

**PINEY-Z COMMUNITY
DEVELOPMENT DISTRICT**

MAY 13, 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

May 6, 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, **May 13, 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. Approval of the Minutes of the April 8, 2013 Meeting
4. Organizational Matters
 - A. Review of Candidate Submissions to Fill Vacant Seat #3
 - B. Nominations and Appointment
 - C. Oath of Office
 - D. Consideration of Resolution 2013-3 - Designating Officers
5. Attorney's Report - Discussion of HOA Request Regarding Blocking Amenity Access
6. Manager's Report
 - A. Discussion of Proposed Budget for FY 2014
 - B. Discussion of Auditor Selection Process and Designation of Audit Committee
 - C. Number of Registered Voters - 1,256
7. Property Manager's Report (including Access and Revenue Reports)
 - A. Office Copier Statistics Report for Old Copier
 - B. Planning for Future Maintenance, Repair and Replacement Needs
 - C. Roofing Estimates - Lodge and Gazebos
 - D. Heating and Air Conditioning Replacement Quotes
 - E. 10 Point Construction, LLC Quote for Repairs
 - F. Pest Control Quote
 - G. Swimming Pool Report - Current Condition & Quotes
8. Supervisor Requests
 - A. Supervisor Roles and Staffing - Florida Association of Special Districts Conference (Supervisor Didier)
 - B. Piney-Z CDD Amenities (Gym, Lodge, Pavilion, Playground, Pool and Grounds) (Supervisor Didier)
9. Audience Comments
10. Acceptance of the March 2013 Financial Statements and Approval of the Check Register and Invoices
11. Adjournment

Enclosed under the third order of business for your review are the minutes of the April 8, 2013.

Piney-Z CDD

May 6, 2013

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Enclosed under the fourth order of business is information received from parties expressing interest in filling the vacancy in Seat 3. The Oath of Office will be administered to the new supervisor and Resolution 2013-3 is included for designating officers.

Enclosed under the Attorney's Report is a request and supporting documents from the HOA regarding blocking amenity access.

Under the Manager's Report will be a discussion of the proposed budget for FY 2014. Also there will be discussion on the Auditor selection process and designation of the Audit Committee. Lastly, is the report from the Supervisor of Elections on the number of registered voters in the District boundaries.

The Property Manager's Report is included under tab 7 with supporting documents for his report.

Under the eight order of business are supervisor requests with a document provided at the last meeting.

The March 2013 financial statements and check register are enclosed for your review.

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
Doug Sealy

Bob Reid
Claudia Vaccaro

Lance Rogers
Michael Eckert

MINUTES

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

A meeting of the Board of Supervisors of the Piney-Z Community Development District was held on Monday, April 8, 2013 at 6:30 p.m. at the Piney-Z Plantation Lodge, 950 Piney-Z Plantation Road, Tallahassee, Florida.

Present and constituting a quorum were:

Michael Lee	Chairman
Joe Didier	Vice Chairman
Jan Bridges	Assistant Secretary
Richard Kessler	Assistant Secretary

Also present were:

Janice Eggleton Davis	District Manager/Secretary
Chasity O'Steen	District Attorney
Lance Rogers	Property Manager
Bob Koncar	STS General Manager/Treasurer
Residents	

The following is a summary of the discussions and actions taken at April 8, 2013 Piney-Z Community Development District Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Lee 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 Minutes of the March 11, 2013 Meeting

On MOTION by Mr. Bridges seconded by Mr. Kessler, the March 11, 2013 was approved with votes as follows:

Jan Bridges - Aye

Richard Kessler – Aye

Joe Didier - Aye

Michael Lee – Aye

FOURTH ORDER OF BUSINESS

**Organizational Matters -Review of
Candidate Submissions to Fill
Vacant Seat #3**

- Emails noting interest were received from Richard Mergy and Shehu Tagoe.
- Mr. Dider to obtain voter registrations for Piney-Z for the May meeting.
- Information for the vacancy should state candidates must be a registered voter and a resident of the District.
- Ms. Cheryl Hudson noted she may be interested and will submit a letter.

FIFTH ORDER OF BUSINESS

**Attorney's Report - Draft Letter to
RGA Architects, LLC**

- Ms. O'Steen outlined the draft letter to RGA Architects, LLC and discussion followed.

On MOTION by Mr. Didier seconded by Mr. Kessler, authorizing Ms. O'Steen to send the letter to RGA Architects, LLC was approved with votes as follows:

Joe Didier - Aye

Michael Lee – Aye

Jan Bridges - Aye

Richard Kessler – Aye

SEVENTH ORDER OF BUSINESS

Manager's Report

A. Special Requests and Projects

To be placed on a subsequent agenda.

B. Discussion of Proposed Budget for FY 2014

- Ms. Davis outlined the proposed budget for FY 2014 and the budget process/deadlines. Discussion followed.

On MOTION by Mr. Lee seconded by Mr. Kessler, change all remaining workshops to meetings was approved with votes as follows:

Jan Bridges - Nay

Richard Kessler – Aye

Joe Didier - Aye

Michael Lee – Aye

- Mr. Didier provided a handout titled Piney-Z 2012 Personnel Costs; a copy of which is attached hereto and made part of the record.
- Discussion followed on the bonds. Ms. Davis will contact the underwriters regarding early redemption.
- Mr. Didier requested information with regard to the Alan Cox Aquatics revenue sharing.
- No changes to the proposed budget for FY 2014 for May meeting.
- Approval of the tentative budget will be at the June 10, 2013 meeting.

The record will reflect the Board took a brief recess.

SIXTH ORDER OF BUSINESS

Review of Mr. Rogers' Employment Contract

- Discussion followed on the District's liability costs accumulated for vacation time and sick time accrued to date.
- Further discussion of Mr. Rogers' contract is to be placed on November agenda.

EIGHTH ORDER OF BUSINESS

Property Manager's Report (including Access and Revenue Reports)

- Mr. Lee addressed the termite issue at the Lodge.

B. Playmore Warranty

C. Canon Copier Service Plus Documents

- Mr. Rogers addressed the office copier.

Mr. Bridges MOVED to approve the purchase of a copier at \$1,500.

Mr. Kessler seconded the motion.

On VOICE vote, the purchase of an office copier at \$1,500 was approved with votes as follows:

Jan Bridges - Aye
Richard Kessler – Aye
Joe Didier - Nay
Michael Lee – Aye

A. Planning for Future Maintenance, Repair and Replacement Needs

- The report was reviewed and will be included in the May agenda package.

D. Estimate from John Hurst Outdoors for Dirt, Sod, Irrigation Project

- Mr. Rogers outlined the estimate for the project. No action taken.

E. Estimate from Hoover Development for ADA Path Configuration from Sidewalk to Gazebos

- The path was discussed. No action taken.

F. Estimate from Hoover Development for Gazebo Roof Replacements

- Mr. Rogers addressed the gazebo roof.
- Mr. Lee requested E, F and G be placed on the Planning for Future Maintenance, Repair and Replacement Needs list.

G. Estimate from Ron Erichson Painting, Superior Painting and John Hurst Outdoor Services for Pressure Wash / Stain Projects

- Mr. Rogers outlined the estimate for pressure wash / stain projects.
- Mr. Rogers provided a handout, a copy of which is attached hereto and made part of the public record, for park signs dedicating the park to honor Rosemary White.

NINTH ORDER OF BUSINESS

Supervisor Requests

- A. Workshop Activities and Parameters (Supervisor Kessler)**
- B. Organizing Board Goals (Supervisor Kessler) and Priorities (Supervisor Didier)**
- C. Supervisor Roles (Supervisor Kessler)**

Items A, B and C to be placed on June agenda.

K. General Fund Expense Averages (Supervisor Kessler)

- Mr. Kessler addressed the expense averages.

I. Meeting Schedule (possible Saturday workshop) (Supervisor Didier)

- A Saturday workshop was discussed. No action taken.

J. Employee Mileage Reimbursements (Supervisor Didier)

- Mr. Didier addressed mileage reimbursement form.

On MOTION by Mr. Bridges seconded by Mr. Didier to accept form and IRS rate beginning with the next budget cycle, requests to be approved by the Chair and Mr. Rogers was approved with votes as follows:

Jan Bridges - Aye

Richard Kessler – Aye

Joe Didier - Aye

Michael Lee – Nay

H. Keyfob Renewal and Update Discussion (Supervisor Didier)

- Mr. Didier provided a handout. Discussion followed.
- To be placed on July agenda.

E. Supervisor Roles and Staffing (Supervisor Didier)

- Mr. Didier provided a handout for the Florida Association of Special Districts conference. Discussion followed.
- To be placed to May agenda.

G. Amenities Discussion (all Piney-Z Amenities, including Playground Update and Pool Lift Update) (Supervisor Didier)

- The payment of the Cricket's invoice was addressed.
- The Playmore invoice paid being over the approved amount was discussed. It was determined that the total paid was not over the approved amount in the contract as the components varied.

D. Financial Updates, Next Year Budgeting Process & Discussion (Supervisor Didier)

F. Discussion of Agenda Format and Reports (Supervisor Didier)

L. Memorial Sign

- Mr. Bridges addressed the memorial sign for Ms. White.

On MOTION by Mr. Didier seconded by Mr. Lee authorizing Mr. Bridges to move forward with the memorial sign honoring Ms. White at an amount not to exceed \$550 was approved with votes as follows:

Jan Bridges - Aye

Richard Kessler – Nay

Joe Didier - Aye

Michael Lee – Aye

TENTH ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

**Acceptance of the February 2013
Financial Statements and
Approval of the Check Register
and Invoices**

On MOTION by Mr. Bridges seconded by Mr. Kessler, to accept the February 2013 Financial Statements and approve of the check register and invoices was approved with votes as follows:

Jan Bridges - Aye

Richard Kessler – Aye

Joe Didier - Aye

Michael Lee – Aye

TWELFTH ORDER OF BUSINESS

Adjournment

There being no further business, the meeting was adjourned.

Janice Eggleton Davis
Secretary

Michael Lee
Chairman

Fourth Order of Business

4A.

From: lance-piney-z@comcast.net
Sent: Monday, March 04, 2013 6:00 PM
To: Michael Lee; kessler@embarqmail.com; joe@pineyzcdd.com; JanB58@comcast.net
Cc: Davis, Janice; Chasity O'Steen; Slaughter, Mona
Subject: Fwd: CDD

Follow Up Flag: Follow up

Flag Status: Completed

NOTE to Board of Supervisors: As all Supervisors are included on this email, please do not "reply to all" in order to avoid unintentional violation of the Florida Sunshine Law.

Good Afternoon Board of Supervisors,

I'm forwarding the email below from Richard Mergy that was sent to me. I responded to his email and simply indicated that I would forward it to the CDD Board and District Staff.

As you will see he has indicated his interest in applying for the vacant CDD Seat and he would like information sent to him.

Mr. Mergy resides in Piney-Z at 4895 Heritage Park Blvd. 32311

Have a great evening,

Lance Rogers
Property Manager
Piney-Z Community Development District
(850) 656-4007

From: packer0927@aol.com
To: lance-piney-z@comcast.net
Sent: Saturday, March 2, 2013 4:02:45 PM
Subject: CDD

I am interested in applying for vacant CDD seat . Please send me information. Thanks Richard Mergy

From: lance-piney-z@comcast.net
Sent: Monday, April 29, 2013 11:07 AM
To: Michael Lee; Joe Didier; kesslera; Jan Bridges
Cc: Jan Bridges; Koncar, Bob; Slaughter, Mona
Subject: Fwd: CDD Supervisor Seat 3
NOTE to Board of Supervisors: As all Supervisors are included on this email, please do not "reply to all" in order to avoid unintentional violation of the Florida Sunshine Law.

Good Morning,

Below you will see Beth Matuga's official notification of interest in being appointed to the Piney-Z Community Development District Board of Supervisors, Seat 3.

Have a great day,

Lance Rogers
Property Manager
Piney-Z Community Development District
(850) 656-4007

From: "Beth Matuga" <beth@bethmatuga.com>
To: lance-piney-z@comcast.net
Sent: Friday, April 26, 2013 7:48:39 PM
Subject: CDD Supervisor Seat 3

Lance,

Please consider this email my official expression of interest in being appointed to the Piney-Z Community Development District Board of Supervisors, Seat 3.

Rosemary White's unfortunate passing has left this seat vacant, and I believe I am a reasonable choice to fill it. During my tenure on the CDD Board, Rosemary and I frequently agreed on many topics, and I like to think she would be amenable to my taking her place.

While I have more than a decade of experience working in government, politics and finance, I believe my most pertinent qualification for this appointment is my prior service as a member of the Board of Supervisors. I served the citizens of Piney-Z with integrity and enthusiasm. I was never shy about doing what I believe was best for the community.

Finally, I encourage the board to consider gender diversity when making their decision. Our constituents are not 100% male, and neither should our elected representatives be.

Thank you for your consideration. More information about me can be found at www.bethmatuga.com. Many thanks.

<<http://www.bethmatuga.com>>

Beth Matuga

bethmatuga.com

850.933.4497

Raja Shekhar
1034 High Meadow Dr,
Tallahassee, FL 32311

Tuesday, April 30, 2013

To,
Piney-z CDD board

Dear Piney-z CDD board:

My name is Raja Shekhar and I ran for Piney-Z CDD district 4 seat in recent election. I would be honored if you would consider my nomination for a seat 3 board position.

I have seven years of experience as a small business owner and more than a decade of experience working with governments of various sizes. I have been on the board of non-for-profit education institution "CanDoTech Services Inc.". I have also been treasury for "Indian Association of Tallahassee" a 501 (C) (3) non-profit cultural organization. Actively work with economic development council, greater Tallahassee chamber of commerce and various political leaders (city, county and state) in town.

I feel that Piney-Z board will be comfortable working with me based on my experience and background. Please contact me by phone at (850) 391 – 2230 or by email at Shekhar.raja@outlook.com.

Whatever your decision, please accept my sincere thanks for your time and consideration of my request.

Sincerely,

K. S. Raja Shekhar

Raja Shekhar
Phone (850) 391 – 2230
Email: Shekhar.raja@outlook.com

4D.

RESOLUTION 2013-3

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 13TH DAY OF MAY, 2013.

Chairman

Janice Eggleton Davis
Secretary

Fifth Order of Business

From: lance-piney-z@comcast.net
To: "Chasity O'Steen" <costeen@sniffenlaw.com>
Sent: Tuesday, April 30, 2013 12:01:39 PM
Subject: Fwd: Amenities

Lance Rogers
Property Manager
Piney-Z Community Development District
(850) 656-4007

----- Forwarded Message -----

From: "P Lytle" <sunnidaze2013@gmail.com>
To: "Lance Rogers" <Lance-Piney-Z@comcast.net>
Sent: Monday, April 29, 2013 10:04:23 PM
Subject: Fwd: Amenities

Lance would you mind forwarding this to the CDD members? I had emailed Michael for the email addresses, and he just said to ask you to forward the info to them.

CDD - I am hoping you will allow the HOA board's request to turn off access to amenities for any resident who is in arrears on HOA fees. As you can see from the attached, we have three pages of names, and according to the HOA documents, we have the right to refuse access to all amenities to anyone who is not up to date on their HOA fees. Being the HOA does not have the access to do this, we have to request Lance disable access to the pool and work out facility, as well as any requests to use/rent the Lodge. Thanks for your help on this - as you can see we have people who are anywhere from one to three years in arrears.

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

From: <d.swegman@comcast.net>
Date: Mon, Apr 29, 2013 at 2:38 PM
Subject: Re: Amenities
To: Lance Rogers <Lance-Piney-Z@comcast.net>
Cc: P Lytle <sunnidaze2013@gmail.com>, connieandbart <connieandbart@comcast.net>, Jane Greene <janegreene11@gmail.com>, Ron Lauver <rplauver@embarqmail.com>

Lance,

Attached is a list of delinquent HOA assessments. If you have any questions, please give me a call.

Diana

*From: *P Lytle" <sunnidaze2013@gmail.com>
*To: *"connieandbart" <connieandbart@comcast.net>, "Diana Swegman" <d.swegman@comcast.net>, "Jane Greene" <janegreenefl1@gmail.com>, "Pati Lytle" <sunnidaze2013@gmail.com>, "Ron Lauver" <rplauver@embarqmail.com>, "Lance Rogers" <Lance-Piney-Z@comcast.net>
*Sent: *Thursday, April 25, 2013 8:17:41 AM
*Subject: *Amenities

Diana, when you return next week, will you furnish Lance with a complete list of all names/addresses which have overdue HOA fees? I am not sure whether you have done this already or not.

Lance according to our HOA documents, we can disallow the use of all amenities to those residents who are not up to date on their HOA fees. At this time, I would request that you "turn off" any access these residents have to the pool gate and the work out room. They would also not be allowed to use/rent the Lodage.

If you have any questions, please feel free to give me a call.

Thanks!!!

