

**PINEY-Z COMMUNITY  
DEVELOPMENT DISTRICT**

**JULY 26, 2021**

**AGENDA PACKAGE**



210 N. UNIVERSITY DRIVE, SUITE 702  
CORAL SPRINGS, FLORIDA 33071

**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

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July 19, 2021

Board of Supervisors  
Piney-Z Community Development District

Dear Board Members:

On Monday, July 26, 2021 the Board of Supervisors of the Piney-Z Community Development District will hold a meeting at 6:30 p.m. **at the Piney-Z Lodge**, 950 Piney-Z Plantation Road, Tallahassee, Florida. The following is the advance agenda for the meeting:

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Audience Comments & Supervisor Response(s)**
- 4. Public Hearing to Consider the Adoption of the Budget for Fiscal Year 2022 and Levy of Non-Ad Valorem Assessments**
  - A. Consideration of Resolution 2021-4, Annual Appropriation and Adoption of the Budget
  - B. Consideration of Resolution 2021-5, Levy of Non-Ad Valorem Maintenance Assessments
- 5. Approval of the Minutes of the May 17, 2021 Meeting**
- 6. Acceptance of the May and June, 2021 Financial Statements and Approval of the Check Registers and Invoices**
- 7. CDD Manager's Report**
- 8. District Manager's Report**
  - A. Consideration of Resolution 2021-6 – Removing and Designating Treasurer
  - B. Consideration of Meeting Schedule for FY 2022 (attached)
- 9. District Attorney's Report**
- 10. Old Business**
- 11. New Business**
- 12. Supervisor Requests**
- 13. 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

## **Fourth Order of Business**

**PINEY-Z**  
Community Development District

***Annual Operating Budget***  
**Fiscal Year 2022**

**Version 1 - Approved Tentative Budget:**  
(Approved at April 26, 2021 meeting)

Prepared by:



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**Piney-Z**  
Community Development District

**Operating Budget**  
Fiscal Year 2022

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2022 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	FY 2020	BUDGET FY 2021	THRU MAR-2021	APR- SEP-2021	PROJECTED FY 2021	BUDGET FY 2022
<b>REVENUES</b>								
Interest - Investments	\$ 1,939	\$ 2,808	\$ 2,157	\$ 100	\$ 374	\$ 374	\$ 748	\$ 2,000
Interest - Tax Collector	357	612	360	200	76	-	76	300
Special Assmnts- Tax Collector	394,971	394,517	394,369	394,706	378,178	16,528	394,706	394,707
Special Assmnts- Discounts	(14,974)	(14,388)	(14,513)	(15,788)	(14,304)	-	(14,304)	(15,788)
Settlements	37,210	8,480	-	-	-	-	-	-
Other Miscellaneous Revenues	1,675	1,868	431	-	365	-	365	-
Access Cards	918	1,179	225	1,198	-	-	-	675
Pavilion Rental	1,340	1,400	80	1,100	-	-	-	800
Lodge Rental	13,434	20,453	6,385	16,500	-	-	-	18,500
Insurance Reimbursements	(28,730)	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>408,140</b>	<b>416,929</b>	<b>389,494</b>	<b>399,916</b>	<b>364,689</b>	<b>16,902</b>	<b>381,591</b>	<b>401,193</b>

**EXPENDITURES**

*Administrative*

P/R-Board of Supervisors	4,600	3,600	2,800	8,000	1,400	4,000	5,400	8,000
FICA Taxes	352	275	214	612	107	306	413	612
ProfServ-Dissemination Agent	-	1,000	1,000	-	-	-	-	-
ProfServ-Legal Services	24,117	24,000	24,000	24,000	12,000	12,000	24,000	24,000
ProfServ-Mgmt Consulting Serv	50,317	44,775	44,775	44,775	15,669	15,669	31,338	31,338
ProfServ-Recording	-	-	-	-	-	-	-	2,784
ProfServ-Special Assessment	4,637	4,637	4,637	4,637	-	-	-	-
Auditing Services	3,150	3,150	3,150	3,250	-	3,150	3,150	3,150
Postage and Freight	818	311	195	200	129	70	199	200
Insurance - General Liability	10,016	9,824	11,246	12,364	8,785	2,928	11,713	12,299
Printing and Binding	176	257	156	225	19	150	169	200

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2022 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	FY 2020	BUDGET FY 2021	THRU MAR-2021	APR- SEP-2021	PROJECTED FY 2021	BUDGET FY 2022
Legal Advertising	1,170	624	1,484	1,000	159	800	959	1,200
Miscellaneous Services	109	290	379	150	134	134	268	150
Misc-Assessmnt Collection Cost	11,400	11,404	11,396	11,841	10,916	496	11,412	11,841
Misc-Contingency	41	-	-	100	-	50	50	100
Office Supplies	-	-	-	100	-	50	50	100
Annual District Filing Fee	175	175	175	175	175	-	175	175
<b>Total Administrative</b>	<b>111,078</b>	<b>104,322</b>	<b>105,607</b>	<b>111,429</b>	<b>49,493</b>	<b>39,803</b>	<b>89,296</b>	<b>96,149</b>
<b>Field</b>								
Contr-Landscape-Amenities Area	12,099	15,988	23,090	24,000	8,575	12,000	20,575	24,000
R&M-Trees and Trimming	2,500	1,500	1,600	3,000	-	1,500	1,500	3,000
Misc-Contingency	3,260	1,044	2,646	4,000	105	2,000	2,105	4,000
<b>Total Field</b>	<b>17,859</b>	<b>18,532</b>	<b>27,336</b>	<b>31,000</b>	<b>8,680</b>	<b>15,500</b>	<b>24,180</b>	<b>31,000</b>
<b>Parks and Recreation - General</b>								
Payroll-Other	-	-	-	500	-	250	250	500
Payroll-Maintenance	7,946	7,827	6,923	7,024	6,572	6,572	13,144	7,164
Payroll-Administrative	47,115	53,064	53,991	43,808	27,683	27,683	55,366	56,593
FICA Taxes	1,467	4,642	4,595	4,501	2,702	2,640	5,342	4,916
Workers' Compensation	3,406	3,622	3,718	4,845	2,867	956	3,823	3,938
Contracts-Janitorial Services	2,160	2,150	1,325	2,340	200	1,170	1,370	2,808
Contracts-Security Services	1,655	1,865	780	1,305	390	653	1,043	1,130
Contracts-Fire Exting. Insp.	350	350	350	350	175	175	350	350
Contract-Copier Maintenance	137	335	46	300	18	150	168	150
Contract-Dumpster Rental	312	312	312	312	156	156	312	312
Contracts-Pest Control	499	568	427	480	145	240	385	480
Contracts-Fire Insp Sprinkler System	250	250	200	250	-	125	125	200



**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2022 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	FY 2020	BUDGET FY 2021	THRU MAR-2021	APR- SEP-2021	PROJECTED FY 2021	BUDGET FY 2022
Contract-Website Hosting	-	-	-	350	-	175	175	242
Communication - Teleph - Field	90	100	-	120	-	60	60	120
Postage and Freight	-	-	107	55	45	28	73	55
Utility - General	15,551	17,605	18,635	18,677	7,455	7,455	14,910	20,938
Utility - Other	3,285	2,918	3,077	3,238	1,436	1,436	2,872	3,000
Electricity - Streetlighting	1,326	1,195	1,314	1,344	664	664	1,328	1,476
Utility - Irrigation	3,932	2,716	3,407	3,600	764	764	1,528	3,828
Utility - Refuse Removal	1,144	1,173	1,468	1,446	768	768	1,536	1,649
R&M-General	2,115	826	386	1,500	52,694	750	53,444	1,000
R&M-Electrical	390	350	489	425	61	213	274	500
R&M-Roof	-	-	60	360	-	180	180	720
R&M-Fire Equipment	40	-	-	100	102	50	152	50
R&M-Plumbing	3	66	-	200	-	100	100	150
Misc-Contingency	1,133	2,683	14,353	3,000	627	1,500	2,127	3,000
Misc-Information Technology	1,036	3,462	628	660	404	330	734	300
Misc-Mileage Reimbursement	336	284	317	325	183	163	346	350
Office Supplies	3,087	1,750	1,234	2,000	739	1,000	1,739	2,000
Supplies-Cleaning & Paper	261	246	379	325	98	163	261	400
Capital Outlay	(4,287)	-	61,465	-	-	-	-	-

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2022 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	FY 2020	BUDGET	THRU	APR-	PROJECTED	BUDGET
				FY 2021	MAR-2021	SEP-2021	FY 2021	FY 2022
Non-Capitalized New Equipment	4,287	-	-	-	-	-	-	-
Reserves-Lodge	-	-	-	1,650	-	-	-	4,920
<b>Total Parks and Recreation - General</b>	<b>99,026</b>	<b>110,359</b>	<b>179,986</b>	<b>112,890</b>	<b>106,948</b>	<b>56,566</b>	<b>163,514</b>	<b>123,239</b>
<b>Swimming Pool</b>								
Payroll-Lifeguards	18,067	-	-	-	-	-	-	-
Payroll-Maintenance	11,591	14,253	10,137	14,048	4,410	7,024	11,434	10,507
Payroll-Administrative	6,249	6,781	6,918	14,603	3,374	7,302	10,676	7,446
Payroll-Pool Attendants	-	21,595	1,562	21,243	-	10,622	10,622	20,287
FICA Taxes	4,972	3,261	1,424	3,817	596	1,908	2,504	2,925
Communication - Teleph - Field	473	746	744	800	361	400	761	800
R&M-General	218	162	364	300	30	150	180	350
R&M-Electrical	-	-	53	100	33	50	83	100
R&M-Pools	4,570	105	80	1,500	1,750	750	2,500	2,000
Misc-Licenses & Permits	250	250	250	250	-	125	125	250
Misc-Contingency	3,426	3,097	5,121	3,250	-	1,625	1,625	4,350
Op Supplies - Pool Chemicals	2,242	1,957	1,676	2,250	21	1,125	1,146	2,250
Capital Outlay - Pool	51,893	-	-	-	-	-	-	-
Reserve - Pool	25,000	-	-	16,810	-	-	-	25,050
Reserves-Pool Filters	-	-	-	-	856	-	856	-
Reserves-Pool Pumps	-	-	1,575	-	275	-	275	-
<b>Total Swimming Pool</b>	<b>128,951</b>	<b>52,207</b>	<b>29,904</b>	<b>78,971</b>	<b>11,706</b>	<b>31,080</b>	<b>42,786</b>	<b>76,315</b>

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2022 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	FY 2020	BUDGET FY 2021	THRU MAR-2021	APR- SEP-2021	PROJECTED FY 2021	BUDGET FY 2022
<b><i>Fitness Center</i></b>								
Payroll-Maintenance	1,282	1,425	4,221	2,342	686	1,171	1,857	4,298
Payroll-Administrative	3,084	3,391	3,585	7,301	2,085	3,651	5,736	3,723
FICA Taxes	275	368	597	738	212	369	581	614
Contracts-Janitorial Services	1,440	1,420	980	1,560	-	-	-	1,872
Contracts-Fitness Equipment	1,100	1,200	500	1,200	100	600	700	1,200
Contracts-Pest Control	214	145	178	163	73	82	155	163
R&M-General	291	209	670	300	65	150	215	300
R&M-Electrical	84	14	200	100	-	-	-	150
R&M-Equipment	735	130	317	1,000	1,176	500	1,676	1,500
Misc-Contingency	95	-	930	300	-	-	-	500
Supplies-Cleaning & Paper	234	520	560	650	17	325	342	650
Reserve - Equipment	-	-	-	2,500	-	-	-	5,000
<b>Total Fitness Center</b>	<b>8,834</b>	<b>8,822</b>	<b>12,738</b>	<b>18,154</b>	<b>4,414</b>	<b>6,847</b>	<b>11,261</b>	<b>19,970</b>
<b><i>Park &amp; Grounds</i></b>								
Payroll-Maintenance	20,651	23,820	24,393	23,414	10,884	10,884	21,768	25,788
Payroll-Administrative	6,023	6,781	6,468	7,301	2,363	2,363	4,726	6,702
FICA Taxes	1,754	2,341	2,361	2,350	1,013	1,013	2,026	2,485
Contracts-Janitorial Services	1,200	1,230	245	1,300	-	-	-	1,560
Contracts-Roof	75	-	60	360	240	180	420	720
Contracts-Pest Control	145	145	109	215	73	108	181	215
R&M-General	446	1,852	1,462	2,000	42	1,000	1,042	1,500
R&M-Electrical	81	29	145	175	22	88	110	175
R&M-Irrigation	875	2,445	695	1,000	-	500	500	1,000
R&M-Vegetation Removal	-	2,200	-	-	-	-	-	-
R&M-Backflow Inspection	315	355	380	355	-	178	178	380

