiscal Year to date Total: \$1,500.00				
11/1/12	Dr.Yassir A. Abdelrazig	357	10/20/12	\$150.00
Year to Date Total: \$1,650.00				
*****Above was reported in November 13, 2012 CDD Board Meeting				
11/15/12	Board of County Commissioners	00304076 (Fee: Use of Lodge as Precinct)	10/6/12	\$130.00
"	Chasity N Rembert	1002 (Rental Fee)	12/15/12	<u>\$100.00</u>
			Total	\$230.00
Year to Date Total \$1880.00				
11/29/12	Amruth Kodela	490 (Base/Rental Fee)	12/14/12	\$250.00
"	Caleb William Hall (Josh/Natalie Fruit)	111 (Base Fee)	12/21/12	<u>\$150.00</u>
			Total	\$400.00
Fiscal Year to Date Total \$2280.00				
12/10/12	Caleb William Hall (Josh/Natalie Fruit)	112 (Base/Rental Fees)	12/21/12	\$250.00
"	Fanny Fuentes-Sansores	2198 (Base Fee)	12/22/12	\$150.00
"	Perfecto Labaddan	187 (Base/Rental Fees)	12/20/12	<u>\$400.00</u>
			Total	\$800.00
Year to Date Total \$3080.00				

12/18/12	Amruth Kodela	616 (Base / Rental Fee)	12/31/12	\$250.00
"	Amruth Kodela	617 (Base / Rental Fee)	01/01/13	\$250.00
"	Terri Collins (Burennette Smith)	1052 (Base / Rental / Extra Time)	01/05/13	<u>\$275.00</u>
			Total	\$775.00

Year to Date Total \$3,855.00

12/31/12	La'Tara Osborne Lampkin	1774 (Base Fee)	01/12/13	\$150.00
"	Cynthia Edwards Henry	6424 (Base Fee)	02/02/13	<u>\$150.00</u>
			Total	\$300.00

Year to Date Total 4,155.00

10C.

2012 Access Reports October / November

Fitness Center Fob Entries

Month / Year: October 2012

Fob Entries: **490**

Households Represented: **76**

Month / Year: November 2012

Fob Entries: **414**

Households Represented: **74**

Note: More than one family member can enter at the same time and occurs on a regular basis. Also, a resident can bring up to two guests each visit. So the actual number of people using the Fitness Center is likely higher than Fob Entries shown.

+++++

Swimming Pool Gate Entries and Sign-In Sheet Report

Please refer to the pool schedule for exact days the pool was open in October.

Example: The pool was only open the first two Saturdays and Sundays in October and four days there were special Adult swim times. The pool was not open in November.

Swimming Pool Gates Fob Entry Summary:

Month / Year: October 2012 Two Saturdays and Sundays, four adult swim sessions)

Fob Entries: **61**

Households Represented: **24**

Number of people / visits to the pool in October (two Saturdays, two Sundays, four Adult Swim sessions) as recorded on the sign-in sheets: **47**

7,050: Throughout the pool season, according to the pool sign-in notebook, there was approximately 7,050 visits to the pool. Based on past reports from the 2012 pool season it estimated that approximately 300 families used the pool at least once during the pool season and many on a regular basis.

It can be safely assumed that these numbers are higher since there may have been times residents did not sign in or did not record the entire number in their party.

This number does not include all the children who took swim lessons and the parents who sat on the pool deck and observed.

Thirteenth Order of Business

PINEY-Z
Community Development District

Financial Report
November 30, 2012

Prepared by



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Piney-Z
Community Development District

Financial Statements

(Unaudited)

