

**COUNTRY GREENS
COMMUNITY DEVELOPMENT
DISTRICT**

AGENDA PACKAGE

JUNE 22, 2020

WebEx <https://meetingsamer14.webex.com/>
Meeting ID# **126 436 8260**
Password: **ZpV9TVMaU63** (by phone **97898862**)

Board of Supervisors:

David Warden, Chairman
Catherine Catusus, Vice Chairperson
Alma Graham, Assistant Secretary
Crystal Jones, Assistant Secretary
Anna Heintzelman, Assistant Secretary

Kristen Suit, District Manager
Scott Clark, District Counsel
Peter Armans, District Engineer
Ariel Medina, Field Supervisor

WebEx <https://meetingsamer14.webex.com/>, Meeting ID# 126 436 8260,
Password: ZpV9TVMaU63 (by phone 97898862)

June 15, 2020

Country Greens Community Development District
Board of Supervisors

Dear Board Members:

The regular meeting of the Board of Supervisors of the Country Greens Community Development District will be held on **Monday, June 22, 2020 at 5:30 p.m. via conference call**. Following is the advance agenda for this meeting.

1. Roll Call
2. Audience Comments
3. Approval of the Minutes
 - A. April 27, 2020
4. District Manager's Report
 - A. Financial Statements and Check Register
 - B. Arbitrage Engagement Letter
 - C. Number of Registered Voters – 1,260
5. Staff Reports
 - A. Field Reports
 - i. Field Management Report
 - ii. Approval of Work Order Authorization for LED Light Installation
 - B. Engineer
 - i. Discussion and Consideration of Maintenance Map
 - ii. Discussion and Consideration of Maps to be Included on District's Website
 - C. Attorney
 - i. Second Amendment to Yellowstone Landscape Agreement
 - ii. License Agreement with Golf Course
6. Supervisor Requests and Audience Comments
7. Adjournment

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please contact me.

Sincerely,

Kristen Suit
District Manager

Third Order of Business

**MINUTES OF MEETING
COUNTRY GREENS
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Country Greens Community Development District was held at 5:30 p.m. on Monday, April 27, 2020 via Conference Call 800-747-5150, Passcode 8185960.

Present and constituting a quorum were:

David Warden	Chairperson
Catherine Catusus	Vice Chairperson
Alma Graham	Assistant Secretary
Crystal Jones	Assistant Secretary
Anna Heintzelman	Assistant Secretary

Also present were:

Kristen Suit	District Manager
Scott Clark	District Counsel
Peter Armans	District Engineer
Ariel Medina	Field Supervisor
Pete Wittman	Yellowstone Landscaping
Juan Hernandez	Yellowstone Landscaping

The following is a summary of the minutes and actions taken at the April 27, 2020 Country Greens Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

- Ms. Suit called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

- There being no audience, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes

A. February 24, 2020

- Ms. Suit stated each Board member received a copy of the minutes of the February 24, 2020 meeting and requested corrections, additions or deletions. There not being any,

On MOTION by Ms. Catusus seconded by Ms. Jones with all in favor the minutes of the February 24, 2020 meeting were approved.

FOURTH ORDER OF BUSINESS District Manager’s Report

A. Presentation of Proposed Budget Fiscal Year 2021

- Ms. Suit noted the total expenditures is \$343,784 meaning we will be using \$119,014 of Fund Balance to fund the budget. Most increases come from landscaping. We added Miscellaneous Services which is \$4,000 for items that were not part of the Field Management Contract including Work Orders.
- Aside from that, there were no major changes to the Expenditures.
- The Board discussed items in the budget.

B. Consideration of Resolution 2020-04 Approving the Proposed Budget and Setting a Public Hearing for August 24, 2020

- There being no questions or comments,

On MOTION by Ms. Catusus seconded by Mr. Warden with all in favor Resolution 2020-04 approving the Fiscal Year 2021 proposed budget as presented and setting the public hearing for August 24, 2020 was adopted.

C. Consideration of Resolution 2020-03 Confirming the District’s Use of Lake County Supervisor of elections to Continue Conducting the District’s Election of Supervisors in Conjunction with the General Election 2020

- There being no questions or comments,

On MOTION by Ms. Catusus seconded by Ms. Heintzelman with all in favor Resolution 2020-03 confirming the District’s use of Lake County Supervisor of Elections to continue conducting the District’s elections of Supervisors in conjunction with the 2020 General Election was adopted.