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2022 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	FY 2020	BUDGET FY 2021	THRU MAR-2021	APR- SEP-2021	PROJECTED FY 2021	BUDGET FY 2022
Misc-Hurricane Expense	-	2,350	-	-	-	-	-	-
Misc-Contingency	5,620	1,605	3,559	2,500	299	1,250	1,549	1,500
Supplies-Cleaning & Paper	66	166	200	275	51	138	189	275
Capital Outlay	-	-	11,919	-	-	-	-	-
Reserve-Gutters	-	7,726	-	-	-	-	-	-
Reserves - Irrigation System	-	-	-	500	-	-	-	500
Reserve-Mulch	-	3,250	-	2,000	3,821	-	3,821	4,000
Reserve - Parking Lot	-	44,695	1,200	1,200	-	-	-	1,200
Reserve - Playground	-	-	-	2,500	-	-	-	2,500
<b>Total Park &amp; Grounds</b>	<b>37,251</b>	<b>100,990</b>	<b>53,196</b>	<b>47,445</b>	<b>18,808</b>	<b>17,700</b>	<b>36,508</b>	<b>50,500</b>
<b>Reserves</b>								
Reserve - CDD Amenity	-	-	8,096	28	-	-	-	4,020
<b>Total Reserves</b>	<b>-</b>	<b>-</b>	<b>8,096</b>	<b>28</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,020</b>
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>402,999</b>	<b>395,232</b>	<b>416,863</b>	<b>399,916</b>	<b>200,049</b>	<b>167,496</b>	<b>367,545</b>	<b>401,193</b>
Excess (deficiency) of revenues								
Over (under) expenditures	5,141	21,697	(27,369)	(0)	164,640	(150,594)	14,046	0
<b>OTHER FINANCING SOURCES (USES)</b>								
Interfund Transfer - In	-	23,131	-	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	-	(0)	-	-	-	0
<b>TOTAL OTHER SOURCES (USES)</b>	<b>-</b>	<b>23,131</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2022 Proposed Budget

<b>ACCOUNT DESCRIPTION</b>	<b>ACTUAL FY 2018</b>	<b>ACTUAL FY 2019</b>	<b>ACTUAL FY 2020</b>	<b>ADOPTED BUDGET FY 2021</b>	<b>ACTUAL THRU MAR-2021</b>	<b>PROJECTED APR- SEP-2021</b>	<b>TOTAL PROJECTED FY 2021</b>	<b>ANNUAL BUDGET FY 2022</b>
Net change in fund balance	5,141	44,828	(27,369)	(0)	164,640	(150,594)	14,046	0
<b>FUND BALANCE, BEGINNING</b>	294,440	299,581	344,409	317,145	317,040	-	317,040	331,086
<b>FUND BALANCE, ENDING</b>	<b>\$ 299,581</b>	<b>\$ 344,409</b>	<b>\$ 317,040</b>	<b>\$ 317,145</b>	<b>\$ 481,680</b>	<b>\$ (150,594)</b>	<b>\$ 331,086</b>	<b>\$ 331,086</b>

**Exhibit "A"**  
Allocation of Fund Balances

**AVAILABLE FUNDS**

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2022	\$ 331,086
Net Change in Fund Balance - Fiscal Year 2022	0
Reserves - Fiscal Year 2022 Additions	47,190
<b>Total Funds Available (Estimated) - 9/30/22</b>	<b>378,276</b>

**ALLOCATION OF AVAILABLE FUNDS**

***Assigned Fund Balance***

Operating Reserve - First Quarter Operating Capital 100,298 <sup>(1)</sup>

Contribution CDD Amenity prior years	23,582	
Contribution CDD Amenity FY 2022	4,020	<u>27,602</u>
Reserve - Lodge prior years	7,952	
Reserve - Lodge FY 2022	4,920	<u>12,872</u>
Reserve - Park prior years	7,379	
Reserve - Park FY 2022	8,200	<u>15,579</u>
Reserve - Equipment prior years	5,000	
Reserve - Equipment FY 2022	5,000	<u>10,000</u>
Reserve - Pool Equipment prior years	7,820	
Reserve - Pool Equipment FY 2022	25,050	<u>32,870</u>
Reserve - Pool Filters prior years	11,114	
Reserve - Pool Filters FY 2022	-	<u>11,114</u>
Reserve - Pool Pumps prior years	6,150	

**PINEY-Z**

Community Development District

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Reserve - Pool Pumps FY 2022	-	<u>6,150</u>	
Reserve - Pool Shell prior years	10,000		
Reserve - Pool Shell FY 2022	-	<u>10,000</u>	
			126,187
		Subtotal	<u>226,485</u>

<b>Total Allocation of Available Funds</b>	<b>226,485</b>
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<b>Total Unassigned (undesignated) Cash</b>	<u><u>\$ 151,791</u></u>
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**Notes**

(1) Represents approximately 3 months of operating expenditures

**PINEY-Z**

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2022

**REVENUES****Interest - Investments (361001-3000)**

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

**Special Assessments - Tax Collector (363010-3000)**

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 (363090-3000)**

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

**Miscellaneous Revenues (369900-3000)**

Unanticipated miscellaneous revenues.

**Access Cards (369941-3000)**

Revenue from access cards purchases, including from pass holders.

**Pavilion Rental (369942-3000)**

Revenue from renting the pavilion to residents and non-residents for private functions, meetings, etc.

**Lodge Rental (369943-3000)**

Revenue from renting the lodge to residents and non-residents for private functions, to the Leon County Supervisor of Elections for conducting precinct elections, etc.



**PINEY-Z**

Community Development District

*General Fund*

**Budget Narrative**  
Fiscal Year 2022

**EXPENDITURES**

**Expenditures - Administrative**

**Payroll - Board of Supervisors (511001-51101)**

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

**FICA Taxes (521001-51101)**

Payroll taxes on Board of Supervisors compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

**Professional Services - Legal Services (531023-51401)**

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 (531027-51201)**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services, Inc.. The fees are related to the current contracted fees in the Management Agreement including record storage and 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 Inframark in accordance with the management contract.

**Professional Services - Special Assessment (531038-51301)**

Administrative costs to prepare the District's Special Assessment Roll, certify the roll to the County and provide estoppel services on request.

**Auditing Services (532002-51301)**

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 the engagement letter.

**Postage & Freight (541006-51301)**

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

**Insurance - General Liability (545002-51301)**

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.

**PINEY-Z**

Community Development District

*General Fund*

**Budget Narrative**

Fiscal Year 2022

**Expenditures – Administrative (continued)**

**Printing & Binding (547001-51301)**

Printing of computerized checks, stationery, envelopes, etc.

**Legal Advertising (548002-51301)**

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

**Miscellaneous Services (549001-51301)**

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

**Miscellaneous - Assessment Collection Cost (549070-51301)**

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 budgeted amount for collection costs is based on a maximum of 3% of the anticipated assessment collections.

**Miscellaneous - Contingency (549900-51301)**

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

**Office Supplies (551002-51301)**

Miscellaneous office supplies.

**Annual District Filing Fees (554007-51301)**

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

**Expenditures - Field**

*This Department accounts for the costs associated with the exterior maintenance and upkeep of the District's amenities.*

**Contracts - Landscape – Amenities Area (534053-53901)**

Landscaping and maintenance services (mowing, weeding, pine straw and fertilizer) for the “amenities” area within the District.

**PINEY-Z**

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2022

**Expenditures – Field (continued)****R&M – Trees and Trimming (546099-53901)**

Tree trimming, tree removal, dead limb trimming, etc. for the “amenities” area within the District.

**Miscellaneous - Contingency (549900-53901)**

Necessary services and repairs which fall outside those specified in the landscaping contract, including plantings, sod, irrigation repairs, application of chemicals for poison ivy, ants, etc.

**Expenditures - Parks and Recreation - General**

*This department includes on-site administrative costs of the District as well as those associated with the maintenance, repair and replacement of equipment, and enhancements associated with the lodge (including the office, restrooms and second floor) and the garage.*

**Payroll - Other (512004-57201)**

Compensation of one part time Office Assistant, if needed.

**Payroll - Maintenance (512006-57201)**

Compensation of one part time Buildings and Grounds Manager.

**Payroll - Administrative (512009-57201)**

Compensation of one full time CDD Manager.

**Payroll – Special Pay (515002-57201)**

Merit pay, based on previous fiscal year, year end reviews.

**FICA Taxes (521001-57201)**

Payroll tax for staff above.

**Workers' Compensation (524001-57201)**

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

**PINEY-Z**

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2022

**Expenditures – Parks and Recreation - General (continued)****Contracts - Janitorial Services (534026-57201)**

Twice weekly cleaning in the lodge.

**Contracts - Security Services (534037-57201)**

Annual monitoring of the lodge (office, garage and fitness center). Also included are costs associated with the key fob system (utilized for fitness center, pool and side garage door access) to control and monitor entry. Additional costs included herein are the purchase of key fobs, and any repairs, (maintenance or replacement of the security cameras, DVR and television).

**Contracts - Fire Inspection (534094-57201)**

Inspection of fire suppression hood in the kitchen, as well as the several extinguishers around the property.

**Contracts - Copier Maintenance (534097-57201)**

Cost to maintain copier.

**Contracts - Dumpster Rental (534098-57201)**

Cost to rent lodge dumpster from Marpan.

**Contracts - Pest Control (534125-57201)**

Annual termite inspection; quarterly treatment of the lodge.

**Contracts - Fire Inspection Sprinkler System (534165-57201)**

Inspection of the sprinkler system in the garage.

**Contracts - Website Hosting (534384-57201)**

Cost to maintain website including domain, back-up and security.

**Communication - Telephone-Field (541005-57201)**

Purchase of TracFone for use by Buildings and Grounds Manager.

**Postage and Freight (541006-57201)**

Routine correspondence.

**Utility - General (543001-57201)**

City of Tallahassee charges for electricity, stormwater fees, fire service fees, water and sewer service for the District.

**PINEY-Z**

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2022

**Expenditures – Parks and Recreation - General (continued)****Utility - Other (543004-57201)**

Comcast charges for telephone, internet and television service in the lodge (including the fitness center)

**Electricity - Streetlighting (543013-57201)**

City of Tallahassee charges for electricity for the District's 10 decorative streetlights around the pool.

**Utility - Irrigation (543014-57201)**

City of Tallahassee charges for water for irrigation system and pool.

**Utility - Refuse Removal (543020-57201)**

City of Tallahassee charges to empty dumpster at Piney-Z Lodge.

**R&M - General (546001-57201)**

Locks and keys, repair of kitchen cabinets, bathroom mirrors and countertops, doors, replacement of office and garage blinds, necessary tools, meeting signs, etc.

**R&M – Electrical (546020-57201)**

Batteries, bulbs, sensors, cords, outside vendors if required.

**R&M - Roof (546164-57201)**

Blowing off of the lodge roof.

**R&M - Fire Equipment (546230-57201)**

Repairs to exit lighting, etc.

**R&M - Plumbing (546250-57201)**

Flappers, strainers, toilet seats, outside vendors if required.

**Miscellaneous - Contingency (549900-57201)**

Unanticipated operating expenses.

**Miscellaneous - Information Technology (549942-57201)**

IT support and website maintenance/assistance, to ensure the website continues to meet ADA goals.

**PINEY-Z**

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2022

**Expenditures – Parks and Recreation - General (continued)****Miscellaneous - Mileage Reimbursement (549951-57201)**

Reimbursement of mileage expenses of Buildings and Grounds Manager.

**Office Supplies (551002-57201)**

Costs associated with operation of the CDD Manager's office, including copier and computer paper, computer ink and software, file folders, card stock for forms, notebooks, envelopes, pens, pencils, name plates for board members, computers and printers, as well as Office 365 and cloud storage.

**Supplies - Cleaning and Paper (551083-57201)**

Supplies for cleaning, paper towels, toilet paper, etc.

**Reserves - Lodge (568107-57201)**

For intensive cleaning of roof, replacement of HVAC unit, etc.

**Expenditures – Swimming Pool***This department includes costs associated with staffing, supplies, maintenance and repairs of the swimming pool and the associated deck, fence, gates, shed and related equipment.***Payroll - Maintenance (512006-57205)**

Compensation of one part-time Buildings and Grounds Manager.

**Payroll - Administrative (512009-57205)**

Compensation of one full time CDD Manager.

**Payroll – Pool Attendants (512028-57205)**

Compensation of pool attendants (\$12.00 per hour regular, \$12.50 per hour lead).

**FICA Taxes (521001-57205)**

Payroll tax for above.

**Communication - Telephone-Field (541005-57205)**

TracFone for attendant station; dedicated 911 phone.

**PINEY-Z**

Community Development District

*General Fund*

**Budget Narrative**

Fiscal Year 2022

**Expenditures – Swimming Pool (continued)**

**R&M - General (546001-57205)**

Repair of deck furniture, umbrellas, front and rear gates, locks on gates, etc.

