

**PINEY-Z COMMUNITY
DEVELOPMENT DISTRICT**

NOVEMBER 26, 2018

AGENDA PACKAGE

Piney-Z Community Development District
Inframark, Infrastructure Management Services
210 North University Drive, Suite 702 • Coral Springs, Florida 33071
Telephone: (954) 603-0033 • Fax: (954) 345-1292

November 19, 2018

Board of Supervisors
Piney-Z Community Development District

Dear Board Members:

On Monday, November 26, 2018 the Board of Supervisors of the Piney-Z Community Development District will hold a meeting at 6:00 p.m. at the Piney-Z Plantation Lodge, 950 Piney-Z Plantation Road, Tallahassee, Florida. Following is the advance agenda for the meeting:

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Audience Comments & Supervisor Response(s)**
- 4. Organizational Matters**
 - A. Oath of Office of Newly Elected Supervisors
 - B. Election of Officers – Resolution 2019-1
- 5. Approval of the Minutes of the September 17, 2018 Meeting**
- 6. Acceptance of the September and October, 2018 Financial Statements and Approval of the Check Registers and Invoices**
- 7. CDD Manager's Report**
- 8. District Manager's Report**
 - A. Consideration of Resolution 2019-2 – Amending the Budget for FY 2018
 - B. Consideration of Motion Assigning Fund Balance
- 9. District Attorney's Report**
- 10. Old Business**
 - A. Ratification of Asphalt Contract with Jack Kelly Services
 - B. Update of Remediation of Website for ADA Compliance (Kirby)
 - C. Update on Motion Approving Staff Bonuses for FY 2018
- 11. Supervisor Requests**
- 12. Adjournment**

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

Sincerely,

Bob Nanni/ms
District Manager

cc: Christopher Lyon Melinda Parker Bob Reid

Fourth Order of Business

4B

RESOLUTION 2019-1

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

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

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

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

_____	Chairman
_____	Vice Chairman
<u>Bob Nanni</u>	Secretary
<u>Stephen Bloom</u>	Treasurer
<u>Alan Baldwin</u>	Assistant Treasurer
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary

PASSED AND ADOPTED THIS 26th DAY OF NOVEMBER, 2018.

Chairman

Bob Nanni
Secretary

Fifth Order of Business

**PINEY-Z
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Piney-Z Community Development District was held Monday, September 17, 2018 at 5:30 p.m. at the Piney-Z Plantation Lodge, 950 Piney-Z Plantation Road, Tallahassee, Florida.

Present and constituting a quorum were:

Gerry Cashin
Cheryl Hudson
Michael Lee
Art Kirby
Ann Pincus

Chairperson
Vice Chairperson
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Bob Nanni
M. Christopher Lyon
Melinda Parker
Rick Evans
Residents

District Manager / Secretary
District Legal Counsel
CDD Manager
Buildings & Grounds Manager

The following is a summary of the discussions and actions taken at the September 17, 2018 Piney-Z Community Development District's Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Cashin called the meeting to order at 5:30 p.m., and Mr. Nanni called the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Asphalt Bid – Jack Kelly of Jack Kelly Services - Presentation

- Ms. Parker reported:
 - Received four bids from three firms.
 - Three were for repaving, and one was for a patch and seal.
 - Jack Kelly Services submitted a repave proposal as well as a patch and seal proposal.

Unapproved

- Ms. Parker and Mr. Evans strongly urge approval of a repave contract, including new bumper blocks, with the recommendation being for the bid submitted by Jack Kelly Services in the amount of \$44,695, leaving \$305 in the Asphalt Reserve account.
- The asphalt should be able to be maintained for approximately two decades with a seal coat every three to four years at a cost of about \$3,500 per application.
- Mr. Jack Kelly noted he is in attendance to answer any questions.
- Ms. Hudson inquired if they would fix the bad spots in the back lot with a repave.
 - Mr. Kelly noted with a repave they treat any area that has a fault in it. The things they cannot fix are where oak trees have pushed up the asphalt; they remove the asphalt and get it as level as possible, but they do not disturb the roots of the oak trees.
- Mr. Kirby inquired where the thought of patching came from.
 - Mr. Kelly noted generally they do not know what the customer wants.
 - Mr. Kirby noted they have taken a lot of care to bring the facilities and acreage up to tip top shape and he does not want to be penny wise and pound foolish.
- Discussion followed on mitigating standing water.
- Ms. Pincus noted she agrees they should move forward with the repaving.
- Mr. Lee inquired how many vendors there were.
 - Ms. Parker noted three bid the job – Capital, North Florida and Jack Kelly Services.
- Mr. Lee noted both Capital and Mr. Kelly have excellent reputations. He addressed that he has no problem moving forward, but rather with the protocol of how things have begun to be done.
- Discussion ensued on a property manager/staff recommending a vendor.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the July 23, 2018 Meeting

- Page 8 – add – in the amount of \$199.00 to the motion.

On MOTION by Ms. Hudson, seconded by Mr. Kirby, the July 23, 2018 meeting minutes were approved, as amended, with votes as follows:

Cheryl Hudson - Aye

Ann Pincus – Aye

Michael Lee – Abstained (he was absent on July 23, 2018)

Art Kirby – Aye

Gerry Cashin - Aye

FIFTH ORDER OF BUSINESS

Acceptance of the May and June, July and August 2018 Financial Statements and Approval of the Check Registers and Invoices

- Mr. Nanni addressed the FY 2107 audit noting it was a clean audit.

On MOTION by Ms. Hudson seconded by Ms. Pincus, to approve financial statements, check registers and invoices for May, June, July and August, with votes as follows:

Cheryl Hudson - Aye

Ann Pincus – Aye

Art Kirby – Aye

Michael Lee – Aye

Gerry Cashin - Aye

SIXTH ORDER OF BUSINESS

CDD Manager's Report

A. Asphalt Bids

- Discussion followed on including a 10% contingency due to the project not starting in January or February and the price of crude oil could change.

On MOTION by Ms. Hudson seconded by Ms. Pincus, to award the paving to Jack Kelly Services, LLC in an amount not to exceed \$50,000 was approved with votes as follows:

Cheryl Hudson - Aye

Ann Pincus – Aye

Michael Lee – Nay

Art Kirby – Aye

Gerry Cashin - Aye

SEVENTH ORDER OF BUSINESS

District Manager's Report

A. ADA Website

- Ms. Cashin addressed ADA compliance for the website. A computerized audit of the website has found the website to be 60% compliant.
 - The cost to remediate the site would be \$3,900; in addition, there will be a training fee and an additional \$1,800 per year maintenance fee to monitor for ongoing compliance.
 - Discussion followed on forming a committee for ADA website compliance on which Mr. Kirby will serve.

Ms. Hudson MOVED to table the ADA website compliance discussion to the November meeting and Ms. Pincus seconded the motion.

- Mr. Kirby addressed his thoughts on ADA Site Compliance Company noting he feels it is important that they have a local vendor.
- Resident, Ms. Abby Dunn noted she works in the IT industry. She inquired if the report from ADA Site Compliance is available to review.
 - Ms. Parker will provide the report via email to Ms. Dunn.
 - Ms. Dunn volunteered to assist and serve on the committee.

On VOICE vote the motion to table was approved with votes as follows:
Cheryl Hudson - Aye
Ann Pincus – Aye
Michael Lee – Aye
Art Kirby – Aye
Gerry Cashin - Aye

EIGHTH ORDER OF BUSINESS District Attorney's Report

There being no report, the next item followed.

NINTH ORDER OF BUSINESS Supervisor Requests

- A. Toys for Tots (Kirby)**
- Mr. Kirby addressed the District participating in the Toys for Tots campaign.
 - Access to the Lodge for the Toys for Tots campaign.
 - They would have a box available for donations beginning October 1st.

- Mr. Frank Cicione, HOA Board member, volunteered to check the Lodge on weekends to make sure donations are secured.

On MOTION by Mr. Kirby seconded by Ms. Pincus, for District to co-sponsor Toys for Tots with the HOA, was approved, with votes as follows:

Cheryl Hudson - Aye

Ann Pincus – Aye

Michael Lee – Aye

Art Kirby – Aye

Gerry Cashin - Aye

B. Merit Awards (Kirby)

- Mr. Kirby addressed the work and organization over the past two years. In the last two years he has not heard them speak of a raise for Ms. Parker and Mr. Evans. The pool was on time, on budget and no additional monies required. He would like to put forward a \$2,500 bonus for each of them for the end of the year in recognition of their hard work. Not just for the pool; there has been a lot of other work done.

Mr. Kirby MOVED to award a \$2,500 bonus to Ms. Parker and Mr. Evans and Ms. Hudson seconded the motion.

- Mr. Lyon addressed end of year bonuses. He would like to suggest an amendment to the motion to include “provided there are no statutory prohibitions against doing so”. He does not know that there is, but would like the time to research it.
 - Ms. Cashin requested he provide an answer prior to the end of the fiscal year.