Pati

This group hasn't paid their assessments for 3 years and have been turned over to the attorney. A lien has been filed against their property:

Karin B. Silverthorn
1065 Landings Loop

Mark & Kris Tina Daughtry (foreclosure)
(vacant)
4735 Planters Ridge Drive
(mailing address:
1104 Kickapoo Court
Tallahassee, FL 32311)

Victor & Ana Lujan (foreclosure)
1099 Winter Lane

Michael & Dana Younger (foreclosure)
1161 Winter Lane

Sebastian & Heather Vierrier
1008 Piney Z Plantation Road

Margaret Lisa Cooper (Vacant)
1046 Piney Z Plantation Road

Christopher M. Tabasco
1085 Piney Z Plantation Road
(mailing address:
120 Riverside Dr. 9-K
New York, NY 10024)

Federal National Mortgage (foreclosure)
4721 Plantation View Drive
c/o Shapiro, Fishman & Gacke
4630 Woodland Corp Blvd, Ste 100
Tampa, FL 33614

Brandon Nguyen & Danny Tran
(foreclosure) (vacant)
808 Eagle View Drive

Alton & Karen Miller (foreclosure)
831 Piney Village Loop

Ventura & Jerri Lozano
833 Piney Village Loop
(mailing address:
2016 Courtyard Loop, Apt. 104
Sanford, FL 32771

Eugene & Dorinda Jeffery
677 Eagle View Circle

Larron & Francheska Jones
4656 Fledgling Dr
(mailing address:
2722 Lake Henrietta Street
Tallahassee, FL 32310)

This group hasn't paid for two years.

Cynthia J. Watkins-Verrier
1176 & 1180 Landings Loop

Deborah Williams
4739 Planters Ridge Drive

Derrick & Zobra Walker (foreclosure)
1029 High Meadow Drive

Raymond & Mary Nicholson
1047 Winter Lane

Gerardo & Charlotte Garcia
1128 Winter Lane

Brenda Johnson
4658 Soaring Way

This group has not paid the current year's assessment:

Kevin & Gail Sullivan
1001 Kingdom Drive
(mailing address:
2272 Ancho Avenue
Spring Hill, FL 34608)

Nathan Graham & Oretha Anderson
1007 Kingdom Drive

Bonnie Rogers
1019 Kingdom Drive

Michele & Katherine Bertoldi
1036 Kingdom Drive

Elizabeth Davenport
1051 Kingdom Drive

Eric Feliciano
1213 Landings Loop

Ray & Sharlee Edward
4704 Planters Ridge Drive
(mailing address:
8580 NW 36th St., Apt 304
Sunrise FL 33351

Vettye Gibbs
4722 Planters Ridge Drive

Tarek Abichou & Sana McHarek
4775 Planters Ridge Drive
(mailing address:
3424 Carnation Ct. N
Tallahassee, FL 32303

Andreas & Joanne Maholanyi
4878 Planters Ridge Drive

Maurice & K. H. Edington
4891 Planters Ridge Dr.

Andrew Wilson
1049 High Meadow Drive
(mailing address:
970 Delores #A
Lafayette CA 95459

John & Clarissa Holtz
1046 High Meadow Drive

John Cotton
1069 High Meadow Drive

Marcus & Yvette Stennett
1082 High Meadow Drive

Satarra Riggins
1090 High Meadow Drive

Jeffrey & Lidsay Cheesborough
1177 High Meadow Drive

Marcus & La'tara Lampkin
1103 Winter Lane

Waymond & Cynthia Jones
1116 Winter Lane

Darrell Zabaldo
4923 Heritage Park Blvd.

William & Nancy Groover
4930 Heritage Park Blvd.

Stacey Jaffett
1029 Piney Z Plantation Road
(mailing address:
8811 W. Norfolk St.
Tampa, FL 33615

Joseph Manning
941 Park View Drive

Ajay Konidala & Siva Puppala
1026 Park View Drive

Robert & Dao Steffen
1030 Park View Drive

Jesse & Beth Huseman
1063 Park View Drive

Adam & Julia Ruiz
1067 Park View Drive

Randall & Gabrielle Chavers
4849 Lake Park Drive
(mailing address:
3384 Lantern View Lane
Scottsdale GA 30079

Stenise Rolle (vacant ?)
4861 Lake Park Drive
4600 13th St., NW #2
Washington DC 20011

Eddie Paramore
4889 Lake Park Drive

Scott & Gina Kittel
4909 Lake Park Drive

Eric Toran
969 Watersview Drive

Patrick & Artis Gray
4720 Plantation View Drive

Don & Robin Dillard
4737 Plantation View Drive

Julian Graham
769 Eagle View Drive

Thomas & Sherry Conway
792 Eagle View Drive
(mailing address:
4800 Sunday Court
Sarasota FL 34235)

Michael & Brenda Owusu
796 Eagle View Drive

Randy Clay
828 Eagle View Drive

John & Karen Burns
879 Eagle View Drive

Shea & Carrie Powell
867 Piney Village Loop

Patrick & Atira Charles
628 Eagle View Circle

Robert & Deloris Mitchell
648 Eagle View Circle

Leon & Alexandra Nick
665 Eagle View Circle

Geraldine Rudd
681 Eagle View Circle

Kenneth & Jennifer Metcalf
4649 Soaring Way

Amenities Key Fob Registration

Piney-Z Community Development District (CDD)

Registration Form and Agreement for Possession of Amenities Proximity Key Fob

Authorized Adult Resident, Property Owner, or Pass Holder Obtaining the Amenities Key Fob: PLEASE PRINT ALL INFORMATION / READ AND SIGN THE CONTRACT AGREEMENT ON THE BACK. Write N/A for questions that do not apply to your situation. Register at the Piney CDD Office. All fobs are loaned or rented to users and remain the property of the CDD and must be returned if the user moves. Do not give the key fob to anyone outside your household. See #7 on back and read all CDD rules for use privileges.

Today's Date: _____

Name (Person obtaining fob(s) for household): _____

Address: _____

E-Mail Address: _____

Phone Numbers: Home _____ Work _____ Cell _____

Place of Employment: _____

I have been a resident of Piney-Z since? _____

List name of all adults age 18 and over who actually live in your household:

List name and age of all children age 17 and under who actually live in your household:

Office Use Only

What Photo ID Produced? _____ **What proof of residency shown?** _____

Circle: Property Owner Renter Pass Holder Staff

Key Fob # _____ **Additional Fob** _____
(\$10.00 per fob)

When issued a Piney-Z Amenities Key Fob and by signing below you understand and agree to the following. Furthermore, by signing, you understand that if you violate any part of the agreement you could lose all amenity privileges and have your key fob deactivated:

Contractual Agreement Statement

1. I agree to abide by all the Piney-Z Community Development District (CDD) Rules, Regulations, and Policies for use of all areas of the amenities. I understand a complete copy of the regulations can be obtained from the Property Manager or partial regulations can be viewed on the web site. Furthermore, I agree to abide by the Homeowners Association (HOA) Covenants, Restrictions, and By-laws and understand that I could lose my amenity privileges and have my key fob deactivated if the HOA deems me in violation of any HOA regulations and asks the CDD to revoke my privileges.
2. I understand that the proximity key fob opens the door to the fitness center and the main entrance gate to the pool. I understand that I must enter the pool deck area only through the main gate. I understand that the key fob will be programmed to only work during the approved hours of operation of the fitness center and pool. I understand that it is considered trespassing to enter the fitness center or swimming pool area any time other than the official approved hours of operation. I understand that it is considered trespassing and prosecutable even if my key fob allows access during a time the area is closed.
3. I understand that each household that desires use of the fitness center or swimming pool area will be issued a key fob(s) to share. I understand the key fob cannot, under any circumstances, be used by anyone other than the authorized members of the household in accordance with all CDD regulations including regulations related to age. Further more, I understand that the key fob issued to me remains the property of the Piney-Z CDD. If available, one additional fob can be rented (\$10.00) and also remains the property of the Piney-Z CDD. (No refund after use).
4. I understand that I cannot lend my key fob to a guest or anyone outside of my household. I understand that I must accompany, at all times, any guests I wish to bring to the fitness center (maximum 2) and swimming pool area (maximum 4, without special permission).
5. I understand that all the amenities areas are subject to video or other methods of surveillance at any or all times.
6. I understand that I must inform the Property Manager of any changes to the status of the number of authorized household members who may be using the key fob(s) assigned to my residence or property.
7. I agree to inform the Property Manager immediately if my key fob is lost, or stolen and I understand that it is mandatory to return the key fob to the property manager if I am moving. (Do not give the key fob to the new resident, Realtor or anyone. The new resident must register for a fob at the office).
8. I understand that the CDD operates the Piney-Z Amenities and reserves the right to deactivate the key fob access system for one or all households for a variety of reasons which include, but are not limited to the following: Vandalism, equipment malfunction, misuse of equipment, major maintenance or repair, theft, rules violations, and any reason deemed necessary by the Property Manager or CDD Board.

Signature: _____ Date: _____

Name Printed: _____

Sixth Order of Business

6A.

PINEY-Z
Community Development District

Annual Operating and Debt Service Budget
Fiscal Year 2014

Version 2 - Proposed Budget:
(Printed on 5/6/13 10 am)



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Piney-Z
Community Development District

Operating Budget
Fiscal Year 2014

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2014 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ACTUAL FY 2012	ADOPTED BUDGET FY 2013	ACTUAL THRU MAR-2013	PROJECTED APR - SEP-2013	TOTAL PROJECTED FY 2013	ANNUAL BUDGET FY 2014
REVENUES								
Interest - Investments	\$ 516	\$ 1,535	\$ 1,255	\$ 1,080	\$ 329	\$ 329	\$ 461	\$ 550
Net Incr (Decr) In FMV-Invest	1,236	-	-	-	-	-	-	-
Interest - Tax Collector	19	54	42	-	31	-	31	-
Special Assmnts- Tax Collector	299,251	376,975	358,554	358,552	346,130	12,424	358,554	358,552
Special Assmnts- HOA	67,489	-	-	-	-	-	-	-
Special Assmnts- Discounts	(13,383)	(14,122)	(13,589)	(14,342)	(13,629)	-	(13,629)	(14,342)
Other Miscellaneous Revenues	-	4,868	-	-	-	-	-	-
Access Cards	-	50	-	-	-	-	-	-
Amenities Revenue	12,365	11,055	11,420	12,000	6,305	5,695	12,000	12,000
TOTAL REVENUES	367,493	380,415	357,682	357,290	339,166	18,448	357,417	356,760
EXPENDITURES								
<i>Administrative</i>								
P/R-Board of Supervisors	6,800	4,800	5,200	6,000	1,800	6,600	8,400	6,000
FICA Taxes	520	367	398	459	138	505	643	459
ProfServ-Engineering	-	795	-	500	-	-	-	500
ProfServ-Legal Services	69,747	21,600	33,127	30,000	16,348	18,652	35,000	35,000
ProfServ-Mgmt Consulting Serv	47,839	47,839	47,839	49,275	24,638	24,637	49,275	49,275
ProfServ-Special Assessment	6,046	4,546	4,637	4,637	4,637	-	4,637	4,637
Auditing Services	7,800	3,200	3,300	3,400	3,400	-	3,400	3,500
Communication - Telephone	228	173	10	240	2	238	240	2,400
Postage and Freight	1,912	800	863	2,000	342	1,658	2,000	2,000
Insurance - General Liability	7,685	7,055	8,074	10,655	5,755	2,381	8,136	10,954
Printing and Binding	2,620	2,205	1,925	2,500	422	2,078	2,500	2,500
Legal Advertising	1,810	1,033	1,512	1,500	378	1,122	1,500	1,500
Miscellaneous Services	121	589	2,156	500	471	629	1,100	1,200
Misc-Assessmnt Collection Cost	10,601	10,886	10,349	10,757	9,980	373	10,353	10,757
Misc-Contingency	1,150	1,550	-	2,000	-	-	-	2,000

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2014 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ACTUAL FY 2012	ADOPTED BUDGET FY 2013	ACTUAL THRU MAR-2013	PROJECTED APR - SEP-2013	TOTAL PROJECTED FY 2013	ANNUAL BUDGET FY 2014
Office Supplies	364	276	390	500	94	406	500	500
Annual District Filing Fee	175	175	175	175	175	-	175	175
Total Administrative	165,418	107,889	119,955	125,098	68,580	59,279	127,859	133,357
Field								
Contr-Landscape-Amenities Area	12,040	12,040	12,040	12,040	6,020	6,020	12,040	12,040
R&M-Other Landscape	994	456	-	-	-	-	-	-
Misc-Contingency	-	-	2,433	8,204	4,757	3,447	8,204	8,500
Total Field	13,034	12,496	14,473	20,244	10,777	9,467	20,244	20,540
Fieldcrest								
Contracts-Landscape-Fieldcrest	36,400	-	-	-	-	-	-	-
Total Fieldcrest	36,400	-	-	-	-	-	-	-
Home Owner Association								
Contr-Landsc-HOA Common Area	28,950	-	-	-	-	-	-	-
Utility - General	3,000	-	-	-	-	-	-	-
R&M-General	3,000	-	-	-	-	-	-	-
Misc-Community Services HOA	27,815	-	-	-	-	-	-	-
Total Home Owner Association	62,765	-	-	-	-	-	-	-
Parks and Recreation - General								
Payroll-Salaries	100,108	110,243	108,129	118,000	35,992	74,008	110,000	118,000
FICA Taxes	8,164	8,975	8,324	9,027	2,833	5,662	8,495	9,027
Pension Benefits	2,250	2,250	2,250	2,250	2,250	-	2,250	2,250
Life and Health Insurance	6,078	7,612	8,219	8,700	4,296	4,296	8,592	9,450
Workers' Compensation	4,771	4,276	3,704	3,791	3,185	1,062	4,247	4,884
ProfServ-Pool Maintenance	4,800	4,800	4,800	4,800	2,400	2,400	4,800	4,800
Contracts-Security Services	2,579	2,516	4,530	2,224	1,252	1,252	2,504	2,504
Communication - Teleph - Field	5,829	5,851	2,542	1,620	1,309	1,140	2,449	2,280
Postage and Freight	491	348	404	900	285	615	900	900

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2014 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ACTUAL FY 2012	ADOPTED BUDGET FY 2013	ACTUAL THRU MAR-2013	PROJECTED APR - SEP-2013	TOTAL PROJECTED FY 2013	ANNUAL BUDGET FY 2014
Utility - General	26,175	24,774	24,333	28,000	12,534	15,466	28,000	28,000
Utility - Other	1,812	2,276	2,347	3,000	1,101	1,899	3,000	3,000
R&M-General	10,214	15,749	15,389	14,100	8,942	5,158	14,100	14,100
R&M-Equipment	1,554	1,030	2,123	2,300	596	1,704	2,300	2,300
R&M-Pest Control	863	430	390	790	370	420	790	790
R&M-Pools	884	6,538	3,973	4,000	558	3,442	4,000	5,500
Misc-Contingency	-	-	600	6,000	2	5,998	6,000	6,000
Office Supplies	1,941	6,720	5,140	3,000	1,861	1,139	3,000	3,000
Op Supplies - General	4,360	618	-	-	-	-	-	-
Op Supplies - Pool Chemicals	3,402	3,790	3,515	5,000	14	4,986	5,000	5,000
Capital Outlay	19,178	9,861	32,360	16,600	22,299	1,767	24,066	25,000
Total Parks and Recreation - General	205,453	218,657	233,072	234,102	102,079	132,414	234,493	246,785
Reserves								
Reserve - CDD Amenity	-	-	-	10,000	-	-	-	10,000
Total Reserves	-	-	-	10,000	-	-	-	10,000
TOTAL EXPENDITURES & RESERVES	483,070	339,042	367,500	389,444	181,436	201,159	382,595	410,682
Excess (deficiency) of revenues								
Over (under) expenditures	(115,577)	41,373	(9,818)	(32,154)	157,730	(182,711)	(25,179)	(53,922)
OTHER FINANCING SOURCES (USES)								
Contribution to (Use of) Fund Balance	-	-	-	(32,154)	-	-	-	(53,922)
TOTAL OTHER SOURCES (USES)	-	-	-	(32,154)	-	-	-	(53,922)
Net change in fund balance	(115,577)	41,373	(9,818)	(32,154)	157,730	(182,711)	(25,179)	(53,922)
FUND BALANCE, BEGINNING	286,728	171,151	212,524	202,706	202,706	-	202,706	177,527
FUND BALANCE, ENDING	\$ 171,151	\$ 212,524	\$ 202,706	\$ 170,552	\$ 360,436	\$ (182,711)	\$ 177,527	\$ 123,605

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2014	\$ 177,527
Net Change in Fund Balance - Fiscal Year 2014	(53,922)
Reserves - Fiscal Year 2014 Additions	10,000
Total Funds Available (Estimated) - 9/30/2014	133,605

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

Prepaid Items	881
Subtotal	881

Restricted Fund Balance

Debt Service - Series 2002 in lieu of a Reserve account	18,500
Subtotal	18,500

Assigned Fund Balance

Operating Reserve - One Quarter Operating Capital	84,224 ⁽¹⁾
Reserves - CDD Amenities	30,000
Subtotal	114,224

Total Allocation of Available Funds	133,605
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Total Unassigned (undesignated) Cash	\$ 0
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Notes

(1) Represents approximately 3 months of operating expenditures

Budget Narrative
Fiscal Year 2014

REVENUES

Interest – Investments

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

Special Assessments – Tax Collector

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

Special Assessments – Discounts

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

Amenities Revenue

The District charges a facility use fee to residents and individuals for the use of the District's Amenities. This budget also includes the swim lessons revenue.

