

**PINEY-Z COMMUNITY
DEVELOPMENT DISTRICT**

MAY 13, 2024

AGENDA PACKAGE



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

Piney-Z Community Development District

Board of Supervisors

Cheryl Hudson, Chairperson
Art Kirby, Vice Chairperson
Mike Gomez, Assistant Secretary
Linda Guyas, Assistant Secretary
Ann Pincus, Assistant Secretary

Janice Eggleton Davis, District Manager
M. Christopher Lyon, Esq., District Legal Counsel
Melinda J. Parker, CDD Manager

Board of Supervisors Special Meeting Agenda Monday, May 13, 2024 – 6:30 p.m.

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Audience Comments & Supervisor Response(s)**
- 4. Discussion of Preliminary Fiscal Year 2025 Budget**
- 5. Adjournment**

The next regular meeting is scheduled for Monday, May 20, 2024 at 6:30 p.m.

District Office:

Inframark Community Management Services
210 N. University Drive, Suite 702
Coral Springs, Florida 33071
(954) 603-0033

Meeting Location:

Piney-Z Lodge
950 Piney-Z Plantation Road
Tallahassee, Florida 32311

Fourth Order of Business

PINEY-Z
Community Development District

Annual Operating Budget

Fiscal Year 2025

Preliminary Budget

(V.2 - Printed 5/6/2024 4pm)

Prepared by:



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Piney-Z
Community Development District

Operating Budget
Fiscal Year 2025

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	% +/-)	ANNUAL
	FY 2022	FY 2023	BUDGET FY 2024	THRU 3/31/2024	April- 9/30/2024	PROJECTED FY 2024		Budget
REVENUES								
Interest - Investments	\$ 714	\$ 7,126	\$ 2,000	\$ 8,965	\$ 2,000	\$ 10,965	448%	\$ 2,000
Interest - Tax Collector	38	745	1,500	794	-	794	-47%	800
Special Assmnts- Tax Collector	394,706	394,706	394,706	383,992	10,714	394,706	0%	474,023
Special Assmnts- Discounts	(14,716)	(14,810)	(15,788)	(14,657)	(1,131)	(15,788)	0%	(18,961)
Other Miscellaneous Revenues	1,269	1,254	100	425	430	855	755%	100
Access Cards	6,741	4,821	3,514	126	127	253	-93%	3,514
Pavilion Rental	1,545	2,120	2,000	1,025	1,036	2,061	3%	2,000
Insurance Reimbursements	32,263	5,947	-	-	-	-	0%	-
Lodge Rental	13,577	17,140	18,000	7,300	10,700	18,000	0%	18,000
TOTAL REVENUES	436,137	419,049	406,032	387,970	23,876	411,846		481,476

EXPENDITURES

Administrative

P/R-Board of Supervisors	2,800	2,600	6,000	800	5,200	6,000	0%	4,000
FICA Taxes	214	199	459	61	398	459	0%	306
ProfServ-Legal Services	24,000	24,000	24,000	12,000	12,000	24,000	0%	24,000
ProfServ-Mgmt Consulting	31,338	31,338	32,592	16,296	16,296	32,592	0%	33,896
Auditing Services	3,150	3,150	3,150	-	3,150	3,150	0%	3,150
Postage and Freight	192	207	200	61	139	200	0%	200
Insurance - General Liability	12,381	14,178	15,596	10,226	10,226	20,452	31%	22,497
Printing and Binding	1	17	50	6	44	50	0%	50
Legal Advertising	647	561	750	280	470	750	0%	750
Miscellaneous Services	409	430	400	60	340	400	0%	400
Misc-Assessment Collection Cost	11,400	11,397	11,841	11,080	761	11,841	0%	14,221
Misc-Contingency	49	-	50	-	50	50	0%	50