November 30, 2012

Balance Sheet
November 30, 2012

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>				
Cash - Checking Account	\$ 99,489	\$ -	\$ -	\$ 99,489
Accounts Receivable	2,250	-	-	2,250
Due From Other Funds	-	7,534	22,398	29,932
Investments:				
Money Market Account	133,077	-	-	133,077
SBA Account	2,021	-	-	2,021
SBA Account - Restricted	1,347	-	-	1,347
Redemption Fund	-	645	-	645
Revenue Fund	-	87,503	140,498	228,001
Prepaid Items	1,432	-	-	1,432
TOTAL ASSETS	\$ 239,616	\$ 95,682	\$ 162,896	\$ 498,194
<u>LIABILITIES</u>				
Accounts Payable	\$ 9,667	\$ -	\$ -	\$ 9,667
Accrued Expenses	3,063	-	-	3,063
Accrued Wages Payable	2,880	-	-	2,880
Accrued Taxes Payable	231	-	-	231
Due To Other Funds	29,932	-	-	29,932
TOTAL LIABILITIES	45,773	-	-	45,773
<u>FUND BALANCES</u>				
Nonspendable:				
Prepaid Items	1,432	-	-	1,432
Restricted for:				
Debt Service	21,000	95,682	162,896	279,578
Assigned to:				
Operating Reserves	97,361	-	-	97,361
Reserves - CDD Amenity	20,000	-	-	20,000
Unassigned:	54,050	-	-	54,050
TOTAL FUND BALANCES	\$ 193,843	\$ 95,682	\$ 162,896	\$ 452,421
TOTAL LIABILITIES & FUND BALANCES	\$ 239,616	\$ 95,682	\$ 162,896	\$ 498,194

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2012

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ 1,080	\$ 180	\$ 114	\$ (66)
Special Assmnts- Tax Collector	358,552	59,758	37,965	(21,793)
Special Assmnts- Discounts	(14,342)	(2,390)	(1,541)	849
Amenities Revenue	12,000	2,000	2,140	140
TOTAL REVENUES	357,290	59,548	38,678	(20,870)
EXPENDITURES				
Administration				
P/R-Board of Supervisors	6,000	1,000	600	400
FICA Taxes	459	77	46	31
ProfServ-Engineering	500	83	-	83
ProfServ-Legal Services	30,000	5,000	2,453	2,547
ProfServ-Mgmt Consulting Serv	49,275	8,212	8,213	(1)
ProfServ-Special Assessment	4,637	-	-	-
Auditing Services	3,400	-	-	-
Communication - Telephone	240	40	2	38
Postage and Freight	2,000	334	99	235
Insurance - General Liability	10,655	2,664	2,381	283
Printing and Binding	2,500	416	3	413
Legal Advertising	1,500	500	378	122
Miscellaneous Services	500	84	223	(139)
Misc-Assessmnt Collection Cost	10,757	1,793	1,093	700
Misc-Contingency	2,000	334	-	334
Office Supplies	500	84	-	84
Annual District Filing Fee	175	175	175	-
Total Administration	125,098	20,796	15,666	5,130
Field				
Contr-Landscape-Amenities Area	12,040	2,007	2,007	-
Misc-Contingency	8,204	1,368	50	1,318
Total Field	20,244	3,375	2,057	1,318

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2012

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Parks and Recreation - General				
Payroll-Salaries	118,000	15,000	13,164	1,836
FICA Taxes	9,027	1,148	1,055	93
Pension Benefits	2,250	2,250	2,250	-
Life and Health Insurance	8,700	1,450	1,432	18
Workers' Compensation	3,791	948	1,062	(114)
ProfServ-Pool Maintenance	4,800	800	800	-
Contracts-Security Services	2,224	556	626	(70)
Communication - Teleph - Field	1,620	270	610	(340)
Postage and Freight	900	150	24	126
Utility - General	28,000	4,666	4,035	631
Utlity - Other	3,000	500	374	126
R&M-General	14,100	2,350	4,006	(1,656)
R&M-Equipment	2,300	384	100	284
R&M-Pest Control	790	132	65	67
R&M-Pools	4,000	666	-	666
Misc-Contingency	6,000	1,000	-	1,000
Office Supplies	3,000	500	215	285
Op Supplies - Pool Chemicals	5,000	834	-	834
Capital Outlay	16,600	2,766	-	2,766
Total Parks and Recreation - General	234,102	36,370	29,818	6,552
Reserves				
Reserve - CDD Amentiy	10,000	-	-	-
Total Reserves	10,000	-	-	-
TOTAL EXPENDITURES & RESERVES	389,444	60,541	47,541	13,000
Excess (deficiency) of revenues				
Over (under) expenditures	(32,154)	(993)	(8,863)	(7,870)
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	(32,154)	-	-	-
TOTAL FINANCING SOURCES (USES)	(32,154)	-	-	-
Net change in fund balance	\$ (32,154)	\$ (993)	\$ (8,863)	\$ (7,870)
FUND BALANCE, BEGINNING (OCT 1, 2012)	202,706	202,706	202,706	
FUND BALANCE, ENDING	\$ 170,552	\$ 201,713	\$ 193,843	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2012