EXPENDITURES

Expenditures - Administrative

Payroll – Board of Supervisors & FICA Taxes

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

Professional Services – Engineering

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

Budget Narrative
Fiscal Year 2014

Expenditures – Administrative (continued)

Professional Services – Legal Services

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

Professional Services – Management Consulting Services

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Severn Trent Environmental Services, Inc. The fees are related to the current contracted fees in the Management Agreement including Information Technology charges to process all of the District's financial activities, i.e. accounts payable, financial statements, budgets, etc., on a main frame computer owned by Severn Trent in accordance with the management contract and the charge for records storage. The proposed budget anticipates transcription services for six (6) workshops.

Professional Services – Special Assessment

Administrative costs to prepare the District's Special Assessment Roll.

Auditing Services

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

Communication – Telephone

Telephone and fax machine expenses.

Postage & Freight

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

Insurance – General Liability

The District's General Liability & Public Officials Liability Insurance policy is with Florida Municipal Insurance Trust (FMIT). FMIT specializes in providing insurance coverage to governmental agencies. Currently, General Liability premium is \$5,028 and the Property Insurance premium is \$4,497. The budget is based on this year's premium plus 15% anticipated cost increase.

Budget Narrative
Fiscal Year 2014

Expenditures – Administrative (continued)

Printing & Binding

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

Legal Advertising

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

Miscellaneous Services

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

Misc. – Assessment Collection Cost

The District reimburses the Leon County Tax Collector for necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 3% on the amount of special assessments collected and remitted, whichever is greater. The FY2014 budget for collection costs is based on a maximum of 3% of the anticipated assessment collections.

Misc. – Contingency

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

Office Supplies

Miscellaneous office supplies.

Annual District Filing Fees

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

Budget Narrative
Fiscal Year 2014

Expenditures - Field

Contracts – Landscape – Amenities Area

Represents the cost of landscaping and maintaining the amenities area within the District. The District currently has a contract with John Hurst Outdoor Services to provide these services. The current annual contract amount is \$12,040.

Misc. – Contingency

Needed services and repairs provided by the Landscaper or other vendors that fall outside of the services specified in the Landscaping Contract. Examples are tree removal, dead limb trimming, extra plantings, sod, wood mulch applications, irrigation repairs, asphalt repair in parking lot, gazebo repairs, replace, repair or add an outdoor item such as trash can holder, picnic table, benches, park style grill, etc.

Expenditures - Parks and Recreation - General

Payroll – Salaries

Represents the cost of one (1) full time Property Manager's Annual Salary, three (3) part-time year-around staff who perform maintenance, custodial, and office aid duties, and seasonal head lifeguards and all other lifeguards during the swimming pool season. Lifeguard duties are performed during assigned hours between mid-April and mid-October.

FICA Taxes

Represents the cost for payroll tax for full-time Property Manager, and part-time year-around staff who perform maintenance, custodial, and office aid duties, and the seasonal head lifeguards and all other lifeguards.

Pension Benefits

Represents the contribution to the retirement account for full-time Property Manager paid directly to Raymond James and Associates.

Budget Narrative
Fiscal Year 2014

Expenditures – Parks and Recreation - General (continued)

Life and Health Insurance

Represents the cost for health insurance for full-time Property Manager.

Workers' Compensation

The District's policy is currently with Florida Municipal Insurance Trust.

Professional Services – Pool Maintenance

Represents the cost associated with services provided by Alan Cox Aquatics for \$400 per month. One (1) weekly visit to clean the pool year around, training and placement of lifeguards at the pool, provide fee-generating aquatics programming such as children's swim lessons, coordinating with Property Manager the selection of programming and supervision of lifeguards; coordinating with Property Manager and Head Guards with the lifeguard staff meetings, scheduling of their work hours, guarding and maintaining pool during swim season; performing minor maintenance repairs to the pool.

Contracts-Security Services

Represents monthly monitoring of the Lodge, Office, Fitness Center, Garage, Key Fob Readers. One fob reader at Fitness Center entrance, two fob readers on gates at pool. The District currently has a contract with Sonitrol.

Communication – Telephone-Field

Represents cost of a stipend associated with three designated staff needing cell phone service to perform their duties. The three staff receiving the stipend maintain their own cell phone account in their name. Also included is the budget for the telephone at the pool.

Postage and Freight

Represents postage and shipping associated with the operation of the CDD office, including FedEx and UPS needs, and postage for mailings.

Utility – General

Represents the cost associated with utility usage and refuse removal at Piney-Z Lodge.

Budget Narrative
Fiscal Year 2014

Expenditures – Parks and Recreation - General (continued)

Utility – Other

The service includes Comcast Bundle (Telephone, Internet, and Television) Classified as Business Account (non-residential).

R&M – General

Represents the following services:

<u>Service</u>	<u>Annual Amount</u>
A/C Annual Servicing	\$ 420
A/C Parts / Repairs	1,000
Carpet / Rug Cleaning	350
Plumbing Repairs	1,500
Fire Protection Supplies/Inspections/Extinguisher	500
Painting	500
Electric Replace/Repairs/Enhance	3,000
Misc. Carpentry Needs	730
Dumpster Rental	350
General Operating Supplies / Miscellaneous (Cleaning supplies, tools, restroom supplies, signs, keys, fuel and repairs for equipment)	5,750
TOTAL	\$ 14,100

Budget Narrative
Fiscal Year 2014

Expenditures – Parks and Recreation - General (continued)

R&M – Equipment

This represents monthly servicing / preventative maintenance of equipment in the Fitness Center plus any necessary repairs, parts and labor on exercise equipment. All equipment is commercial grade and currently includes: Four Treadmills, Two Elliptical Machines, One Exercise Bike, One Stepper Machine, multi-Station Apollo Weight Station Machine, Benches.

R&M – Pest Control

This represents servicing of Lodge, Fitness Center, Garage and grounds every other month. Also, includes 2-3 special treatments of ants, yellow jackets, etc. as they occur.

R&M – Pools

Represents the cost associated with repairing the pool and pool equipment. Examples: Repair or replace pumps, Chlorinator, pipes, problems with deck, tiles, on-deck showers, replace / add deck furniture.

Misc. – Contingency

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

Office Supplies

Represents costs associated with all office operations at the CDD Property Manager's Office. Includes copier and computer paper, computer ink, computer software and anti-virus renewal, file folders, card stock for forms, notebooks, envelopes, pens, pencils, name plates for Board Members, file cabinet, permits, etc.

Operating Supplies- Pool Chemicals

Represents cost of pool chemicals, all required supplies such as chemical test kits, safety equipment such as rescue rings and tubes, defibrillator batteries, electro-pads, respirator for chemical application, bleach, etc.

Budget Narrative
Fiscal Year 2014

Expenditures – Parks and Recreation - General (continued)

Capital Outlay

Represents various capital outlay needs planned for or unexpected. Examples: Replace aging or add new exercise equipment (\$4,500-\$6,500 per machine), replace appliances, unexpected roofing or flooring problems, other significant repairs, and addition of equipment at the use areas benefiting the resident users of the amenities.

Expenditures – Reserves

Reserves – CDD Amenities

For future repairs and maintenance of the CDD amenities.

Piney-Z
Community Development District

Debt Service Budgets

Fiscal Year 2014

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2014 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ACTUAL FY 2012	ADOPTED BUDGET FY 2013	ACTUAL THRU MAR-2013	PROJECTED APR - SEP-2013	TOTAL PROJECTED FY 2013	ANNUAL BUDGET FY 2014
REVENUES								
Interest - Investments	\$ 4	\$ 356	\$ 58	\$ 50	\$ 28	\$ 28	\$ 56	\$ 50
Special Assmnts- Tax Collector	145,738	78,801	82,527	79,194	76,451	2,744	79,195	81,881
Special Assmnts- Prepayment	8,031	-	-	-	-	-	-	-
Special Assmnts- Discounts	(5,319)	(2,952)	(3,128)	(3,168)	(3,010)	(27)	(3,037)	(3,275)
TOTAL REVENUES	148,454	76,205	79,457	76,076	73,469	2,745	76,214	78,656
EXPENDITURES								
<i>Administrative</i>								
ProfServ-Trustee	2,694	2,694	2,694	2,700	2,694	-	2,694	2,700
Misc-Bank Charges	31	-	-	-	-	-	-	-
Misc-Assessmnt Collection Cost	4,213	2,275	2,382	2,376	2,204	82	2,286	2,456
Total Administrative	6,938	4,969	5,076	5,076	4,898	82	4,980	5,156
<i>Debt Service</i>								
Principal Debt Retirement	40,000	45,000	50,000	50,000	-	50,000	50,000	55,000
Principal Prepayments	5,000	10,000	-	-	-	-	-	-
Interest Expense	28,375	26,000	23,500	21,000	10,500	10,500	21,000	18,500
Total Debt Service	73,375	81,000	73,500	71,000	10,500	60,500	71,000	73,500
TOTAL EXPENDITURES	80,313	85,969	78,576	76,076	15,398	60,582	75,980	78,656
Excess (deficiency) of revenues Over (under) expenditures	68,141	(9,764)	881	-	58,071	(57,838)	233	-
Net change in fund balance	68,141	(9,764)	881	-	58,071	(57,838)	233	-
FUND BALANCE, BEGINNING	39,111	107,252	97,488	98,369	98,369	-	98,369	98,602
FUND BALANCE, ENDING	\$ 107,252	\$ 97,488	\$ 98,369	\$ 98,369	\$ 156,440	\$ (57,838)	\$ 98,602	\$ 98,602

SERIES 2002 CAPITAL IMPROVEMENT REVENUE BONDS

AMORTIZATION SCHEDULE

DATE	BALANCE	RATE	PRINCIPAL	SPECIAL CALL	INTEREST	TOTAL
11/01/13	370,000	5.00%			9,250.00	
05/01/14	370,000	5.00%	55,000		9,250.00	73,500
11/01/14	315,000	5.00%			7,875.00	
05/01/15	315,000	5.00%	55,000		7,875.00	70,750
11/01/15	260,000	5.00%			6,500.00	
05/01/16	260,000	5.00%	60,000		6,500.00	73,000
11/01/16	200,000	5.00%			5,000.00	
05/01/17	200,000	5.00%	65,000		5,000.00	75,000
11/01/17	135,000	5.00%			3,375.00	
05/01/18	135,000	5.00%	65,000		3,375.00	71,750
11/01/18	70,000	5.00%			1,750.00	
05/01/19	70,000	5.00%	70,000		1,750.00	73,500
			\$ 370,000	\$ -	\$ 67,500	\$ 508,500

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2014 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2010	ACTUAL FY 2011	ACTUAL FY 2012	ADOPTED BUDGET FY 2013	ACTUAL THRU MAR-2013	PROJECTED APR - SEP-2013	TOTAL PROJECTED FY 2013	ANNUAL BUDGET FY 2014
REVENUES								
Interest - Investments	\$ 11	\$ 349	\$ 111	\$ 100	\$ 53	\$ 53	\$ 106	\$ 100
Special Assmnts- Tax Collector	228,503	227,306	227,306	227,306	219,430	7,876	227,306	227,306
Special Assmnts- Prepayment	8,129	-	-	-	-	-	-	-
Special Assmnts- Discounts	(8,339)	(8,515)	(8,615)	(9,092)	(8,640)	-	(8,640)	(9,092)
TOTAL REVENUES	228,304	219,140	218,802	218,314	210,843	7,929	218,772	218,314
EXPENDITURES								
<i>Administrative</i>								
ProfServ-Arbitrage Rebate	1,200	-	(600)	-	-	-	-	-
ProfServ-Dissemination Agent	1,000	1,000	1,000	1,000	-	1,000	1,000	1,000
ProfServ-Trustee	3,763	3,763	3,763	3,800	3,763	-	3,763	3,800
Misc-Assessmnt Collection Cost	6,605	6,564	6,561	6,819	6,327	236	6,563	6,819
Total Administrative	12,568	11,327	10,724	11,619	10,090	1,236	11,326	11,619
<i>Debt Service</i>								
Principal Debt Retirement	145,000	140,000	155,000	160,000	-	160,000	160,000	165,000
Principal Prepayments	-	10,000	-	-	-	-	-	-
Interest Expense	69,013	63,388	57,950	52,138	26,069	26,069	52,138	46,138
Total Debt Service	214,013	213,388	212,950	212,138	26,069	186,069	212,138	211,138
TOTAL EXPENDITURES	226,581	224,715	223,674	223,757	36,159	187,305	223,464	222,757
Excess (deficiency) of revenues								
Over (under) expenditures	1,723	(5,575)	(4,872)	(5,443)	174,684	(179,376)	(4,692)	(4,443)
OTHER FINANCING SOURCES (USES)								
Contribution to (Use of) Fund Balance	-	-	-	(5,443)	-	-	-	(4,443)
TOTAL OTHER SOURCES (USES)	-	-	-	(5,443)	-	-	-	(4,443)
Net change in fund balance	1,723	(5,575)	(4,872)	(5,443)	174,684	(179,376)	(4,692)	(4,443)
FUND BALANCE, BEGINNING	175,277	177,000	171,425	166,553	166,553	-	166,553	161,861
FUND BALANCE, ENDING	\$ 177,000	\$ 171,425	\$ 166,553	\$ 161,110	\$ 341,237	\$ (179,376)	\$ 161,861	\$ 157,419

SERIES 2008 CAPITAL IMPROVEMENT REVENUE BONDS

AMORTIZATION SCHEDULE

DATE	BALANCE	RATE (1)	PRINCIPAL	SPECIAL CALL	INTEREST	TOTAL
11/01/13	1,105,000	3.75%/4.25%			23,068.75	
05/01/14	1,105,000	3.75%/4.25%	165,000		23,068.75	211,137.50
11/01/14	940,000	4.25%			19,975.00	
05/01/15	940,000	4.25%	170,000		19,975.00	209,950.00
11/01/15	770,000	4.25%			16,362.50	
05/01/16	770,000	4.25%	180,000		16,362.50	212,725.00
11/01/16	590,000	4.25%			12,537.50	
05/01/17	590,000	4.25%	190,000		12,537.50	215,075.00
11/01/17	400,000	4.25%			8,500.00	
05/01/18	400,000	4.25%	195,000		8,500.00	212,000.00
11/01/18	205,000	4.25%			4,356.25	
05/01/19	205,000	4.25%	205,000		4,356.25	213,712.50
			\$ 1,105,000	\$ -	\$ 169,600.00	\$ 1,486,738

(1) Note: Bond payments of \$165,000 due May 1, 2014 at 3.75% interest rate and \$940,000 due May 1, 2014 at 4.25% interest rate.

Budget Narrative
Fiscal Year 2014

REVENUES

Interest-Investments

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

Special Assessments – Tax Collector

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

Special Assessment – Discounts

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

EXPENDITURES

<i>Expenditures - Administrative</i>

Professional Services – Trustee

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

Professional Services - Dissemination Agent

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

Budget Narrative
Fiscal Year 2014

<i>Expenditures – Administrative (continued)</i>

Misc. – Assessment Collection Cost

The District reimburses the Leon County Tax Collector for necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 3% on the amount of special assessments collected and remitted, whichever is greater. The FY2014 budget for collection costs is based on a maximum of 3% of the anticipated assessment collections.

<i>Expenditures – Debt Service</i>

Principal Debt Retirement

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

Interest Expense

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

Piney-Z
Community Development District

Supporting Budget Schedules
Fiscal Year 2014

**Comparison of Non-Ad Valorem Assessment Rates
Fiscal Year 2014 vs Fiscal Year 2013**

Assessments Per Unit													
LOT SIZE	# OF UNITS	General Fund			Debt Service Series 2008			Debt Service Series 2002 (Amenity)			Total		
		FY2014	FY2013	Percent Change	FY2014	FY2013	Percent Change	FY2014	FY2013	Percent Change	FY2014	FY2013	Percent Change
36	28	\$426.85	\$426.85	0.00%	\$196.00	\$196.00	0.00%	\$70.04	\$67.75	3.38%	\$692.89	\$690.60	0.33%
40	104	\$426.85	\$426.85	0.00%	\$217.78	\$217.78	0.00%	\$77.83	\$75.27	3.40%	\$722.46	\$719.90	0.36%
50	291	\$426.85	\$426.85	0.00%	\$298.85	\$298.85	0.00%	\$97.28	\$94.09	3.39%	\$822.98	\$819.79	0.39%
60	62	\$426.85	\$426.85	0.00%	\$298.85	\$298.85	0.00%	\$116.73	\$112.90	3.39%	\$842.43	\$838.60	0.46%
75	183	\$426.85	\$426.85	0.00%	\$408.34	\$408.34	0.00%	\$145.91	\$141.12	3.39%	\$981.10	\$976.31	0.49%
90	67	\$426.85	\$426.85	0.00%	\$490.00	\$490.00	0.00%	\$180.74	\$174.81	3.39%	\$1,097.59	\$1,091.66	0.54%
65 *	8	\$426.85	\$426.85	0.00%	\$304.90	\$304.90	0.00%	\$0.00	\$0.00	n/a	\$731.75	\$731.75	0.00%
50 gar	12	\$426.85	\$426.85	0.00%	\$304.90	\$304.90	0.00%	\$13.28	\$12.84	3.43%	\$745.03	\$744.59	0.06%
20 TH *	85	\$426.85	\$426.85	0.00%	\$152.45	\$152.45	0.00%	\$0.00	\$0.00	n/a	\$579.30	\$579.30	0.00%
	840												

* The debt associated with the Amenity Debt was paid in full for the eight 65' units, and 85 - 20' Townhomes.

6C.