D. Qualifying to Run for Office Information

- This information was in the agenda package.

E. Financial Statements and Check Register

- There being no questions or comments

On MOTION by Ms. Catusus seconded by Ms. Jones with all in favor the financial statements were accepted, and the check register was approved.

F. Ratification of Chair Authorized O&M Maintenance Electrical Executed Proposal and Invoice

- Ms. Suit noted at the last meeting, the Board gave approval to have the work done and have the Chair authorize the expenditure because we did not know what it would be. The work has been completed.

On MOTION by Ms. Catusus seconded by Ms. Heintzelman with all in favor the Chair authorized O&M Maintenance electrical proposal and invoice in the amount of \$4,320.00 was ratified.

- Ms. Catusus noted in the financial statements, for Postage and Freight, it shows \$134 for mailing agenda packages to each Board member. Does that include copying?
- Ms. Suit will get more information and details from the Accountant.
- Ms. Catusus noted under Field, Contracts-Landscape, \$1,321 was reimbursed to Eagle Dunes to cover shared expenses in June.
- Ms. Suit explained the reason for this.
- Ms. Catusus asked about installation of LED lighting.
- Ms. Suit noted R&M Common Area was for upgrading of the pond at \$12,000, removal of a pine tree at \$2,700, palm tree installation at \$1,700, plant replacement at \$2,600. bush hogging at \$1,200 and another plant replacement at \$1,200.
- She noted Mr. Medina emailed the Board today a proposal for the optional LED lighting for all green areas in the amount of \$3,640.
- Mr. Medina discussed the proposal and where lighting will be installed.
- The Board had several questions on the LED lighting and wanted more information.
- Mr. Medina will get more information and bring it back to the Board.
- Ms. Suit noted this item will be tabled until the next meeting.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. Second Amendment to the Yellowstone Landscape Agreement and the Golf Course Swap of Landscape Maintenance

- Mr. Clark noted the first amendment dealt with bush hogging for \$5,500. The Second Amendment deals with the property swap with the Golf Course and changes to the Scope of Work. When he sent this out last week, he was told by Mr. Armans and Mr. Medina there are still some areas under discussion on the property swap. He will defer to them.
- Mr. Armans noted we went back and forth with Yellowstone to identify the final map. We had a map that was almost finalized. We wanted final approval by Yellowstone. Their answers were not very clear.
- On March 5th Mr. Armans, Mr. Medina and Yellowstone met and looked at all the properties. We asked Yellowstone which of these properties do they maintain.
- There were multiple areas that look like the Golf Course maintains, at least that is what they said. Those are on CDD property. Those areas are not identified anywhere in any document that the Golf Course maintains those areas. Those are in addition to the swap areas. There are areas the Golf Course maintains, or Yellowstone maintains it. It is not documented anywhere that the Golf Course maintains it.
- Ms. Catasus noted she met with the Golf Course and Yellowstone. They hashed all of this out six months ago as to who is maintaining what.
- Mr. Hernandez noted from his understanding and from the meeting with Mr. Armans and Mr. Medina there were multiple areas we were maintaining that are in the original map that was created.
- Mr. Wittman noted the areas added on the last addendum were wide-open field areas that needed to be cut back. Now those areas will be included for bush hogging twice a year. Additional areas were mowing behind homes between the Golf Course areas.
- Mr. Warden asked why was the Board excluded from these meetings?
- Ms. Suit noted Mr. Armans and Mr. Medina met with Yellowstone.
- She noted the HOA were doing it every single part of it; then it was the CDD and then it was not the CDD. It continues to change.
- Ms. Suit asked what is Yellowstone basing the work they are doing off?
- Mr. Hernandez noted we are going off the actual map we have from the last meeting between Mr. Armans and Mr. Medina. Unless you tell him not to go behind the homes, we are maintaining the exteriors.