**R&M - Electrical (546020-57205)**

Batteries, bulbs, sensors, cords, outside vendors if required.

**R&M - Pools (546074-57205)**

Repair of the pool and pool equipment, including pumps, chlorinator, pipes, problems with deck, tiles, on-deck showers, etc.

**Miscellaneous - License & Permits (549066-57205)**

Leon County Health Department pool license (expires annually on June 30).

**Miscellaneous - Contingency (549900-57205)**

Unanticipated operating expenses, including replacement of any equipment, deck furniture, pool attendant training, etc.

**Operating Supplies - Pool Chemicals (552009-57205)**

Pool chemicals, bleach and test kits, safety equipment including rescue rings and tubes, defibrillator batteries, respirator for chemical application, etc.

**Reserves - Pool (568124-57205)**

For pool shell repair, replacement of sand filters, chlorinator and dolphin.

**Expenditures – Fitness Center**

*This department includes costs associated with the maintenance, repair and supplies required in the fitness center.*

**Payroll - Maintenance (512006-57214)**

Compensation of one part time Buildings and Grounds Manager.

**Payroll - Administrative (512009-57214)**

Compensation of one full time CDD Manager.

**PINEY-Z**

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2022

**Expenditures – Fitness Center (Continued)****FICA Taxes (521001-57214)**

Payroll tax for above.

**Contracts - Janitorial Services (534026-57214)**

Twice weekly cleaning of the Fitness Center.

**Contracts - Fitness Equipment (534071-57214)**

Monthly preventative maintenance contract with FitnessPro.

**Contracts - Pest Control (534125-57214)**

Annual termite inspection; quarterly treatment of the fitness center.

**R&M - General (546001-57214)**

Repair of carpet, mirrors, doors, fans, etc.

**R&M - Electrical (546020-57214)**

Batteries, bulbs, sensors, cords, outside vendor if required.

**R&M - Equipment (546022-57214)**

Repairs (including parts and Labor) required to keep all equipment fully operational.

**Miscellaneous - Contingency (549900-57214)**

Unanticipated operating expenses.

**Supplies - Cleaning and Paper (552083-57214)**

Supplies for cleaning, paper towels, toilet paper, etc.

**Reserve - Equipment (568073-57214)**

Purchase of exercise pieces for gym.



**PINEY-Z**

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2022

**Expenditures – Parks & Grounds**

*This department includes general maintenance, repair and supplies required for the upkeep of the Rosemary White Playground and Gazebo Park (including picnic tables, trash cans, benches, grills and playground equipment), as well as of the pavilion (including restrooms) and the picnic grounds located between the lodge and the swimming pool.*

**Payroll - Maintenance (512006-57240)**

Compensation of one part time Buildings and Grounds Manager.

**Payroll - Administrative (512009-57240)**

Compensation of one full time CDD Manager.

**FICA Taxes (521001-57240)**

Payroll tax for above.

**Contracts - Janitorial Services (534026-57240)**

Twice weekly cleaning of pavilion restrooms, in season.

**Contracts- Roof (534108-57240)**

Regular cleaning of pavilion roof.

**Contracts- Pest Control (534125-57240)**

Quarterly treatment of the pavilion.

**R&M - General (546001-57240)**

Repair of slides, swings, picnic tables, gazebos, etc.

**R&M - Electrical (564020-57240)**

Batteries, bulbs, sensors, cords, outside vendors if required.

**R&M - Irrigation (546041-57240)**

Repairs to the irrigation system.

**R&M - Backflow Inspections (546459-57240)**

Inspection of the backflows from the water/waste lines.

**PINEY-Z**

Community Development District

*General Fund*

**Budget Narrative**

Fiscal Year 2022

**Expenditures – Parks & Grounds (continued)**

**Miscellaneous - Contingency (549900-57240)**

Unanticipated operating expenses.

**Supplies - Cleaning and Paper (552083-57240)**

Supplies for cleaning, paper towels, toilet paper, etc.

**Reserves – Irrigation System (568098-57240)**

For repair or replacement of irrigation system.

**Reserves - Mulch (568109-57240)**

Playground Mulch.

**Reserves - Parking Lots (568117-57240)**

For re-sealing of all asphalt lots.

**Reserves – Playground Equipment (568122-57240)**

For repair or replacement of playground equipment.

**Piney-Z**

**Community Development District**

**Supporting Budget Schedules**

Fiscal Year 2022

**Comparison of Non-Ad Valorem Assessment Rates  
Fiscal Year 2022 vs Fiscal Year 2021**

<b>Assessments Per Unit</b>				
<b>LOT SIZE</b>	<b># OF UNITS</b>	<b>General Fund</b>		
		<b>FY2022</b>	<b>FY2021</b>	<b>Percent Change</b>
36	28	\$522.79	\$522.79	0.00%
40	104	\$522.79	\$522.79	0.00%
50	291	\$522.79	\$522.79	0.00%
60	62	\$522.79	\$522.79	0.00%
75	183	\$522.79	\$522.79	0.00%
90	67	\$522.79	\$522.79	0.00%
65	8	\$522.79	\$522.79	0.00%
50 gar	12	\$522.79	\$522.79	0.00%
	<b>755</b>			

**4A.**

**RESOLUTION 2021-4**

**THE ANNUAL APPROPRIATION RESOLUTION OF THE PINEY-Z COMMUNITY DEVELOPMENT DISTRICT (THE “DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022.**

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2021, submitted to the Board of Supervisors (the “Board”) a proposed budget for the next ensuing budget year along with an explanatory and complete financial plan for each fund of the Piney-Z Community Development District, pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the proposed annual budget (the “Proposed Budget”), the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

**WHEREAS**, the Board set July 26, 2021 as the date for a public hearing, and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), Florida Statutes; and

**WHEREAS**, Section 190.008(2)(a), Florida Statutes, requires that, prior to October 1 of each year, the District Board adopt by resolution a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

**WHEREAS**, the District Manager has prepared a Proposed Budget that projects the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

**Section 1. Budget**

- a. That the Board of Supervisors has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Records Office, and hereby approves the Proposed Budget as amended, as shown in Section 2 below.
- b. That the Proposed Budget, attached hereto as Exhibit “A,” as amended by the Board after the public hearing, is hereby adopted in accordance with the

provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for Fiscal Year 2021 and/or revised projections for Fiscal Year 2022.

- c. That the adopted budget, as amended, shall be maintained in the Office of the District Manager and the District’s Records Office and identified as “The Budget for Piney-Z Community Development District for the Fiscal Year Ending September 30, 2022, as Adopted by the Board of Supervisors on July 26, 2021.”
- d. The adopted budget shall be posted on the District’s official website within thirty (30) days after adoption.

**Section 2. Appropriations**

There is hereby appropriated out of the revenues of the Piney-Z Community Development District, for the fiscal year beginning October 1, 2021, and ending September 30, 2022, the sum of \$ \_\_\_\_\_ to be raised by the levy of assessments and otherwise, which sum is deemed by the Board of Supervisors to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ _____
TOTAL ALL FUNDS	\$ _____

**Section 3. Supplemental Appropriations**

The Board may authorize by resolution, supplemental appropriations or revenue changes for any lawful purpose from funds on hand or estimated to be received within the fiscal year as follows:

- a. Board may authorize a transfer of the unexpended balance or portion thereof of any appropriation item.
- b. Board may authorize an appropriation from the unappropriated balance of any fund.
- c. Board may increase any revenue or income budget amount to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.

The District Manager and Treasurer shall have the power within a given fund to authorize the transfer of any unexpected balance of any appropriation item or any portion thereof, provided such transfers do not exceed \$10,000 or have the effect of causing more than 10% of the total appropriation of a given program or project to be transferred, previously approved transfers included. Such transfer shall not have the effect of causing a more than \$10,000 or 10% increase, previously approved transfers included, to the original budget appropriation for the receiving program. Transfers within a program or project may be approved by the Board of Supervisors. The District Manager or Treasurer must establish administrative procedures which require information on the request forms proving that such transfer requests comply with this section.

Introduced, considered favorably, and adopted this 26<sup>th</sup> day of July 2021.

ATTEST:

**BOARD OF SUPERVISORS OF  
THE PINEY-Z COMMUNITY  
DEVELOPMENT DISTRICT**

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Bob Nanni  
Secretary

---

Cheryl Hudson  
Chairman



**4B.**

**RESOLUTION 2021-5**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PINEY-Z COMMUNITY DEVELOPMENT DISTRICT IMPOSING SPECIAL ASSESSMENTS AND CERTIFYING AN ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Piney-Z Community Development District (the “District”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District’s adopted Improvement Plan and Chapter 190, Florida Statutes; and

**WHEREAS**, the Board of Supervisors of the District (“Board”) hereby determines to undertake various operations and maintenance activities described in the District’s budget for Fiscal Year 2021-2022 (“Operations and Maintenance Budget”), attached hereto as Exhibit “A” and incorporated by reference herein; and

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the District’s budget for Fiscal Year 2021-2022; and

**WHEREAS**, the provision of such services, facilities, and operations is a benefit to lands within the District; and

**WHEREAS**, Chapter 190, Florida Statutes, provides that the District may impose special assessments on benefited lands within the District; and

**WHEREAS**, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector (“Uniform Method”); and

**WHEREAS**, the District has previously evidenced its intention to utilize this Uniform Method; and

**WHEREAS**, the District has approved an Agreement with the Property Appraiser and Tax Collector of Leon County to provide for the collection of the special assessments under the Uniform Method; and

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments; and

**WHEREAS**, it is in the best interests of the District to adopt the assessment roll of the Piney-Z Community Development District (the “Assessment Roll”), attached to this Resolution as Exhibit “B” and incorporated herein as a material part of this Resolution by this reference, and to certify the Assessment Roll to the Leon County Tax Collector pursuant to the Uniform Method; and

**WHEREAS**, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, certified to the Leon County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for Leon County, for such time as authorized by Florida law.

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

**SECTION 1. BENEFIT.** The provision of the services, facilities, and operations as described in Exhibit “A” confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the costs of the assessments. The allocation of the costs to the specially benefited lands is shown in Exhibit “A.”

**SECTION 2. ASSESSMENT IMPOSITION.** A special assessment for operation and maintenance as provided for in Chapter 190, Florida Statutes, is hereby imposed and levied on benefited lands within the District in accordance with Exhibit “A.”

**SECTION 3. COLLECTION.** The collection of the operation and maintenance special assessments shall be at the same time and in the same manner as Leon County taxes in accordance with the Uniform Method.

**SECTION 4. ASSESSMENT ROLL.** The District's Assessment Roll, attached to this Resolution as Exhibit “B,” is hereby certified to the Leon County Tax Collector and the assessments shall be collected by Leon County Tax Collector in the same manner and time as Leon County taxes. The proceeds therefrom shall be paid to the Piney-Z Community Development District.

**SECTION 5. ASSESSMENT ROLL AMENDMENT.** The District Manager shall keep appraised of all updates made to the Leon County property roll by the Property Appraiser after the date of this Resolution, and shall amend the District’s Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the Leon County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

**SECTION 6. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 7. EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Piney-Z Community Development District.

**PASSED AND ADOPTED** this 26<sup>th</sup> day of July, 2021.

ATTEST:

**BOARD OF SUPERVISORS OF THE  
PINEY-Z COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Bob Nanni  
Secretary

\_\_\_\_\_  
Cheryl Hudson  
Chairman

## **Fifth Order of Business**



On MOTION by Ms. Pincus seconded by Ms. Cashin, to approve the April 26, 2021 meeting minutes were approved with votes as follows:  
**Frank Cicione – Aye**  
**Ann Pincus - Aye**  
**Gerry Cashin – Aye**  
**Cheryl Hudson - Aye**

**FIFTH ORDER OF BUSINESS**

**Acceptance of the April 2021  
Financial Statements and  
Approval of the April Check  
Registers and Invoices**

On MOTION by Ms. Cashin seconded by Ms. Pincus the April 2021 financials, check register and invoices were approved with votes as follows:  
**Frank Cicione – Aye**  
**Ann Pincus - Aye**  
**Gerry Cashin – Aye**  
**Cheryl Hudson - Aye**

**SIXTH ORDER OF BUSINESS**

**Amenities**

- Pool opening
  - Ms. Parker noted based on conversations with the City of Tallahassee they will not require masks or social distancing, and guests will be permitted starting Memorial Day (if they have lifeguards).