Ion Sancho
Supervisor of Elections
Leon County, Florida

April 22, 2013

Rose Hodza
Severn Trent Management Services
210 N. University Dr., Suite 702
Coral Springs, FL 33071

Re: Piney Z Community Development District

Dear Ms. Hodza:

In response to your request we are happy to provide the number of registered voters as of April 15, 2013. The voter registration total you requested is as follows:

Piney Z CDD: 1,256 registered voters

These determinations were made using our voter registration database and the current map of the district. We hope this information satisfies your requirements. If you need additional assistance please contact Chris Moore, Demographics/GIS Manager at (850) 606-8683 or via email at moorechr@leoncountyfl.gov.

Sincerely,



Ion Sancho

Seventh Order of Business

Piney-Z Community Development District
Property Manager's Report
Submitted by Lance Rogers
Meeting Date: May 13, 2013

Events / Facility Use

As of this writing the events, activities, and meetings that took place at the CDD Amenities between April 8 and May 13 are as follows:

Five Resident Sponsored Events

HOA Meeting

HOA Game Night

HOA Coffee / Refreshments before neighborhood clean-up day

Access Report for Fitness Center / March 2013

(Note: There is no March pool report since it had not opened for the season yet).

Fitness Center Key Fob Entries:

Month / Year: March 2013

Fob Entries: **554**

Households Represented: **108**

Does not include other family members that may have entered at the same time or guests the resident or property owner may have brought.

Fitness Center Key Fob Entries:

Month / Year: April 2013

Fob Entries: **572**

Household Represented: **91**

Does not include other family members that may have entered at the same time or guests the resident or property owner may have brought.

Swimming Pool Entries: Sign-In Sheet Records

Month / Year: April 2013 (4 days in April: April 20, 21 and 27, 28)

Pool Users: **116**

Households Represented: **36**

Property Manager's Log of Payments Received from Rental of Amenities Since the Last Meeting

The Fiscal Year to Date Total as reported in last meeting on April 8, 2013 was:
\$6,055.00

Date Sent

Piney-Z Renter Host / Name on Check	Check Number / Type of Fee	Date of Event	Fee Paid
04/10/13 Bhavinkumar S. Patel	569 (Base/Rental Fees)	04/13/13	\$250.00
" Altemese Fuller Smith	1396 (Base/Rental Fees)	04/20/13	\$250.00
" Tiffany W. Ardley (Resident: Cynthia Jones)	680 (Base/Rental Fee)	05/04/13	\$400.00
04/29/13 Bhavinkumar S Patel	571 (Extra Hour)	04/14/13	\$25.00
" Staci K Chisholm	3148 (Rental Fee)	05/18/13	\$250.00
" J.P. or Vasantha Subramani	4120 (Rental Fee)	05/26/13	\$100.00
05/03/13 Delia Pattey	2144 (Base/Rental Fee)	06/03/13	\$400.00
" Dena L. Mosley	455 (Base Fee)	06/08/13	\$150.00
" Debra Solomon	6021 (Base Fee)	07/12/13	\$150.00
			\$1,975.00

Year to Date Total 8,030.00

Office Copier

The new (used, but in excellent condition) copier was delivered May 3, 2013
Following my report is a Copier Stats Report providing copy count information for the CDD, HOA and Final Total based on periodic copy stats from servicing records on the previous machine owned by the CDD from May of 2008 through April 2013.

Future Needs Document

At the last meeting we discussed the possibility of re-roofing the two Gazebos, pressure washing, staining and sealing the Gazebos and other wooded items and features of the Gazebo Park area, and the possibility reconfiguring the path from the sidewalk to the Gazebos to meet ADA slope require meets. (Although that entry area does not meet ADA slope requirements, It was not determined that the reconfiguration would be required due to other ways of entering that area).

I was asked to incorporate these possible future projects into the Future Needs Document and I have done so. The document follows my report.

Roofing Estimates-Lodge

Following my report you will find two estimates to re-roof the Lodge.

Bowles Roofing

Tadlock Roofing and Solar

Tadlocks also provided an estimate to **re-roof the two Gazebos.**

Heating and Air Conditioning Report

Barineau Heating and Air Conditioning currently services the units at the Lodge. The price quote if all done at once is \$14,240.00 for the remaining older units and associated work. Quote with details follows my report.

10 Point Construction, LLC Quote

Following my report is an itemized quote to repair and replace items identified in the Property Inspection Report prepared by Southern Home Consultants, Inc. Please bring your copy of the Inspection Report to the meeting.

Pest Control

Paul's Pest Control: The current Pest Control Company that services the Lodge is Paul's Pest Control. A copy of the original agreement from April of 2000 as well as a copy of an adjustment to the agreement made in 2008 follows my report. According to the adjustment documentation Paul's Pest Control made a change in how often the service visits took place. Rather than servicing monthly it was changed to every other month. And that resulted in a price adjustment from \$50.00 per month to \$65.00 every other month.

1st Choice Pest Services: Also following my report is a quote for Pest Control Services from 1st Choice Pest Services if the Board wishes to consider a change to the company that performed the recent termite inspection and treatment.

Swimming Pool Report: Current Condition

Note: Swain Pools and Spas, Cox Pools and L & L Pools are mentioned in this report. All three are pool contractors. Cox Pools has several offices. Their Panama City office was contracted to construct the pool according to documents from 2000. There is no relation between Cox Pools and Alan Cox Aquatics.

The Piney-Z CDD has accounts with Swain Pools and L & L Pools. Swain Pools has performed many of the significant repairs to the pools as the pool aged over the years. L&L Pools has performed some of them as well.

Swain Pools and Spas: I met with local pool contractor Jeff Swain by phone and in person several times about the pool. Mr. Swain has provided answers to some questions in which he also includes some estimated costs to renovate the pool. The document follows this report.

Cox Pools: I met with Gene Hughes of Cox Pools. I told him I had found documentation that Cox Pools had been contracted by the developer in 2000 to build the Piney-Z Pool and that it appeared to be Cox Pools in Panama City. He confirmed that it was likely handled by their Panama City office. Mr. Hughes has provided an estimate to renovate the pool. Mr. Hughes indicated that the pool looked in good shape and that if maintained it might hold up another 5 years before doing the major renovation.

L & L Pools: I spoke with Gene Love of L & L Pools about providing an analysis and estimate to renovate the pool. He indicated a fee of \$300.00 would be required for him to do a 3-4 hour report of that detail and provide estimates.

Amenities Key Fob Re-registration Process and New Form

I would suggest that the property owner and resident key fobs be deactivated Monday, November 4, 2013. Between now and then a new registration form can be designed. By deactivating the fobs after the swimming pool season it would not disrupt the numerous residents who use the pool. In October signs could be put in Fitness Center informing Fitness Center users to get prepared to come in and reregister after November 4. The residents that primarily use the pool would have plenty of time to reregister before the next pool season. Information about the reregistration process could also be placed on the web site, sent out to the email list and in a mail out if deemed necessary. A copy of the current form follows my report.

7A.

Copier Count Stats
Sharp AR-M237
May of 2008 through April of 2013

Machine was purchased in May of 2008.

Meter count in May of 2008 was approximately 104,800

The meter count in March of 2009 was 112,523.

**From the Records from Servicing of the Machine
the following was determined:**

From June 2008 until June 2009 the total copies run were 7523.

That includes copies run by both the CDD and the HOA.

In May of 2010 the meter count reading was 120,993.

From June 2009 until June of 2010 the total copies run were 8946.

That includes copies run by both the CDD and HOA.

In October of 2010 the meter count reading was 123,828.

From June 2010 until June of 2011 the total copies run were 9030.

In June of 2012 the meter count reading was 134,063.

From June 2011 until June 2012 the total copies run were 3564.

That includes copies run by both the CDD and the HOA.

The meter count reading on April 26, 2013 was 138,047

CDD and HOA Meter Reader Count Totals

It is unknown exactly when the separate code numbers were established to count CDD and HOA copying separately but it was not long after purchasing the copier.

Final Copy Count as of April 30, 2013 was following :

CDD 24,746

HOA 8,047

Total 32,793

7B.

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/Systems (\$6,000 or more when done separately) See additional information provided in this document and cost proposal amount from Barineau Heating and Air Conditioning, Inc.
3. Swimming Pool needs (depending on how much renovation was desired and if any significant problems were discovered during the process) to fully renovate pool could be \$40,000 - \$100,000)
4. Copier replacement depended on what type, how many bells and whistles, etc. Replaced in May of 2013.

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.

May 2013 Update: Swain Pools and Spas has performed significant repair needs for the pool over the years. In April of 2013 I asked Jeff Swain to do an analysis of our pool and what it would cost to re-plaster, re-tile, basically completely renovate the Piney-Z pool at today's prices. As of May 1, 2013 Mr. Swain is still working on an analysis including potential cost.

I discovered that a division of Cox Pools (No relation to Alan Cox of Alan Cox Aquatics) constructed the Piney-Z Pool. I contacted them and a representative came by and looked over the pool and at the end of April 2013 when he was in the area. The representative has provided an estimate to renovate the pool.

L & L Pools has done some work on the Piney-Z Pool in the past. Mr. Gene Love of L&L Pools said there would be a fee of \$300.00 to study the pool, which includes a 3-4 hour visit, and provide an analysis and costs to renovate.

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.

Roof Replacement: (Approx. \$14,000 - \$16,000 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.

Gazebo Roof Replacement: (Two Gazebos) Proposed cost from Hoover Development \$2,875.00 (Estimate submitted March 29, 2013) Proposed Cost from Tadlock Roofing \$1900.00 (Estimate submitted April 30, 2013)

ADA Accessibility Path from Lodge Parking Lot to Gazebo Area: If it is ever necessary or desired to reconfigure a path to conform to ADA slope requirements the proposed cost from Hoover Development is \$1,285.00 (Estimate submitted March 29, 2013)

Pressure Washing / Stain / Sealing of all Wood Components in Gazebo Area: This project would include pressure washing and staining / sealing the following wood components: Three benches, three garbage can holders, three picnic tables, approximately 300 linear feet of landscaping timbers (includes excavating three sides to clean and apply stain/sealer), two round gazebos, (includes structure, rails, benches inside gazebos, one square gazebo (includes structure, rail and benches, ramps, ramp arms and floor. Proposals were provided in the April 8, 2013 meeting that included: Ron Erichson Painting, LLC \$2,452.00 / Superior Painting \$2,335.00 / John Hurst Outdoor Services \$1,750.00

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. Barineau Heating and AC services the equipment and installed Carrier 13.5 SEER 5 ton Puron Heat Pump System the September 2010. The Barineau company has provided a quote dated April 23, 2013 to replace all other systems and associated parts and labor for \$14,240.00 if all work is done at the same details. The proposal was provided in the May 13, 2013 CDD Board Meeting. The units / systems that have not been replaced will very likely need replacement soon.

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 (completed, May 3, 2013.)

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. (The TV donated by Rosemary White has been mounted in the Lodge)

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/>

7C.



Bowles ROOFING

4779 Woodlane Circle • Tallahassee, FL 32303
Phone: (850) 575-6060 • Fax: (850) 575-0421
State License No. CC-C058119

PROPOSAL SUBMITTED TO <u>PINES 2 CDD C/O LODGE</u>	PHONE <u>656.4007</u>	DATE <u>4-29-13</u>
STREET <u>950 PINEY 2 PLANTATION RD</u>	JOB NAME <u>SAME</u>	
CITY, STATE AND ZIP CODE <u>TALL. 32311</u>	JOB LOCATION	

We hereby submit specifications and estimates for:

- ☒ Remove existing roofing 1-LAYER TO DECKING.
 - ☒ Re-nail decking up to FL Code
 - ☒ Install new underlayment TETANUM / SYNTHEDIC
 - ☒ Install new eave metal 2 3/4 WHITE
 - ☒ Install new valley flashing INSTALL MOISTURE GUARD IN VALLEYS.
 - ☒ Install new pipe flashing 3.2" 1-3" LEAD w/PAINT
 - ☐ Install new exhaust fan vents N/A
 - ☒ Install attic ventilation INSTALL 100' OF SHINGLE OVER LENT
- ☒ Clean Out Gutters
 ☒ Haul Away Debris
 ☒ Magnetic Clean Up

Option A	Option B	Option C
<u>INSTALL .060 T.P.C RUBBER ON FLAT ROOF.</u>		
<u>THIS QUOTE DOES NOT INCLUDE METAL ROOF.</u>		
<u>INSTALL LANDMARK LIMITED LIFETIME SHINGLE</u>		
\$ _____	\$ _____	\$ _____

Workmanship guaranteed 5 years against leaks.
All of the above to be completed in a substantial and workmanlike manner for the sum of _____ Dollars (\$ 13,850.00).

Payment to be made as follows: UPON COMPLETION

This price includes all licenses, insurance, permits, bonds and taxes.
We sincerely appreciate your business. Bowles Roofing Company has served our customers for over 27 years.
This proposal subject to acceptance within 30 days and is void thereafter at the option of the undersigned.

Cell # 459-3084 Submitted By Keith Johnson
Signature Company Representative

Acceptance of Contract

You are hereby authorized to furnish all materials and labor required to complete the work according to the terms above and the conditions on the back of this contract, for which we agree to pay the amounts itemized above.

Signature: _____ Date: _____

Signature: _____ Date: _____

Thank you!

Contract Terms

1. Unless otherwise noted in this agreement the price quoted does not include removal or replacement of soffit and fascia, roof sheathing or roof decking, structural members, siding masonry work, etc. If during the course of work it should become apparent that any such portions of the structure should need repair or replacement, there will be an additional charge as itemized below, which includes materials and labor.

4x8 plywood decking $\frac{1}{2}$ " \$60.00 per sheet, $\frac{5}{8}$ " \$65.00 per sheet.

Roof planking \$5.00 per lineal foot.

Structural members \$5.00 per lineal foot.

Wood fascia or sub-fascia boards \$5.00 per lineal foot.

Remove and re-install existing aluminum soffit and fascia \$3.75 per lineal foot.

Any item not covered under the above scope of work shall be charged at an additional cost of \$24.00 per man hour plus the cost of material.

2. Owner understands that roofing materials must be delivered and construction debris must be removed by heavy commercial vehicles. Owner should expect ruts from the vehicle's wheels in unpaved ground. Typically, a properly designed and built driveway will support the commercial vehicles employed by the contractor, but there is no means of assuring owner's driveway will not fail and crack or break when the delivery truck or debris removal equipment is operated thereon. Accordingly, owner hereby releases contractor, its agents, employees, material men, subcontractors or vendors from any liability for damage caused by the operation of heavy vehicles on owner's property, including without limitation, damage to driveways, sidewalks, curbs, walkways, septic systems and drain fields. This release shall bind all parties who are in any way responsible for the condition of the property or construction activities thereon, including, without limitation, any owner, occupant or tenant of the property.
3. During the course of roofing your house, there may be some vibrations. Take the precautions necessary to prevent pictures, light fixtures and other items from falling and breaking. Bowles Roofing is not responsible for items broken in the interior of the house.
4. Customer has been informed that in rare cases, normal vibration from roofing/siding replacement may cause plaster or drywall blemishes, which are beyond the contractor's control, and Bowles Roofing Company will not be held responsible for such interests.
5. In no event shall contractor be or become liable for any mold, mildew, spore, or other organism found either before, during or after contractor's performance under this contract in or above the subject project.
6. Contractor makes no material warranty and disclaims any implied warranties of fitness or merchantability of any materials sold or used incident to this contract. Where the manufacturer of any material used provides any warranty of its product, owner shall look exclusively to that manufacturer for any remedy.
7. In the event of any litigation arising from this agreement, venue shall be in Leon County, FL, and owner agrees jurisdiction shall be within the state of Florida. The prevailing party shall be entitled to recover its attorney's fees and costs, including attorney's fees and cost to appeal.
8. Buyer agrees to pay a late charge of $1\frac{1}{2}\%$ (one and one-half percent) per month on all amounts due and owing from the buyer to the contractor, accruing from the date due and running to the date the final payment is made.
9. Upon execution of this contract, owner grants contractor a license to enter onto owner's property to complete the terms of this agreement and to recover any tools, equipment, or materials remaining upon completion of this project.