On VOICE vote the motion was approved as amended to include, provided there are no statutory prohibitions against doing so, with votes as follows:

Cheryl Hudson - Aye

Ann Pincus – Aye

Michael Lee – Nay

Art Kirby – Aye

Gerry Cashin - Aye

TENTH ORDER OF BUSINESS**Old Business****A. Part-time Office Assistant or Intern (Kirby)****B. Additional Full-Time Office Position (Kirby)**

- Mr. Kirby noted this was a carryover as part of it was attached to some security concerns. It might be appropriate to table until budget discussions, but he would like to have it on the radar.
- Mr. Kirby requested Ms. Parker and Mr. Evans comment on additional help.
- Ms. Parker noted she is deeply appreciative, but they are fine as they are.
- Ms. Pincus noted if it comes to a point they need somebody they need to let the Board know.
- Discussion followed on an intern.

ELEVENTH ORDER OF BUSINESS**Supervisor Requests (Continued)****A. Prohibiting Bounce Houses on CDD Property (Cashin)**

- Ms. Cashin noted at the last meeting they voted to prohibit bounce houses.
 - Ms. Parker noted after reading the motion she felt the language should be expanded due to the wide variety of inflatables that can be rented.

On MOTION by Ms. Pincus seconded by Ms. Hudson, to amend the motion approved on July 23 2018 “to not to allow bounce houses on CDD property” to state “prohibit on CDD property any and all inflatables, to include but not limited to bounce houses, bouncers, slides, and obstacle courses” was approved, with votes as follows:

Cheryl Hudson - Aye

Ann Pincus – Aye

Michael Lee – Aye

Art Kirby – Aye

Gerry Cashin - Aye

TWELFTH ORDER OF BUSINESS**Audience Comments & Supervisor Response(s)**

None.

Unapproved

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Pincus seconded by Ms. Hudson, with all in favor, the meeting was adjourned.

Bob Nanni
Secretary

Geraldine Cashin
Chair

Sixth Order of Business

PINEY-Z

Community Development District

Financial Report

September 30, 2018

Prepared by



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PINEY-Z

Community Development District

Financial Statements

(Unaudited)

September 30, 2018

Balance Sheet
September 30, 2018

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>				
Cash - Checking Account	\$ 58,881	\$ -	\$ -	\$ 58,881
Cash On Hand/Petty Cash	250	-	-	250
Due From Other Funds	2,699	-	-	2,699
Investments:				
Money Market Account	265,913	-	-	265,913
Prepayment Account	-	6,500	1	6,501
Redemption Fund	-	649	-	649
Reserve Fund	-	3,000	-	3,000
Revenue Fund	-	9,509	132,222	141,731
Prepaid Items	3,760	-	-	3,760
TOTAL ASSETS	\$ 331,503	\$ 19,658	\$ 132,223	\$ 483,384
<u>LIABILITIES</u>				
Accounts Payable	\$ 16,516	\$ -	\$ -	\$ 16,516
Accrued Wages Payable	6,248	-	-	6,248
Accrued Taxes Payable	478	-	-	478
Deposits	694	-	-	694
Due To Other Funds	-	840	1,859	2,699
TOTAL LIABILITIES	23,936	840	1,859	26,635

Balance Sheet
September 30, 2018

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<u>FUND BALANCES</u>				
Nonspendable:				
Prepaid Items	3,760	-	-	3,760
Restricted for:				
Debt Service	-	18,818	130,364	149,182
Assigned to:				
Operating Reserves	100,459	-	-	100,459
Reserves - CDD Amenity	42,829	-	-	42,829
Reserves-Lodge	7,050	-	-	7,050
Reserve-Mulch	1,000	-	-	1,000
Reserves - Parking Lots	16,000	-	-	16,000
Reserves - Park	4,250	-	-	4,250
Reserves-Pool Equipment	4,170	-	-	4,170
Reserves-Pool Filters	1,000	-	-	1,000
Reserves-Pool Pumps	3,300	-	-	3,300
Unassigned:	123,749	-	-	123,749
TOTAL FUND BALANCES	\$ 307,567	\$ 18,818	\$ 130,364	\$ 456,749
TOTAL LIABILITIES & FUND BALANCES	\$ 331,503	\$ 19,658	\$ 132,223	\$ 483,384

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 1,000	\$ 1,000	\$ 1,939	\$ 939
Interest - Tax Collector	-	-	357	357
Special Assmnts- Tax Collector	394,707	394,707	395,317	610
Special Assmnts- Discounts	(15,788)	(15,788)	(15,320)	468
Settlements	8,481	8,481	16,961	8,480
Other Miscellaneous Revenues	130	130	1,675	1,545
Access Cards	105	105	918	813
Pavilion Rental	200	200	1,340	1,140
Lodge Rental	13,000	13,000	12,940	(60)
TOTAL REVENUES	401,835	401,835	416,127	14,292
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	12,000	12,000	4,600	7,400
FICA Taxes	918	918	352	566
ProfServ-Legal Services	24,000	24,000	24,117	(117)
ProfServ-Mgmt Consulting Serv	54,275	54,275	50,317	3,958
ProfServ-Special Assessment	4,637	4,637	4,637	-
Auditing Services	3,150	3,150	3,150	-
Postage and Freight	150	150	818	(668)
Insurance - General Liability	10,615	10,615	10,016	599
Printing and Binding	200	200	176	24
Legal Advertising	1,200	1,200	1,170	30
Miscellaneous Services	150	150	109	41
Misc-Assessmnt Collection Cost	11,841	11,841	11,400	441
Misc-Contingency	115	115	41	74
Office Supplies	250	250	-	250
Annual District Filing Fee	175	175	175	-
Total Administration	123,676	123,676	111,078	12,598
<u>Field</u>				
Contr-Landscape-Amenities Area	12,312	12,312	12,099	213
R&M-Trees and Trimming	3,000	3,000	2,500	500
Misc-Contingency	3,000	3,000	3,260	(260)
Total Field	18,312	18,312	17,859	453

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Parks and Recreation - General</u>				
Payroll-Maintenance	6,306	6,306	7,946	(1,640)
Payroll-Administrative	49,172	49,172	47,115	2,057
FICA Taxes	4,244	4,244	1,467	2,777
Workers' Compensation	2,842	2,842	3,406	(564)
Contracts-Janitorial Services	2,340	2,340	2,160	180
Contracts-Security Services	1,524	1,524	1,655	(131)
Contracts-Fire Exting. Insp.	350	350	350	-
Contract-Copier Maintenance	240	240	137	103
Contract-Dumpster Rental	312	312	312	-
Contracts-Pest Control	429	429	499	(70)
Contracts-Fire Insp Sprinkler System	300	300	250	50
Contract-Website Hosting	240	240	-	240
Communication - Teleph - Field	100	100	90	10
Postage and Freight	50	50	-	50
Utility - General	16,000	16,000	15,551	449
Utility - Other	3,792	3,792	3,285	507
Electricity - Streetlighting	1,380	1,380	1,326	54
Utility - Irrigation	2,500	2,500	3,932	(1,432)
Utility - Refuse Removal	1,100	1,100	1,144	(44)
R&M-General	3,500	3,500	2,115	1,385
R&M-Electrical	300	300	390	(90)
R&M-Roof	300	300	-	300
R&M-Fire Equipment	200	200	40	160
R&M-Plumbing	300	300	3	297
Misc-Contingency	3,000	3,000	1,133	1,867
Misc-Information Technology	450	450	1,036	(586)
Misc-Mileage Reimbursement	450	450	336	114
Office Supplies	1,500	1,500	3,087	(1,587)
Supplies-Cleaning & Paper	350	350	261	89
Reserves-Lodge	3,525	3,525	-	3,525
Total Parks and Recreation - General	107,096	107,096	99,026	8,070

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Swimming Pool</u>				
Payroll-Lifeguards	21,353	21,353	18,067	3,286
Payroll-Maintenance	18,919	18,919	11,591	7,328
Payroll-Administrative	6,556	6,556	6,249	307
FICA Taxes	3,582	3,582	4,972	(1,390)
Communication - Teleph - Field	100	100	473	(373)
R&M-General	1,000	1,000	218	782
R&M-Electrical	150	150	-	150
R&M-Pools	5,000	5,000	4,570	430
Misc-Licenses & Permits	275	275	250	25
Misc-Contingency	4,000	4,000	3,426	574
Op Supplies - Pool Chemicals	3,250	3,250	2,242	1,008
Capital Outlay - Pool	-	-	51,893	(51,893)
Reserve - Pool	25,000	25,000	25,000	-
Reserves-Pool Equipment	2,085	2,085	-	2,085
Reserves-Pool Filters	500	500	-	500
Reserves-Pool Pumps	1,500	1,500	-	1,500
Total Swimming Pool	93,270	93,270	128,951	(35,681)
<u>Fitness Center</u>				
Payroll-Maintenance	2,102	2,102	1,282	820
Payroll-Administrative	3,278	3,278	3,084	194
FICA Taxes	412	412	275	137
Contracts-Janitorial Services	1,560	1,560	1,440	120
Contracts-Fitness Equipment	1,200	1,200	1,100	100
Contracts-Pest Control	215	215	214	1
R&M-General	750	750	291	459
R&M-Electrical	200	200	84	116
R&M-Equipment	1,250	1,250	735	515
Misc-Contingency	1,250	1,250	95	1,155
Supplies-Cleaning & Paper	325	325	234	91
Non-Capitalized New Equipment	1,112	1,112	-	1,112
Total Fitness Center	13,654	13,654	8,834	4,820