*The record will reflect Mr. Kirby has joined the meeting.*

  - All furniture will be out at the pool and activity will return to pre-pandemic.
  - New CDC guidance and State of Florida requirements were acknowledged

On MOTION by Ms. Cashin seconded by Ms. Pincus to reopen the pool for the 2021 season to pre-pandemic rules was approved with votes as follows:  
**Frank Cicione – Aye**  
**Ann Pincus – Aye**  
**Art Kirby – Aye**  
**Gerry Cashin – Aye**  
**Cheryl Hudson - Aye**

May 17, 2021

- Fitness Center
  - Ms. Hudson suggested the fitness center be opened on May 29, 2021.

On MOTION by Ms. Cashin seconded by Ms. Pincus to reopen the fitness center was approved with votes as follows:

**Frank Cicione – Aye**  
**Ann Pincus – Aye**  
**Art Kirby – Aye**  
**Gerry Cashin – Aye**  
**Cheryl Hudson - Aye**

- Discussion followed on continuing handwashing and cleaning of equipment after use.
- Rentals
  - Pavilion - Ms. Parker suggested resuming rentals on June 1<sup>st</sup> noting she has received inquiries for certain dates.

On MOTION by Ms. Cashin seconded by Mr. Kirby to resume rentals for the pavilion and Lodge on June 1, 2021 was approved with votes as follows:

**Frank Cicione – Aye**  
**Ann Pincus – Aye**  
**Art Kirby – Aye**  
**Gerry Cashin – Aye**  
**Cheryl Hudson - Aye**

**SEVENTH ORDER OF BUSINESS**

**CDD Manager’s Report**

- Ms. Parker noted she has nothing to add other than the power washing is done for the pavilion and pool, it is ready to go.
- Mr. Marc Danner inquired if they start calling in for rental reservations now or do they need to wait until June 1<sup>st</sup>.
  - Ms. Parker noted they can start calling now.

**EIGHTH ORDER OF BUSINESS**

**District Manager’s Report**

- **A. Resolution 2021-3 – Setting the Public Hearing**
  - Resolution 2021-3 sets the public hearing for July 26, 2021 at 6:30 p.m.



On MOTION by Mr. Kirby seconded by Mr. Cicione, to adopt Resolution 2021-3 setting the public hearing for the FY 2022 budget for July 26, 2021 was approved with votes as follows:  
**Frank Cicione – Aye**  
**Ann Pincus - Aye**  
**Art Kirby - Aye**  
**Gerry Cashin – Aye**  
**Cheryl Hudson - Aye**

**B. Report on Number of Registered Voters – 1,410**

- Mr. Nanni reported there are 1,410 registered voters within the District.
  
- Mr. Nanni addressed the conference line call-ins for meetings. He suggested discontinuing call-ins for all other than Board members and staff.
  
- A question was raised on whether there were any residents on the call-in line currently. There were none identified.

Ms. Cashin MOVED to discontinue conference line call-ins for residents/public and Mr. Cicione seconded the motion.

- Mr. Kirby addressed an open line to monitor the verbal conversation of the meeting where anyone could monitor it as they chose and inquired if there is any violation to that with it intended to be a non-participation line.
  - Mr. Lyon noted you can do that, but the call-in line was only put in place due to COVID-19 restrictions and not being able to meet in-person. If they wanted to allow a listen only line they can do so.
  - Mr. Nanni noted his line is an open conference call line.

The motion was approved with votes as follows:  
**Frank Cicione – Aye**  
**Ann Pincus - Aye**  
**Art Kirby - Nay**  
**Gerry Cashin – Aye**  
**Cheryl Hudson - Aye**

May 17, 2021

- Discussion followed on notifying the community of the amenities reopening through an e-mail blast.

**NINTH ORDER OF BUSINESS**

**District Attorney's Report**

There being no report, the next item followed.

**TENTH ORDER OF BUSINESS**

**Old Business**

**A. Update on Intellectual Property – Trademark Filings**

- Ms. Hudson reported she has requested a check and it should be arriving and the packet will be sent in.
  - Ms. Cashin inquired how many they are doing and what name.
  - Ms. Hudson noted they are using the logo. They will see how that goes and then figure out to do the rest of it because it has to be something they are currently using.
  - It was noted the cost was \$87.50

**ELEVENTH ORDER OF BUSINESS**

**New Business**

There being none, the next item followed.

**TWELFTH ORDER OF BUSINESS**

**Supervisor Requests**

- A resident raised a question on the Intellectual Property – Trademark Filing.
  - Ms. Hudson outlined what this entails.
- Discussion followed on the Lodge remodel. [Applause]

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Ms. Cashin seconded by Ms. Pincus,  
with all in favor, the meeting was adjourned at 7:07 p.m.

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Bob Nanni  
Secretary

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Cheryl Hudson  
Chair

## **Sixth Order of Business**

# **PINEY-Z**

Community Development District

*Financial Report*

*May 31, 2021*

**Prepared by**



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**PINEY-Z**

Community Development District

**Financial Statements**

(Unaudited)

**May 31, 2021**

**Balance Sheet**  
May 31, 2021

<u>ACCOUNT DESCRIPTION</u>	<u>TOTAL</u>
<b><u>ASSETS</u></b>	
Cash - Checking Account	\$ 85,081
Cash On Hand/Petty Cash	250
Accounts Receivable - Other	185
Investments:	
Money Market Account	366,080
Prepaid Items	360
<b>TOTAL ASSETS</b>	<b>\$ 451,956</b>
<b><u>LIABILITIES</u></b>	
Accounts Payable	\$ 4,405
Accrued Expenses	3,786
<b>TOTAL LIABILITIES</b>	<b>8,191</b>
<b><u>FUND BALANCES</u></b>	
<b>Nonspendable:</b>	
Prepaid Items	360
<b>Assigned to:</b>	
Operating Reserves	99,779
Reserves - CDD Amenity	23,582
Reserves - Fitness Center	5,000
Reserves-Lodge	7,952
Reserves - Park	7,379
Reserves-Pool Equipment	7,820
Reserves-Pool Filters	11,114
Reserves-Pool Pumps	6,150
Reserves - Pool Shell	10,000
<b>Unassigned:</b>	<b>264,629</b>
<b>TOTAL FUND BALANCES</b>	<b>\$ 443,765</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 451,956</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>				
Interest - Investments	\$ 2,000	\$ 1,333	\$ 492	\$ (841)
Interest - Tax Collector	200	133	76	(57)
Special Assmnts- Tax Collector	394,706	394,706	391,074	(3,632)
Special Assmnts- Discounts	(15,788)	(15,788)	(14,304)	1,484
Other Miscellaneous Revenues	-	-	5,002	5,002
Access Cards	1,198	799	-	(799)
Pavilion Rental	1,100	733	-	(733)
Lodge Rental	16,500	11,000	-	(11,000)
<b>TOTAL REVENUES</b>	<b>399,916</b>	<b>392,916</b>	<b>382,340</b>	<b>(10,576)</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
P/R-Board of Supervisors	8,000	5,333	3,000	2,333
FICA Taxes	612	408	230	178
ProfServ-Legal Services	24,000	16,000	16,000	-
ProfServ-Mgmt Consulting Serv	44,775	29,850	20,892	8,958
ProfServ-Special Assessment	4,637	4,637	-	4,637
Auditing Services	3,250	3,250	3,150	100
Postage and Freight	200	133	147	(14)
Insurance - General Liability	12,364	9,273	8,785	488
Printing and Binding	225	150	19	131
Legal Advertising	1,000	667	287	380
Miscellaneous Services	150	100	178	(78)
Misc-Assessment Collection Cost	11,840	11,840	11,303	537
Misc-Contingency	100	67	-	67
Office Supplies	100	67	-	67
Annual District Filing Fee	175	175	175	-
<b>Total Administration</b>	<b>111,428</b>	<b>81,950</b>	<b>64,166</b>	<b>17,784</b>
<b>Field</b>				
Contr-Landscape-Amenities Area	24,000	16,000	15,061	939
R&M-Trees and Trimming	3,000	2,000	1,700	300
Misc-Contingency	4,000	2,667	105	2,562
<b>Total Field</b>	<b>31,000</b>	<b>20,667</b>	<b>16,866</b>	<b>3,801</b>



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>Parks and Recreation - General</u></b>				
Payroll-Other	500	333	-	333
Payroll-Maintenance	7,024	4,683	9,531	(4,848)
Payroll-Administrative	43,808	29,205	38,073	(8,868)
Payroll - Special Pay	7,500	5,000	-	5,000
FICA Taxes	4,501	3,001	3,723	(722)
Workers' Compensation	4,845	3,634	2,002	1,632
Contracts-Janitorial Services	2,340	1,560	200	1,360
Contracts-Security Services	1,305	870	585	285
Contracts-Fire Exting. Insp.	350	233	175	58
Contract-Copier Maintenance	300	200	28	172
Contract-Dumpster Rental	312	208	208	-
Contracts-Pest Control	480	320	427	(107)
Contracts-Fire Insp Sprinkler System	250	-	-	-
Contract-Website Hosting	350	233	-	233
Communication - Teleph - Field	120	80	-	80
Postage and Freight	55	37	45	(8)
Utility - General	18,677	12,451	10,115	2,336
Utility - Other	3,238	2,159	1,918	241
Electricity - Streetlighting	1,344	896	889	7
Utility - Irrigation	3,600	2,400	1,046	1,354
Utility - Refuse Removal	1,446	964	1,021	(57)
R&M-General	1,500	1,000	55,629	(54,629)
R&M-Electrical	425	283	61	222
R&M-Roof	360	240	-	240
R&M-Fire Equipment	100	67	102	(35)
R&M-Plumbing	200	133	-	133
Misc-Contingency	3,000	2,000	1,374	626
Misc-Information Technology	660	440	943	(503)
Misc-Mileage Reimbursement	325	217	263	(46)
Office Supplies	2,000	1,333	933	400
Supplies-Cleaning & Paper	325	217	146	71
Reserves-Lodge	1,650	-	-	-
<b>Total Parks and Recreation - General</b>	<b>112,890</b>	<b>74,397</b>	<b>129,437</b>	<b>(55,040)</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2021

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>
<b><u>Swimming Pool</u></b>				
Payroll-Maintenance	14,048	9,365	6,186	3,179
Payroll-Administrative	14,603	9,735	3,655	6,080
Payroll-Pool Attendants	21,243	14,162	-	14,162
FICA Taxes	3,817	2,545	753	1,792
Communication - Teleph - Field	800	533	485	48
R&M-General	300	200	155	45
R&M-Electrical	100	67	33	34
R&M-Pools	1,500	1,000	1,750	(750)
Misc-Licenses & Permits	250	250	-	250
Misc-Contingency	3,250	2,167	2,120	47
Op Supplies - Pool Chemicals	2,250	1,500	66	1,434
Reserve - Pool	16,810	-	-	-
Reserves-Pool Filters	-	-	856	(856)
Reserves-Pool Pumps	-	-	275	(275)
<b>Total Swimming Pool</b>	<b>78,971</b>	<b>41,524</b>	<b>16,334</b>	<b>25,190</b>
<b><u>Fitness Center</u></b>				
Payroll-Maintenance	2,342	1,561	859	702
Payroll-Administrative	7,301	4,867	2,365	2,502
FICA Taxes	738	492	247	245
Contracts-Janitorial Services	1,560	1,040	-	1,040
Contracts-Fitness Equipment	1,200	800	100	700
Contracts-Pest Control	163	109	178	(69)
R&M-General	300	200	125	75
R&M-Electrical	100	67	-	67
R&M-Equipment	1,000	667	1,176	(509)
Misc-Contingency	300	200	200	-
Supplies-Cleaning & Paper	650	433	30	403
Reserve - Equipment	2,500	-	-	-
<b>Total Fitness Center</b>	<b>18,154</b>	<b>10,436</b>	<b>5,280</b>	<b>5,156</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>Park &amp; Grounds</u></b>				
Payroll-Maintenance	23,414	15,609	13,200	2,409
Payroll-Administrative	7,301	4,867	2,644	2,223
FICA Taxes	2,350	1,567	1,212	355
Contracts-Janitorial Services	1,300	867	-	867
Contracts-Roof	360	240	240	-
Contracts-Pest Control	215	143	109	34
R&M-General	2,000	1,333	116	1,217
R&M-Electrical	175	117	822	(705)
R&M-Irrigation	1,000	667	65	602
R&M-Backflow Inspection	355	237	-	237
Misc-Contingency	2,500	1,667	1,239	428
Supplies-Cleaning & Paper	275	183	64	119
Reserves - Irrigation System	500	-	-	-
Reserve-Mulch	2,000	-	3,821	(3,821)
Reserve - Parking Lot	1,200	-	-	-
Reserve - Playground	2,500	-	-	-
<b>Total Park &amp; Grounds</b>	<b>47,445</b>	<b>27,497</b>	<b>23,532</b>	<b>3,965</b>
<b><u>Reserves</u></b>				
Reserve - CDD Amenity	28	-	-	-
<b>Total Reserves</b>	<b>28</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>399,916</b>	<b>256,471</b>	<b>255,615</b>	<b>856</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	136,445	126,725	(9,720)
Net change in fund balance	\$ -	\$ 136,445	\$ 126,725	\$ (9,720)
<b>FUND BALANCE, BEGINNING (OCT 1, 2020)</b>	<b>317,040</b>	<b>317,040</b>	<b>317,040</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 317,040</b>	<b>\$ 453,485</b>	<b>\$ 443,765</b>	

**MEMORANDUM**

**TO: Board of Supervisors, Piney-Z CDD**  
**FROM: Sonia Rowley, District Accountant**  
**CC: Bob Nanni, District Manager**  
**DATE: July 7, 2021**  
**SUBJECT: June Financials**

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Please find attached the June 2021 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](mailto:sonia.rowley@inframark.com).