Tallahassee 850.877.5516 ♦ Panama City 850.785.7777 ♦ Ft. Walton/Destin 850.862.7663



State of Florida Certified CCC1328417



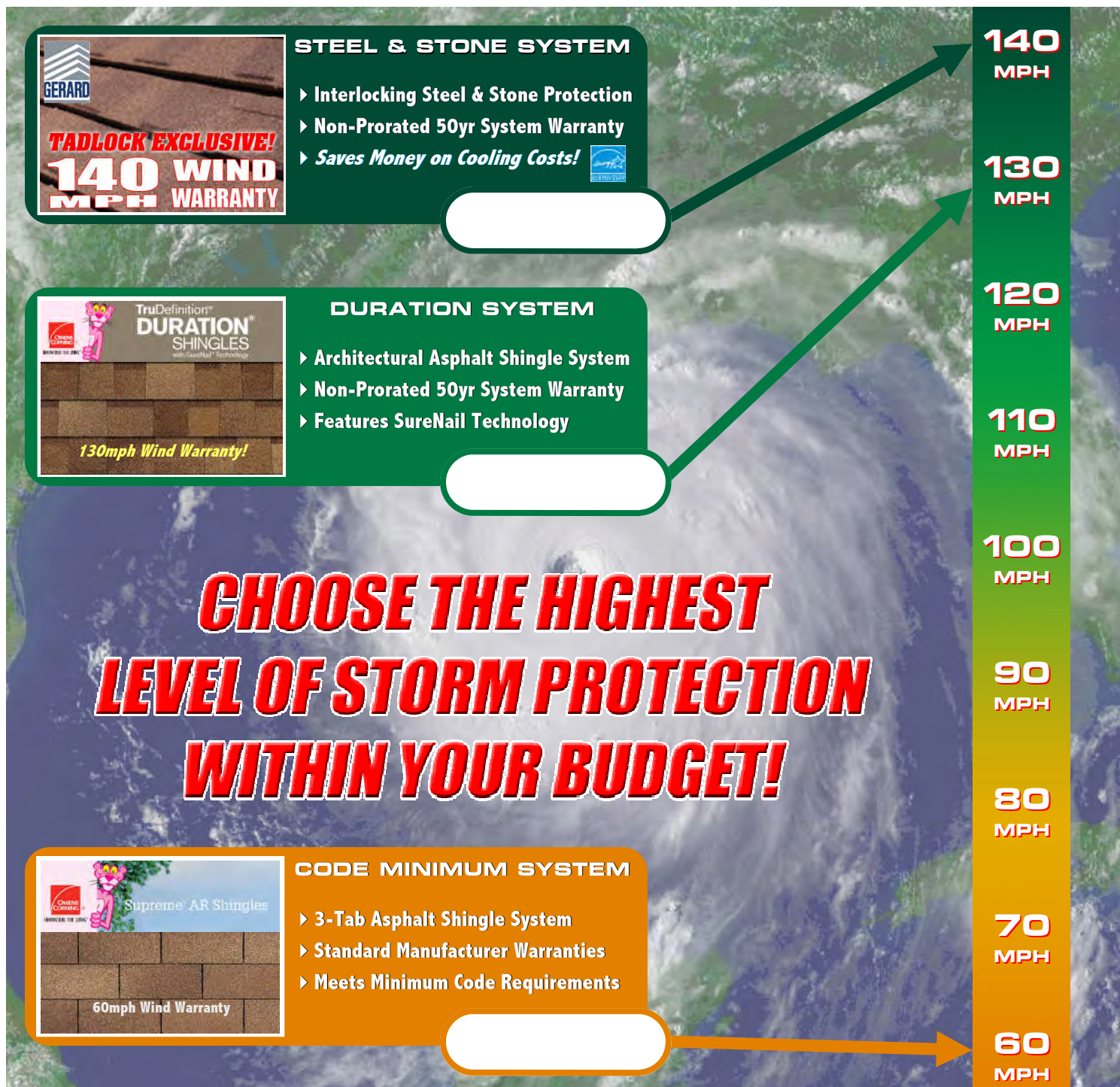
TADLOCK

ROOFING & SOLAR

PROPOSAL DOCUMENTS

WHEN TRUST COUNTS.™

We have roofing solutions for any budget! Compare the differences...





Steel & Stone Proposal



Submitted To:

Job Address:

Special Notes Concerning Job:

Job Specifications:

We will provide & install a new GERARD Granite Ridge Shingle, Steel & Stone Roofing System which includes these components:

STEEL & STONE SYSTEM	 GERARD Granite Ridge Shingle	UNDERLAYMENT  Deck Defense Underlayment Synthetic secondary water barrier installed directly over existing roof.	SHINGLES  TADLOCK EXCLUSIVE! 140 WIND MPH WARRANTY STEEL & STONE combined for superior protection with a traditional look.	HIP & RIDGE  GERARD Granite Ridge stone coated hip & ridge cap.	DETAILS  Includes specifically designed steel flashing details.
	Includes EXCLUSIVE 50YR SYSTEM WARRANTY with Non-Prorated, Transferable coverage up to 140mph Wind Speeds from GERARD!				

We will also perform the following services when the box is marked:

- ☐ Inspect & probe existing roof decking for rotten wood
- ☐ Remove existing off-ridge vents/turbines and deck over holes
- ☐ Provide & Install new flashings on all roof penetrations
- ☐ Provide & Install new 6" factory painted eaves drip
- ☐ Provide & Install new pipe boots and kitchen vents with squirrel guard
- ☐ Clean and remove all job related debris to registered landfill
- ☐ Rotten wood replaced at \$3.00 per sf or lf where applicable
- ☐ Exterior painting of wood by other when checked

<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____

WE WILL PERFORM THIS SCOPE OF WORK PER LOCAL CODES AND MFG SPECIFICATIONS FOR THE BASE PRICE OF :

OR _____ per Month

Payment Terms: Balance due upon completion.

FINANCING & CREDIT CARD OPTIONS AVAILABLE UPON REQUEST!

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed upon written or verbal orders, and will become an extra charge over and above the estimate. All agreements are contingent upon accidents or delays beyond our control. *This proposal subject to acceptance within 30 days and is void thereafter at the option of the Dale Tadlock Roofing, Inc.*

ACCEPTANCE OF PROPOSAL: With my signature below, I hereby accept this proposal and authorize Dale Tadlock Roofing, Inc. to do the work as described in this proposal and I have read and agree to the Terms and Conditions on this document or attached.

Authorized Owner/Agent

Date: ____/____/____

ADDITIONAL OPTIONS TO CONSIDER

- ☐ Tear-off existing roof and re-nail decking to meet code add \$ _____
- ☐ GERARD Tile profile add \$ _____
- ☐ GERARD Shake profile add \$ _____
- ☐ GERARD Barrel Tile profile add \$ _____
- ☐ OTHER OPTION: _____ add \$ _____



TOTAL WITH OPTIONS ABOVE

NORTH FLORIDA'S ROOFING & SOLAR PROFESSIONALS

WHEN TRUST COUNTS.

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Architectural Shingle Proposal

Submitted To:

Job Address:

Special Notes Concerning Job:

Job Specifications:

► We will provide & install a new **Owens-Corning Duration Architectural Shingle Roofing System** which includes these components:

UNDERLAYMENT

Synthetic secondary water barrier installed directly to roof deck.

LEAK BARRIER

Self-adhered leak barrier for added protection at penetrations & in valleys.

SHINGLES

LIFETIME architectural shingles with 130mph Wind Warranty for 15yrs!

VENTILATION

Rigid shingle-over vents that provide excellent ventilation & low profile.

HIP & RIDGE CAP

Perforated Hip & Ridge assured to match shingle color & warranty.

Includes 50YR SYSTEM ADVANTAGE WARRANTY from Owens Corning with **NON-PRORATED** and **TRANSFERABLE** coverage!

We will also perform the following services when the box is marked:

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Remove and discard one layer of shingles and underlayment
<input type="checkbox"/> Prepare and re-nail decking to meet Florida Building Code requirements
<input type="checkbox"/> Remove existing off-ridge vents/turbines and deck over holes
<input type="checkbox"/> Provide & Install new chimney flashing
<input type="checkbox"/> Provide & Install new 6" factory painted eaves drip
<input type="checkbox"/> Provide & Install new pipe boots and kitchen vents with squirrel guard
<input type="checkbox"/> Provide & Install _____ If of Owens Corning Venture Ridge Vent | <input type="checkbox"/> Clean and remove all job related debris to registered landfill
<input type="checkbox"/> Rotten wood replaced at \$3.00 per sf or If where applicable
<input type="checkbox"/> Exterior painting of wood by other when checked
<input type="checkbox"/> _____
<input type="checkbox"/> _____
<input type="checkbox"/> _____
<input type="checkbox"/> _____ |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

WE WILL PERFORM THIS SCOPE OF WORK PER LOCAL CODES AND MFG SPECIFICATIONS FOR THE BASE PRICE OF :

OR _____ per Month

Payment Terms: Balance due upon completion.

FINANCING & CREDIT CARD OPTIONS AVAILABLE UPON REQUEST!

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed upon written or verbal orders, and will become an extra charge over and above the estimate. All agreements are contingent upon accidents or delays beyond our control. *This proposal subject to acceptance within 30 days and is void thereafter at the option of the Dale Tadlock Roofing, Inc.*

ACCEPTANCE OF PROPOSAL: With my signature below, I hereby accept this proposal and authorize Dale Tadlock Roofing, Inc. to do the work as described in this proposal and I have read and agree to the Terms and Conditions on this document or attached.

Authorized Owner/Agent

Date: ____/____/____

- ADDITIONAL OPTIONS**
- ☐ **UPGRADE to OC PLATINUM PROMISE COVERAGE...** add \$ _____
 - Adds **LIFETIME WORKMANSHIP COVERAGE** direct from Owens Corning
- ☐ **UPGRADE to OC Heavyweight HIGH HIP & RIDGE CAP** add \$ _____
- ☐ **UPGRADE to 20w SOLAR POWERED VENTS - QTY: _____** add \$ _____
- ☐ **UPGRADE to OC Weatherlock Mat self-adhered underlayment...** add \$ _____
- ☐ **OPTION:** _____ add \$ _____



TOTAL WITH OPTIONS ABOVE

NORTH FLORIDA'S ROOFING & SOLAR PROFESSIONALS

WHEN TRUST COUNTS.

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Code Minimum Proposal

Submitted To:

Job Address:

Special Notes Concerning Job:

Job Specifications:

► We will provide & install a new asphalt shingle roofing system to meet minimum code requirements which includes these components:

CODE MINIMUM SYSTEM

UNDERLAYMENT

Synthetic secondary water barrier installed directly to roof deck.

LEAK BARRIER

Self-adhered leak barrier for added protection at penetrations & in valleys.

SHINGLES

60mph Wind Warranty

25 year 3-tab shingles from Owens-Corning.

VENTILATION

Rigid shingle-over vents that provide excellent ventilation & low profile.

HIP & RIDGE CAP

25 year 3-tab shingles used as hip & ridge.

Includes Standard Material Warranties from Owens Corning with 5 years Tru PROtection Non-Prorated Coverage, then pro-rated to 25 years.

We will also perform the following services when the box is marked:

- | | |
|-------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| <input type="checkbox"/> Remove and discard one layer of shingles and underlayment | <input type="checkbox"/> Clean and remove all job related debris to registered landfill |
| <input type="checkbox"/> Prepare and re-nail decking to meet Florida Building Code requirements | <input type="checkbox"/> Rotten wood replaced at \$3.00 per sf or If where applicable |
| <input type="checkbox"/> Remove existing off-ridge vents/turbines and deck over holes | <input type="checkbox"/> Exterior painting of wood by other when checked |
| <input type="checkbox"/> Provide & Install new chimney flashing | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Provide & Install new 6" factory painted eaves drip | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Provide & Install new pipe boots and kitchen vents with squirrel guard | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Provide & Install _____ If of Owens Corning Ventsure Ridge Vent | <input type="checkbox"/> _____ |

WE WILL PERFORM THIS SCOPE OF WORK PER LOCAL CODES AND MFG SPECIFICATIONS FOR THE BASE PRICE OF :

OR per Month

Payment Terms: Balance due upon completion.

FINANCING & CREDIT CARD OPTIONS AVAILABLE UPON REQUEST!

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed upon written or verbal orders, and will become an extra charge over and above the estimate. All agreements are contingent upon accidents or delays beyond our control. *This proposal subject to acceptance within 30 days and is void thereafter at the option of the Dale Tadlock Roofing, Inc.*

ACCEPTANCE OF PROPOSAL: With my signature below, I hereby accept this proposal and authorize Dale Tadlock Roofing, Inc. to do the work as described in this proposal and I have read and agree to the Terms and Conditions on this document or attached.

Authorized Owner/Agent

Date: ____/____/____

- ADDITIONAL OPTIONS**
- ☐ UPGRADE to OC DURATION TruDefinition Arch Shingles..... add \$ _____
- ☐ UPGRADE to OC Weatherlock Mat self-adhered underlayment... add \$ _____
- ☐ OPTION: _____ add \$ _____
- ☐ OPTION: _____ add \$ _____
- ☐ OPTION: _____ add \$ _____



TOTAL WITH OPTIONS ABOVE

NORTH FLORIDA'S ROOFING & SOLAR PROFESSIONALS

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Our Warranty

LIFETIME WORKMANSHIP WARRANTY

Excellent workmanship and high company standards along with accountability make it possible for us to offer a **LIFETIME WORKMANSHIP WARRANTY** on each roof system installed by one of our Tadlock Teams. If there is ever a workmanship issue on one of our roofing systems we will correct it at no additional charge. This is our commitment to you. We provide quality workmanship you can trust...and we guarantee it for **LIFE**.

~ See our LIFETIME WORKMANSHIP WARRANTY certificate for further details.

WE OFFER YOU THE BEST MANUFACTURER ROOFING SYSTEMS WITH THE BEST WARRANTIES!

DURATION SYSTEM	STEEL & STONE
	
50 years	50 years
LIFETIME by Owens-Corning	LIFETIME by Tadlock
Yes!	Yes!
130mph for first 15yrs	140mph Tadlock Exclusive!
Yes!	Yes!

NORTH FLORIDA'S ROOFING & SOLAR PROFESSIONALS

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Residential Portfolio

Here are a few of our Residential Clients...
We install hundreds of roofs per year, so many more available!

GERARD Steel & Stone



OC Duration Shingles



GERARD Steel & Stone



OC Duration Shingles



GERARD Steel & Stone



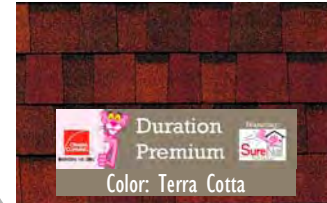
OC Duration Shingles



Camelot & Copper Std Seam



OC Duration Shingles



TAMKO MetalWorks



OC Duration Shingles



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Customer Quotes

Here are some direct quotes from customers just like you...

"Going with a new product (metal shingles...not traditional or standing seam) we were initially apprehensive. Wrong! The entire Tadlock team was extraordinary...from initial suggestions to old roof removal to new roof system installation and cleanup. We simply could NOT be more pleased with the entire project. We love the roof, how it looks, and the value it adds to our home. But working with Dale's team was perfect from start to finish. Thank you very much, team."

-Dan Beeman

"The work was done in a timely manner and the crew was very friendly and professional. I was very satisfied with the job."

-Henry Cooper

"The men that worked on my roof were extremely efficient. My new roof was completely done in a day and a half! We used Dale Tadlock Roofing twenty-one years ago and were so pleased, we wanted to use him again. Dale Tadlock Roofing has provided such good service for me, I would not use anyone else for any of my roofing needs."

-Nancy Boyack

"Having a new roof put on was not what I wanted to do as I just dreaded the hassles of the process. However, with Dale Tadlock Roofing there were no hassles and the process went absolutely perfect. The attention to customer care was fantastic and if I ever need another roof, I am going to call Dale Tadlock."

-Jerry Osteryoung

See these quotes and more at
www.trusteria.com/tadlockroofing!



You can view video testimonials from our clients on our website!

Keep up with the latest tips and testimonies on our facebook page!

www.facebook.com/tadlockroofing



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**Qualifications
and Capabilities**

YOUR FULL SERVICE ROOFING PROFESSIONALS



- ▶ 25-point Roof Inspections
- ▶ Steep & Low Slope Systems
- ▶ **COOL ROOFING** Solutions



- ▶ Shingle Roofing



- ▶ Metal Roofing
- ▶ Single-Ply Roofing



- ▶ Elastomeric Roofing



- ▶ Asphalt Roofing



- ▶ Attic Insulation
- ▶ Safe Roof Cleaning



- ▶ Roof Reconditioning
- ▶ Maintenance Plans



- ▶ Manufacturer Certified



- ▶ The BEST Warranties!



OUR MISSION STATEMENT

Tadlock Roofing exists to be the most trusted Roofing Contractor and Solar Energy Company through proven integrity, quality workmanship, and superior customer service.

OUR MOTTO
WHEN
TRUST
COUNTS™

NORTH FLORIDA'S ROOFING & SOLAR PROFESSIONALS

WHEN TRUST COUNTS.

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Solar Options

START SAVING MONEY WITH SOLAR!



ATTIC VENTS



WATER HEATERS



POWER SYSTEMS

- ▶ Florida Ranks **FIRST** among all eastern states in its ability to produce maximum energy from the Sun!
- ▶ **SOLAR ATTIC VENTS** lower your attic temperature to offer savings in cooling cost and prolong your roof life!
- ▶ **SOLAR WATER HEATERS** can save around \$60 per month for a family of four with typical water usage!
- ▶ **SOLAR POWER SYSTEMS** offer great return on investment that saves hundreds per month on your electric bill!
- ▶ Solar systems are also **free of Florida State sales taxes** and future property tax consideration.

**Ask us about the current
Rebates & Incentives available for Solar!**



NORTH FLORIDA'S ROOFING & SOLAR PROFESSIONALS

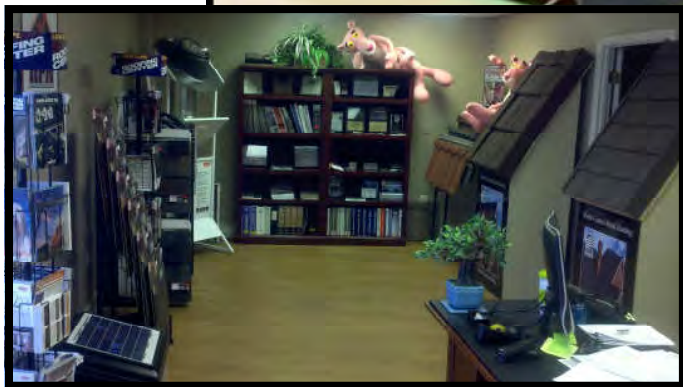
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Our Location

Stop by and visit our showroom to experience the difference in roofing components first hand!