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Park & Grounds</u>				
Payroll-Maintenance	14,715	14,715	20,651	(5,936)
Payroll-Administrative	6,556	6,556	6,023	533
FICA Taxes	1,627	1,627	1,754	(127)
Contracts-Janitorial Services	1,300	1,300	1,200	100
Contracts-Roof	300	300	75	225
Contracts-Pest Control	214	214	145	69
R&M-General	1,750	1,750	446	1,304
R&M-Electrical	450	450	81	369
R&M-Irrigation	750	750	875	(125)
R&M-Backflow Inspection	255	255	315	(60)
Misc-Contingency	4,000	4,000	5,620	(1,620)
Supplies-Cleaning & Paper	160	160	66	94
Reserve-Gutters	3,750	3,750	-	3,750
Reserve-Mulch	1,000	1,000	-	1,000
Reserve - Parking Lot	9,000	9,000	-	9,000
Total Park & Grounds	45,827	45,827	37,251	8,576
TOTAL EXPENDITURES	401,835	401,835	402,999	(1,164)
Excess (deficiency) of revenues Over (under) expenditures	-	-	13,128	13,128
Net change in fund balance	\$ -	\$ -	\$ 13,128	\$ 13,128
FUND BALANCE, BEGINNING (OCT 1, 2017)	294,439	294,439	294,439	
FUND BALANCE, ENDING	\$ 294,439	\$ 294,439	\$ 307,567	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 50	\$ 50	\$ 96	\$ 46
Special Assmnts- Tax Collector	55,899	55,899	55,989	90
Special Assmnts- Discounts	(2,236)	(2,236)	(2,170)	66
TOTAL REVENUES	53,713	53,713	53,915	202
<u>EXPENDITURES</u>				
<u>Administration</u>				
ProfServ-Trustee Fees	3,502	3,502	3,098	404
Misc-Assessmnt Collection Cost	1,677	1,677	1,615	62
Total Administration	5,179	5,179	4,713	466
<u>Debt Service</u>				
Principal Debt Retirement	65,000	65,000	65,000	-
Interest Expense	6,250	6,250	6,250	-
Total Debt Service	71,250	71,250	71,250	-
TOTAL EXPENDITURES	76,429	76,429	75,963	466
Excess (deficiency) of revenues Over (under) expenditures	(22,716)	(22,716)	(22,048)	668
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(22,716)	-	-	-
TOTAL FINANCING SOURCES (USES)	(22,716)	-	-	-
Net change in fund balance	\$ (22,716)	\$ (22,716)	\$ (22,048)	\$ 668
FUND BALANCE, BEGINNING (OCT 1, 2017)	40,866	40,866	40,866	
FUND BALANCE, ENDING	\$ 18,150	\$ 18,150	\$ 18,818	

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 100	\$ 100	\$ 380	\$ 280
Special Assmnts- Tax Collector	214,130	214,130	214,461	331
Special Assmnts- Discounts	(8,565)	(8,565)	(8,311)	254
TOTAL REVENUES	205,665	205,665	206,530	865
<u>EXPENDITURES</u>				
<u>Administration</u>				
ProfServ-Dissemination Agent	1,000	1,000	1,000	-
ProfServ-Trustee Fees	4,400	4,400	4,337	63
Misc-Assessmnt Collection Cost	6,424	6,424	6,185	239
Total Administration	11,824	11,824	11,522	302
<u>Debt Service</u>				
Principal Debt Retirement	175,000	175,000	175,000	-
Interest Expense	15,300	15,300	15,300	-
Total Debt Service	190,300	190,300	190,300	-
TOTAL EXPENDITURES	202,124	202,124	201,822	302
Excess (deficiency) of revenues Over (under) expenditures	3,541	3,541	4,708	1,167
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	3,541	-	-	-
TOTAL FINANCING SOURCES (USES)	3,541	-	-	-
Net change in fund balance	\$ 3,541	\$ 3,541	\$ 4,708	\$ 1,167
FUND BALANCE, BEGINNING (OCT 1, 2017)	125,656	125,656	125,656	
FUND BALANCE, ENDING	\$ 129,197	\$ 129,197	\$ 130,364	

FINANCIALS (2)

MEMORANDUM

TO: Board of Supervisors, PineyZ CDD
FROM: Sonia Rowley, District Accountant
CC: Bob Nanni, District Manager
DATE: November 8, 2018
SUBJECT: October Financials

Please find attached the October 2018 financial report. During your review, please keep in mind that the goals for revenues are to meet or exceed the year-to-date budget and for expenditures to be at or below the year-to-date budget. Should you have any questions or require additional information, please do not hesitate to contact me at sonia.rowley@inframark.com

General Fund

Liabilities

- Due to/Due From - \$2,699 are for debt service costs paid by the General Fund.

Fund Balance

- Assigned Reserves: The balances have been adjusted to reflect the new total of \$180,058.
- Unassigned Balance: Represents the General Fund in excess of nonspendable, restricted, committed and assigned fund balance.

Total Revenues for the General Fund were at 1% of adopted budget.

- The YTD Non-Ad Valorem assessments collections are at 0%.

Total Expenditures through October were at a favorable 7% of adopted budget.

- Hurricane Expense

- ▶ \$1,350 paid to S&R Landscape for storm clean up and \$1,000 to Millers Tree Service for tree removal.

PINEY-Z

Community Development District

Financial Report

October 31, 2018

Prepared by



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PINEY-Z

Community Development District

Financial Statements

(Unaudited)

October 31, 2018

Balance Sheet
October 31, 2018

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>				
Cash - Checking Account	\$ 73,430	\$ -	\$ -	\$ 73,430
Cash On Hand/Petty Cash	250	-	-	250
Due From Other Funds	2,699	-	-	2,699
Investments:				
Money Market Account	216,090	-	-	216,090
Prepayment Account	-	6,500	1	6,501
Redemption Fund	-	649	-	649
Reserve Fund	-	3,000	-	3,000
Revenue Fund	-	9,514	132,255	141,769
Prepaid Items	270	-	-	270
TOTAL ASSETS	\$ 292,739	\$ 19,663	\$ 132,256	\$ 444,658
<u>LIABILITIES</u>				
Accounts Payable	\$ 1,766	\$ -	\$ -	\$ 1,766
Accrued Expenses	4,699	-	-	4,699
Accrued Taxes Payable	1,330	-	-	1,330
Deposits	494	-	-	494
Due To Other Funds	-	840	1,859	2,699
TOTAL LIABILITIES	8,289	840	1,859	10,988

Balance Sheet
October 31, 2018

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2002 DEBT SERVICE FUND	SERIES 2008 DEBT SERVICE FUND	TOTAL
<u>FUND BALANCES</u>				
Nonspendable:				
Prepaid Items	270	-	-	270
Restricted for:				
Debt Service	-	18,823	130,397	149,220
Assigned to:				
Operating Reserves	100,459	-	-	100,459
Reserves - CDD Amenity	42,829	-	-	42,829
Reserves-Lodge	7,050	-	-	7,050
Reserve-Mulch	1,000	-	-	1,000
Reserves - Parking Lots	16,000	-	-	16,000
Reserves - Park	4,250	-	-	4,250
Reserves-Pool Equipment	4,170	-	-	4,170
Reserves-Pool Filters	1,000	-	-	1,000
Reserves-Pool Pumps	3,300	-	-	3,300
Unassigned:	104,122	-	-	104,122
TOTAL FUND BALANCES	\$ 284,450	\$ 18,823	\$ 130,397	\$ 433,670
TOTAL LIABILITIES & FUND BALANCES	\$ 292,739	\$ 19,663	\$ 132,256	\$ 444,658

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending October 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 1,000	\$ 83	\$ 180	\$ 97
Special Assmnts- Tax Collector	394,707	-	-	-
Special Assmnts- Discounts	(15,788)	-	-	-
Settlements	8,481	8,481	-	(8,481)
Other Miscellaneous Revenues	130	11	265	254
Access Cards	540	45	27	(18)
Pavilion Rental	400	33	680	647
Lodge Rental	13,500	1,125	2,560	1,435
TOTAL REVENUES	402,970	9,778	3,712	(6,066)
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	9,000	750	-	750
FICA Taxes	689	57	-	57
ProfServ-Legal Services	24,000	2,000	2,000	-
ProfServ-Mgmt Consulting Serv	44,775	3,731	3,731	-
ProfServ-Special Assessment	4,637	-	-	-
Auditing Services	3,150	-	-	-
Postage and Freight	150	13	16	(3)
Insurance - General Liability	11,795	2,949	2,586	363
Printing and Binding	200	17	84	(67)
Legal Advertising	1,200	100	-	100
Miscellaneous Services	150	12	18	(6)
Misc-Assessmnt Collection Cost	11,841	-	-	-
Misc-Contingency	115	10	-	10
Office Supplies	250	21	-	21
Annual District Filing Fee	175	175	175	-
Total Administration	112,127	9,835	8,610	1,225
<u>Field</u>				
Contr-Landscape-Amenities Area	14,452	1,204	804	400
R&M-Trees and Trimming	3,000	250	-	250
Misc-Contingency	4,000	333	-	333
Total Field	21,452	1,787	804	983