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ 50	\$ 8	\$ 9	\$ 1
Special Assmnts- Tax Collector	79,194	13,199	8,385	(4,814)
Special Assmnts- Discounts	(3,168)	(528)	(340)	188
TOTAL REVENUES	76,076	12,679	8,054	(4,625)
EXPENDITURES				
Administration				
ProfServ-Trustee	2,700	-	-	-
Misc-Assessmnt Collection Cost	2,376	396	241	155
Total Administration	5,076	396	241	155
Debt Service				
Principal Debt Retirement	50,000	-	-	-
Interest Expense	21,000	10,500	10,500	-
Total Debt Service	71,000	10,500	10,500	-
TOTAL EXPENDITURES	76,076	10,896	10,741	155
Excess (deficiency) of revenues				
Over (under) expenditures	-	1,783	(2,687)	(4,470)
Net change in fund balance	\$ -	\$ 1,783	\$ (2,687)	\$ (4,470)
FUND BALANCE, BEGINNING (OCT 1, 2012)	98,369	98,369	98,369	
FUND BALANCE, ENDING	\$ 98,369	\$ 100,152	\$ 95,682	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending November 30, 2012

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ 100	\$ 18	\$ 14	\$ (4)
Special Assmnts- Tax Collector	227,306	37,884	24,068	(13,816)
Special Assmnts- Discounts	(9,092)	(1,515)	(977)	538
TOTAL REVENUES	218,314	36,387	23,105	(13,282)
EXPENDITURES				
Administration				
ProfServ-Dissemination Agent	1,000	-	-	-
ProfServ-Trustee	3,800	-	-	-
Misc-Assessmnt Collection Cost	6,819	1,137	693	444
Total Administration	11,619	1,137	693	444
Debt Service				
Principal Debt Retirement	160,000	-	-	-
Interest Expense	52,138	26,069	26,069	-
Total Debt Service	212,138	26,069	26,069	-
TOTAL EXPENDITURES	223,757	27,206	26,762	444
Excess (deficiency) of revenues				
Over (under) expenditures	(5,443)	9,181	(3,657)	(12,838)
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	(5,443)	-	-	-
TOTAL FINANCING SOURCES (USES)	(5,443)	-	-	-
Net change in fund balance	\$ (5,443)	\$ 9,181	\$ (3,657)	\$ (12,838)
FUND BALANCE, BEGINNING (OCT 1, 2012)	166,553	166,553	166,553	
FUND BALANCE, ENDING	\$ 161,110	\$ 175,734	\$ 162,896	

Community Development District

Notes to the Financial Statements

General Fund► **Assets**

■ **Cash and Investments** - See Cash and Investment Report on page 10 for further details. The General Fund checking account has a restricted amount of \$21,000 to satisfy the Debt Service reserve requirement.

■ **Accounts Receivable** - Double payment of pension benefit for Lance Rogers. Refund from Raymond James and Association is in process.

■ **Prepaid Items** - Paid various expenses for December and January.

► **Liabilities**

■ **Accounts Payable** - Invoices paid in December 2012.

■ **Accrued Expenses** - Accrued City of Tallahassee utilities, Verizon phone service and amenity lawn service for the month of November 2012.

■ **Accrued Wages payable** - Accrued payroll as of 12/1/ 12.

■ **Accrued Taxes Payable** - Accrued payroll taxes as of 12/1/12.

■ **Due To Other Funds** - Debt Service Fund's portion of collected assessments from Tax Collector. The balance was transferred in December.

Debt Service Funds► **Assets**

■ **Due From Other Funds** - Debt Service Fund's portion of collected assessments from Tax Collector. The balance was transferred in December.

■ **Investments** - See Cash and Investment Report on page 10 for further details.

Notes to the Financial Statements

Financial Overview / Highlights

- ▶ The total YTD collected Non-Ad Valorem assessments are at 11% compared to 7% last year at the same time..
- ▶ The total General Fund expenditures are at 79% of the YTD budget (prorated). Significant variances are explained below.
 - The Administrative expenditures are at 75% of the YTD budget (prorated).
 - The Parks and Recreation expenditures are at 82% of the YTD budget (prorated) mainly due to unspent capital outlay and miscellaneous contingency expenditures.