**1408-C Capital Circle NE
in the SmartStop
Office Center**

NORTH FLORIDA'S ROOFING & SOLAR PROFESSIONALS

WHEN TRUST COUNTS.

Tallahassee 850.877.5516

Panama City 850.785.7777

Ft. Walton/Destin 850.862.7663

www.whentrustcounts.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/18/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Hendrickson Insurance Services, Inc. P O Box 180099 Tallahassee, FL 32318 License #: A116382	CONTACT NAME: Joan Schim	
		PHONE (A/C, No, Ext): (850)878-5600	FAX (A/C, No): (850)562-8298
		E-MAIL ADDRESS: maria@hendricksoninsuranceservices.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A: Starr Indemnity & Liability Company	38318
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

INSURED

Dale Tadlock Roofing, Inc
1408-C Capital Circle NE
Tallahassee, FL 32309

COVERAGES

CERTIFICATE NUMBER: 00000342-0

REVISION NUMBER: 2

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	N	N	SIPGGL0002901	11/18/2011	11/18/2012	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS						
	<input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Dale Tadlock Roofing Inc 1408-C Capital Circle NE Tallahassee, FL 32309	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE (JLS)

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FLORIDA ROOFING, SHEET METAL & AIR CONDITIONING CONTRACTORS ASSOCIATION, INC.

SELF INSURERS FUND

1-800-767-3772 • FAX (407) 671-2520

CERTIFICATE OF INSURANCE

ISSUED TO:

Dale Tadlock Roofing, Inc. and Tadlock Roofing
1408-C Capital Circle NE
Tallahassee, FL 32308

COPY PROVIDED TO:

Dale Tadlock Roofing, Inc. and Tadlock Roofing
1408-C Capital Circle NE
Tallahassee, FL 32308

Attention:

Dale Tadlock Roofing, Inc. and Tadlock Roofing & Solar

This is to Certify that: 1408-C Capital Circle NE
Tallahassee, FL 32308

being subject to the provisions of the Florida Workers' Compensation Act, has secured the payment of compensation by insuring their risk with the FLORIDA ROOFING, SHEET METAL & AIR CONDITIONING CONTRACTORS ASSOCIATION SELF INSURERS FUND, P.O. Box 4907, Winter Park, FL 32793.

COVERAGE NUMBER: 870-001408

LIMITS

EFFECTIVE DATE: 1/1/2012

Workers' Compensation: Statutory - State of Florida

EXPIRATION DATE: 1/1/2013

Employers' Liability: \$100,000.00 Each Accident

\$100,000.00 Disease, Each Employee

\$500,000.00 Disease, Policy Limit

REMARKS: Non-cancelable, without 30 days prior written notice, except for non-payment of premium which will be a 10 day written notice.

This certificate is issued as a matter of information only, is not a policy and of itself does not afford any insurance. Nothing contained in this certificate shall be constructed as extending coverage not afforded by the policy(ies) shown above or as affording insurance to any insured not named above. This provides coverage for Florida policyholders and Florida domiciled employees only.

By:

Brett Stiegel, Administrator

FRSA-SIF

By:

Debra Guidry, CPCU, Underwriting Manager

FRSA-SIF



PROPOSAL

Submitted To:

Job Address:

Special Notes Concerning Job:

Job Specifications:

We will provide and install a Gaco fluid applied system to manufacturer specifications which includes the following:

Since 1955

GACO WESTERN

Turn This... Into This...

GacoFlex S-20 Fluid Applied System

- 100% Solvent-Free Silicone
- No ponding water exclusions
- Reduces energy costs
- Apply to existing roof with no tear off

WE WILL PERFORM THE ABOVE SPECIFICATIONS PER CODE AND MANUFACTURERS RECOMMENDATIONS FOR THE BASE PRICE OF :

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed upon written or verbal orders, and will become an extra charge over and above the estimate. All agreements are contingent upon accidents or delays beyond our control.

This proposal subject to acceptance within 30 days and is void thereafter at the option of the Dale Tadlock Roofing, Inc.

Payment Terms:

Balance due upon substantial completion.

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Heavy trucks and equipment may be used to remove old roofing materials and deliver new materials, any damage to sidewalks, driveways, or lawn will be the responsibility of the property owner.

Authorized Owner/Agent

Date: ____/____/____

NORTH FLORIDA'S ROOFING & SOLAR PROFESSIONALS

WHEN TRUST COUNTS.

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7D.

JOB #

PO #



TEL (850) 580-4029
4829 CORLETT ST
Tallahassee, FL 32303
WWW.BARINEAUAC.COM
FLORIDA CONTRACTORS' ASSOCIATION

PROPOSAL & AGREEMENT

PROPOSAL SUBMITTED TO Piney Z Community Dev. Dist		DATE 4-23-13
BILLING ADDRESS 950 Piney Z Plantation Rd		JOB LOCATION
CITY / STATE / ZIPCODE Tallahassee, FL 32311		CITY / STATE / ZIPCODE
HOME PHONE Lance Rogers	WORK PHONE 766-5800	PHONE

We will furnish and service the equipment for your home as specified below:

OUTSIDE YOUR HOME

- ☒ Heat Pump ☒ A/C Pad ☐ Package Unit
☐ Air Conditioner ☐ Wall Cover

REFRIGERANT LINE SIZE Flush copper EXPLAIN _____

INSIDE YOUR HOME

- ☒ Air Handler ☐ Furnace ☐ Natural Gas
☐ Coil ☐ LP ☐ Mini Split
☒ Aux Pan ☒ Float Switch ☐ Drain Primary
☐ Flue ☐ Drain Secondary

3-systems (2 -ton, - 2002 model) (3-ton -1997) (5-ton- 1996)

CONTROLS AND ELECTRICAL

Replace outdoor disconnects

SUBCONTRACTOR NEEDED ☒

DUCT SYSTEM

DUCT SYSTEM ☐ Replace ☒ Use Existing _____

Adapt to duct system, Seal all ducts, Rebuild platform for 3-ton a/h. Install new condensate pump on 2-ton a/h. Replace return plenum on 5-ton

NEW EQUIPMENT	INVESTMENT #1 <input type="checkbox"/>	INVESTMENT #2 <input type="checkbox"/>	INVESTMENT #3 <input type="checkbox"/>
	Carrier Heat Pumps		
	2,3,5-ton	2ton 3-ton 5-ton	
	13 seer	25hbc324,25hbc336,25hbc360	
	Included installation	fb4cnf024,fb4cnf036,fb4nf060	
	Duct seal	5kw, 8kw, 10kw	
Thermostat	Honeywell Digital Programmable		
Price	price if all done at once		
Filter			
Rebate			
Total Due	\$14,240.00		

INSTALLATION'S INCLUDE

- Obtaining Permits (where required)
- Meet all codes
- Removing existing equipment from premises
- Work is performed by professionally trained technician's
- Complete quality control audit
- 1 time follow up inspection

WARRANTY

10 Year(s) Parts
 2 Year(s) Labor
 10 Year(s) Compressor
 5 Star Warranty

WARRANTY

Year(s) Parts
 Year(s) Labor
 Year(s) Compressor
 5 Star Warranty

WARRANTY

Year(s) Parts
 Year(s) Labor
 Year(s) Compressor
 5 Star Warranty

Terms Due upon completion

☐ Cash

☒ Check

Number

3rd Party Financing

City Loan Program ☐

☐ Credit Card

Number

Expiration Date



Acceptance (Customer)

By _____
NAME DATE

Acceptance (Company)

By Grady Hiers
NAME DATE 4/23/13



TERMS & CONDITIONS

Barineau Heating and Air Conditioning, Inc. (known as "Company") and the individual or entity designated on the reversed side of this agreement (known as "Customer"), in consideration of their mutual promises, intending to be legally bound by this contract, hereby agree to the following additional terms and conditions:

1. Company agrees to perform the services and provide such material and goods as stated on the reverse side of this agreement and Customer agrees to pay in accord with the terms on the reverse side of this agreement.
2. Company shall commence and complete all work under this contract as stated on the reverse side of this contract. Company's time for completion shall be extended one additional day for each day of delay caused by acts of God and force majeure; provided however, that Company must give Customer written notice of the delay immediately after occurrence of the act causing the delay. Force majeure means that Company cannot perform the work due to causes that are both: (a) outside the control of Company and those working under Company; and (b) could not be avoided by exercise of due care.
3. Title to material and equipment furnished by Company for incorporation in the work covered by this contract shall pass to Customer on delivery to the job site.
4. Interest shall accrue at the rate of eighteen [18%] per year on any payment that is not made on time.
5. If Customer desires to make additions, deletions or other revisions in the work after this contract is signed by both Company and Customer, Company agrees that it will fully cooperate with Customer in arriving at the basis of compensation for the change, if any, and for any adjustment in the time for performance occasioned by the change. Company shall not be authorized to proceed with any change in the work unless and until it has been directed by written change order signed by Customer and accepted by Company, specifying the adjustment, if any, in the compensation and time for performance occasioned by this change. Company, to the extent possible, shall perform work under change orders concurrently with other work so as not to exceed the required time for completion of work under this contract.
6. Time, orderly progress of work and completion of the work within the time provided for by this contract are the essence of this contract.
7. Company guarantees and warrants to the Customer only those items and for the length of time listed on the reverse side of this agreement. No other warranties, implied or express, are made by the Company.
8. Company shall be an independent Company and not an employee, servant, agent, partner or joint venturer of the Customer.
9. This instrument and any contract documents incorporated into it by reference contain the entire contract of the parties. It may not be changed orally, but only by a contract in writing or written change order as provided above, which must be signed by the party against whom enforcement of any waiver, change, modification, extension or discharge is sought. This contract shall be interpreted under Florida law and shall be binding on and inure to the benefit of and be enforceable by the respective heirs, personal representatives, successors and assigns of the parties. Any litigation or law suits must be brought in Leon County, Florida. If there is a breach of this contract and litigation ensues, Company shall be entitled to recover all reasonable costs and attorney fees from the Customer. This contract may be assigned only with the written consent of both parties. The waiver by any party of a breach of any provision of this contract must be in writing and shall not operate or be construed as a waiver of any subsequent breach by any party.

Acceptance ^(Customer)

By _____
NAME DATE

Acceptance ^(Company)

By _____
NAME DATE

7E.



John O'Neil, Owner
 850-445-4146 Cell 1532 Sweet Plum Circle
 850-309-0480 Fax Tallahassee, FL 32312
 10pointconstruction@gmail.com
 CRC 1329615

Date	Estimate #
4/29/2013	20742

Frog Realty
 Michael Lee

Terms	Project
	Piney Z Lodge

Description	Total
Repair termite damage to band boards, joists, girders and subfloor in crawlspace noted in WDO inspection. Repair woodrot to posts, support base, baseboard, door jambs and brickmoulds, trims at bar area, corner trims noted on WDO inspection. Remove bottom rows of siding and repair woodrot to sheathing noted in home inspection around pavilion. Install new hardie siding to area that was repaired. Rebuild deck to correct issues and replacing rotten deck boards (3 HVAC condensers must be removed and reset in order to perform this item, see below) Install weatherstripping to side garage/basement door. Replace 2x6 framing on right side of garage roll up door	9,400.00
Install exterior GFI cover at bar area of pavilion and an interior GFI cover plate in the pavilion storage room. Replace one pavilion ceiling fan with a Minka Aire F753-WHF Java ceiling fan in white. Install cover plates to uncapped junction boxes in the attic and crawlspaces noted in home inspection report. Install a junction box and install improperly spliced wires into box. Replace two defective GFI plugs at the pavilion. Install spacers in open spaces in the sub panel. Install exterior cover to outlet on front porch. Secure 2nd floor patio light to wall. Replace inoperable attic ventilator fan.	1,220.00
Install gutters over front garage/basement door to reduce amount of water at the door and stoop area.	200.00
Prime and paint ceilings in bathroom and hallway noted in home inspection report. Tack up loose hanging wallpaper in same locations.	425.00
Replace loose grout in old tiles adjacent to kitchen doors.	125.00
Total	



John O'Neil, Owner
 850-445-4146 Cell 1532 Sweet Plum Circle
 850-309-0480 Fax Tallahassee, FL 32312
 10pointconstruction@gmail.com
 CRC 1329615

Date	Estimate #
4/29/2013	20742

Frog Realty
 Michael Lee

Terms	Project
	Piney Z Lodge

Description	Total
Replace vinyl soffit ceiling over bathroom stoop and 3 pieces of soffit at the front eve.	345.00
Repair doors that rub and bind at stairwell, main mens bathroom and fitness room access.	250.00
Repair sink that runs in off position in upstairs bathroom. Replace P-trap and extension in pavilion womens bathroom. Shim and caulk 7 loose toilets in pavilion bathrooms. Replace guts of right end toilet in mens pavilion bathroom. Replace non-functioning water heater and plumb T&P line appropriately.	1,790.00
Demo existing shower tile, pan and plumbing. Install new shower pan, valve and trim. Install cement board backer and waterproof seams. Install new mudpan/slope. Install new 4" interceramic wall and floor tiles in shower. Install new swinging shower door. Demo and replace floor tile in same bathroom.	4,600.00
Patch two areas of damaged asphalt in drive on right side of building with asphalt patch.	150.00
Install 25 new bricks with in stock bricks available in town to match as closely as possible to the existing at the masonry retaining wall near the dumpsters.	325.00
Insulate copper line. Seal air handler platform. Repair condensate pump. Repair broken duct.	500.00
Remove 3 condensers for deck repair and reinstall when repairs are complete.	1,374.00
Install new 3 ton heat pump system.	4,776.00
Total	\$25,480.00

7F.

1679080

PAUL'S PEST CONTROL, INC.
"Call Paul, He Gets Them All" W. Paul Nicholson, CEO

NO
NEED
TO CALL

Quincy -- 875-1465
Tallahassee -- 222-6808
Bainbridge -- 246-0944
Chattahoochee -- 663-8372

105 S. Duval St.
Quincy, FL 32353

2887 - A&B W. Tharpe St.
Tallahassee, FL 32303

OPENED
10-6
RPL

Blountstown -- 674-4130
Port St. Joe -- 227-7402
Marianna -- 482-6100
Panama City -- 271-1121

Paul's Pest Control, Inc. (hereinafter referred to as Paul's) is hereby requested to provide pest control service to PINEY 2 PLANTATION (hereinafter referred to as Customer). This service is to be performed at 950 VIRGIL ROAD (Service Location). This location is used primarily as a (an) OFFICE. Service shall be for the control of roaches, ants, silverfish, mice, and rats, and/or other SPIDERS.

The charge for the services performed by Paul's will be \$ 50.00 for the initial service and \$ 21.00 for each MONTH service afterward, beginning on 4/27/99 and ending 4/2000, for a total of 12 services over a 12 month period. At the end of this period the services will continue in the above manner unless canceled by either party with a 30 day written notice.

In making this agreement Paul's Pest Control, Inc. and Customer agree to the following terms:

1. Paul's is authorized to make an inspection of the property and to use the type of chemicals or materials which it may determine is necessary to control the infestation of target pests.
2. Paul's SERVICE GUARANTEE is to provide any additional treatment necessary to control target pests without charge to the Customer unless stipulated in the "remarks" section below.
3. Service frequency must be maintained at the service location as outlined in this contract unless prior arrangements have been made with Paul's (service technicians are not authorized to make these arrangements). Service guarantee is not in effect unless service frequency is maintained. Contract price is based on having the agreed upon number of services performed.
4. If an appointment is made by Customer with a Paul's representative and customer fails to keep the appointment without reasonable prior notification, Paul's will perform an outside service and the customer will be charged at the regular rate. Customer will have responsibility to contact Paul's to re-schedule inside service.
5. Payment is due at the time of service, with a 1.5 % monthly finance charge on overdue balances. Customer is liable for all collection costs of overdue accounts.

Remarks/Modifications: HIT EXTERIOR WITH GRANULES

Amount Remitted With Contract \$ _____ Cash \$ _____ Check \$ _____ Visa/MC
Charge Account # _____

Accepted: [Signature]
Customer Signature
Name: PINEY 2 PLANTATION
Address: 950 VIRGIL RD
TALL FL 32301

Accepted: Paul's Pest Control, Inc
STEVE D. PITCHFORD
Title: 36
Date: 4/27/99

Phone: _____ Home
656-4591 Work

Office Use Only
Service Route 16 U4



Paul's Pest Control, Inc.
DBA



#1679080

1225 Commerce Blvd.
P.O. Box 950
Midway, FL 32343
(850) 222-6808
www.callpauls.com

Paul's Pest Control, Inc. (hereinafter referred to as Paul's) is hereby requested to provide ProShield* Service to Piney Z Plantation (hereinafter referred to as Customer). This ProShield* Service is to be performed at 950 Piney Z Plantation Rd
City Tallahassee State FL Zip 32311 (Service Location). This location is used primarily as a (an) _____ ProShield* Service shall be for the control of _____

☐ General Household Pests*

☐ General Household Pests Plus Fleas

☐ Other _____

*General Household Pests are defined as roaches, ants, silverfish, and mice.