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending October 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Parks and Recreation - General</u>				
Payroll-Maintenance	6,495	541	357	184
Payroll-Administrative	47,262	3,939	3,895	44
FICA Taxes	4,112	343	325	18
Workers' Compensation	3,747	937	906	31
Contracts-Janitorial Services	2,340	195	160	35
Contracts-Security Services	1,480	123	195	(72)
Contracts-Fire Exting. Insp.	350	29	-	29
Contract-Copier Maintenance	100	8	16	(8)
Contract-Dumpster Rental	312	26	26	-
Contracts-Pest Control	498	42	-	42
Contracts-Fire Insp Sprinkler System	300	-	-	-
Contract-Website Hosting	97	8	-	8
Communication - Teleph - Field	100	8	-	8
Postage and Freight	50	4	-	4
Utility - General	16,500	1,375	1,200	175
Utility - Other	3,520	293	243	50
Electricity - Streetlighting	1,500	125	111	14
Utility - Irrigation	3,000	250	200	50
Utility - Refuse Removal	1,200	100	95	5
R&M-General	3,000	250	-	250
R&M-Electrical	400	33	-	33
R&M-Roof	300	25	-	25
R&M-Fire Equipment	100	8	-	8
R&M-Flooring	1,360	113	-	113
R&M-Plumbing	250	21	-	21
Misc-Contingency	3,000	250	-	250
Misc-Information Technology	886	74	268	(194)
Misc-Mileage Reimbursement	450	38	30	8
Office Supplies	2,000	167	53	114
Supplies-Cleaning & Paper	400	33	45	(12)
Subscriptions and Memberships	1,000	83	-	83
Total Parks and Recreation - General	106,109	9,441	8,125	1,316

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending October 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Swimming Pool</u>				
Payroll-Lifeguards	22,022	1,835	1,227	608
Payroll-Maintenance	15,154	1,263	809	454
Payroll-Administrative	6,752	563	520	43
FICA Taxes	3,360	280	195	85
Communication - Teleph - Field	715	60	53	7
R&M-General	500	42	-	42
R&M-Electrical	200	17	-	17
R&M-Pools	1,000	83	-	83
Misc-Licenses & Permits	250	-	-	-
Misc-Contingency	3,000	250	11	239
Op Supplies - Pool Chemicals	3,275	273	-	273
Reserves-Pool Pumps	4,700	-	-	-
Total Swimming Pool	60,928	4,666	2,815	1,851
<u>Fitness Center</u>				
Payroll-Maintenance	2,165	180	131	49
Payroll-Administrative	6,751	563	260	303
FICA Taxes	682	57	30	27
Contracts-Janitorial Services	1,560	130	80	50
Contracts-Fitness Equipment	1,200	100	100	-
Contracts-Pest Control	215	18	-	18
R&M-General	400	33	-	33
R&M-Electrical	150	13	-	13
R&M-Equipment	1,500	125	-	125
Misc-Contingency	750	63	-	63
Supplies-Cleaning & Paper	750	63	36	27
Total Fitness Center	16,123	1,345	637	708

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending October 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Park & Grounds</u>				
Payroll-Maintenance	19,484	1,624	2,379	(755)
Payroll-Administrative	6,752	563	520	43
FICA Taxes	2,007	167	222	(55)
Contracts-Janitorial Services	1,300	108	160	(52)
Contracts-Roof	145	12	-	12
Contracts-Pest Control	325	27	-	27
R&M-General	1,750	146	137	9
R&M-Electrical	400	33	-	33
R&M-Irrigation	1,250	104	-	104
R&M-Vegetation Removal	6,000	500	-	500
R&M-Backflow Inspection	316	26	-	26
Misc-Hurricane Expense	-	-	2,350	(2,350)
Misc-Contingency	2,000	167	35	132
Supplies-Cleaning & Paper	225	19	36	(17)
Non-Capitalized New Equipment	3,000	-	-	-
Reserve-Gutters	4,250	-	-	-
Reserve-Mulch	2,250	-	-	-
Reserve - Parking Lot	29,000	-	-	-
Total Park & Grounds	80,454	3,496	5,839	(2,343)
<u>Reserves</u>				
Reserve - CDD Amenity	5,777	-	-	-
Total Reserves	5,777	-	-	-
TOTAL EXPENDITURES & RESERVES	402,970	30,570	26,830	3,740
Excess (deficiency) of revenues				
Over (under) expenditures	-	(20,792)	(23,118)	(2,326)
Net change in fund balance	\$ -	\$ (20,792)	\$ (23,118)	\$ (2,326)
FUND BALANCE, BEGINNING (OCT 1, 2018)	307,568	307,568	307,568	
FUND BALANCE, ENDING	\$ 307,568	\$ 286,776	\$ 284,450	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending October 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 50	\$ 4	\$ 5	\$ 1
Special Assmnts- Tax Collector	55,899	-	-	-
Special Assmnts- Discounts	(2,236)	-	-	-
TOTAL REVENUES	53,713	4	5	1
<u>EXPENDITURES</u>				
<u>Administration</u>				
ProfServ-Trustee Fees	3,502	-	-	-
Misc-Assessmnt Collection Cost	1,677	-	-	-
Total Administration	5,179	-	-	-
<u>Debt Service</u>				
Principal Debt Retirement	60,000	-	-	-
Interest Expense	3,000	-	-	-
Total Debt Service	63,000	-	-	-
TOTAL EXPENDITURES	68,179	-	-	-
Excess (deficiency) of revenues Over (under) expenditures	(14,466)	4	5	1
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(14,466)	-	-	-
TOTAL FINANCING SOURCES (USES)	(14,466)	-	-	-
Net change in fund balance	\$ (14,466)	\$ 4	\$ 5	\$ 1
FUND BALANCE, BEGINNING (OCT 1, 2018)	18,818	18,818	18,818	
FUND BALANCE, ENDING	\$ 4,352	\$ 18,822	\$ 18,823	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending October 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 100	\$ 8	\$ 34	\$ 26
Special Assmnts- Tax Collector	82,500	-	-	-
Special Assmnts- Discounts	(3,300)	-	-	-
TOTAL REVENUES	79,300	8	34	26
<u>EXPENDITURES</u>				
<u>Administration</u>				
ProfServ-Dissemination Agent	1,000	-	-	-
ProfServ-Trustee Fees	4,400	-	-	-
Misc-Assessmnt Collection Cost	2,475	-	-	-
Total Administration	7,875	-	-	-
<u>Debt Service</u>				
Principal Debt Retirement	185,000	-	-	-
Interest Expense	7,863	-	-	-
Total Debt Service	192,863	-	-	-
TOTAL EXPENDITURES	200,738	-	-	-
Excess (deficiency) of revenues Over (under) expenditures	(121,438)	8	34	26
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(121,438)	-	-	-
TOTAL FINANCING SOURCES (USES)	(121,438)	-	-	-
Net change in fund balance	\$ (121,438)	\$ 8	\$ 34	\$ 26
FUND BALANCE, BEGINNING (OCT 1, 2018)	130,363	130,363	130,363	
FUND BALANCE, ENDING	\$ 8,925	\$ 130,371	\$ 130,397	

PINEY-Z

Community Development District

Supporting Schedules

October 31, 2018

Cash and Investment Report

October 31, 2018

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Yield</u>	<u>Balance</u>
GENERAL FUND				
Operating Checking Account	BB&T	Business checking	0.00%	\$73,430
Petty Cash	Petty Cash	Cash	0.00%	\$250
Public Funds Money Market Account	Centinnial Bank	Money Market Account	0.40%	\$216,090
			Subtotal	<u>\$289,770</u>
DEBT SERVICE FUNDS				
Series 2002 Prepayment Account	US Bank	Government Obligation Fund	0.00%	\$6,500
Series 2002 Redemption Account	US Bank	Government Obligation Fund	0.00%	\$649
Series 2002 Reserve Account	US Bank	US Bank Money Market	0.10%	\$3,000
Series 2002 Revenue Account	US Bank	Open-ended Commercial Paper	0.05%	\$9,514
Series 2008 Prepayment account	US Bank	Government Obligation Fund	0.00%	\$1
Series 2008 Revenue Account	US Bank	Open-ended Commercial Paper	0.05%	\$132,255
			Subtotal	<u>\$151,919</u>
			Total	<u><u>\$441,689</u></u>

Piney-Z CDD

Bank Reconciliation

Bank Account No. 2471 BB&T - GF
Statement No. 10-18
Statement Date 10/31/2018

G/L Balance (LCY)	73,430.41	Statement Balance	73,727.50
G/L Balance	73,430.41	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	73,727.50
Subtotal	73,430.41	Outstanding Checks	297.09
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	73,430.41	Ending Balance	73,430.41
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
10/25/2018	Payment	57195	COMCAST	244.24	0.00	244.24
10/25/2018	Payment	57198	CENTURYLINK	52.85	0.00	52.85
Total Outstanding Checks.....				297.09		297.09