Variance Analysis

<u>Account Name</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>% of Budget</u>	<u>Explanation</u>
Expenditures				
<u>Administrative</u>				
ProfServ - Legal Services	\$5,000	\$2,453	49%	Sniffen & Spellman, P.A. for general counsel fees are through November 2012.
Insurance - General Liability	\$2,664	\$2,381	89%	Florida Municipal Insurance- Annual premium amounts are \$5,028 for General Liability and \$4,497 for Property Insurance. Paid 1st installment of 25%.
<u>Parks and Recreation - General</u>				
Payroll-Salaried	\$15,000	\$13,164	88%	Salary as of 12/1/12.
Life and Health Insurance	\$2,250	\$2,250	100%	Lance Rogers' Group insurance.
Workers' Compensation	\$948	\$1,062	112%	Florida Municipal Insurance - Annual amount is \$4,447. Paid 1st installment of 25%.
Contracts-Security Services	\$556	\$626	113%	Quarterly monitoring security services from Sonitrol as of 12/31/12.
Communication - Teleph-Field	\$270	\$610	226%	Verizon service and cell phone stipends to employees.
R&M-General	\$2,350	\$4,006	170%	Unfavorable variance is due to repairs to various lighting items. This balance includes a replacement of a low slope roof.

Other Miscellaneous Notes

- ▶ On behalf of the Series 2002 Debt Service Fund, a reserve of \$21,000 was established in the General Fund checking account (5% of outstanding bond balance). This reserve is in lieu of having a Reserve Fund with US Bank.

PINEY-Z
Community Development District

Supporting Schedules

November 30, 2012

Non-Ad Valorem Special Assessments - Leon County Tax Collector
(Monthly Assessment Collection Distributions)
For the Fiscal Year Ending September 30, 2013

					Allocation by Fund		
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Cost	Gross Amount Received	General Fund	Series 2002 Debt Service Fund	Series 2008 Debt Service Fund
ASSESSMENTS LEVIED FY2013 (1)				\$ 665,055	\$ 358,554	\$ 79,195	\$ 227,306
Allocation %				100%	54%	12%	34%
11/08/12	\$ 3,854	\$ 209	\$ 119	\$ 4,182	\$ 2,255	\$ 498	\$ 1,429
11/30/12	61,679	2,649	1,908	66,236	35,710	7,887	22,639
TOTAL	\$ 65,533	\$ 2,859	\$ 2,027	\$ 70,418	\$ 37,965	\$ 8,385	\$ 24,068

% COLLECTED	11%	11%	11%	11%
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TOTAL OUTSTANDING	\$ 594,637	\$ 320,589	\$ 70,810	\$ 203,238
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Note (1) - Difference with assessments levied is due to rounding

Community Development District

Cash and Investment Report

November 30, 2012

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
GENERAL FUND					
Operating Checking Account	Wachovia Bank	Government Advantage Interest	n/a	0.10%	\$78,489
- Restricted for DS Reserve requirement (1)	Wachovia Bank	Government Advantage Interest	n/a	0.10%	\$21,000
				Subtotal	<u>\$99,489</u>
Public Funds Money Market Account	Florida Shores Bank SW	Money Market Account	n/a	0.50%	\$133,077
Operating Account - FUND A	SBA	Investment Pool	n/a	0.30%	\$2,040
Operating Account - FUND B (Restricted)	SBA	Investment Pool	n/a	0.00%	\$1,328
				Subtotal	<u>\$3,368</u>
DEBT SERVICE FUNDS					
Series 2002 Redemption Account	US Bank	Government Obligation Fund	n/a	0.00%	\$645
Series 2002 Revenue Account	US Bank	Open-ended Commercial Paper	n/a	0.15%	\$87,503
Series 2008 Revenue Account	US Bank	Open-ended Commercial Paper	n/a	0.15%	\$140,498
				Total	<u><u>\$464,581</u></u>

Note (1) Reserve requirement 5% of remaining bond balance \$420,000

Piney-Z CDD
Bank Reconciliation

Bank Account No. 6166
Statement No. 11-12
Statement Date 11/30/12

G/L Balance (\$)	99,489.36	Statement Balance	104,744.81
G/L Balance	99,489.36	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	104,744.81
Subtotal	99,489.36	Outstanding Checks	5,255.45
Negative Adjustments	0.00	Total Differences	0.00
Ending G/L Balance	99,489.36	Ending Balance	99,489.36
Difference	0.00		