April 27, 2020

Country Greens CDD

- Mr. Armans noted he has a concern that these maps are being circulated and used when they are only meant for discussion. Every time we have these maps, we said these are a work in progress and not final. They are basically for discussion.
- Ms. Suit asked where is the final map?
- Mr. Armans noted there are things he highlighted in his March 16th email that needs to be resolved. There are multiple areas currently being maintained by Yellowstone on Golf Course property directly behind houses. He detailed those properties.
- Ms. Suit asked were those not included in the Hold Harmless map provided to Mr. Clark to draft the Hold Harmless Agreement?
- Mr. Clark noted originally the map he had was the February 2020 map and then I was told that this new map needed to be discussed, which is the March 16th map. We must figure a way forward with this. Ms. Catusus needs to be included and maybe the Board can finalize these agreements with the map.
- Mr. Hernandez noted he can meet with Ms. Catusus to discuss the map on Wednesday at 7:30 a.m. in the parking lot in front of the Golf Course.
- Mr. Medina will be at that meeting.
- Ms. Suit noted because Mr. Clark has drafted the License Agreement and the Second Amendment, excluding the map, does the Board want to approve this subject to the revised map with Ms. Catusus' input or does the Board want to wait to the next meeting and approve once the maps are included and the Board reviews.
- The Board wanted to wait until the next meeting.
- Mr. Wittman wanted clarification. He knows Mr. Hernandez, Mr. Armans and Ms. Catusus will meet on Wednesday. Do you want us to keep maintaining or wait until after the discussion on Wednesday? He wants to do what is right by you and not upset any homeowners.
- Mr. Catusus noted one area that gets complaints is the side entrance by Marvella in front of the Golf Course. That is on the map.
- Mr. Wittman noted make sure you show that to Mr. Fernandez.
- Ms. Catusus noted it says on the map, since December, we are maintaining that area, but it has not been maintained.
- Mr. Wittman noted it sounds like we are missing something there.

- Mr. Heintzelman noted it sounds like you should be at that meeting, Mr. Wittman.
- Ms. Suit noted we will table the Second Amendment and the License Agreement. We will bring them back to the Board meeting with the maps included.

B. Engineer

- Discussed above.

SIXTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

- Mr. Clark noted we discussed at the last meeting drainage work and the commercial landowner. You directed me to go back and negotiate with them to pay a portion of that. We have been back and forth. He asked them to pay the whole thing. They came back and asked for another proposal. He suggested to them allocating based on acreage. They had about 77% of the acreage. Out of the \$12,000 they were going to pay about \$9,000. He received an email before the meeting, they asked we would settle on \$7,500 and giving a release from any further liability for the damage that occurred.

On MOTION by Ms. Graham seconded by Mr. Warden with all in favor the developer to reimburse the District \$7,500 of the total \$12,816 Dale Beasley Pond Repairs Invoice paid by the District, was approved.

- Ms. Catusus commented on Fund Balance.
- Ms. Catusus commented on CDs maturing in June.

SEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Ms. Catusus seconded by Ms. Heintzelman with all in favor the meeting was adjourned.

Secretary

David Warden
Chairman

Fourth Order of Business

4A.

COUNTRY GREENS
Community Development District
Financial Report
May 31, 2020
(Unaudited Financials)

Prepared by



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COUNTRY GREENS
Community Development District

Financial Statements

(Unaudited)

May 31, 2020

Balance Sheet
May 31, 2020

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2016A DEBT SERVICE FUND	TOTAL
ASSETS			
Cash - Checking Account	\$ 103,346	\$ -	\$ 103,346
Due From Developer	7,500	-	7,500
Due From Other Funds	-	13,939	13,939
Investments:			
Certificates of Deposit - 12 Months	156,776	-	156,776
Certificates of Deposit - 6 Months	212,397	-	212,397
Money Market Account	285,465	-	285,465
Prepayment Fund (A-2)	-	639	639
Reserve Fund (A-1)	-	120,534	120,534
Reserve Fund (A-2)	-	53,250	53,250
Revenue Fund	-	65,919	65,919
Prepaid Items	1,549	-	1,549
TOTAL ASSETS	\$ 767,033	\$ 254,281	\$ 1,021,314
LIABILITIES			
Accounts Payable	\$ 15,049	\$ -	\$ 15,049
Due To Other Funds	13,939	-	13,939
TOTAL LIABILITIES	28,988	-	28,988
FUND BALANCES			
Nonspendable:			
Prepaid Items	1,549	-	1,549
Restricted for:			
Debt Service	-	254,281	254,281
Assigned to:			
Operating Reserves	71,770	-	71,770
Unassigned:	664,726	-	664,726
TOTAL FUND BALANCES	\$ 738,045	\$ 254,281	\$ 992,326
TOTAL LIABILITIES & FUND BALANCES	\$ 767,033	\$ 254,281	\$ 1,021,314