PINEY-Z
Community Development District

Payment Register by Bank Account

For the Period from 09/01/2018 to 10/31/2018

(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
BB&T - GF - (ACCT# XXXXX2471)									
Check	57154	09/06/18	Employee	JOSH L. ROBERTS	PAYROLL	September 06, 2018 Payroll Posting			\$467.33
Check	57155	09/06/18	Vendor	ALWAYS IMPROVING LLC	17498	GYM WIPES	R&M-General	001-546001-57214	\$119.84
Check	57155	09/06/18	Vendor	ALWAYS IMPROVING LLC	17497	FITNESS CENTER MAINT-AUG 2018	Contracts-Fitness Equipment	001-534071-57214	\$100.00
Check	57156	09/06/18	Vendor	OFFICE BUSINESS SYSTEMS INC	053348	EXCESS BILLING 7/30/18-8/30/18	Contract-Copier Maintenance	001-534097-57201	\$3.94
Check	57157	09/06/18	Vendor	RICK EVANS	082918-	MILEAGE AUGUST 2018	Misc-Mileage Reimbursement	001-549951-57201	\$13.80
Check	57158	09/06/18	Vendor	S & R LANDSCAPING, LLC	2110	LAWN CARE AUGUST 2018	Contr-Landscape-Amenities Area	001-534053-53901	\$1,005.00
Check	57159	09/07/18	Vendor	CITY OF TALLAHASSEE	82918	SVC 7/28/18-8/24/18	Utility - Irrigation	001-543014-57201	\$244.16
Check	57159	09/07/18	Vendor	CITY OF TALLAHASSEE	82918	SVC 7/28/18-8/24/18	Utility - General	001-543001-57201	\$1,429.96
Check	57159	09/07/18	Vendor	CITY OF TALLAHASSEE	82918	SVC 7/28/18-8/24/18	Utility - Refuse Removal	001-543020-57201	\$95.42
Check	57160	09/07/18	Vendor	FLORIDA MUNICIPAL INSURANCE TR	081518-FMIT0827	FIRST INSTSALL BILLING FY18/19	WORKERS COMP	001-524001-57201	\$905.50
Check	57160	09/07/18	Vendor	FLORIDA MUNICIPAL INSURANCE TR	081518-FMIT0827	FIRST INSTSALL BILLING FY18/19	GENERAL LIABILITY	001-545002-51301	\$1,490.75
Check	57160	09/07/18	Vendor	FLORIDA MUNICIPAL INSURANCE TR	081518-FMIT0827	FIRST INSTSALL BILLING FY18/19	PROPERTY COVERAGE	001-545002-51301	\$1,094.75
Check	57161	09/07/18	Vendor	RAINBOW OUTDOOR SERVICES	6606	REPAIR LEAK- MAIN WATER LINE	R&M-Irrigation	001-546041-57240	\$237.87
Check	57162	09/13/18	Vendor	CAPITAL SECURITY AND	73689	INSTALL DOOR RELEASE BUTTON	R&M-General	001-546001-57201	\$85.00
Check	57163	09/20/18	Employee	JOSH L. ROBERTS	PAYROLL	September 20, 2018 Payroll Posting			\$386.04
Check	57164	09/19/18	Vendor	CITY OF TALLAHASSEE	91218	SVC 8/11/18-9/12/18	STREET LIGHTS	001-543013-57201	\$111.64
Check	57165	09/19/18	Vendor	COMCAST	091118-3478	SVC 9/25-10/24	Utility - Other	001-543004-57201	\$243.47
Check	57166	09/19/18	Vendor	QUALITY FLOOR CLEANING, LLC	7323	GENERAL CLEANING-AUGUST 2018	Contracts-Janitorial Services	001-534026-57201	\$180.00
Check	57166	09/19/18	Vendor	QUALITY FLOOR CLEANING, LLC	7323	GENERAL CLEANING-AUGUST 2018	Contracts-Janitorial Services	001-534026-57214	\$90.00
Check	57166	09/19/18	Vendor	QUALITY FLOOR CLEANING, LLC	7323	GENERAL CLEANING-AUGUST 2018	Contracts-Janitorial Services	001-534026-57240	\$180.00
Check	57167	09/21/18	Employee	MICHAEL D. LEE	PAYROLL	September 21, 2018 Payroll Posting			\$184.70
Check	57168	09/21/18	Employee	CHERYL M. HUDSON	PAYROLL	September 21, 2018 Payroll Posting			\$180.12
Check	57169	09/20/18	Vendor	CENTURYLINK	091118-4553	SVC 9/11/18-10/10/18	Communication - Teleph - Field	001-541005-57205	\$52.70
Check	57170	09/20/18	Vendor	CHRISTOS MANTZANAS	0000861	WEB DEVELOPMENT	Misc-Information Technology	001-549942-57201	\$75.00
Check	57171	09/20/18	Vendor	COMMERCIAL REPAIR & RENOVATIONS INC	18-2788-1	REMOVE/REPAIR RAMPS-PLAYGROUND	Misc-Contingency	001-549900-57240	\$2,006.85
Check	57172	09/20/18	Vendor	DAVID KEY HEATING & COOLING	40549	FULL SVC 4 A/C SYSTEMS	R&M-General	001-546001-57214	\$65.00
Check	57172	09/20/18	Vendor	DAVID KEY HEATING & COOLING	40549	FULL SVC 4 A/C SYSTEMS	R&M-General	001-546001-57201	\$195.00
Check	57173	09/20/18	Vendor	LEWIS, LONGMAN, & WALKER, P.A.	MCL-126627	PROFESSIONAL SVC AUGUST 2018	ProfServ-Legal Services	001-531023-51401	\$2,000.00
Check	57174	09/26/18	Vendor	ALWAYS IMPROVING LLC	17732	SVC FITNESS CENTER SEPT 2018	Contracts-Fitness Equipment	001-534071-57214	\$100.00
Check	57175	09/26/18	Vendor	INFRAMARK, LLC	34145	MGMT FEES SEPT 2018	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$3,731.25
Check	57175	09/26/18	Vendor	INFRAMARK, LLC	34145	MGMT FEES SEPT 2018	Postage and Freight	001-541006-51301	\$17.86
Check	57175	09/26/18	Vendor	INFRAMARK, LLC	34145	MGMT FEES SEPT 2018	Printing and Binding	001-547001-51301	\$2.34
Check	57175	09/26/18	Vendor	INFRAMARK, LLC	34145	MGMT FEES SEPT 2018	ProfServ-Dissemination Agent	203-531012-51301	\$1,000.00
Check	57176	09/26/18	Vendor	MARPAN SUPPLY CO., INC.	1501567	CONTAINER RENTAL 10/1/18	Prepaid Expense	001-155000-57201	\$26.00
Check	57177	10/04/18	Employee	JOSH L. ROBERTS	PAYROLL	October 04, 2018 Payroll Posting			\$496.85
Check	57178	10/01/18	Vendor	QUALITY FLOOR CLEANING, LLC	7331	GENERAL CLEANING SEPT 2018	Contracts-Janitorial Services	001-534026-57214	\$80.00
Check	57178	10/01/18	Vendor	QUALITY FLOOR CLEANING, LLC	7331	GENERAL CLEANING SEPT 2018	Contracts-Janitorial Services	001-534026-57201	\$160.00
Check	57178	10/01/18	Vendor	QUALITY FLOOR CLEANING, LLC	7331	GENERAL CLEANING SEPT 2018	Contracts-Janitorial Services	001-534026-57240	\$160.00