**General Fund**

## Fund Balance

- Assigned Reserves: The balances have been adjusted to reflect the new total of \$78,997.
- Unassigned Balance: Represents the General Fund in excess of nonspendable, restricted, committed and assigned fund balance.

Total Revenues for the General Fund were at 98% of adopted budget.

- The YTD Non-Ad Valorem assessments collections are at 100%.

Total Expenditures through June were at 72% of adopted budget.

- Parks & Recreation - R&M-General
  - ▶ Includes \$55,296 for remediation and renovations of the lodge.
- Parks & Recreation - Reserve-Lodge
  - ▶ Includes \$8,764 for hardwood floor refinish.
- Swimming Pool - Reserves-Pool Filters
  - ▶ Includes \$856 to Premier Pools for filters.
- Swimming Pool - Reserves-Pool Pumps
  - ▶ Includes \$275 to Premier Pools for gutter drain repair.
- Park & Grounds - Reserve-Mulch
  - ▶ Includes \$3,821 to Rainbow Outdoor Services for playground mulch.

# **PINEY-Z**

Community Development District

*Financial Report*

*June 30, 2021*

**Prepared by**



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**PINEY-Z**

Community Development District

**Financial Statements**

(Unaudited)

**June 30, 2021**

**Balance Sheet**

June 30, 2021

<u>ACCOUNT DESCRIPTION</u>	<u>TOTAL</u>
<b><u>ASSETS</u></b>	
Cash - Checking Account	\$ 100,103
Cash On Hand/Petty Cash	250
Accounts Receivable - Other	185
Investments:	
Money Market Account	326,124
Prepaid Items	268
<b>TOTAL ASSETS</b>	<b>\$ 426,930</b>
<b><u>LIABILITIES</u></b>	
Accounts Payable	\$ 3,710
Accrued Expenses	4,326
<b>TOTAL LIABILITIES</b>	<b>8,036</b>
<b><u>FUND BALANCES</u></b>	
<b>Nonspendable:</b>	
Prepaid Items	268
<b>Assigned to:</b>	
Operating Reserves	99,779
Reserves - CDD Amenity	23,582
Reserves - Fitness Center	5,000
Reserves-Lodge	7,952
Reserves - Park	7,379
Reserves-Pool Equipment	7,820
Reserves-Pool Filters	11,114
Reserves-Pool Pumps	6,150
Reserves - Pool Shell	10,000
<b>Unassigned:</b>	239,850
<b>TOTAL FUND BALANCES</b>	<b>\$ 418,894</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 426,930</b>



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending June 30, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>				
Interest - Investments	\$ 2,000	\$ 1,500	\$ 536	\$ (964)
Interest - Tax Collector	200	150	76	(74)
Special Assmnts- Tax Collector	394,706	394,706	394,336	(370)
Special Assmnts- Discounts	(15,788)	(15,788)	(14,304)	1,484
Other Miscellaneous Revenues	-	-	5,002	5,002
Access Cards	1,198	898	3,622	2,724
Pavilion Rental	1,100	825	-	(825)
Lodge Rental	16,500	12,375	945	(11,430)
<b>TOTAL REVENUES</b>	<b>399,916</b>	<b>394,666</b>	<b>390,213</b>	<b>(4,453)</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
P/R-Board of Supervisors	8,000	6,000	3,000	3,000
FICA Taxes	612	459	230	229
ProfServ-Legal Services	24,000	18,000	18,000	-
ProfServ-Mgmt Consulting Serv	44,775	33,581	23,504	10,077
ProfServ-Special Assessment	4,637	4,637	-	4,637
Auditing Services	3,250	3,250	3,150	100
Postage and Freight	200	150	162	(12)
Insurance - General Liability	12,364	12,364	11,713	651
Printing and Binding	225	169	64	105
Legal Advertising	1,000	750	287	463
Miscellaneous Services	150	112	202	(90)
Misc-Assessment Collection Cost	11,840	11,840	11,401	439
Misc-Contingency	100	75	-	75
Office Supplies	100	75	-	75
Annual District Filing Fee	175	175	175	-
<b>Total Administration</b>	<b>111,428</b>	<b>91,637</b>	<b>71,888</b>	<b>19,749</b>
<b>Field</b>				
Contr-Landscape-Amenities Area	24,000	18,000	16,361	1,639
R&M-Trees and Trimming	3,000	2,250	1,700	550
Misc-Contingency	4,000	3,000	105	2,895
<b>Total Field</b>	<b>31,000</b>	<b>23,250</b>	<b>18,166</b>	<b>5,084</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending June 30, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>Parks and Recreation - General</u></b>				
Payroll-Other	500	375	-	375
Payroll-Maintenance	7,024	5,268	11,075	(5,807)
Payroll-Administrative	43,808	32,856	42,355	(9,499)
Payroll - Special Pay	7,500	5,625	-	5,625
FICA Taxes	4,501	3,376	4,169	(793)
Workers' Compensation	4,845	4,845	2,958	1,887
Contracts-Janitorial Services	2,340	1,755	416	1,339
Contracts-Security Services	1,305	979	1,035	(56)
Contracts-Fire Exting. Insp.	350	262	175	87
Contract-Copier Maintenance	300	225	40	185
Contract-Dumpster Rental	312	234	234	-
Contracts-Pest Control	480	360	427	(67)
Contracts-Fire Insp Sprinkler System	250	-	-	-
Contract-Website Hosting	350	263	-	263
Communication - Teleph - Field	120	90	189	(99)
Postage and Freight	55	41	45	(4)
Utility - General	18,677	14,008	11,170	2,838
Utility - Other	3,238	2,428	2,160	268
Electricity - Streetlights	1,344	1,008	1,001	7
Utility - Irrigation	3,600	2,700	1,430	1,270
Utility - Refuse Removal	1,446	1,085	1,149	(64)
R&M-General	1,500	1,125	57,128	(56,003)
R&M-Electrical	425	319	61	258
R&M-Roof	360	270	-	270
R&M-Fire Equipment	100	75	102	(27)
R&M-Plumbing	200	150	-	150
Misc-Contingency	3,000	2,250	1,451	799
Misc-Information Technology	660	495	943	(448)
Misc-Mileage Reimbursement	325	244	400	(156)
Office Supplies	2,000	1,500	1,256	244
Supplies-Cleaning & Paper	325	244	158	86
Reserves-Lodge	1,650	-	-	-
<b>Total Parks and Recreation - General</b>	<b>112,890</b>	<b>84,455</b>	<b>141,527</b>	<b>(57,072)</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending June 30, 2021

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>
<b><u>Swimming Pool</u></b>				
Payroll-Maintenance	14,048	10,536	8,237	2,299
Payroll-Administrative	14,603	10,952	4,427	6,525
Payroll-Pool Attendants	21,243	15,932	4,172	11,760
FICA Taxes	3,817	2,863	1,288	1,575
Communication - Teleph - Field	800	600	547	53
R&M-General	300	225	155	70
R&M-Electrical	100	75	33	42
R&M-Pools	1,500	1,125	1,750	(625)
Misc-Licenses & Permits	250	250	250	-
Misc-Contingency	3,250	2,437	3,494	(1,057)
Op Supplies - Pool Chemicals	2,250	1,688	124	1,564
Reserve - Pool	16,810	-	-	-
Reserves-Pool Filters	-	-	856	(856)
Reserves-Pool Pumps	-	-	275	(275)
<b>Total Swimming Pool</b>	<b>78,971</b>	<b>46,683</b>	<b>25,608</b>	<b>21,075</b>
<b><u>Fitness Center</u></b>				
Payroll-Maintenance	2,342	1,757	1,007	750
Payroll-Administrative	7,301	5,476	2,646	2,830
FICA Taxes	738	554	279	275
Contracts-Janitorial Services	1,560	1,170	108	1,062
Contracts-Fitness Equipment	1,200	900	200	700
Contracts-Pest Control	163	122	178	(56)
R&M-General	300	225	149	76
R&M-Electrical	100	75	-	75
R&M-Equipment	1,000	750	1,176	(426)
Misc-Contingency	300	225	359	(134)
Supplies-Cleaning & Paper	650	488	30	458
Reserve - Equipment	2,500	-	-	-
<b>Total Fitness Center</b>	<b>18,154</b>	<b>11,742</b>	<b>6,132</b>	<b>5,610</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending June 30, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>Park &amp; Grounds</u></b>				
Payroll-Maintenance	23,414	17,561	13,907	3,654
Payroll-Administrative	7,301	5,476	2,925	2,551
FICA Taxes	2,350	1,762	1,288	474
Contracts-Janitorial Services	1,300	975	216	759
Contracts-Roof	360	270	240	30
Contracts-Pest Control	215	161	109	52
R&M-General	2,000	1,500	116	1,384
R&M-Electrical	175	131	822	(691)
R&M-Irrigation	1,000	750	65	685
R&M-Backflow Inspection	355	266	210	56
Misc-Contingency	2,500	1,875	1,239	636
Supplies-Cleaning & Paper	275	206	80	126
Reserves - Irrigation System	500	-	-	-
Reserve-Mulch	2,000	-	3,821	(3,821)
Reserve - Parking Lot	1,200	-	-	-
Reserve - Playground	2,500	-	-	-
<b>Total Park &amp; Grounds</b>	<b>47,445</b>	<b>30,933</b>	<b>25,038</b>	<b>5,895</b>
<b><u>Reserves</u></b>				
Reserve - CDD Amenity	28	-	-	-
<b>Total Reserves</b>	<b>28</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES &amp; RESERVES</b>				
	<b>399,916</b>	<b>288,700</b>	<b>288,359</b>	<b>341</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	105,966	101,854	(4,112)
Net change in fund balance	\$ -	\$ 105,966	\$ 101,854	\$ (4,112)
<b>FUND BALANCE, BEGINNING (OCT 1, 2020)</b>	<b>317,040</b>	<b>317,040</b>	<b>317,040</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 317,040</b>	<b>\$ 423,006</b>	<b>\$ 418,894</b>	

**PINEY-Z**

Community Development District

**Supporting Schedules**

**June 30, 2021**

**Non-Ad Valorem Special Assessments - Leon County Tax Collector  
(Monthly Assessment Collection Distributions)  
For the Fiscal Year Ending September 30, 2021**

Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Cost	Gross Amount
ASSESSMENTS LEVIED FY2021				\$ 394,706
Allocation %				100%
11/13/20	3,244	135	100	3,479
11/23/20	40,893	1,704	1,265	43,862
12/23/20	70,589	2,941	2,183	75,714
12/30/20	214,689	8,945	6,640	230,274
01/20/21	13,709	424	424	14,557
02/08/21	5,326	109	165	5,599
03/17/21	4,508	46	139	4,693
04/13/21	9,130	0	282	9,412
05/10/21	3,378	0	104	3,483
6/15/2021	1,045	0	32	1,077
6/21/2021	2,120	0	66	2,185
				0
<b>TOTAL</b>	<b>\$ 368,631</b>	<b>\$ 14,304</b>	<b>\$ 11,401</b>	<b>\$ 394,336</b>

% COLLECTED 100%

<b>TOTAL OUTSTANDING</b>	<b>\$ 370</b>
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**Cash and Investment Report**

*June 30, 2021*

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Yield</u>	<u>Balance</u>
<b>GENERAL FUND</b>				
Operating Checking Account	BB&T	Business checking	0.00%	\$100,103
Petty Cash	Petty Cash	Cash	0.00%	\$250
Public Funds Money Market Account	Centennial Bank	Money Market Account	0.40%	\$326,124
			<b>Total</b>	<u><u>\$426,477</u></u>

**Piney-Z CDD**  
Bank Reconciliation

**Bank Account No.** 2471 BB&T GF Checking  
**Statement No.** 06-21  
**Statement Date** 6/30/2021

<b>G/L Balance (LCY)</b>	100,103.06	<b>Statement Balance</b>	107,891.86
<b>G/L Balance</b>	100,103.06	<b>Outstanding Deposits</b>	0.00
<b>Positive Adjustments</b>	0.00		
	<hr/>		
<b>Subtotal</b>	100,103.06	<b>Subtotal</b>	107,891.86
<b>Negative Adjustments</b>	0.00	<b>Outstanding Checks</b>	7,788.80
	<hr/>	<b>Differences</b>	0.00
<b>Ending G/L Balance</b>	100,103.06	<b>Ending Balance</b>	100,103.06
<b>Difference</b>	0.00		