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	% +/-)	ANNUAL
	FY 2022	FY 2023	BUDGET FY 2024	THRU 3/31/2024	April- 9/30/2024	PROJECTED FY 2024		Budget
Office Supplies	-	-	25	-	25	25	0%	25
Annual District Filing Fee	175	175	175	175	-	175	0%	175
Total Administrative	86,756	88,252	95,288	51,045	49,099	100,144		103,720
Field								
Contr-Landscape-Amenities Area	24,844	24,687	26,336	11,744	14,592	26,336	0%	27,126
R&M-Trees and Trimming	3,200	4,600	3,000	-	3,000	3,000	0%	3,000
Misc-Contingency	371	-	1,000	240	760	1,000	0%	1,000
Total Field	28,415	29,287	30,336	11,984	18,352	30,336		31,126
Parks and Recreation								
Payroll-Other	7,062	10,263	9,750	10,667	-	10,667	9%	12,480
Payroll-Maintenance	16,743	15,185	13,746	9,039	4,707	13,746	0%	14,186
Payroll-Administrative	62,395	65,132	60,002	21,231	38,771	60,002	0%	61,922
FICA Taxes	6,517	6,929	6,388	3,132	3,256	6,388	0%	6,777
Workers' Compensation	3,839	4,013	4,414	2,446	2,446	4,892	11%	5,381
Contracts-Janitorial Services	2,460	2,977	3,042	1,560	1,482	3,042	0%	3,042
Contracts-Security Services	780	780	1,230	195	1,035	1,230	0%	1,230
Contracts-Fire Exting. Insp.	325	390	390	195	195	390	0%	390
Contract-Copier Maintenance	133	121	150	77	73	150	0%	150
Contract-Dumpster Rental	314	338	337	168	169	337	0%	337
Contracts-Pest Control	499	985	497	295	202	497	0%	497
Contracts-Fire Insp Sprinkler System	200	200	200	-	200	200	0%	200
Contracts-Archival of E-mails	-	1,615	1,435	807	628	1,435	0%	1,435
Contract-Website Hosting	330	348	277	278	-	278	0%	277
Communication - Teleph - Field	38	70	100	136	-	136	36%	100
Postage and Freight	73	100	75	48	27	75	0%	75
Utility - General	16,111	16,088	17,898	8,304	9,594	17,898	0%	17,898
Utility - Other	2,993	3,130	3,444	1,604	1,840	3,444	0%	3,444

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	% +/-)	ANNUAL
	FY 2022	FY 2023	BUDGET FY 2024	THRU 3/31/2024	April- 9/30/2024	PROJECTED FY 2024		Budget
Electricity - Streetlights	1,416	1,555	1,573	801	772	1,573	0%	1,573
Utility - Irrigation	3,341	3,524	3,711	2,152	2,200	4,352	17%	3,711
Utility - Refuse Removal	1,579	1,710	1,754	950	804	1,754	0%	1,754
R&M-General	6,335	16,696	1,000	2,931	-	2,931	193%	1,000
R&M-Electrical	104	49	200	174	26	200	0%	200
R&M-Roof	-	-	480	-	480	480	0%	480
R&M-Fire Equipment	195	-	-	-	-	-	0%	-
R&M-Plumbing	42	64	100	-	100	100	0%	100
Misc-Contingency	44,605	8,173	2,000	238	1,762	2,000	0%	2,000
Information Technology	420	-	420	-	420	420	0%	420
Mileage Reimbursement	342	384	350	144	206	350	0%	350
Office Supplies	2,810	1,931	2,200	1,867	333	2,200	0%	2,200
Supplies-Cleaning & Paper	362	357	375	214	161	375	0%	400
Reserves-Lodge	-	-	429	-	-	-	-100%	3,420
Total Parks and Recreation	182,363	163,107	137,967	69,653	71,889	141,542		147,429
Swimming Pool								
Payroll-Maintenance	15,177	16,590	21,993	6,203	15,790	21,993	0%	22,697
Payroll-Administrative	8,407	9,848	8,572	4,713	3,859	8,572	0%	8,846
Payroll-Pool Attendants	19,980	21,357	23,406	692	22,714	23,406	0%	24,155
FICA Taxes	3,207	3,656	4,129	888	3,241	4,129	0%	4,261
Contracts-Pest Control	-	-	50	-	50	50	0%	50
Communication - Teleph - Field	791	134	100	136	-	136	36%	125
R&M-General	552	15,586	400	175	225	400	0%	400
R&M-Electrical	47	85	60	-	60	60	0%	60
R&M-Pools	744	26,437	1,000	8,085	-	8,085	709%	1,000
Misc-Licenses & Permits	250	250	250	-	250	250	0%	250
Misc-Contingency	9,120	6,657	3,000	226	2,774	3,000	0%	3,000