PINEY-Z
Community Development District

Payment Register by Bank Account

For the Period from 09/01/2018 to 10/31/2018

(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
Check	57179	10/03/18	Vendor	BB&T	092518-0985	MISC CHARGES 8/24-9/21/18	STAPLES-OFFICE SUPPLIES	001-551002-57201	\$74.35
Check	57179	10/03/18	Vendor	BB&T	092518-0985	MISC CHARGES 8/24-9/21/18	DEPOSIT STAMP	001-551002-57201	\$17.70
Check	57179	10/03/18	Vendor	BB&T	092518-0985	MISC CHARGES 8/24-9/21/18	5 PICNIC TABLES	001-549900-57240	\$3,253.00
Check	57179	10/03/18	Vendor	BB&T	092518-0985	MISC CHARGES 8/24-9/21/18	CLEANING SUPPLIES	001-552009-57205	\$17.94
Check	57179	10/03/18	Vendor	BB&T	092518-0985	MISC CHARGES 8/24-9/21/18	EMERGENCY LIGHT	001-546230-57201	\$39.97
Check	57179	10/03/18	Vendor	BB&T	092518-0985	MISC CHARGES 8/24-9/21/18	OFFICE SUPPLIES	001-551002-57201	\$60.74
Check	57179	10/03/18	Vendor	BB&T	092518-0985	MISC CHARGES 8/24-9/21/18	OFFICE SUPPLIES	001-551002-57201	\$296.64
Check	57179	10/03/18	Vendor	BB&T	092518-0985	MISC CHARGES 8/24-9/21/18	DRINKS FOR ATENDANTS	001-549900-57205	\$35.62
Check	57179	10/03/18	Vendor	BB&T	092518-0985	MISC CHARGES 8/24-9/21/18	MEETING SIGN STRIPS	001-549900-57201	\$67.50
Check	57179	10/03/18	Vendor	BB&T	092518-0985	MISC CHARGES 8/24-9/21/18	2 RUBBER STAMPS	001-551002-57201	\$29.98
Check	57179	10/03/18	Vendor	BB&T	092518-0985	MISC CHARGES 8/24-9/21/18	US FLAG	001-549900-57201	\$19.92
Check	57179	10/03/18	Vendor	BB&T	092518-0985	MISC CHARGES 8/24-9/21/18	VALVE BOX COVER	001-546001-57240	\$6.44
Check	57180	10/03/18	Vendor	MILLERS TREE SERVICE, LLC	54157	CLEAN/HAULED DEBRIS	R&M-Trees and Trimming	001-546099-53901	\$2,500.00
Check	57181	10/03/18	Vendor	OFFICE BUSINESS SYSTEMS INC	053656	EXCESS BILLING -COPIES	Contract-Copier Maintenance	001-534097-57201	\$10.50
Check	57182	10/03/18	Vendor	RAINBOW OUTDOOR SERVICES	6689	PRESSURE WASHING/DEBRIS	POOL CURBING/WALKS	001-549900-57201	\$775.00
Check	57182	10/03/18	Vendor	RAINBOW OUTDOOR SERVICES	6689	PRESSURE WASHING/DEBRIS	POOL CURBING/WALKS	001-549900-57205	\$775.00
Check	57182	10/03/18	Vendor	RAINBOW OUTDOOR SERVICES	6688	INSTALL TREE/SHRUBS/MULCH	Misc-Contingency	001-549900-53901	\$2,475.75
Check	57183	10/03/18	Vendor	RICK EVANS	093018	MILEAGE SEPTEMBER 2018	Misc-Mileage Reimbursement	001-549951-57201	\$22.25
Check	57184	10/03/18	Vendor	S & R LANDSCAPING, LLC	2255	LAWN CARE SEPT 2018	Contr-Landscape-Amenities Area	001-534053-53901	\$804.00
Check	57184	10/03/18	Vendor	S & R LANDSCAPING, LLC	2255	LAWN CARE SEPT 2018	Misc-Contingency	001-549900-53901	\$402.00
Check	57185	10/03/18	Vendor	S & R LANDSCAPING, LLC	2234	HAUL DEBRIS/TABLES	Misc-Contingency	001-549900-57240	\$325.00
Check	57186	10/05/18	Vendor	PETTY CASH	093018	FILE CABINET KEYS	R&M-General	001-546001-57201	\$16.77
Check	57187	10/10/18	Vendor	CAPITAL SECURITY AND	73745	SECURITY MONITORING	Contracts-Security Services	001-534037-57201	\$195.00
Check	57188	10/10/18	Vendor	CITY OF TALLAHASSEE	092818	SVC 8/25/18-9/26/18	Utility - Irrigation	001-543014-57201	\$287.67
Check	57188	10/10/18	Vendor	CITY OF TALLAHASSEE	092818	SVC 8/25/18-9/26/18	Utility - General	001-543001-57201	\$1,531.63
Check	57188	10/10/18	Vendor	CITY OF TALLAHASSEE	092818	SVC 8/25/18-9/26/18	Utility - Refuse Removal	001-543020-57201	\$95.42
Check	57189	10/18/18	Employee	JOSH L. ROBERTS	PAYROLL	October 18, 2018 Payroll Posting			\$260.67
Check	57190	10/23/18	Vendor	ASHLEY THIMMES	101718	RENTAL CANCELLATION-REFUND	Deposits	220000	\$200.00
Check	57191	10/23/18	Vendor	DEPARTMENT OF ECONOMIC OPPORTUNITY	71989	FILING FEES FY 2018-2019	Annual District Filing Fee	001-554007-51301	\$175.00
Check	57192	10/23/18	Vendor	LEWIS, LONGMAN, & WALKER, P.A.	MCL-127265	PROFESSIONAL SVC SEPT 2018	ProfServ-Legal Services	001-531023-51401	\$2,000.00
Check	57193	10/23/18	Vendor	TALLAHASSEE MEDIA GROUP	0002008041	NOTICE OF MEETINGS 9/25/18	Legal Advertising	001-548002-51301	\$175.36
Check	57194	10/25/18	Vendor	CITY OF TALLAHASSEE	101618-5610	SVC 9/13/18-10/16/18	Electricity - Streetlighting	001-543013-57201	\$110.64
Check	57195	10/25/18	Vendor	COMCAST	101118-3478	SVC 10/25/18-11/24/18	Utility - Other	001-543004-57201	\$244.24
Check	57196	10/25/18	Vendor	MARPAN SUPPLY CO., INC.	1505316	1 SL6 CY FL 950 11/18	Prepaid Expense	001-155000-57201	\$26.00
Check	57197	10/25/18	Vendor	S & R LANDSCAPING, LLC	2	STORM CLEAN UP	Misc-Hurricane Expense	001-549067-57240	\$1,350.00
Check	57198	10/25/18	Vendor	CENTURYLINK	101118-4553	SVC 10/11/18-11/10/18	Communication - Teleph - Field	001-541005-57205	\$52.85
Check	57199	10/25/18	Vendor	INFRAMARK, LLC	35113-A	MGMT FEES OCT 2018	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$3,731.25
Check	57199	10/25/18	Vendor	INFRAMARK, LLC	35113-A	MGMT FEES OCT 2018	Postage and Freight	001-541006-51301	\$15.51
Check	57199	10/25/18	Vendor	INFRAMARK, LLC	35113-A	MGMT FEES OCT 2018	Printing and Binding	001-547001-51301	\$84.02
ACH	DD000526	09/05/18	Employee	MELINDA J. PARKER	PAYROLL	September 05, 2018 Payroll Posting			\$1,871.54

PINEY-Z
Community Development District

Payment Register by Bank Account

For the Period from 09/01/2018 to 10/31/2018

(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
ACH	DD000527	09/05/18	Employee	RICKY S EVANS	PAYROLL	September 05, 2018 Payroll Posting			\$1,469.90
ACH	DD000528	09/05/18	Employee	SHEA M. STROUD	PAYROLL	September 05, 2018 Payroll Posting			\$439.58
ACH	DD000529	09/05/18	Employee	DIANA ORGAZ	PAYROLL	September 05, 2018 Payroll Posting			\$579.26
ACH	DD000530	09/19/18	Employee	MELINDA J. PARKER	PAYROLL	September 19, 2018 Payroll Posting			\$1,871.54
ACH	DD000531	09/19/18	Employee	RICKY S EVANS	PAYROLL	September 19, 2018 Payroll Posting			\$1,469.90
ACH	DD000532	09/19/18	Employee	SHEA M. STROUD	PAYROLL	September 19, 2018 Payroll Posting			\$446.07
ACH	DD000533	09/19/18	Employee	DIANA ORGAZ	PAYROLL	September 19, 2018 Payroll Posting			\$627.81
ACH	DD000534	09/21/18	Employee	DELORES A. PINCUS	PAYROLL	September 21, 2018 Payroll Posting			\$184.70
ACH	DD000535	09/21/18	Employee	ARTHUR R. KIRBY	PAYROLL	September 21, 2018 Payroll Posting			\$180.12
ACH	DD000536	10/03/18	Employee	MELINDA J. PARKER	PAYROLL	October 03, 2018 Payroll Posting			\$1,871.54
ACH	DD000537	10/03/18	Employee	RICKY S EVANS	PAYROLL	October 03, 2018 Payroll Posting			\$1,511.66
ACH	DD000538	10/03/18	Employee	SHEA M. STROUD	PAYROLL	October 03, 2018 Payroll Posting			\$443.90
ACH	DD000539	10/03/18	Employee	DIANA ORGAZ	PAYROLL	October 03, 2018 Payroll Posting			\$752.25
ACH	DD000548	10/17/18	Employee	MELINDA J. PARKER	PAYROLL	October 17, 2018 Payroll Posting			\$1,925.00
ACH	DD000549	10/17/18	Employee	RICKY S EVANS	PAYROLL	October 17, 2018 Payroll Posting			\$1,530.33
ACH	DD000550	10/17/18	Employee	SHEA M. STROUD	PAYROLL	October 17, 2018 Payroll Posting			\$264.24
ACH	DD000551	10/17/18	Employee	DIANA ORGAZ	PAYROLL	October 17, 2018 Payroll Posting			\$382.55
ACH	DD000552	10/31/18	Employee	MELINDA J. PARKER	PAYROLL	October 31, 2018 Payroll Posting			\$1,925.00
ACH	DD000553	10/31/18	Employee	RICKY S EVANS	PAYROLL	October 31, 2018 Payroll Posting			\$1,597.23
ACH	DD000554	10/31/18	Employee	SHEA M. STROUD	PAYROLL	October 31, 2018 Payroll Posting			\$138.18
ACH	DD000555	10/31/18	Employee	DIANA ORGAZ	PAYROLL	October 31, 2018 Payroll Posting			\$58.18
Account Total									\$63,119.95

CENTENNIAL - GF MMA - (ACCT# XXXXX5680)

Check	1030	10/23/18	Vendor	PINEY Z CDD	101518-XFER	TRFR MMA TO BB&T CHECKING ACCT	Due From Other Funds	131000	\$50,000.00
Account Total									\$50,000.00

Total Amount Paid	\$113,119.95
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Total Amount Paid - Breakdown by Fund	
Fund	Amount
General Fund - 001	113,119.95
Total	113,119.95