<b>Posting Date</b>	<b>Document Type</b>	<b>Document No.</b>	<b>Description</b>	<b>Amount</b>	<b>Cleared Amount</b>	<b>Difference</b>
<b>Outstanding Checks</b>						
6/4/2021	Payment	57820	ARTHUR KIRBY	188.51	0.00	188.51
6/22/2021	Payment	57834	CAPITAL SECURITY AND	715.00	0.00	715.00
6/22/2021	Payment	57836	COMCAST	241.83	0.00	241.83
6/22/2021	Payment	57837	MARPAN SUPPLY CO., INC.	26.00	0.00	26.00
6/29/2021	Payment	57838	CENTURYLINK	61.99	0.00	61.99
6/29/2021	Payment	57839	FLORIDA MUNICIPAL INSURANCE TR	3,884.00	0.00	3,884.00
6/29/2021	Payment	57840	INFRAMARK, LLC	2,671.47	0.00	2,671.47
<b>Total Outstanding Checks.....</b>				<b>7,788.80</b>		<b>7,788.80</b>



**PINEY-Z COMMUNITY DEVELOPMENT DISTRICT**

**Payment Register by Bank Account**  
 For the Period from 05/01/2021 to 06/30/2021  
 (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
<b>BB&amp;T GF CHECKING - (ACCT# XXXXX2471)</b>									
Check	57792	05/04/21	Vendor	1ST CHOICE PEST SERVICES	40064	TERMITE RENEWAL	Contract-Pest Control	001-534125-57201	\$209.00
Check	57792	05/04/21	Vendor	1ST CHOICE PEST SERVICES	40064	TERMITE RENEWAL	Contract-Pest Control	001-534125-57214	\$69.00
Check	57792	05/04/21	Vendor	1ST CHOICE PEST SERVICES	40063	QTRLY PEST SVC	Contract-Pest Control	001-534125-57201	\$72.50
Check	57792	05/04/21	Vendor	1ST CHOICE PEST SERVICES	40063	QTRLY PEST SVC	Contract-Pest Control	001-534125-57214	\$36.25
Check	57792	05/04/21	Vendor	1ST CHOICE PEST SERVICES	40063	QTRLY PEST SVC	Contract-Pest Control	001-534125-57240	\$36.25
Check	57793	05/04/21	Vendor	BERGER, TOOMBS, ELAM, & FRANK	033121-20180	FY 2020 AUDIT	Auditing Services	001-532002-51301	\$3,150.00
Check	57794	05/04/21	Vendor	CHERYL M HUDSON	043021	RENOVATION-EAGLE PAINTING	R&M-General	001-546001-57201	\$90.00
Check	57795	05/04/21	Vendor	MARPAN SUPPLY CO., INC.	1623008	MTHLY RENTAL 5/1/21	8/1/2020	001-534098-57201	\$26.00
Check	57796	05/04/21	Vendor	RAINBOW OUTDOOR SERVICES	8078	SPRING FERTILIZATION OF LAWN/SHRUBS	Contr-Landscape-Amenities Area	001-534053-53901	\$807.38
Check	57796	05/04/21	Vendor	RAINBOW OUTDOOR SERVICES	8080	SPRING MULCH - PINE STRAW	Contr-Landscape-Amenities Area	001-534053-53901	\$2,629.00
Check	57796	05/04/21	Vendor	RAINBOW OUTDOOR SERVICES	8079	POWER WASHING	Misc-Contingency	001-549900-57240	\$325.00
Check	57796	05/04/21	Vendor	RAINBOW OUTDOOR SERVICES	8079	POWER WASHING	Misc-Contingency	001-549900-57201	\$650.00
Check	57796	05/04/21	Vendor	RAINBOW OUTDOOR SERVICES	8118	APRIL 2021 LANDSCAPE SVC	Contr-Landscape-Amenities Area	001-534053-53901	\$1,625.00
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	HOME DEPOT-ELECTRICAL -RENOVATION	001-546001-57201	\$55.54
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	HOME DEPOT-HARDWARE -RENOVATION	001-546001-57201	\$29.54
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	WALMART-CLEANING SUPPLIES-FIREPLACE-RENOVATION	001-546001-57201	\$2.94
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	CIRCLE-K-GAS FOR EQUIPMENT	001-546001-57240	\$17.77
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	LOWES-NETS, RAKES FOR POOL	001-552009-57205	\$44.96
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	LOWES-CLEANING, BONA, WOOD FLOOR	001-552083-57201	\$34.46
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	HOME DEPOT-DAMP RID- RENOVATION	001-546001-57201	\$9.97
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	AMAZON-8 UMBRELLA BASES FOR POOL	001-549900-57205	\$319.92
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	AMAZON-4 STAINLESS TRASHCANS FOR LODGE-RENOVATION	001-546001-57201	\$476.24
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	HOME DEPOT-CLEANING, ELECTRICAL-RENOVATION	001-546001-57201	\$30.68
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	STAPLES-OFFICE SUPPLIES	001-551002-57201	\$26.14
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	PODS-FINAL MTH RENTAL OF PODS-RENOVATION	001-546001-57201	\$348.00
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	POOL OPERATION MGMT-RICK EVANS RE-CERTIFIED POOL O	001-549900-57205	\$320.00
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	SAMS-BEVERAGES FOR POOL ATTENDANTS	001-549900-57205	\$41.04
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	SAMS-9V BATTERIES FOR IRRIGATION NODES	001-546020-57240	\$14.98
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	HOME DEPOT-ELECTRICAL-RENOVATION	001-546001-57201	\$4.87
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	HOME DEPOT-HARDWARE-RENOVATION	001-546001-57201	\$10.52
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	HOME DEPOT-PLUMBING-RENOVATION	001-546001-57201	\$9.98
Check	57797	05/06/21	Vendor	BB&T	042621-0985	PURCHASES 3/24/21-4/9/21	HOME DEPOT-FIRE ANT SPRAY	001-546001-57240	\$11.31
Check	57798	05/06/21	Vendor	RICK EVANS	043021	APRIL MILEAGE	Misc-Mileage Reimbursement	001-549951-57201	\$40.50
Check	57799	05/12/21	Vendor	CHERYL M HUDSON	050721	NOTARY COST TRADEMARK APPLICATION	Misc-Contingency	001-549900-57201	\$10.00
Check	57800	05/12/21	Vendor	CITY OF TALLAHASSEE	043021	SVC 3/27/21-4/28/21	Utility - Irrigation	001-543014-57201	\$122.36
Check	57800	05/12/21	Vendor	CITY OF TALLAHASSEE	043021	SVC 3/27/21-4/28/21	Utility - General	001-543001-57201	\$1,160.32
Check	57800	05/12/21	Vendor	CITY OF TALLAHASSEE	043021	SVC 3/27/21-4/28/21	Utility - Refuse Removal	001-543020-57201	\$127.92
Check	57801	05/12/21	Vendor	EXPERIENCED MOVERS	342	RENOVATION: MOVE ITEMS FROM POD TO CLUB HOUSE	R&M-General	001-546001-57201	\$285.00
Check	57802	05/12/21	Vendor	FLORIDA DEPARTMENT OF STATE	050721	TRADEMARK LOGO APPLICATION	Misc-Contingency	001-549900-57201	\$87.50
Check	57803	05/21/21	Vendor	CITY OF TALLAHASSEE	051221	SVC 4/13/21-5/12/21	Electricity - Streetlighting	001-543013-57201	\$111.74
Check	57804	05/21/21	Vendor	COMCAST	051121-3478	SVC 5/25/21-6/24/21	Utility - Other	001-543004-57201	\$241.83
Check	57805	05/21/21	Vendor	JOSHUA ELLIS	500	CONTENT/INFRASTRUCTURE UPDATES	Misc-Information Technology	001-549942-57201	\$454.80
Check	57806	05/21/21	Vendor	LEWIS, LONGMAN, & WALKER, P.A.	MCL-141205	04/2021 PROFESSIONAL SERVICES	ProfServ-Legal Services	001-531023-51401	\$2,000.00
Check	57807	05/21/21	Vendor	MILLERS TREE SERVICE, LLC	70219	TRIMMED/REMOVED LIMBS	R&M-Trees and Trimming	001-546099-53901	\$1,700.00
Check	57808	05/21/21	Vendor	TALLAHASSEE MEDIA GROUP	0003879498	NOTICE OF RESCHEDULED MEETING	Legal Advertising	001-548002-51301	\$127.61
Check	57809	05/25/21	Vendor	CENTURYLINK	051121-4553	SVC 5/11/21-6/10/21	Communication - Teleph - Field	001-541005-57205	\$61.99

**PINEY-Z COMMUNITY DEVELOPMENT DISTRICT**

**Payment Register by Bank Account**  
 For the Period from 05/01/2021 to 06/30/2021  
 (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	57810	05/25/21	Vendor	INFRAMARK, LLC	64648	MGMT FEES MAY 2021	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$2,611.50
Check	57810	05/25/21	Vendor	INFRAMARK, LLC	64648	MGMT FEES MAY 2021	Postage and Freight	001-541006-51301	\$7.65
Check	57811	05/25/21	Vendor	LAWSON & LAWSON ELECTRICAL SERVICES, INC.	16911	REPAIR LIGHTS AT POOL AREA & CLOSE TO OFFICE	R&M-Electrical	001-546020-57240	\$785.00
Check	57812	05/25/21	Vendor	MARPAN SUPPLY CO., INC.	1626838	CONTAINER RENTAL 6/1/21	8/1/2020	001-534098-57201	\$26.00
Check	57813	05/25/21	Vendor	RAINBOW OUTDOOR SERVICES	8127	PRESSURE WASHING	Misc-Contingency	001-549900-57205	\$925.00
Check	57813	05/25/21	Vendor	RAINBOW OUTDOOR SERVICES	8127	PRESSURE WASHING	Misc-Contingency	001-549900-57240	\$365.00
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	HOME DEPOT-HARDWARE/BATTERIES- RENOVATION	001-546001-57201	\$28.93
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	WAYFAIR-FIRE PLACE SCREEN-RENOVATION	001-546001-57201	\$133.99
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	LESLIE'S POOK-POOL PATCH	001-546001-57205	\$36.54
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	AMERICAN RED CROSS-CORRECTION OF TRAINEE NAME (NOT	001-549900-57205	(\$126.00)
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	AMERICAN RED CROSS-TRAINING MELINDA PARKER	001-549900-57205	\$126.00
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	AMERICAN RED CROSS-TRAINING CARTER NELSON	001-549900-57205	\$126.00
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	HOME DEPOT-TREATMENT FOR ANTS	001-546001-57240	\$11.31
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	HOME DEPOT-BUZZER FOR OFFICE	001-546001-57201	\$15.94
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	HOME DEPOT-ELECTRICAL	001-546001-57201	\$26.00
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	AMERICAN RED CROSS-TRAINING JUSTIN ALVIS	001-549900-57205	\$12.71
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	AMERICAN RED CROSS-TRAINING SAM COWART	001-549900-57205	\$126.00
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	WALMART-FRAMES	001-551002-57201	\$10.88
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	WALMART-TIRE PUMP	001-546001-57201	\$14.96
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	PODS-PICK UP 2 PODS-RENOVATION	001-546001-57201	\$148.00
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	SAMS CLUB-MATS FOR TREADMILLS	001-546001-57214	\$59.94
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	SAMS CLUB-WATER FOR POOL STAFF	001-549900-57205	\$9.96
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	SAMS CLUB-AIR FRESHNER FOR LODGE	001-546001-57201	\$14.98
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	SAMS CLUB-CLEANING BAGS	001-552083-57201	\$13.45
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	SAMS CLUB-CLEANING BAGS	001-552083-57214	\$13.45
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	SAMS CLUB-CLEANING BAGS	001-552083-57240	\$13.46
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	AMERICAN RED CROSS-TRAINING GIANNA FIORENZA	001-549900-57205	\$126.00
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	STANLEY STEAMER-CLEANING LOGO/OFFICE RUGS-RENOVATI	001-546001-57201	\$155.13
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	PRECISION LOCKSMITH-POOL PADLOCK KEYS	001-546001-57205	\$10.48
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	GRAINER-SEAT BELT FOR POOL LIFT CHAIR	001-546001-57205	\$77.69
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	STAPLES-OFFICE SUPPLIES	001-551002-57201	\$157.23
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	HOME DEPOT-RYOBI 18 CORDLESS BLOWER	001-546001-57201	\$99.00
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	HOME DEPOT-COVER PAVILION OUTLET	001-546001-57240	\$3.85
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	HOME DEPOT-PEST CONTROL/GRASS GROWTH	001-546001-57240	\$24.95
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	HOME DEPOT-LUBE FOR EQUIPMENT	001-546001-57240	\$4.70
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	GODADDY-RENEWAL SECURITY ESSENTIALS	001-549942-57201	\$83.88
Check	57814	06/03/21	Vendor	BB&T	052521-0985	PURCHASES 4/26/21-5/14/21	HOME DEPOT-MISC LODGE HARDWARE	001-546001-57201	\$18.11
Check	57815	06/03/21	Vendor	FLORIDA DEPARTMENT OF HEALTH	37-BID-5248851	#37-60-00331 -POOL PERMIT	Misc-Licenses & Permits	001-549066-57205	\$250.00
Check	57816	06/03/21	Vendor	MELINDA PARKER	060221-A	PURCHASE OF 2 PLASTIC TOTES	Office Supplies	001-551002-57201	\$40.82
Check	57816	06/03/21	Vendor	MELINDA PARKER	060221-B	PURCHASE ITEMS FOR RENOVATION-TABLES/CHAIR MATS	R&M-General	001-546001-57201	\$150.96
Check	57817	06/03/21	Vendor	OFFICE BUSINESS SYSTEMS INC	063690 1	EXCESS BILLING 4/30/21-5/30/21	Contract-Copier Maintenance	001-534097-57201	\$9.10
Check	57818	06/03/21	Vendor	QUALITY FLOOR CLEANING, LLC	8901	CLEANING ALL OFFICE AREAS/750 RENOVATION	CLEANING/RENOVATION	001-546001-57201	\$75.00
Check	57818	06/03/21	Vendor	QUALITY FLOOR CLEANING, LLC	8901	CLEANING ALL OFFICE AREAS/750 RENOVATION	GYM CLEANING	001-549900-57214	\$200.00
Check	57818	06/03/21	Vendor	QUALITY FLOOR CLEANING, LLC	8901	CLEANING ALL OFFICE AREAS/750 RENOVATION	PAVILION CLEANING	001-549900-57240	\$250.00
Check	57819	06/03/21	Vendor	RICK EVANS	053021	MILEAGE MAY 2021	Misc-Mileage Reimbursement	001-549951-57201	\$38.72
Check	57820	06/04/21	Vendor	ARTHUR KIRBY	060221	PURCHASE OF PHONE-RENTAL CALLS	Communication - Teleph - Field	001-541005-57201	\$188.51
Check	57821	06/10/21	Employee	MARIAH D. NUHU	PAYROLL	June 10, 2021 Payroll Posting			\$349.08
Check	57822	06/10/21	Employee	JOSH L. ROBERTS	PAYROLL	June 10, 2021 Payroll Posting			\$511.48