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending May 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ 7,000	\$ 4,667	\$ 6,062	\$ 1,395
Interest - Tax Collector	-	-	73	73
Special Assmnts- Tax Collector	226,844	226,844	222,960	(3,884)
Special Assmnts- Discounts	(9,074)	(9,074)	(8,561)	513
Developer Contribution	25,000	25,000	25,000	-
TOTAL REVENUES	249,770	247,437	245,534	(1,903)
EXPENDITURES				
Administration				
P/R-Board of Supervisors	6,000	4,000	4,000	-
FICA Taxes	459	305	306	(1)
ProfServ-Arbitrage Rebate	600	-	-	-
ProfServ-Dissemination Agent	1,000	1,000	-	1,000
ProfServ-Engineering	5,500	3,664	14,540	(10,876)
ProfServ-Legal Services	10,000	6,667	14,619	(7,952)
ProfServ-Mgmt Consulting Serv	67,362	44,908	44,908	-
ProfServ-Trustee Fees	5,266	5,266	3,717	1,549
Auditing Services	3,423	3,423	3,400	23
Postage and Freight	400	264	455	(191)
Rental - Meeting Room	900	600	-	600
Insurance - General Liability	8,592	8,592	7,312	1,280
Printing and Binding	500	333	375	(42)
Legal Advertising	450	450	628	(178)
Miscellaneous Services	1,359	906	60	846
Misc-Assessmnt Collection Cost	4,537	4,000	4,173	(173)
Misc-Web Hosting	10,000	6,667	2,260	4,407
Office Supplies	200	133	213	(80)
Annual District Filing Fee	175	175	175	-
Total Administration	126,723	91,353	101,141	(9,788)

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending May 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Field				
ProfServ-Field Management	20,300	13,533	13,533	-
Contracts-Landscape	167,880	111,920	115,074	(3,154)
Contracts-Aquatic Control	-	-	2,020	(2,020)
Utility - General	22,000	14,667	10,507	4,160
R&M-Common Area	12,000	8,000	26,532	(18,532)
Total Field	<u>222,180</u>	<u>148,120</u>	<u>167,666</u>	<u>(19,546)</u>
TOTAL EXPENDITURES	348,903	239,473	268,807	(29,334)
Excess (deficiency) of revenues				
Over (under) expenditures	(99,133)	7,964	(23,273)	(31,237)
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	(99,133)	-	-	-
TOTAL FINANCING SOURCES (USES)	(99,133)	-	-	-
Net change in fund balance	<u>\$ (99,133)</u>	<u>\$ 7,964</u>	<u>\$ (23,273)</u>	<u>\$ (31,237)</u>
FUND BALANCE, BEGINNING (OCT 1, 2019)	761,318	761,318	761,318	
FUND BALANCE, ENDING	<u>\$ 662,185</u>	<u>\$ 769,282</u>	<u>\$ 738,045</u>	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending May 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ 6,000	\$ 4,000	\$ 2,387	\$ (1,613)
Special Assmnts- Tax Collector	369,754	369,754	361,359	(8,395)
Special Assmnts- Discounts	(14,790)	(14,790)	(13,924)	866
TOTAL REVENUES	360,964	358,964	349,822	(9,142)
EXPENDITURES				
Administration				
Misc-Assessmnt Collection Cost	7,395	7,000	6,764	236
Total Administration	7,395	7,000	6,764	236
Debt Service				
Principal Prepayments	-	-	5,000	(5,000)
Principal Debt Retirement A-1	145,000	145,000	145,000	-
Principal Debt Retirement A-2	50,000	50,000	50,000	-
Interest Expense Series A-1	93,736	93,736	93,736	-
Interest Expense Series A-2	55,000	55,000	53,500	1,500
Total Debt Service	343,736	343,736	347,236	(3,500)
TOTAL EXPENDITURES	351,131	350,736	354,000	(3,264)
Excess (deficiency) of revenues Over (under) expenditures	9,833	8,228	(4,178)	(12,406)
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	9,833	-	-	-
TOTAL FINANCING SOURCES (USES)	9,833	-	-	-
Net change in fund balance	\$ 9,833	\$ 8,228	\$ (4,178)	\$ (12,406)
FUND BALANCE, BEGINNING (OCT 1, 2019)	258,459	258,459	258,459	
FUND BALANCE, ENDING	\$ 268,292	\$ 266,687	\$ 254,281	