Seventh Order of Business

Piney-Z Community Development District
Property Manager's Report
November 14, 2018, for
Meeting of November 26, 2018

LODGE/GARAGE

- replaced post caps on hand rail along pathway to porch
- replaced all AC filters
- replaced emergency light at men's room, main floor
- Key Heating inspected three HVAC units
- house power washed
- begonias added to bed in front of lodge porch
- tank re-built in men's toilet on main floor

FITNESS CENTER

- repaired oscillating fan
- replaced AC filter
- Key Heating inspected HVAC unit
- repaired threshold at entrance

PAVILION

- nothing of major import; still working on gutter bids

POOL

- season ended five days early (October 10) due to *Hurricane Michael*
- season statistics are as follow:
 - Total number of sign-ins: 7,093 (up from 4,884 in 2017)
 - Closed 1 day for Tropical Storm Alberto (May 28)
 - Closed 3 days for routine maintenance (July 10-12)
 - Closed 5 days for Hurricane Michael (October 10-14)
 - Closed additional 116 times, for a total of 214 hours and 18 minutes, for thunder/lightning
 - 1,433 waivers submitted, of which 103 (7.18%) were defective in some manner
- repaired Suncast deck box after *Hurricane Michael*
- spent three days cleaning organic debris – and bleaching railing stains – from the pool
- treated pool with algaecide; re-balanced chemicals as necessary
- brushed pool to remove green algae

- slowed pumps to half speed for winter
- Rainbow Irrigation planted entrance bed to pool

PLAYGROUND

- CRR replaced ramps and railings at gazebos
- treated ants – repeatedly – at playground and elsewhere

PARK AND GROUNDS

- 1st Choice Pest called in to treat yellow jacket nest in rear of pavilion
- detritus of Halloween = (3) dirty diapers, candy wrappers, gallon of milk and a pizza box...
- five new tables assembled and placed in picnic grounds between lodge and pool

GENERAL

- *Hurricane Michael* resulted in non-insured, non-staff clean-up costs of \$2,350
- drafted amended **Rules of Procedure, 2000**
- hosted general election on 11-6-18
- reviewed/edited asphalt contract
- prepared files for destruction, January 2019
- coordinated Toys for Tots delivery and pick-ups
- met with Jack Kelly; planning to do asphalt in January, weather permitting
- all concrete power washed
- three meetings of ADA website remediation committee
- annual tree trimming completed

• <i>Updates since publication</i>	<i>TBD</i>
<i>Paid rental reservations booked in September</i>	<i>5</i>
<i>Rental fees banked in September</i>	<i>\$1,160</i>
<i>Paid rental reservations booked in October</i>	<i>10</i>
<i>Rental fees banked in October</i>	<i>\$3,240</i>
<i>Rental reservations booked in calendar 2018:</i>	<i>51</i>
<i>Rental fees banked in calendar 2018:</i>	<i>\$13,935</i>

N.B. \$130 received from Leon County for use of lodge to conduct primary election in August.

Eighth Order of Business

8A.

RESOLUTION 2019-2

**A RESOLUTION AMENDING THE PINEY-Z COMMUNITY
DEVELOPMENT DISTRICT GENERAL FUND BUDGET FOR
FISCAL YEAR 2018**

WHEREAS, the Board of Supervisors, hereinafter referred to as the “Board”, of Piney-Z Community Development District, hereinafter referred to as “District”, adopted a General Fund Budget for Fiscal Year 2018, and

WHEREAS, the Board desires to reallocate funds budgeted to reappropriate Revenues and Expenses approved during the Fiscal Year.

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

1. The General Fund Budget is hereby amended in accordance with Exhibit “A” attached.
2. This resolution shall become effective this 26th day of November 2018 and be reflected in the monthly and Fiscal Year End 9/30/2018 Financial Statements and Audit Report of the District.

**Piney-Z
Community Development District**

By: _____
Chairman

Attest:

By: _____
Secretary

Proposed Budget Amendment
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES					
Interest - Investments	\$ 1,000	\$ -	\$ 1,000	\$ 1,939	\$ 939
Interest - Tax Collector	-	-	-	357	357
Special Assmnts- Tax Collector	394,707	-	394,707	395,317	610
Special Assmnts- Discounts	(15,788)	-	(15,788)	(15,320)	468
Settlements	8,481	-	8,481	16,961	8,480
Other Miscellaneous Revenues	130	-	130	1,675	1,545
Access Cards	105	-	105	918	813
Pavilion Rental	200	-	200	1,340	1,140
Lodge Rental	13,000	-	13,000	12,940	(60)
TOTAL REVENUES	401,835	-	401,835	416,127	14,292
EXPENDITURES					
Administration					
P/R-Board of Supervisors	12,000	-	12,000	4,600	7,400
FICA Taxes	918	-	918	352	566
ProfServ-Legal Services	24,000	-	24,000	24,117	(117)
ProfServ-Mgmt Consulting Serv	54,275	-	54,275	50,317	3,958
ProfServ-Special Assessment	4,637	-	4,637	4,637	-
Auditing Services	3,150	-	3,150	3,150	-
Postage and Freight	150	-	150	818	(668)
Insurance - General Liability	10,615	-	10,615	10,016	599
Printing and Binding	200	-	200	176	24
Legal Advertising	1,200	-	1,200	1,170	30
Miscellaneous Services	150	-	150	109	41
Misc-Assessmnt Collection Cost	11,841	-	11,841	11,400	441
Misc-Contingency	115	-	115	41	74
Office Supplies	250	-	250	-	250
Annual District Filing Fee	175	-	175	175	-
Total Administration	123,676	-	123,676	111,078	12,598
Field					
Contr-Landscape-Amenities Area	12,312	-	12,312	12,099	213
R&M-Trees and Trimming	3,000	-	3,000	2,500	500
Misc-Contingency	3,000	-	3,000	3,260	(260)
Total Field	18,312	-	18,312	17,859	453
Parks and Recreation - General					
Payroll-Maintenance	6,306	-	6,306	7,946	(1,640)
Payroll-Administrative	49,172	-	49,172	47,115	2,057
FICA Taxes	4,244	-	4,244	1,467	2,777

Proposed Budget Amendment
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Workers' Compensation	2,842	-	2,842	3,406	(564)
Contracts-Janitorial Services	2,340	-	2,340	2,160	180
Contracts-Security Services	1,524	-	1,524	1,655	(131)
Contracts-Fire Exting. Insp.	350	-	350	350	-
Contract-Copier Maintenance	240	-	240	137	103
Contract-Dumpster Rental	312	-	312	312	-
Contracts-Pest Control	429	-	429	499	(70)
Contracts-Fire Insp Sprinkler System	300	-	300	250	50
Contract-Website Hosting	240	-	240	-	240
Communication - Teleph - Field	100	-	100	90	10
Postage and Freight	50	-	50	-	50
Utility - General	16,000	-	16,000	15,551	449
Utility - Other	3,792	-	3,792	3,285	507
Electricity - Streetlighting	1,380	-	1,380	1,326	54
Utility - Irrigation	2,500	-	2,500	3,932	(1,432)
Utility - Refuse Removal	1,100	-	1,100	1,144	(44)
R&M-General	3,500	-	3,500	2,115	1,385
R&M-Electrical	300	-	300	390	(90)
R&M-Roof	300	-	300	-	300
R&M-Fire Equipment	200	-	200	40	160
R&M-Plumbing	300	-	300	3	297
Misc-Contingency	3,000	-	3,000	1,133	1,867
Misc-Information Technology	450	-	450	1,036	(586)
Misc-Mileage Reimbursement	450	-	450	336	114
Office Supplies	1,500	-	1,500	3,087	(1,587)
Supplies-Cleaning & Paper	350	-	350	261	89
Reserves-Lodge	3,525	-	3,525	-	3,525
Total Parks and Recreation - General	107,096	-	107,096	99,026	8,070
<u>Swimming Pool</u>					
Payroll-Lifeguards	21,353	-	21,353	18,067	3,286
Payroll-Maintenance	18,919	-	18,919	11,591	7,328
Payroll-Administrative	6,556	-	6,556	6,249	307
FICA Taxes	3,582	-	3,582	4,972	(1,390)
Communication - Teleph - Field	100	-	100	473	(373)
R&M-General	1,000	-	1,000	218	782
R&M-Electrical	150	-	150	-	150
R&M-Pools	5,000	-	5,000	4,570	430
Misc-Licenses & Permits	275	-	275	250	25
Misc-Contingency	4,000	-	4,000	3,426	574
Op Supplies - Pool Chemicals	3,250	-	3,250	2,242	1,008
Capital Outlay - Pool	-	51,893	51,893	51,893	-