**PINEY-Z COMMUNITY DEVELOPMENT DISTRICT**

**Payment Register by Bank Account**  
 For the Period from 05/01/2021 to 06/30/2021  
 (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	57823	06/10/21	Employee	JUSTIN L. ALVIS	PAYROLL	June 10, 2021 Payroll Posting			\$22.16
Check	57824	06/10/21	Employee	SAMUEL COWART	PAYROLL	June 10, 2021 Payroll Posting			\$193.93
Check	57825	06/16/21	Vendor	RAINBOW OUTDOOR SERVICES	8161	MAY 2021 LANDSCAPE MAINT	Contr-Landscape-Amenities Area	001-534053-53901	\$1,300.00
Check	57825	06/16/21	Vendor	RAINBOW OUTDOOR SERVICES	8163	SUMMER FLOWERS	Contr-Landscape-Amenities Area	001-534053-53901	\$125.00
Check	57825	06/16/21	Vendor	RAINBOW OUTDOOR SERVICES	8162	IRRIGATION REPAIRS	R&M-Irrigation	001-546041-57240	\$64.87
Check	57826	06/17/21	Vendor	CAPITAL SECURITY AND	20190941	75 KEY FOBS	Contracts-Security Services	001-534037-57201	\$450.00
Check	57826	06/17/21	Vendor	CAPITAL SECURITY AND	20190939	REWIRE DOOR ELECTRIC LOCK/INTERCOM	RENOVATION	001-546001-57201	\$270.00
Check	57826	06/17/21	Vendor	CAPITAL SECURITY AND	20190939	REWIRE DOOR ELECTRIC LOCK/INTERCOM	MISC REPAIR	001-546001-57201	\$205.00
Check	57827	06/17/21	Vendor	LEWIS, LONGMAN, & WALKER, P.A.	MCL-141662	PROFESSIONAL SVCS 5/31/21	ProfServ-Legal Services	001-531023-51401	\$2,000.00
Check	57828	06/17/21	Vendor	TALL TIMBERS SERVICES, INC.	25270	BACKFLOW CERTIFICATION COMMERCIAL	R&M-Backflow Inspection	001-546459-57240	\$210.00
Check	57831	06/24/21	Employee	JUSTIN L. ALVIS	PAYROLL	June 24, 2021 Payroll Posting			\$193.93
Check	57834	06/22/21	Vendor	CAPITAL SECURITY AND	20190940	REPAIR REAR POOL GATE	MISC REPAIR	001-549900-57201	\$715.00
Check	57835	06/22/21	Vendor	CITY OF TALLAHASSEE	052821	SVC 4/29/21-5/26/21	Utility - Irrigation	001-543014-57201	\$384.16
Check	57835	06/22/21	Vendor	CITY OF TALLAHASSEE	052821	SVC 4/29/21-5/26/21	Utility - General	001-543001-57201	\$1,055.23
Check	57835	06/22/21	Vendor	CITY OF TALLAHASSEE	052821	SVC 4/29/21-5/26/21	Utility - Refuse Removal	001-543020-57201	\$127.92
Check	57835	06/22/21	Vendor	CITY OF TALLAHASSEE	061121	SVC 5/13/21-6/11/21	Electricity - Streetlighting	001-543013-57201	\$111.74
Check	57836	06/22/21	Vendor	COMCAST	061121-3478	SVC 6/25/21-7/24/21	Utility - Other	001-543004-57201	\$241.83
Check	57837	06/22/21	Vendor	MARPAN SUPPLY CO., INC.	1630465	MONTHLY RENTAL 7/1/21	8/1/2020	001-534098-57201	\$26.00
Check	57838	06/29/21	Vendor	CENTURYLINK	061121-4553	SVC 6/11/21-7/10/21	Communication - Teleph - Field	001-541005-57205	\$61.99
Check	57839	06/29/21	Vendor	FLORIDA MUNICIPAL INSURANCE TR	INV-33778-H7C2	4TH INSTALLMENT- FY 20/21	Insurance - General Liability	001-545002-51301	\$2,928.25
Check	57839	06/29/21	Vendor	FLORIDA MUNICIPAL INSURANCE TR	INV-33778-H7C2	4TH INSTALLMENT- FY 20/21	Workers' Compensation	001-524001-57201	\$955.75
Check	57840	06/29/21	Vendor	INFRAMARK, LLC	64801	MGMT FEES JUNE 2021	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$2,611.50
Check	57840	06/29/21	Vendor	INFRAMARK, LLC	64801	MGMT FEES JUNE 2021	Postage and Freight	001-541006-51301	\$14.79
Check	57840	06/29/21	Vendor	INFRAMARK, LLC	64801	MGMT FEES JUNE 2021	Printing and Binding	001-547001-51301	\$45.18
ACH	DD000790	05/12/21	Employee	MELINDA J. PARKER	PAYROLL	May 12, 2021 Payroll Posting			\$2,082.90
ACH	DD000791	05/12/21	Employee	RICKY S EVANS	PAYROLL	May 12, 2021 Payroll Posting			\$1,538.18
ACH	DD000792	05/19/21	Employee	DELORES A. PINCUS	PAYROLL	May 19, 2021 Payroll Posting			\$184.70
ACH	DD000793	05/19/21	Employee	ARTHUR R. KIRBY	PAYROLL	May 19, 2021 Payroll Posting			\$184.70
ACH	DD000794	05/19/21	Employee	FRANK CICIONE	PAYROLL	May 19, 2021 Payroll Posting			\$184.70
ACH	DD000795	05/19/21	Employee	GERALDINE B. CASHIN	PAYROLL	May 19, 2021 Payroll Posting			\$184.70
ACH	DD000796	05/26/21	Employee	MELINDA J. PARKER	PAYROLL	May 26, 2021 Payroll Posting			\$2,082.90
ACH	DD000797	05/26/21	Employee	RICKY S EVANS	PAYROLL	May 26, 2021 Payroll Posting			\$1,517.52
ACH	DD000798	06/09/21	Employee	MELINDA J. PARKER	PAYROLL	June 09, 2021 Payroll Posting			\$2,082.90
ACH	DD000799	06/09/21	Employee	RICKY S EVANS	PAYROLL	June 09, 2021 Payroll Posting			\$1,719.08
ACH	DD000800	06/09/21	Employee	CARTER D. NELSON	PAYROLL	June 09, 2021 Payroll Posting			\$354.62
ACH	DD000802	06/23/21	Employee	MELINDA J. PARKER	PAYROLL	June 23, 2021 Payroll Posting			\$2,082.90
ACH	DD000803	06/23/21	Employee	RICKY S EVANS	PAYROLL	June 23, 2021 Payroll Posting			\$2,039.51
ACH	DD000804	06/23/21	Employee	CARTER D. NELSON	PAYROLL	June 23, 2021 Payroll Posting			\$653.83
ACH	DD000805	06/23/21	Employee	MARIAH D. NUHU	PAYROLL	June 23, 2021 Payroll Posting			\$412.81
ACH	DD000806	06/23/21	Employee	JOSH L. ROBERTS	PAYROLL	June 23, 2021 Payroll Posting			\$363.63
ACH	DD000807	06/23/21	Employee	SAMUEL COWART	PAYROLL	June 23, 2021 Payroll Posting			\$418.34
ACH	DD000808	06/23/21	Employee	GIANNA A. FIORENZA	PAYROLL	June 23, 2021 Payroll Posting			\$371.25

**Account Total \$59,965.59**

## **Seventh Order of Business**

***Piney-Z Community Development District***  
**CDD Manager's Report**  
**July 15, 2021**  
**for**  
**Meeting of July 26, 2021**

**LODGE/GARAGE**

- 3 HVAC units inspected on 5-27-21/Key Heating. Thermostat replaced on unit serving office and restrooms.
- wooden TV tray tables replaced in restrooms
- window on back side of the house found leaking. Contract with CRR to re-caulk, replace sheetrock and paint is hereto attached. As of this writing the caulking has been completed.

**FITNESS CENTER**

- HVAC unit inspected on 5-27-21/Key Heating
- new mats purchased and placed under treadmills
- True elliptical 470H requires new battery for console to function properly. Part under warranty.
- Cybex requires two new cables (\$432)
- fitness center opened 5-29-21

**PAVILION**

- nothing of import to report

**POOL**

- rear pool gate repaired...again
- staff hired, oriented, trained, clothed and certified
- new seat belt installed on lift chair
- pool opened 5-29-21

**PLAYGROUND**

- nothing of import to report

**PARK AND GROUNDS**

- annual backflow inspections completed 6-9-21

**GENERAL**

- trademark of original green, oval *Piney-Z Plantation* logo officially registered to the CDD by the State of Florida, effective June 10, 2021.
- assessment collection rate at 6-30-21 was 100%

**UPDATES SINCE PUBLICATION**

**TBD**

**FEE INCOME @ 6-30-21**

Rental fees retained in <b>calendar year</b> 2021	\$ 945.00*
3 rentals	
Fob income realized in <b>calendar year</b> 2021	\$1,008.00
112 individual fobs sold	
Pass Holder income realized in <b>calendar year</b> 2021	\$2,613.94**
5 pass holder passes sold	

\*One rental fined \$261.25 for three violations of the rental agreement:

- \$50 for cleaning
- \$61.25 for extra hours
- \$150 for number of guests

The additional funds related to rental income (\$211.25) will be included in the financial statement @ 7-31-21, and in the CDD Manager report for the September meeting

\*\*One check written, in error, for \$522.78 only



**Repair & Renovation, Inc.**

ASSOCIATED WITH SPERRY & ASSOCIATES, INC.  
4495 CAPITAL CIRCLE NW • TALLAHASSEE, FL 32303  
(850) 562-1007 / FAX (850) 562-2797  
CG CA 21956

**PROPOSAL AND CONTRACT AGREEMENT**

July 6, 2021  
Piney Z Clubhouse  
950 Piney Z Plantation Rd.  
Tallahassee, FL 32311

Attn: Rick Evans

Subject to prompt acceptance and to all terms and conditions printed on the back hereof, which are hereby referred to and expressly made a part hereof, Commercial Repair & Renovation, Inc. (hereinafter "CRR") provides the following Proposal to the Buyer addressed above:

CRR agrees to furnish labor and materials for the following scope of work (the "Work"):

- Remove old caulk around exterior window at back side of building and re-seal window frame.
- Repair damaged sheetrock below window. Paint wall to match existing color.