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	% +/-)	ANNUAL
	FY 2022	FY 2023	BUDGET FY 2024	THRU 3/31/2024	April- 9/30/2024	PROJECTED FY 2024		Budget
Op Supplies - Pool Chemicals	5,899	6,506	4,000	281	3,719	4,000	0%	4,000
Reserve - Pool	41,773	399	-	-	-	-	0%	40,000
Total Swimming Pool	105,947	107,505	66,960	21,399	52,682	74,081		108,844
Fitness Center								
Payroll-Maintenance	826	1,902	5,497	981	4,516	5,497	0%	5,673
Payroll-Administrative	2,147	1,969	8,572	738	7,834	8,572	0%	8,846
FICA Taxes	224	296	1,076	132	944	1,076	0%	1,111
Contracts-Janitorial Services	2,316	2,106	2,028	1,170	858	2,028	0%	2,028
Contracts-Fitness Equipment	1,300	1,500	1,500	756	744	1,500	0%	1,500
Contracts-Pest Control	214	377	215	148	67	215	0%	215
R&M-General	154	198	150	60	90	150	0%	150
R&M-Electrical	-	45	75	34	41	75	0%	75
R&M-Equipment	1,616	278	1,500	227	1,273	1,500	0%	1,500
Misc-Contingency	-	5	250	-	250	250	0%	250
Supplies-Cleaning & Paper	717	474	600	221	379	600	0%	600
Reserve - Equipment	11,400	-	4,000	4,000	-	4,000	0%	4,000
Total Fitness Center	20,914	9,150	25,463	8,467	16,996	25,463		25,948
Park & Grounds								
Payroll-Maintenance	16,219	18,720	13,746	10,454	3,292	13,746	0%	14,186
Payroll-Administrative	2,147	1,969	8,572	1,274	7,298	8,572	0%	8,846
FICA Taxes	1,611	1,583	1,707	897	810	1,707	0%	1,762
Contracts-Janitorial Services	1,254	1,547	1,690	520	1,170	1,690	0%	1,690
Contracts-Roof	-	-	480	300	180	480	0%	480
Contracts-Pest Control	145	145	146	148	-	148	1%	146
R&M-General	1,532	22,380	1,500	118	1,382	1,500	0%	1,500
R&M-Electrical	18	29	100	224	-	224	124%	100
R&M-Irrigation	-	950	500	-	500	500	0%	500

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	% +/-)	ANNUAL
	FY 2022	FY 2023	BUDGET FY 2024	THRU 3/31/2024	April- 9/30/2024	PROJECTED FY 2024		Budget
R&M-Backflow Inspection	225	280	225	-	225	225	0%	225
Misc-Contingency	892	1,212	1,000	17	983	1,000	0%	1,000
Supplies-Cleaning & Paper	249	208	275	68	207	275	0%	275
Reserves - Irrigation System	-	640	-	-	-	-	0%	-
Reserve-Mulch	-	4,280	-	-	-	-	0%	-
Reserve - Parking Lot	-	-	1,200	-	-	-	-100%	1,200
Reserve - Pavilion	-	-	32,500	-	48,500	48,500	49%	32,500
Total Park & Grounds	24,292	53,943	63,641	14,020	64,547	78,567		64,410
Reserves								
Reserve - CDD Amenity	-	-	-	665	-	665	0%	-
Total Reserves	-	-	-	665	-	665		-
TOTAL EXPENDITURES & RESERVES	448,687	451,244	419,655	177,233	273,565	450,798		481,476
Excess (deficiency) of revenues								
Over (under) expenditures	(12,550)	(32,195)	(13,623)	210,737	(249,689)	(38,952)		(0)
OTHER FINANCING SOURCES (USES)								
Contribution to (Use of) Fund Balance	-	-	(13,623)	-	-	-		(0)
TOTAL OTHER SOURCES (USES)	-	-	(13,623)	-	-	-		(0)
Net change in fund balance	(12,550)	(32,195)	(13,623)	210,737	(249,689)	(38,952)		(0)
FUND BALANCE, BEGINNING	322,520	309,974	277,782	277,782	-	277,782		238,830
FUND BALANCE, ENDING	\$ 309,970	\$ 277,779	\$ 264,159	\$ 488,519	\$ (249,689)	\$ 238,830		\$ 238,830

PINEY-Z

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2025

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 and fines for property damage.

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 2025

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.

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.

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.

PINEY-Z

Community Development District

General Fund

Budget Narrative

Fiscal Year 2025

Expenditures – Administrative (continued)

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, pinestraw and fertilizer) for the “amenities” area within the District.

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.

PINEY-Z

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2025

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.

FICA Taxes (521001-57201)

Payroll tax for staff above.

Workers' Compensation (524001-57201)

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

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.

PINEY-Z

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2025

Expenditures – Parks and Recreation - General (continued)**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 – Archival of Emails (534176-57201)

Cost to archive emails.