Proposed Budget Amendment
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Reserve - Pool	25,000	25,000	50,000	25,000	25,000
Reserves-Pool Equipment	2,085	-	2,085	-	2,085
Reserves-Pool Filters	500	-	500	-	500
Reserves-Pool Pumps	1,500	-	1,500	-	1,500
Total Swimming Pool	93,270	76,893	170,163	128,951	41,212
<u>Fitness Center</u>					
Payroll-Maintenance	2,102	-	2,102	1,282	820
Payroll-Administrative	3,278	-	3,278	3,084	194
FICA Taxes	412	-	412	275	137
Contracts-Janitorial Services	1,560	-	1,560	1,440	120
Contracts-Fitness Equipment	1,200	-	1,200	1,100	100
Contracts-Pest Control	215	-	215	214	1
R&M-General	750	-	750	291	459
R&M-Electrical	200	-	200	84	116
R&M-Equipment	1,250	-	1,250	735	515
Misc-Contingency	1,250	-	1,250	95	1,155
Supplies-Cleaning & Paper	325	-	325	234	91
Non-Capitalized New Equipment	1,112	-	1,112	-	1,112
Total Fitness Center	13,654	-	13,654	8,834	4,820
<u>Park & Grounds</u>					
Payroll-Maintenance	14,715	-	14,715	20,651	(5,936)
Payroll-Administrative	6,556	-	6,556	6,023	533
FICA Taxes	1,627	-	1,627	1,754	(127)
Contracts-Janitorial Services	1,300	-	1,300	1,200	100
Contracts-Roof	300	-	300	75	225
Contracts-Pest Control	214	-	214	145	69
R&M-General	1,750	-	1,750	446	1,304
R&M-Electrical	450	-	450	81	369
R&M-Irrigation	750	-	750	875	(125)
R&M-Backflow Inspection	255	-	255	315	(60)
Misc-Contingency	4,000	-	4,000	5,620	(1,620)
Supplies-Cleaning & Paper	160	-	160	66	94
Reserve-Gutters	3,750	-	3,750	-	3,750
Reserve-Mulch	1,000	-	1,000	-	1,000
Reserve - Parking Lot	9,000	-	9,000	-	9,000
Total Park & Grounds	45,827	-	45,827	37,251	8,576
TOTAL EXPENDITURES	401,835	76,893	478,728	402,999	75,729

Proposed Budget Amendment
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Excess (deficiency) of revenues					
Over (under) expenditures	-	(76,893)	(76,893)	13,128	90,021
<u>OTHER FINANCING SOURCES (USES)</u>					
Contribution to (Use of) Fund Balance	-	(76,893)	(76,893)	-	76,893
TOTAL FINANCING SOURCES (USES)	-	(76,893)	(76,893)	-	76,893
Net change in fund balance	-	-	-	13,128	166,914
FUND BALANCE, BEGINNING (OCT 1, 2017)	294,439	-	294,439	294,439	-
FUND BALANCE, ENDING	\$ 294,439	\$ -	\$ 294,439	\$ 307,567	\$ 13,128

8B.

**PINEY-Z
COMMUNITY DEVELOPMENT DISTRICT**

Motion: Assigning Fund Balance as of 9/30/18

The Board hereby assigns the FY 2018 Reserves for September 30, 2018 Balance sheet as follows:

Reserves – 1 st Quarter Operating Reserve	\$100,459
Reserves – CDD Amenity	\$42,829
Reserves – Lodge	\$7,050
Reserves – Mulch	\$1,000
Reserves – Parking Lots	\$16,000
Reserves – Park	\$4,250
Reserves – Pool Equipment	\$4,170
Reserves – Pool Filters	\$1,000
Reserves – Pool Pumps	\$3,300

Tenth Order of Business

10A.

JACK KELLY SERVICES, LLC

850-672-9128 jackkellyservices@gmail.com www.jackkellyservices.com

This contract is made this 13th day of November 2018, between Jack Kelly Services, LLC, hereinafter referred to as the "CONTRACTOR", and Piney-Z Community Development District, hereinafter referred to as "PINEY-Z".

1. CONTRACTOR, pursuant to this contract, agrees to perform the following services between January 1, 2019 and April 1, 2019, subject to the terms and conditions of this contract:

Remove bumper stops, clean and edge, patch any low areas, remove any high spots, remove areas of asphalt out 4 feet from any area requiring a flush fit, repave area with 1.5 inches of hot mix asphalt type 9.5 certified mix and compact, replace all bumper stops with new stops and restripe.

The area in which these services are to be performed shall be the following:

Parking lots behind the lodge, in front of the lodge and by the swimming pool; the drive between the two lodge lots; and the two driveways connecting the lots to the street.

2. PINEY-Z agrees to pay the sum of \$44,695.00, to be paid as per the following terms: 50% when CONTRACTOR begins the project, and the balance upon completion of project. PINEY-Z further agrees to pay a surcharge of 25% of the listed price in this contract in the event of cancellation of this contract for any reason whatsoever. For any undo complaints there will be a minimum \$100 service charge for the CONTRACTOR's time.

3. PINEY-Z agrees to make all payments, by check or otherwise, directly to the CONTRACTOR. PINEY-Z further agrees that in the event the sum owed by PINEY-Z to the CONTRACTOR is not timely paid in full, the CONTRACTOR shall have an express mechanic's lien against the subject property, and against PINEY-Z's bank accounts if necessary, to pay the agreed purchase price. PINEY-Z further agrees that in the event the sum owed by PINEY-Z to the CONTRACTOR is not timely paid in full, interest shall accrue on the unpaid balance at the rate of 18% per annum. "Timely Payment" shall mean payment immediately upon completion of the work by the CONTRACTOR, or at such time as agreed upon by PINEY-Z and CONTRACTOR as stated in this contract.

4. CONTRACTOR shall obtain and keep in full force and effect at all times during the performance of the work, insurance to include (a) Comprehensive Liability Insurance, in the amount of \$1,000,000.00, and (b) Comprehensive Automobile Liability Insurance in the amount of \$600,000. CONTRACTOR shall procure and maintain insurance under the Workman's Compensation law of the State of Florida, the form and coverage thereof to be satisfactory to PINEY-Z, to whom certificates thereof are to be delivered by the CONTRACTOR prior to commencement of work. PINEY-Z is to be a Named Insured on CONTRACTOR's Comprehensive General

Liability, Workman's Compensation, and Automobile Liability insurance policies. PINEY-Z is to receive 30 days notice of cancellation or non-renewal of coverage and/or changes in limits of coverage. To the fullest extent permitted by law, CONTRACTOR agrees to indemnify and hold PINEY-Z, its employees, agents, and authorized representatives harmless from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of CONTRACTOR's work under this agreement, but only to the extent such claims, damage, loss, or expense is caused in whole or in part by the acts or omissions of the CONTRACTOR, CONTRACTOR's subcontractors, anyone directly or indirectly employed by them or anyone for whose acts they may be liable.

5. CONTRACTOR, by this contract, expressly warrants the labor of the CONTRACTOR for a period of one year from the date of completion of the work. The CONTRACTOR, by this contract, explicitly does not express or imply any warranty or guarantee of any materials used in paving the subject property. PINEY-Z further expressly understands and agrees that the sole warranty of the work of the CONTRACTOR shall be the CONTRACTOR's warranty of the labor performed by the CONTRACTOR. PINEY-Z further expressly understands that there is no guarantee on the growth of grass in the subject area to be paved, workmen shall not be liable for any low spots, softness of asphalt, roots, looseness of asphalt, water drainage, small cracks, or any other Acts of God, and that seal coating by anyone except the CONTRACTOR will void the CONTRACTOR'S warranty.

6. PINEY-Z and the CONTRACTOR agree that this written contract shall constitute the sole and binding agreement between them, and that its term and conditions shall control. No modification of this contract shall be binding on the parties thereto without such modifications being written and signed by both the CONTRACTOR and PINEY-Z.

7. The CONTRACTOR shall not be liable to PINEY-Z for any delay in the work on the subject property caused by storms, earthquakes, floods, wind, rain, war, riots, or any other Act of God, which may cause such delay.

8. PINEY-Z and CONTRACTOR agree that in the event litigation is necessary to enforce the terms of this contract, the prevailing party shall be entitled to its reasonable attorney's fees and court costs.

9. **IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:**

Sandra Demarco

954-603-0033 Ext. 40532

sandra.demarco@inframark.com

210 N. University Drive, Suite 702

Coral Springs, FL 33071

CONTRACTOR agrees to:

- a. Keep and maintain public records required by PINEY-Z to perform the service;
- b. Upon request from PINEY-Z'S custodian of public records, provide PINEY-Z with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119 or as otherwise provided by law;
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if CONTRACTOR does not transfer the records to PINEY-Z; and
- d. Upon completion of the contract, transfer, at no cost, to PINEY-Z all public records in possession of CONTRACTOR or keep and maintain public records required by PINEY-Z to perform the service. If CONTRACTOR transfers all public records to PINEY-Z upon completion of the contract, CONTRACTOR shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If CONTRACTOR keeps and maintains public records upon completion of the contract, CONTRACTOR shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to PINEY-Z, upon request from PINEY-Z'S custodian of public records, in a format that is compatible with the information technology systems of PINEY-Z.

PINEY-Z and CONTRACTOR have read in full the terms and conditions of this contract, have explicitly assented to all of the said terms and conditions, and by their signatures below agree that they shall be binding on both parties to the contract.

IN WITNESS WHERETO, the parties have each set their signatures, on the date here in before mentioned.

PINEY-Z:

Gualdine Kashin
(Name)

Chair
(Title)

CONTRACTOR:

[Signature]
(Name)

owner
(Title)