<u>Posting Date</u>	<u>Document Type</u>	<u>Document No.</u>	<u>Description</u>	<u>Amount</u>	<u>Cleared Amount</u>	<u>Difference</u>
Outstanding Checks						
07/25/12	Payment	54433	BETH A. MATUGA	188.70	0.00	188.70
11/16/12	Payment	54592	ALAN COX AQUATICS, INC.	400.00	0.00	400.00
11/21/12	Payment	54596	KYLE M. ROGERS	121.22	0.00	121.22
11/28/12	Payment	54602	CITY OF TALLAHASSEE	1,481.24	0.00	1,481.24
11/28/12	Payment	54603	FEDEX	33.29	0.00	33.29
11/28/12	Payment	54604	PAUL'S PEST CONTROL, INC.	65.00	0.00	65.00
11/28/12	Payment	54605	RAYMOND JAMES AND ASSO.	2,250.00	0.00	2,250.00
11/28/12	Payment	54606	CAPITAL HEALTH PLAN	716.00	0.00	716.00
Total Outstanding Checks				5,255.45		

PINEY - Z
Community Development District

Check Register by Fund
For the Period from 10/1/12 to 11/30/12
(Sorted by Check No.)

Fund No.	Check No.	Check Date	Payee	Invoice No.	Invoice Description	G/L Account Name	G/L Account #	Check Amount
GENERAL FUND - 001								
001	54544	10/03/12	JOHN HURST OUTDOOR SERVICES	1983	MOVING OF AMENITIES PROPERTIES- ROOF BLOW	Contr-Landscape-Amenities Area	534053-53901	\$1,003.34
001	54544	10/03/12	JOHN HURST OUTDOOR SERVICES	1983	MOVING OF AMENITIES PROPERTIES- ROOF BLOW	Misc-Contingency	549900-53901	\$50.00
001	54545	10/03/12	PERIMETER FENCE & DECK	2029	INSTALL TOGGLE SWITCH IN LOCKABLE BOX	R&M-Pools	546074-57201	\$137.00
001	54546	10/03/12	PICKINWEE CORP	5587	TRASH BAGS	R&M-General	546001-57201	\$55.94
001	54547	10/03/12	SONITROL	194108	QTRLY MONITOR&MAINTENANCE 10/31/12-12/31/12	Contracts-Security Services	534037-57201	\$625.95
001	54557	10/10/12	ALAN COX AQUATICS, INC.	100112	Monthly Maint. 10/01/12-10/31/12	ProfServ-Pool Maintenance	531034-57201	\$400.00
001	54558	10/10/12	CITY OF TALLAHASSEE	100112	UTILITIES 8/28/2012-09/26/2012	Utility - General	543001-57201	\$2,160.27
001	54559	10/10/12	DEPARTMENT OF ECONOMIC OPPORTUNITY	28136	FY 12/13 Special District Fee	Annual District Filing Fee	554007-51301	\$175.00
001	54560	10/22/12	CITY OF TALLAHASSEE	101012-5610	5501485610 SERVICE FOR 9/13-10/10/12	Utility - General	543001-57201	\$98.32
001	54561	10/22/12	FEDEX	2-035-68892	SERVICE FOR 9/24/12	Postage and Freight	541006-51301	\$8.64
001	54562	10/22/12	SAM'S CLUB	7433	MISC SUPPLIES FOR CDD MEETING	Office Supplies	551002-51301	\$43.05
001	54571	10/24/12	COMCAST	101512-4005-01-5	09587 234005-01-5 SERVICE FOR 10/25-11/24/12	Utility - Other	543004-57201	\$187.38
001	54572	10/24/12	FEDEX	2-050-60825	SERVICE FOR 10/8/12	Postage and Freight	541006-51301	\$8.80
001	54573	10/24/12	FITNESS PRO	5434	9/28/12 PREVENTATIVE MAINTENANCE	R&M-Equipment	546022-57201	\$100.00
001	54574	10/24/12	MARPAN SUPPLY CO., INC.	1232017	CONTAINER RENTAL FOR 11/12	Prepaid Items	155000	\$26.00
001	54575	10/24/12	SNIFFEN & SPELLMAN, P.A.	9608	GENERAL COUNSEL FOR 9/12	ProfServ-Legal Services	531023-51401	\$1,485.00
001	54576	10/24/12	VERIZON WIRELESS	6798398367	SERVICE FOR 9/13 THRU 10/12/12	Communication - Teleph - Field	541005-57201	\$60.90