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.

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.

PINEY-Z

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2025

Expenditures – Parks and Recreation - General (continued)**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.

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 sand and seal of wood flooring, lodge roof replacement, painting of the lodge exterior, etc.

PINEY-Z

Community Development District

*General Fund***Budget Narrative**

Fiscal Year 2025

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.

FICA Taxes (521001-57205)

Payroll tax for above.

Contracts – Pest Control (534125-57205)

Pest and termite services for the exterior of the chemical shed.

Communication - Telephone-Field (541005-57205)

TracFone for attendant station; dedicated 911 phone.

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).

PINEY-Z

Community Development District

General Fund

Budget Narrative

Fiscal Year 2025

Expenditures – Swimming Pool (continued)

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.

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.

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.

PINEY-Z

Community Development District

General Fund

Budget Narrative

Fiscal Year 2025

Expenditures – Fitness Center (Continued)

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.

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.

PINEY-Z

Community Development District

General Fund

Budget Narrative

Fiscal Year 2025

Expenditures – Parks & Grounds (continued)

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.

Miscellaneous - Contingency (549900-57240)

Unanticipated operating expenses.

Supplies - Cleaning and Paper (552083-57240)

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

Reserves - Parking Lots (568117-57240)

For re-sealing of all asphalt lots.

Reserves – Pavilion (568119-57240)

For resurfacing of pavilion deck & re-finish structural steel.

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2025	\$ 238,830
Net Change in Fund Balance - Fiscal Year 2025	(0)
Reserves - Fiscal Year 2025 Additions	81,120
Total Funds Available (Estimated) - 9/30/2025	319,950

ALLOCATION OF AVAILABLE FUNDS

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital		80,246 ⁽¹⁾
Contribution CDD Amenity prior years	27,223	
Contribution CDD Amenity FY 2025	-	<u>27,223</u>
Reserve - Lodge prior years	16,721	
Reserve - Lodge FY 2025	3,420	<u>20,141</u>
Reserve - Park prior years (2)	3,059	
Reserve - Park FY 2025	33,700	<u>36,759</u>
Reserve - Fitness Equipment prior years	-	
Reserve - Fitness Equipment FY 2025	4,000	<u>4,000</u>
Reserve - Pool Acid Wash prior years	2,100	
Reserve - Pool Acid Wash FY 2025	-	<u>2,100</u>
Reserve - Pool Equipment prior years	1,345	
Reserve - Pool Equipment FY 2025	-	<u>1,345</u>
Reserve - Pool Fence & Deck prior years	20,000	
Reserve - Pool Fence & Deck FY 2025	20,000	<u>40,000</u>

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Reserve - Pool Filters & Pumps prior years	3,064		
Reserve - Pool Filters & Pumps FY 2025	-	<u>3,064</u>	
Reserve - Pool Shell prior years	30,000		
Reserve - Pool Shell FY 2025	20,000	<u>50,000</u>	
			184,632
		Subtotal	<u>264,878</u>

Total Allocation of Available Funds	264,878
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Total Unassigned (undesignated) Cash	\$ <u>55,072</u>
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Notes

- (1) Represents approximately 2 months of operating expenditures
- (2) \$48,500 deducted for playground demolition and replacement

Piney-Z

Community Development District

Supporting Budget Schedules

Fiscal Year 2025

**Comparison of Non-Ad Valorem Assessment Rates
Fiscal Year 2025 vs. Fiscal Year 2024**

ASSESSMENTS PER UNIT					
Lot Size	# OF Units	Operations and Maintenance			
		FY 2025	FY 2024	Dollar Change	Percent Change
36	28	\$628	\$523	\$105	20.10%
40	104	\$628	\$523	\$105	20.10%
50	291	\$628	\$523	\$105	20.10%
60	62	\$628	\$523	\$105	20.10%
75	183	\$628	\$523	\$105	20.10%
90	67	\$628	\$523	\$105	20.10%
65	8	\$628	\$523	\$105	20.10%
50 gar	12	\$628	\$523	\$105	20.10%
	755				

ASSESSMENT INCREASE ANALYSIS

Product	Assessment Increase \$		
	Per Product	Per Unit O&M % Increase	Per Unit O&M \$ Increase
All Units	\$0	0%	\$0

Total \$0 *Collection costs included*

ASSESSMENT TREND ANALYSIS - GENERAL FUND

FY2025	FY2024	FY2023	FY2022	FY2021
\$628	\$523	\$523	\$523	\$523