The charge for the services performed by Paul's will be \$ 65.00 + \$ _____ tax for the initial service and \$ 65.00 + \$ _____ tax for each EVERY other service afterward, beginning on 9/19/2008 and ending — for a total of 6 services over a 12 month period. At the end of this period the service will continue in the above manner unless cancelled by either party with a 30-day written notice.

In making this agreement Paul's Pest Control Inc. and Customer agree to the following terms:

1. Paul's is authorized to make an inspection of the property and to use the chemical materials deemed necessary to control the infestation of target pests.
2. Paul's ProShield* guarantee provides any additional treatment necessary to control target pest without charge to the customer unless stipulated in the "remarks" section below.
3. Service frequency will be maintained at the service location as outlined in this service agreement unless prior arrangements have been made. Service guarantee is not in effect unless frequency is maintained. Pricing is based on the agreed upon number of services.
4. Payment is due at the time of service. Customer is responsible for all collection costs of overdue accounts.

Service Date <u>9/19/08</u>	Time IN:	Time OUT:	Technician:	
Target Pest	Material Applied	Exact Location	Amount Used	Rate
1				
2				
3				
Remarks/Modifications/Treatments		Cash Remitted With Agreement	\$ _____	
		Check Remitted With Agreement	\$ _____	
		Visa/MC Remitted With Agreement	\$ _____	
		Credit Card Approval #	_____	

Accepted: _____
(Customer's Signature)

Accepted: Paul's Pest Control, Inc.

Name: Piney Z Plantation
Mailing Address: 210 N University Dr Title: _____
City, State, Zip: Oral Springs FL 32071 Date: _____
Phone: 656-4591 HM 702 Office Use Only: _____
WK _____ Service Route _____



850.656.5982
1285 Sumerlin Dr.
Tallahassee, FL 32317

Account No.: 3902

Inspection Date: / /

Pest Control Service Agreement

PURCHASER

NAME: Piney 2 - CDD

ADDRESS: 950 Piney 2 Plantation Rd

CITY: Tallahassee STATE: FL ZIP: 32311

PHONE: 339-9346 WK:

PREMISES

NAME:

ADDRESS:

CITY: STATE: ZIP:

PHONE: WK:

This agreement is for an initial period of twelve months from the date of the first service and, unless canceled by the purchaser, will automatically continue on a monthly basis until canceled by either party upon thirty days notice.

Standard Coverage - Treatment or Inspection for

- ☒ German Roaches
- ☒ American Roaches
- ☒ Brown Banded Roaches
- ☒ Oriental Roaches
- ☒ Smokey Brown Roaches

- ☒ House Ants
- ☒ Exterior Ants
- ☒ Carpenter Ants
- ☒ Spiders
- ☒ Silverfish

- ☒ Rodents
- ☒ Bees
- ☒ Wasps
- ☒ House Crickets
- ☒ Earwigs

- ☒ Occ. Invaders
- ☐ Other
- ☐ Other
- ☐ Other
- ☐ Other

Special Instructions

Regular Service Notes

Service Frequency	Service Charge	
<input checked="" type="checkbox"/> Quarterly	Initial Service Charge	\$ <u>145</u>
<input type="checkbox"/> Monthly	Regular Service Charge	\$ <u>105</u>
<input type="checkbox"/> Other <u> </u>	Subtotal Annual Amount	\$ <u>460.00</u>
	Sales Tax	\$ <u>46.00</u>
	Total Annual Amount	\$ <u>506.00</u>
	Amount Remitted with Agreement	\$ <u> </u>
	Cash	\$ <u> </u>
	Check # <u> </u>	\$ <u> </u>
	Credit Card	
	<input type="checkbox"/> VISA <input type="checkbox"/> Master Card <input type="checkbox"/> Discover	
	Card # <u> </u>	
	Signature <u> </u>	

Payment Terms: Receipt of customer's payment in full is due at time of first service and thirty (30) days from the date of each additional service. Customer agrees that a finance charge in the amount of 18% per annum will be assessed on all unpaid balance that are not satisfied by the due date. In the event a collection process becomes necessary to recover an unpaid balance the following fees will be assessed including but not limited to: collection service fee, attorney's fee, finance charges, and non sufficient funds payment fee. Customer will be responsible for paying all associated with said collection process.

Notice: YOU, THE BUYER, MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. The Terms and Conditions on the reverse side, including the arbitration agreement and guarantee, are part of this agreement. The initial service will occur within 30 days of the date of the contract and be completed as set forth herein.

Purchaser

Date

Company Representative Signature

Date

7G.

**Responses to Questions about the Piney-Z Pool provided by
Jeff Swain of Swain Pools and Spas**

Hey Lance,

Below (in red) are my professional opinions and assessment of the Piney-Z CDD Pool.

Note from Property Manager: Mr. Swain's answers and comments have been changed to bold and larger letters rather than red letters. The Property Manager's questions and comments are in the smaller letters.

Thank you for talking with me in depth about the condition of the Piney-Z Swimming Pool in our several phone conversations and meeting out at the pool. As the pool ages the Piney-Z Board of Supervisors and staff realizes there could be concerns, and structural issues that might need to be addressed in the future. We would like your assessment of the Piney-Z CDD Pool and professional opinion concerning the following questions:

1.)The pool has reached the stage where it is showing some age and regular maintenance and sometimes significant repairs are performed to keep it running properly and clean. Some examples of these are caulking around skimmers in gutters to prevent leaking, replacement of underwater lights as needed, replacement of pumps as needed, repairs to chlorinator as needed, etc. Do you see any major structural issues that should be immediately addressed in the next off season (Mid-October 2013 through March, 2014)?

The bond beam is cracking/shifting resulting in waterline tile with sharp jagged edges.

2.) Approximately how many more years do you think the Piney-Z Pool can be maintained year to year before it should be totally renovated?

This is dependent on the level of concern from the board/residents.

3.) If the Piney-Z CDD decided to contract your company to totally renovate (re-plaster, re-tile, replace all pumps that have not been replaced recently, fill in the wading pool with concrete and make it usable deck space, etc., etc.) how much would that cost at current day prices. Itemizing as follows would be helpful or itemize as you see fit:

A.)Re-plastering and re-tiling:

Replastering: \$39,000.00

Retiling: \$15,000.00

Cracked bond beam dollar amount to be determined upon demolition and inspection.

B.) Replace skimmers / check for problems below / behind skimmers

No replacement necessary. The problem was bad placement of plaster around gutter drains.

C.) Pump system / Filtration System

2 more pumps are needed at \$1,499.00 each, all the filters are leaking from last installation.

D.) Fill-in Wading pool and pour concrete to incorporate it as a part of pool deck. (Currently filled with dirt with wood deck over it)

\$4,000.00

E.) Etc.

4.) Do you see any issues with the deck that need repairing? Please estimate cost to repair.

Deck is a very poor "Rock Salt" design texture that traps and propagates algae and mildew. Resurface concrete \$19,000.00.

5.) It has been suggested that the pool pump area should be covered with a structure. Does your company do that kind of work. If yes, please make a recommendation and provide an estimate.

The depreciation of your equipment is 2-3 times the rate as a covered area. Yes, we do this.

6.) What are your views on salt water systems? Do you think the Piney-Z Pool could benefit from it?

Even though we profit from the installation of salt systems, we have found them to be the most damaging effect next to sunlight plus poor water balance. From a profit standpoint we should install them on every pool.

From a longevity standpoint they should not be on any pool.

7.) Please provide any other observations and information that can help our Piney-Z CDD Board and Staff with planning for future needs of the structure of the pool, the pumps and filtration system and deck area.

The plaster surface of the pool:

- 1) Clearly show the damaging effects of poor water balance over the years.**
- 2) This pool should have been utilizing an ORP unit to efficiently and economically regulate the addition of chemicals into the pool. Not doing so has cost you thousands of dollars over the years due to binge addition of your chemicals.**

Jeff Swain

Swain Pools & Spas

1223 W. Tharpe St.

Tallahassee, FL 32303

Office: (850) 386-7113

Fax: (850)386-4113

Hours of Operation:

Monday - Friday 8:00-5:00

Saturday 9:00-5:00



You know you want one.
5598 Montgomery Hwy
Dothan, Alabama 36303
334-983-8300 Phone
334-983-8303 Fax

May 2, 2013

Piney-Z Plantation
Attn: Lance Rogers
950 Piney-Z Plantation Rd.
Tallahassee, FL 32311

Re: Pool Renovation at 950 Piney-Z Plantation Rd, Tallahassee, FL

Dear Mr. Rogers:

Cox Swimming Pools, Inc., an Alabama Licensed General Contractor is pleased to submit a proposal to perform the following renovations to the above referenced project. Renovations will be as per specifications to meet the State of Alabama Health Department Regulations.

RENOVATIONS TO CONSIST OF THE FOLLOWING:

- 1) Chip and remove loose plaster from around existing fittings assuring a smooth tie in, acid wash pool, apply scratch kote bonding agent, then apply 3/8" thick Krystal Krete w/ Blue Quartz plaster, troweled to a smooth finish. Pressure test complete plumbing system-----\$34,377.00
- 2) Remove and install new pool and gutter tile-----\$12,480.00

3) Clean and color seal pool coping-----\$5120.00

4) Fill in kiddy pool with gravel and dirt, pour a concrete pad,
and texture and color seal-----\$6250.00
(If we do all of the above work)

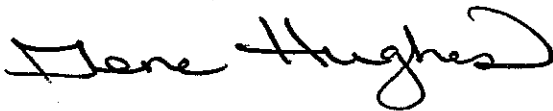
****This proposal does not include any labor or materials if leak or
other problem is found in system**

(NOTE):

Labor and material to repair leaks if found or any type of electrical work is
not INCLUDED in this proposal

Mr. Rogers, if I can assist you further please give me a call at your
convenience.

Sincerely,



Gene Hughes
Cox Swimming Pools, Inc.
334-685-1627

This proposal has been accepted this _____ day of _____, 2013.

* _____

Eighth Order of Business

8A.

Florida Association of Special Districts (FASD)

Updated: 4/8/13

Website: www.fasd.com

Contact: James Angle, Executive Director

2013 FASD Annual Conference

Dates: Monday, June 10 – Friday, June 14, 2013

Location: Westin, Florida (Hollywood, Florida area between Fort Lauderdale and Miami)

Conference Registration Fee for Non-Member: \$425.00

(thru the Florida Department of Economic Opportunity Reimbursement Program, as a first time attendee for Piney-Z CDD there is a potential the full registration amount can be reimbursed for if eligibility requirements are met.)

Conference Hotel Group Rate:

\$129.00/night + taxes which is approximately \$143.19; So 4 night room total of \$572.76

Transportation Estimate: \$525-\$650 for each based on rates in April

- Rental Car & Gas
- Personal Vehicle Mileage
- Round Trip Flights & Taxis

Meals: nothing budgeted

For the District to send one representative, this normally might run over \$1,900 for conference registration, hotel, transportation costs, and meals.

FINANCIALS

PINEY-Z
Community Development District

Financial Report

March 31, 2013

Prepared by



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Piney-Z
Community Development District

Financial Statements

(Unaudited)

March 31, 2013

Balance Sheet

March 31, 2013

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>				
Cash - Checking Account	\$ 138,168	\$ -	\$ -	\$ 138,168
Accounts Receivable	100	-	-	100
Due From Other Funds	1,919	476	-	2,395
Investments:				
Money Market Account	233,287	-	-	233,287
SBA Account	2,127	-	-	2,127
SBA Account - Restricted	1,243	-	-	1,243
Redemption Fund	-	645	-	645
Revenue Fund	-	158,013	343,632	501,645
Prepaid Items	1,646	-	-	1,646
TOTAL ASSETS	\$ 378,490	\$ 159,134	\$ 343,632	\$ 881,256
<u>LIABILITIES</u>				
Accounts Payable	\$ 16,782	\$ 2,694	\$ -	\$ 19,476
Accrued Wages Payable	1,182	-	-	1,182
Accrued Taxes Payable	90	-	-	90
Due To Other Funds	-	-	2,395	2,395
TOTAL LIABILITIES	18,054	2,694	2,395	23,143
<u>FUND BALANCES</u>				
Nonspendable:				
Prepaid Items	1,646	-	-	1,646
Restricted for:				
Debt Service	-	156,440	341,237	497,677
Debt Service	21,000	-	-	21,000
Assigned to:				
Operating Reserves	97,361	-	-	97,361
Reserves - CDD Amenity	20,000	-	-	20,000
Unassigned:	220,429	-	-	220,429
TOTAL FUND BALANCES	\$ 360,436	\$ 156,440	\$ 341,237	\$ 858,113
TOTAL LIABILITIES & FUND BALANCES	\$ 378,490	\$ 159,134	\$ 343,632	\$ 881,256

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2013

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ 1,080	\$ 540	\$ 329	\$ (211)
Interest - Tax Collector	-	-	31	31
Special Assmnts- Tax Collector	358,552	298,790	346,130	47,340
Special Assmnts- Discounts	(14,342)	(11,950)	(13,629)	(1,679)
Amenities Revenue	12,000	6,000	6,305	305
TOTAL REVENUES	357,290	293,380	339,166	45,786
EXPENDITURES				
Administration				
P/R-Board of Supervisors	6,000	3,000	1,800	1,200
FICA Taxes	459	231	138	93
ProfServ-Engineering	500	250	-	250
ProfServ-Legal Services	30,000	15,000	16,348	(1,348)
ProfServ-Mgmt Consulting Serv	49,275	24,636	24,638	(2)
ProfServ-Special Assessment	4,637	4,637	4,637	-
Auditing Services	3,400	3,400	3,400	-
Communication - Telephone	240	120	2	118
Postage and Freight	2,000	1,002	342	660
Insurance - General Liability	10,655	7,992	5,755	2,237
Printing and Binding	2,500	1,248	422	826
Legal Advertising	1,500	1,000	378	622
Miscellaneous Services	500	252	471	(219)
Misc-Assessmnt Collection Cost	10,757	8,965	9,980	(1,015)
Misc-Contingency	2,000	1,002	-	1,002
Office Supplies	500	252	94	158
Annual District Filing Fee	175	175	175	-
Total Administration	125,098	73,162	68,580	4,582
Field				
Contr-Landscape-Amenities Area	12,040	6,020	6,020	-
Misc-Contingency	8,204	4,104	4,757	(653)
Total Field	20,244	10,124	10,777	(653)

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2013

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Parks and Recreation - General				
Payroll-Salaries	118,000	44,000	35,992	8,008
FICA Taxes	9,027	3,367	2,833	534
Pension Benefits	2,250	2,250	2,250	-
Life and Health Insurance	8,700	4,350	4,296	54
Workers' Compensation	3,791	2,844	3,185	(341)
ProfServ-Pool Maintenance	4,800	2,400	2,400	-
Contracts-Security Services	2,224	1,112	1,252	(140)
Communication - Teleph - Field	1,620	810	1,309	(499)
Postage and Freight	900	450	285	165
Utility - General	28,000	13,998	12,534	1,464
Utlity - Other	3,000	1,500	1,101	399
R&M-General	14,100	7,050	8,942	(1,892)
R&M-Equipment	2,300	1,152	596	556
R&M-Pest Control	790	396	370	26
R&M-Pools	4,000	1,998	558	1,440
Misc-Contingency	6,000	3,000	2	2,998
Office Supplies	3,000	1,500	1,861	(361)
Op Supplies - Pool Chemicals	5,000	2,502	14	2,488
Capital Outlay	16,600	8,298	22,299	(14,001)
Total Parks and Recreation - General	234,102	102,977	102,079	898
Reserves				
Reserve - CDD Amenity	10,000	-	-	-
Total Reserves	10,000	-	-	-
TOTAL EXPENDITURES & RESERVES	389,444	186,263	181,436	4,827
Excess (deficiency) of revenues				
Over (under) expenditures	(32,154)	107,117	157,730	50,613
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)	\$ 107,117	\$ 157,730	\$ 50,613
FUND BALANCE, BEGINNING (OCT 1, 2012)	202,706	202,706	202,706	
FUND BALANCE, ENDING	\$ 170,552	\$ 309,823	\$ 360,436	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2013

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ 50	\$ 24	\$ 28	\$ 4
Special Assmnts- Tax Collector	79,194	65,995	76,451	10,456
Special Assmnts- Discounts	(3,168)	(2,640)	(3,010)	(370)
TOTAL REVENUES	76,076	63,379	73,469	10,090
EXPENDITURES				
Administration				
ProfServ-Trustee	2,700	2,700	2,694	6
Misc-Assessmnt Collection Cost	2,376	1,980	2,204	(224)
Total Administration	5,076	4,680	4,898	(218)
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	15,180	15,398	(218)
Excess (deficiency) of revenues				
Over (under) expenditures	-	48,199	58,071	9,872
Net change in fund balance	\$ -	\$ 48,199	\$ 58,071	\$ 9,872
FUND BALANCE, BEGINNING (OCT 1, 2012)	98,369	98,369	98,369	
FUND BALANCE, ENDING	\$ 98,369	\$ 146,568	\$ 156,440	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2013

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ 100	\$ 52	\$ 53	\$ 1
Special Assmnts- Tax Collector	227,306	189,420	219,430	30,010
Special Assmnts- Discounts	(9,092)	(7,575)	(8,640)	(1,065)
TOTAL REVENUES	218,314	181,897	210,843	28,946
EXPENDITURES				
Administration				
ProfServ-Dissemination Agent	1,000	1,000	-	1,000
ProfServ-Trustee	3,800	3,800	3,763	37
Misc-Assessmnt Collection Cost	6,819	5,683	6,327	(644)
Total Administration	11,619	10,483	10,090	393
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	36,552	36,159	393
Excess (deficiency) of revenues				
Over (under) expenditures	(5,443)	145,345	174,684	29,339
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)	\$ 145,345	\$ 174,684	\$ 29,339
FUND BALANCE, BEGINNING (OCT 1, 2012)	166,553	166,553	166,553	
FUND BALANCE, ENDING	\$ 161,110	\$ 311,898	\$ 341,237	

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** - Overpayment on John Hurst March invoices. This balance will be correct on the May invoice.
- **Due From Other Funds** - General Fund paid US Bank trustee fees for Series 2008. Net amount will be reduced from next assessment distributions. Series 2002 portion of collected assessments from Tax Collector. The balance was transferred in April.
- **Prepaid Items** - Paid various expenses for April and May 2013.