**TOTAL COST FOR THE ABOVE SCOPE OF WORK: \$1,288.50**

*Terms: 100% due upon completion with no retainage withheld*

Upon acceptance of this Proposal, please return promptly to CRR. This Proposal shall be null and void if not signed and returned to CRR within thirty (30) days of the above date. In addition, this Proposal is subject to withdrawal at any time prior to execution by an authorized agent of CRR. Buyer expressly acknowledges that the person executing this Proposal has full authority to act on behalf of and bind the Buyer to this Agreement. Upon full execution of the Proposal by both parties, this shall become a binding agreement, subject to enforcement by either party under the terms and conditions contained on the back page of this Proposal.

Accepted by Buyer	<u>Piney-Z Community Development District</u>	CRR & R, INC. ("Seller")
Address:	<u>950 Piney-Z Plantation Rd.</u>	License Number: <u>CG CA 21956</u>
E-mail:	<u>cdd.pzmgr@pineyz.com</u>	E-mail: <u>jeremy@commercialrepairrenovation.com</u>
By:	<u>Melinda J. Parker</u>	By: <u>[Signature]</u>
Its:	<u>Manager</u>	Its: <u>CRR Project Mgr.</u>
Date:	<u>July 8, 2021</u>	Date: <u>7/8/2021</u>

*MP*

*The attached addendum is made part of this contract. Buyer warrants that seller has already complied with items a, b and c of paragraph one of this addendum.*

## TERMS AND CONDITIONS

1. By signing this Contract, Buyer agrees to the following Terms and Conditions which shall apply to the Scope of Work set forth herein (also referred to as the "Work"). This Proposal, including the Terms and Conditions set forth herein constitutes the complete agreement of the parties and may not be modified except in writing signed by all parties hereto (hereinafter "Proposal" or "Contract"). ORAL REPRESENTATIONS BY EITHER PARTY ARE NOT BINDING AND SHOULD NOT BE RELIED UPON. In the event CRR begins the Work at the request of the Buyer prior to the full execution of this Contract, the parties agree that the Terms and Conditions herein shall still apply to the Work.
2. CRR shall provide Buyer with monthly invoices based upon the percentage of the Work completed. No retainage shall be withheld. Invoices not paid within ten (10) days of the date of the Invoice, shall bear interest at the rate of 1.5% per month from the due date until paid or the maximum legal rate permitted by law, whichever is higher. In the event of breach of this Contract by the Buyer for non-payment or any other material breach, CRR may unilaterally stop Work without prejudice to any other remedy it may have, until Buyer cures such breach. In the event Buyer fails to cure its breach within a seven (7) days from receipt of notice from CRR of its breach, CRR may elect to terminate this Contract.
3. All notices which are required or permitted hereunder must be in writing and shall be deemed to have been given, delivered or made, as the case may be (i) when delivered by personal delivery or (ii) three (3) business days after having been deposited in the United States Mail, certified or registered, return receipt requested, sufficient postage affixed and prepaid or (iii) when successfully transmitted electronically by email or facsimile transmission, during normal business hours on a business day, addressed to the party as set forth on the first page of this Contract.
4. Buyer acknowledges and understands that pursuant to this Contract, CRR is furnishing services and materials to improve real property and pursuant to Fla. Stat. Ch. 713, CRR is entitled to file and enforce a claim of lien upon the real property for any sums remaining unpaid upon completion of the Work. Prior to the beginning Work, Buyer shall execute and post a Notice of Commencement at the real property and provide CRR with all information necessary to give proper notices to enforce any Construction Lien rights that CRR, or any of its Subcontractors and suppliers, may have. The information provided by Buyer will include the Buyer's interest in the real property on which the Project is located and the identity of any other parties having a legal or financial interest in the real property or the Work.
5. Buyer shall be responsible for any site work required to prepare the real property so that CRR may begin Work upon the anticipated start date and continue through to completion without interruption from Buyer, other contractors or any other third parties. Buyer is responsible for any and all necessary soil tests and the costs of any engineering, plans, designs or specifications necessary for the completion of the Work. CRR shall have no obligation to begin Work unless and until all necessary licenses, permits, notices and site work are complete. Buyer represents that it shall not interfere with CRR's progress on the Work and that it shall not schedule any other contractor or third party whose work may interfere with CRR's progress on the Work.
6. Upon full execution of the Contract, CRR shall advise the Buyer of an anticipated start date upon which it shall begin to make delivery of materials and/or labor to commence and complete the performance of the Work. CRR shall diligently pursue and substantially complete all Work to be performed under this Contract within a reasonable period of time, taking into consideration delays that are beyond the control of CRR, including, but not limited to, weather conditions, delays in selection or delivery of materials, change orders requested by Buyer, delays caused by the government, owner, general contractor, architect and/or engineers; terrorism, armed conflict or economic dislocation resulting therefrom; embargoes; shortage of labor, raw materials production facilities, or transportation; labor difficulties, civil disorders of any kind; action of civil or military authorities; vendor priorities and allocations; fires, floods, accidents and acts of God.
7. CRR shall furnish all necessary materials in accordance with the respective industry tolerance of color variation, thickness, and size, finish, texture and performance standards. CRR's Work is guaranteed against defects in workmanship for a period of one year from the date of substantial completion of the Work. **THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES EXPRESS OR IMPLIED INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.**
8. ANY CLAIMS FOR CONSTRUCTION DEFECTS ARE SUBJECT TO THE NOTICE AND CURE PROVISIONS OF CHAPTER 558, FLORIDA STATUTES.
9. All changes to the Work or selection of finished materials which may be requested by the Buyer are subject to CRR's approval and must be in writing. CRR shall have no responsibility to perform any changes to the Work or extra work, without a written Change Order signed by the Buyer and CRR. Buyer shall pay to CRR any increase in contract price prior to the Work being performed, or, at CRR's option, at the time of final payment, or as set forth in the Change Order.
10. Upon request from CRR, the Buyer shall furnish any necessary surveys of the real property. CRR agrees that it will secure and pay for permits and licenses of a temporary nature which may be required solely to complete the Work by CRR. Permits, licenses, and easements for permanent structures or permanent changes in existing facilities shall be secured and paid for by the Buyer, unless otherwise specified. The Buyer shall furnish all temporary site facilities including suitable covered space and hoisting at no cost to CRR.
11. Buyer warrants and represents to CRR that Buyer has fee simple marketable title to the real property, free and clear of all liens or encumbrances, and Buyer shall submit proof of same to CRR immediately upon request. Buyer further warrants that Buyer has legal right of access to the Property and all rights of title, including easements necessary for the construction, use and occupancy of the structure. Any loss or damage suffered by CRR or any third party as the result of a defect in title or incorrect designation of the boundaries or location of the structure shall be borne solely by Buyer.
12. Buyer hereby acknowledges and agrees that CRR shall not be responsible for special, incidental, or consequential damages arising out of the completion of its Work or its presence on the real property. CRR shall not be responsible for damage to its Work by the Buyer, its employees, agents, contractors, subcontractors or any other third parties. Any repair work necessitated by such damage will be considered as an order for extra work. Buyer further agrees that no delay in the progress or completion of the Work will give rise to any liability for damages, including but not limited to liquidated, incidental or consequential damages, and Buyer hereby waives and releases any such claims against CRR.
13. Buyer agrees that CRR shall retain the title to all materials and equipment delivered and placed upon any real property upon which the Work is to be performed until such materials are integrated and incorporated into the Work. Upon integration and incorporation of the materials into the Work, Buyer agrees that all risk of loss or damage to the materials passes to the Buyer, unless such damage or loss is a direct result of the negligent or intentional act of CRR or its employees.
14. CRR shall carry worker's compensation and employer's liability insurance in amounts to comply with the laws and regulations of the State in which the Work shall be done. The Buyer shall be responsible for and at its option may maintain such insurance as will protect it from contingent liability for damages for personal injury, including death, which may arise from the Work under this Agreement. The Buyer shall effect and maintain property insurance upon the entire real property upon which the Work is to be performed and the Work to one hundred percent of the insurable value thereof, including items of labor and materials connected therewith whether in or adjacent to the structure insured and materials in place or to be used as part of the permanent construction. Buyer and CRR hereby waive all rights, including without limitation any rights of subrogation, against each other and any of their subcontractors, sub-subcontractors, agents and employees, each to the other, for damages arising out of the Work to the extent covered by insurances obtained pursuant to this Agreement or other property insurance applicable to the Work, except such rights as they have to proceeds of any such insurance held by the Buyer as fiduciary.
15. In the event of any disputes arising out of or in connection with this Contract, the prevailing party therein shall be entitled to recover reasonable attorney fees and costs, whether incurred prior to or during any judicial proceedings, including, but not limited to, any trial, appellate proceedings or alternative dispute proceedings. CRR shall also be entitled to recover the costs of any collection efforts required to enforce the terms of this Contract.
16. This instrument shall not be altered or modified except by an agreement in writing signed by the parties hereto, and no officer, agent, or employee of CRR shall have the power to waive or be deemed or held to have waived any provision hereof, unless such waiver be in writing signed by CRR or its duly authorized officer or agent.
17. The Buyer and CRR respectively bind themselves, their partners, successors, lawful assigns and legal representatives to the other party hereto and to partners, successors, assigns and legal representatives of such other party in respect to covenants, agreements and obligations contained in this Agreement. Neither party may assign this Agreement to any third party without the other party's prior written consent, except that Buyer may collaterally assign its rights herein to any Lender providing financing for the Work.
18. This Agreement shall be construed in accordance with the laws of the State of Florida. The parties expressly agree that personal jurisdiction and exclusive venue for any legal proceedings shall be exclusively in Leon County, Florida.



**ADDENDUM TO CONTRACT DATED July 8, 2021 BETWEEN PINEY-Z  
COMMUNITY DEVELOPMENT DISTRICT AND CRR, INC. (COMMERCIAL  
REPAIR AND RENOVATION, INC.)**

**CRR, Inc. agrees to:**

- a. provide to Buyer a certificate of insurance showing Buyer as a certificate holder
- b. provide to Buyer proof of CRR, Inc.'s participation in the E-Verify program, as required of government entities by the State of Florida, effective January 1, 2021. Said participation is to remain in effect throughout the duration of the project.
- c. provide to Buyer a copy of its W-9 so that payment may be promptly made
- d. comply with the State of Florida's Public Records Law as described below

**PUBLIC RECORDS**

Pursuant to Section 119.0701, Florida Statutes:

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

Ms. Sandra Demarco  
Extension 40532  
#954-603-0033  
[sandra.demarco@inframark.com](mailto:sandra.demarco@inframark.com)  
Suite 702  
210 North University Drive  
Coral Springs, Florida 33071

**Contractor agrees to:**

- a. Keep and maintain public records required by Owner to perform the service;

- b. Upon request from Owner's custodian of public records, provide Owner 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 which 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 Owner; and,
- d. Upon completion of the contract, transfer, at no cost to Owner, all public records in possession of Contractor, or keep and maintain public records required by Owner to perform the service. If Contractor transfers all public records to Owner upon completion of the contract, Contractor shall destroy any duplicate public records which 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 may be provided to Owner, upon request from Owner's custodian of public records, in a form compatible with the information technology systems of Owner.

Failure to provide the public records to Owner within a reasonable time may subject Contractor to penalties under Sections 119.10 and 119.0701(4), Florida Statutes.

**Piney-Z Community Development District**

By: Melinda J. Parker  
Its MANAGER

Date: July 8, 2021

**CRR, Inc.**

By: [Signature]  
Its Project Mgr.

Date: 7/8/2021

## **Eighth Order of Business**

**8A.**

**RESOLUTION 2021-6**

**A RESOLUTION REMOVING ALAN BALDWIN AS  
TREASURER AND APPOINTING TRUMAINE EASY AS  
TREASURER OF THE PINEY-Z COMMUNITY  
DEVELOPMENT DISTRICT**

WHEREAS, the Board of Supervisors of the Piney-Z Community Development District desire to remove Alan Baldwin as Treasurer and appoint Trumaine Easy as Treasurer;

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

1. Trumaine Easy is appointed Treasurer.

Adopted this 26<sup>th</sup> day of July 2021

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Cheryl Hudson  
Chairman

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Bob Nanni  
Assistant Secretary

**8B.**

# **Meeting Dates FY 2022 Suggested**

**November 15 (Thanksgiving is the 25<sup>th</sup>)**

**January 24**

**March 21**

**May 23**

**July 25**

**September 26**