001	54577	10/25/12	CAPITAL HEALTH PLAN	120112	ROGERS, DARYL 12/12	Prepaid Items	155000	\$716.00
001	54578	10/25/12	TALLAHASSEE DEMOCRAT	0000525236	NOTICE OF MEETING FY13	Legal Advertising	548002-51301	\$378.28
001	54584	11/08/12	CITY OF TALLAHASSEE	103112-5610	5460485610 SERVICE FOR 9/26 THRU 10/25/12	Utility - General	543001-57201	\$553.75
001	54585	11/08/12	FEDEX	2-065-51888	SERVICE FOR 10/22/12	Postage and Freight	541006-51301	\$8.80
001	54586	11/08/12	FRASER ELECTRIC INC.	16798	CHECKED OUT LIGHT FIXTURE	R&M-General	546001-57201	\$205.10
001	54587	11/08/12	MY OFFICE PRODUCTS	16777	FURNISHED 250 WATT METAL HALIDE LAMPS	R&M-General	546001-57201	\$264.28
001	54588	11/08/12	PICKINWEE CORP	OE-1657276-1	OFFICE SUPPLIES	Office Supplies	551002-57201	\$648.72
001	54588	11/08/12	PICKINWEE CORP	5824	FAN	R&M-General	546001-57201	\$26.99
001	54588	11/08/12	PICKINWEE CORP	6019	DOOR STOP WEDGE	R&M-General	546001-57201	\$20.97
001	54589	11/08/12	RAYMOND JAMES AND ASSO.	110712	RETIREMENT BENEFIT FOR LANCE ROGERS	Pension Benefits	522001-57201	\$2,250.00
001	54590	11/08/12	SEVERN TRENT ENVIRONMENTAL SER	STES 2063727	10/12 MANAGEMENT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$4,106.25
001	54590	11/08/12	SEVERN TRENT ENVIRONMENTAL SER	STES 2063727	10/12 MANAGEMENT FEES	Postage and Freight	541006-51301	\$15.30
001	54590	11/08/12	SEVERN TRENT ENVIRONMENTAL SER	STES 2063727	10/12 MANAGEMENT FEES	Printing and Binding	547001-51301	\$2.60
001	54590	11/08/12	SEVERN TRENT ENVIRONMENTAL SER	STES 2063727	10/12 MANAGEMENT FEES	Communication - Telephone	541003-51301	\$1.19
001	54591	11/08/12	SNIFFEN & SPELLMAN, P.A.	9692	GENERAL COUNSEL THRU 10/31/12	ProfServ-Legal Services	531023-51401	\$517.50
001	54592	11/16/12	ALAN COX AQUATICS, INC.	110112	POOL MANAGEMENT 11/1 THRU 11/30/12	ProfServ-Pool Maintenance	531034-57201	\$400.00
001	54593	11/16/12	PAK MAIL 450	247279	UPS GROUND 10/4/12	Postage and Freight	541006-57201	\$11.92
001	54593	11/16/12	PAK MAIL 450	247650	UPS GROUND 10/12/12	Postage and Freight	541006-57201	\$11.92
001	54594	11/16/12	SAM'S CLUB	004957	MISC SUPPLIES	Office Supplies	551002-57201	\$215.07
001	54602	11/28/12	CITY OF TALLAHASSEE	103112	SERVICE FOR 9/27-10/25/12	Utility - General	543001-57201	\$1,481.24
001	54603	11/28/12	FEDEX	2-079-90143	SERVICE FOR 11/5 THRU 11/6/12	Postage and Freight	541006-51301	\$33.29
001	54604	11/28/12	PAUL'S PEST CONTROL, INC.	873859	PEST CONTROL SERVICE FOR 11/1/12	R&M-Pest Control	546070-57201	\$65.00
001	54605	11/28/12	RAYMOND JAMES AND ASSO.	112012	RETIREMENT BENEFIT FOR LANCE ROGERS	Pension Benefits	522001-57201	\$2,250.00
001	54606	11/28/12	CAPITAL HEALTH PLAN	010113	DARYL ROGERS 1/1/13	Prepaid Items	155000	\$716.00
001	54548	10/10/12	D. LANCE ROGERS	PAYROLL	October 10, 2012 Payroll Posting			\$1,679.06

PINEY - Z
Community Development District

Check Register by Fund
For the Period from 10/1/12 to 11/30/12
(Sorted by Check No.)