► **Liabilities**

- **Accounts Payable** - Invoices paid in April 2013.
- **Accrued Wages payable** - Accrued payroll as of 3/31/13.
- **Accrued Taxes Payable** - Accrued payroll taxes as of 3/31/13.

Debt Service Funds► **Assets**

- **Due From Other Funds** - Series 2002 Debt Service Fund's portion of collected assessments from Tax Collector. The balance was transferred in April.
- **Investments** - See Cash and Investment Report on page 10 for further details.

► **Liabilities**

- **Accounts Payable** - Invoices paid in April 2013.
- ■ **Due From To Funds** - General Fund paid US Bank trustee fees for Series 2008. Net amount will be reduced from next assessment distributions.

Notes to the Financial Statements

Financial Overview / Highlights

- ▶ The total YTD collected Non-Ad Valorem assessments are at 97% and are the same as last year at this time.
- ▶ The total General Fund expenditures are at 96.8% of the YTD budget (prorated). Significant variances are explained below.
 - The Administrative expenditures are at 93.7% of the YTD budget (prorated).
 - The Parks and Recreation expenditures are at 97.9% of the YTD budget (prorated).

Variance Analysis

Account Name	YTD Budget	YTD Actual	% of Budget	Explanation
Expenditures				
<u>Administrative</u>				
ProfServ - Legal Services	\$15,000	\$16,348	109%	Sniffen & Spellman, P.A. for general counsel fees are through March 2013.
Insurance - General Liability	\$7,992	\$5,755	72%	Florida Municipal Insurance- Annual premium amounts are \$5,028 for General Liability and \$4,497 for Property Insurance. Paid 3rd installment (75% of total premium). This balance includes a premium refund from FY10-11 of \$1,152. and for FY11-12 \$237.
Miscellaneous Services	\$252	\$471	187%	Bank service charges as of February 2013. Bank charges have increased due to the FDIC insurance.
Misc-Assessment Collection Cost	\$8,965	\$9,980	111%	The YTD variance is due to the timing of the collection compared to allocation of the budget. Tax Collector calculates their costs on the net amount received. The budget is calculated on the gross amount.
<u>Field</u>				
Misc-Contingency	\$4,104	\$4,757	116%	Tree removal and clean up playground.
<u>Parks and Recreation - General</u>				
Payroll-Salaries	\$44,000	\$35,992	82%	Salary as of 3/31/13.
Workers' Compensation	\$2,844	\$3,185	112%	Florida Municipal Insurance - Annual amount is \$4,247. Paid 3rd installment (75% of total premium).
Contracts-Security Services	\$1,112	\$1,252	113%	Quarterly monitoring security services from Sonitrol as of 3/31/13.

Notes to the Financial Statements

Account Name	YTD Budget	YTD Actual	% of Budget	Explanation
Expenditures				
<u>Parks and Recreation - General (continued)</u>				
Communication - Teleph-Field	\$810	\$1,309	162%	Verizon service and cell phone stipends to employees.
R&M-General	\$7,050	\$8,942	127%	Unfavorable variance is due to repairs to various lighting items. This balance includes a replacement of a low slope roof and cleaning and staining the playground equipment.
Capital Outlay	\$8,298	\$22,299	269%	Purchase and installation of a lift chair and new playground equipment.

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

March 31, 2013

Community Development District

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
12/11/12	137,734	5,916	4,260	147,910	79,744	17,613	50,554
12/28/12	368,533	15,830	11,398	395,761	213,369	47,127	135,265
01/14/13	10,937	349	338	11,624	6,267	1,384	3,973
02/14/13	11,481	242	365	12,088	6,517	1,439	4,131
03/12/13	4,001	84	124	4,209	2,269	501	1,439
TOTAL	\$ 598,219	\$ 25,280	\$ 18,512	\$ 642,011	\$ 346,130	\$ 76,451	\$ 219,430

% COLLECTED 97% 97% 97% 97%

TOTAL OUTSTANDING	\$ 23,044	\$ 12,424	\$ 2,744	\$ 7,876
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Note (1) - Difference with assessments levied is due to rounding

Community Development District

Cash and Investment Report

March 31, 2013

<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%	\$117,168
- Restricted for DS Reserve requirement (1)	Wachovia Bank	Government Advantage Interest	n/a	0.10%	\$21,000
				Subtotal	<u>\$138,168</u>
Public Funds Money Market Account	Florida Shores Bank SW	Money Market Account	n/a	0.45%	\$233,287
Operating Account - FUND A	SBA	Investment Pool	n/a	0.23%	\$2,127
Operating Account - FUND B (Restricted)	SBA	Investment Pool	n/a	0.00%	\$1,243
				Subtotal	<u>\$3,370</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%	\$158,013
Series 2008 Revenue Account	US Bank	Open-ended Commercial Paper	n/a	0.15%	\$343,632
				Total	<u><u>\$877,114</u></u>

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

Piney-Z CDD
Bank Reconciliation

Bank Account No. 6166
Statement No. 03-13
Statement Date 03/31/13

G/L Balance (\$)	138,167.64	Statement Balance	241,028.72
G/L Balance	138,167.64	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	241,028.72
Subtotal	138,167.64	Outstanding Checks	102,861.08
Negative Adjustments	0.00	Total Differences	0.00
Ending G/L Balance	138,167.64	Ending Balance	138,167.64
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						
03/26/13	Payment	54746	ALAN COX AQUATICS, INC.	400.00	0.00	4
03/26/13	Payment	54747	CAPITAL HEALTH PLAN	716.00	0.00	7
03/26/13	Payment	54748	CITY OF TALLAHASSEE	99.27	0.00	
03/26/13	Payment	54749	COMCAST	187.67	0.00	1
03/26/13	Payment	54751	JOHN HURST OUTDOOR SERVICES	225.00	0.00	2
03/26/13	Payment	54752	LANCE ROGERS	544.65	0.00	5
03/26/13	Payment	54753	MARPAN SUPPLY CO., INC.	26.00	0.00	
03/26/13	Payment	54754	PAK MAIL 450	144.56	0.00	1
03/26/13	Payment	54755	PINEY Z CDD	100,000.00	0.00	100,000.00
03/26/13	Payment	54756	SWAIN POOLS AND SPAS	307.99	0.00	3
03/27/13	Payment	54744	JOHN P. ROZOFISKY	123.66	0.00	1
03/27/13	Payment	54745	KAYLA M. WILLIAMS	86.28	0.00	
Total Outstanding Checks				102,861.08		

Check Register by Fund
For the Period from 3/1/13 to 3/31/13
(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	54705	03/05/13	CAPITAL HEALTH PLAN	040113	ARAC00014724 Daryl L Rogers 4/1/13	Prepaid Items	155000	\$716.00
001	54706	03/05/13	COMCAST	021513-234005-01-5	Comcast 2/25-3/4/13	Utility - Other	543004-57201	\$164.64
001	54707	03/05/13	FEDEX	2-181-43883	Services 2/11/13	Postage and Freight	541006-51301	\$9.68
001	54708	03/05/13	FITNESS PRO	5826	Preventive Maintenance February 2013	R&M-Equipment	546022-57201	\$100.00
001	54709	03/05/13	MARPAN SUPPLY CO., INC.	1246703	Container Rental March 2013	Prepaid Items	155000	\$26.00
001	54710	03/05/13	MCDIRMIT DAVIS	24129	Audit Financial Stmt's 9/30/12	Auditing Services	532002-51301	\$3,400.00
001	54711	03/05/13	RONALD E. ERICHSON	23	CLEANING AND STAINING PLAYGROUND	R&M-General	546001-57201	\$2,750.00
001	54712	03/05/13	VERIZON WIRELESS	6851186108	WIRELESS SERVICES 2/13-3/12/13	Communication - Teleph - Field	541005-57201	\$54.75
001	54728	03/07/13	CITY OF TALLAHASSEE	02281385610	ELECTRIC/WATER SERVICE 1/29-2/26/13	Utility - General	543001-57201	\$1,393.43
001	54728	03/07/13	CITY OF TALLAHASSEE	02281385610A	WATER/IRRIGATION 1/29-2/26/13	Utility - General	543001-57201	\$551.02
001	54729	03/07/13	DAVIS SAFE & LOCK INC.	208501	HINGES FOR WEIGHT ROOM DOOR	R&M-General	546001-57201	\$168.00
001	54730	03/07/13	JOHN HURST OUTDOOR SERVICES	2052	MOWING AMENITIES MARCH 2013	Contr-Landscape-Amenities Area	534053-53901	\$1,103.34
001	54731	03/07/13	PAUL'S PEST CONTROL, INC.	952080	PEST CONTROL 3/4/13	R&M-Pest Control	546070-57201	\$65.00
001	54732	03/07/13	PEDDIE CHEMICAL COMPANY	410012874	DRAIN PLUG	Op Supplies - Pool Chemicals	552009-57201	\$14.49
001	54733	03/07/13	PICKINWEE CORP	6658	DESK FAN, PADLOCK, STAPLE	Office Supplies	551002-57201	\$26.97
001	54733	03/07/13	PICKINWEE CORP	6675	DUCK TAPE, GORILLA GLUE FLASHLIGHT	R&M-General	546001-57201	\$35.76
001	54733	03/07/13	PICKINWEE CORP	6834	CONCRETE MIX	R&M-General	546001-57201	\$9.58
001	54733	03/07/13	PICKINWEE CORP	6847	SHOVEL, POST HOLE DIGGER, LANTERN, BATTERY	R&M-General	546001-57201	\$99.95
001	54734	03/07/13	PLAYMORE WEST, INC.	10498	PLAYGROUND EQUIPMENT/INSTALLATION	Capital Outlay	564043-57201	\$13,094.00
001	54735	03/07/13	SAM'S CLUB	020513006405	SURGE PROTECTOR, EXT. CORD, DECOR, DISHPAN	Office Supplies	551002-57201	\$24.64
001	54735	03/07/13	SAM'S CLUB	006846	WASTEBAGS, SIGNS	R&M-General	546001-57201	\$13.65
001	54736	03/07/13	SEVERN TRENT ENVIRONMENTAL SER	STES 2065950	FEBRUARY 2013 MANAGEMENT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$4,106.25
001	54736	03/07/13	SEVERN TRENT ENVIRONMENTAL SER	STES 2065950	FEBRUARY 2013 MANAGEMENT FEES	Postage and Freight	541006-51301	\$29.92
001	54736	03/07/13	SEVERN TRENT ENVIRONMENTAL SER	STES 2065950	FEBRUARY 2013 MANAGEMENT FEES	Printing and Binding	547001-51301	\$257.70
001	54736	03/07/13	SEVERN TRENT ENVIRONMENTAL SER	STES 2065950	FEBRUARY 2013 MANAGEMENT FEES	Office Supplies	551002-51301	\$49.50
001	54737	03/07/13	SNIFFEN & SPELLMAN, P.A.	10253	LEGAL SERVICES THROUGH FEBRUARY 2013	ProfServ-Legal Services	531023-51401	\$4,675.99
001	54746	03/26/13	ALAN COX AQUATICS, INC.	030113	Pool Management March 2013	ProfServ-Pool Maintenance	531034-57201	\$400.00
001	54747	03/26/13	CAPITAL HEALTH PLAN	050113	ARAC00014724 Daryl L Rogers 5/1/13	Prepaid Items	155000	\$716.00
001	54748	03/26/13	CITY OF TALLAHASSEE	031213485610	Electric Service 2/12-3/12/13	Utility - General	543001-57201	\$99.27
001	54749	03/26/13	COMCAST	031513-005-01-5	Cable/Internet/Phones 3/25-4/24/13	Utility - Other	543004-57201	\$187.67
001	54750	03/26/13	FEDEX	2-196-27672	Services 2/25-26/13	Postage and Freight	541006-51301	\$18.54
001	54750	03/26/13	FEDEX	2-203-88689	Services 3/4/13	Postage and Freight	541006-51301	\$36.59
001	54751	03/26/13	JOHN HURST OUTDOOR SERVICES	2066	Clean up and install grass seed	Misc-Contingency	549900-53901	\$225.00
001	54752	03/26/13	LANCE ROGERS	030613	Petty Cash 3/6/13	Copies, binding, stapling, flash drive	551002-57201	\$194.50
001	54752	03/26/13	LANCE ROGERS	030613	Petty Cash 3/6/13	Computer ink	551002-57201	\$96.99
001	54752	03/26/13	LANCE ROGERS	030613	Petty Cash 3/6/13	Handbooks, stapling, cardstock forms, water, signs	551002-57201	\$163.85
001	54752	03/26/13	LANCE ROGERS	030613	Petty Cash 3/6/13	Binder clips, soap, glue	551002-57201	\$26.46
001	54752	03/26/13	LANCE ROGERS	030613	Petty Cash 3/6/13	Pans, Coffee Maker	551002-57201	\$30.61
001	54752	03/26/13	LANCE ROGERS	030613	Petty Cash 3/6/13	HDMI cord for blue ray for donated TV	551002-57201	\$32.24
001	54753	03/26/13	MARPAN SUPPLY CO., INC.	1250364	Container Rental April 2013	Prepaid Items	155000	\$26.00
001	54754	03/26/13	PAK MAIL 450	248577	Services 11/1/12	Postage and Freight	541006-57201	\$11.92
001	54754	03/26/13	PAK MAIL 450	249171	Services 11/15/12	Postage and Freight	541006-57201	\$12.14

Check Register by Fund
For the Period from 3/1/13 to 3/31/13
(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	54754	03/26/13	PAK MAIL 450	249780	Services 11/30/12	Postage and Freight	541006-57201	\$12.14
001	54754	03/26/13	PAK MAIL 450	252519	Services 1/18/13	Postage and Freight	541006-57201	\$12.50
001	54754	03/26/13	PAK MAIL 450	252827	Services 1/25/13	Postage and Freight	541006-57201	\$37.90
001	54754	03/26/13	PAK MAIL 450	253340	Services 2/5/13	Postage and Freight	541006-57201	\$9.20
001	54754	03/26/13	PAK MAIL 450	253531	Services 2/8/13	Postage and Freight	541006-57201	\$12.50
001	54754	03/26/13	PAK MAIL 450	253820	Services 2/13/13	Postage and Freight	541006-57201	\$23.76
001	54754	03/26/13	PAK MAIL 450	254307	Services 2/26/13	Postage and Freight	541006-57201	\$12.50
001	54755	03/26/13	PINEY Z CDD	031113	Transfer to Florida Shores MMA	Due From Other Funds	131000	\$100,000.00
001	54756	03/26/13	SWAIN POOLS AND SPAS	9448822	Chlorinator Housing Cover/Lid	R&M-Pools	546074-57201	\$307.99
001	54713	03/13/13	D. LANCE ROGERS	PAYROLL	March 13, 2013 Payroll Posting			\$1,642.02
001	54714	03/13/13	KYLE M. ROGERS	PAYROLL	March 13, 2013 Payroll Posting			\$224.76
001	54715	03/13/13	JOHN P. ROZOFISKY	PAYROLL	March 13, 2013 Payroll Posting			\$281.05
001	54716	03/13/13	KAYLA M. WILLIAMS	PAYROLL	March 13, 2013 Payroll Posting			\$152.99
001	54739	03/14/13	JAN M. BRIDGES	PAYROLL	March 14, 2013 Payroll Posting			\$184.70
001	54740	03/14/13	RICHARD A. KESSLER, JR.	PAYROLL	March 14, 2013 Payroll Posting			\$184.70
001	54741	03/14/13	MICHAEL D. LEE	PAYROLL	March 14, 2013 Payroll Posting			\$184.70
001	54742	03/27/13	D. LANCE ROGERS	PAYROLL	March 27, 2013 Payroll Posting			\$1,611.71
001	54743	03/27/13	KYLE M. ROGERS	PAYROLL	March 27, 2013 Payroll Posting			\$339.26
001	54744	03/27/13	JOHN P. ROZOFISKY	PAYROLL	March 27, 2013 Payroll Posting			\$123.66
001	54745	03/27/13	KAYLA M. WILLIAMS	PAYROLL	March 27, 2013 Payroll Posting			\$86.28
Fund Total								\$140,662.36

SERIES 2008 DEBT SERVICE FUND - 203

203	54738	03/07/13	U. S. BANK	3339772	SERIES 2008 2/1/13-1/31/14	ProfServ-Trustee	531045-51301	\$3,762.50
Fund Total								\$3,762.50

Total Checks Paid	\$144,424.86
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