Fund No.	Check No.	Check Date	Payee	Invoice No.	Invoice Description	G/L Account Name	G/L Account #	Check Amount
001	54549	10/10/12	KYLE M. ROGERS	PAYROLL	October 10, 2012 Payroll Posting			\$401.01
001	54550	10/10/12	SAMMY A. COLLINS	PAYROLL	October 10, 2012 Payroll Posting			\$172.20
001	54551	10/10/12	BLAKE N. PFEIFER	PAYROLL	October 10, 2012 Payroll Posting			\$63.68
001	54552	10/10/12	DANIEL J. ROZOFISKY	PAYROLL	October 10, 2012 Payroll Posting			\$432.82
001	54553	10/10/12	NATHANIEL R. DI PAOLO	PAYROLL	October 10, 2012 Payroll Posting			\$316.84
001	54554	10/10/12	JOHN P. ROZOFISKY	PAYROLL	October 10, 2012 Payroll Posting			\$296.56
001	54555	10/10/12	KAYLA M. WILLIAMS	PAYROLL	October 10, 2012 Payroll Posting			\$160.10
001	54556	10/10/12	RICHARD B. STOWERS	PAYROLL	October 10, 2012 Payroll Posting			\$84.81
001	54563	10/24/12	D. LANCE ROGERS	PAYROLL	October 24, 2012 Payroll Posting			\$1,647.85
001	54564	10/24/12	KYLE M. ROGERS	PAYROLL	October 24, 2012 Payroll Posting			\$401.01
001	54565	10/24/12	SAMMY A. COLLINS	PAYROLL	October 24, 2012 Payroll Posting			\$225.47
001	54566	10/24/12	BLAKE N. PFEIFER	PAYROLL	October 24, 2012 Payroll Posting			\$59.44
001	54567	10/24/12	NATHANIEL R. DI PAOLO	PAYROLL	October 24, 2012 Payroll Posting			\$245.14
001	54568	10/24/12	JOHN P. ROZOFISKY	PAYROLL	October 24, 2012 Payroll Posting			\$87.47
001	54569	10/24/12	KAYLA M. WILLIAMS	PAYROLL	October 24, 2012 Payroll Posting			\$67.94
001	54570	10/24/12	RICHARD B. STOWERS	PAYROLL	October 24, 2012 Payroll Posting			\$38.92
001	54579	11/07/12	D. LANCE ROGERS	PAYROLL	November 07, 2012 Payroll Posting			\$1,679.06
001	54580	11/07/12	KYLE M. ROGERS	PAYROLL	November 07, 2012 Payroll Posting			\$160.31
001	54581	11/07/12	SAMMY A. COLLINS	PAYROLL	November 07, 2012 Payroll Posting			\$190.72
001	54582	11/07/12	JOHN P. ROZOFISKY	PAYROLL	November 07, 2012 Payroll Posting			\$384.15
001	54583	11/07/12	KAYLA M. WILLIAMS	PAYROLL	November 07, 2012 Payroll Posting			\$63.68
001	54595	11/21/12	D. LANCE ROGERS	PAYROLL	November 21, 2012 Payroll Posting			\$1,647.85
001	54596	11/21/12	KYLE M. ROGERS	PAYROLL	November 21, 2012 Payroll Posting			\$121.22
001	54597	11/21/12	JAN M. BRIDGES	PAYROLL	November 21, 2012 Payroll Posting			\$188.70
001	54598	11/21/12	RICHARD A. KESSLER, JR.	PAYROLL	November 21, 2012 Payroll Posting			\$188.70
001	54599	11/21/12	JOHN P. ROZOFISKY	PAYROLL	November 21, 2012 Payroll Posting			\$340.00
001	54600	11/21/12	MICHAEL D. LEE	PAYROLL	November 21, 2012 Payroll Posting			\$188.70
001	54601	11/21/12	KAYLA M. WILLIAMS	PAYROLL	November 21, 2012 Payroll Posting			\$236.01
Fund Total								\$33,295.18
Total Checks Paid								\$33,295.18