COUNTRY GREENS
Community Development District

Supporting Schedules

May 31, 2020

**Non-Ad Valorem Special Assessments - Lake County Tax Collector
(Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2020**

						ALLOCATION BY FUND	
Date Received	Check Number	Net Amount Received	Discounts / (Penalties) Amounts	(1) Collection Costs	Gross Amount Received	General Fund	Series 2016A Debt Service Fund
Assessments Levied FY 2020					\$ 596,600	\$ 226,846	\$ 369,754
Allocation %					100%	38%	62%
11/22/19	829502	\$ 7,688	\$ 317	\$ 154	\$ 8,005	\$ 8,005	
11/22/19	829501	12,566	556	251	13,122		13,122
11/27/19	ACH	27,176	1,133	856	28,309	28,309	
11/27/19	ACH	42,818	1,784	544	44,602		44,602
12/01/19	ACH	157,414	6,560	3,148	163,974	163,974	
12/01/19	ACH	256,777	10,699	5,136	267,476		267,476
12/15/19	ACH	7,924	329	158	8,253	8,253	
12/15/19	ACH	12,723	528	254	13,251		13,251
12/31/19	ACH	3,313	111	66	3,424	3,424	
12/31/19	ACH	5,028	171	101	5,199		5,199
01/16/20	ACH	1,601	50	32	1,650	1,650	
01/16/20	ACH	3,168	98	63	3,266		3,266
02/14/20	ACH	3,514	73	70	3,587	3,587	
02/14/20	ACH	5,101	104	102	5,205		5,205
03/18/20	ACH	1,390	14	28	1,404	1,404	
03/18/20	ACH	1,985	20	40	2,005		2,005
04/15/20	ACH	2,946	3	59	2,950	2,950	
04/15/20	ACH	5,298	5	106	5,303		5,303
05/15/20	ACH	1,433	(29)	29	1,404	1,404	
05/15/20	ACH	1,969	(41)	39	1,928		1,928
TOTAL		\$ 561,834	\$ 22,485	\$ 11,237	\$ 584,319	\$ 222,960	\$ 361,359
% COLLECTED					98%	98%	98%
TOTAL OUTSTANDING					\$ 12,281	\$ 3,885	\$ 8,395

Note (1) - Collection costs are paid directly to the Lake County Tax Collector twice a year.

Cash and Investment Report
May 31, 2020

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
GENERAL FUND					
Checking account - Operating	Valley National Bank	Checking Account	n/a	0.20%	\$ 103,346
				Subtotal	\$ 103,346
Certificate of Deposits 6M	Valley Bank	CD	6/9/2020	1.75%	\$ 107,164
Certificate of Deposits 6M	Valley Bank	CD	6/23/2020	1.63%	\$ 105,233
				Subtotal	\$ 212,397
Certificate of Deposits 12M	Valley Bank	CD	3/16/2021	1.20%	\$ 156,776
				Subtotal	\$ 156,776
Money Market Account	Bank United	MMA	n/a	0.25%	\$ 285,465
				Subtotal	\$ 285,465
DEBT SERVICE FUNDS					
Series 2016 A-1 & A-2 Prepayment	US Bank	First American Govt.	n/a	0.02%	\$ 639
Series 2016 A-1 Reserve	US Bank	First American Govt.	n/a	0.02%	\$ 120,534
Series 2016 A-2 Reserve	US Bank	First American Govt.	n/a	0.02%	\$ 53,250
Series 2016 A-1 & A-2 Rev.	US Bank	First American Govt.	n/a	0.02%	\$ 65,919
				Subtotal	\$ 240,342
				Total	\$ 998,326

Country Greens CDD

Bank Reconciliation

Bank Account No. 9840 Valley National Bank GF Checking New Account
Statement No. 5/20
Statement Date 5/31/2020

G/L Balance (LCY)	103,345.60	Statement Balance	103,600.60
G/L Balance	103,345.60	Outstanding Deposits	0.00
Positive Adjustments	0.00		
	<hr/>	Subtotal	103,600.60
Subtotal	103,345.60	Outstanding Checks	255.00
Negative Adjustments	0.00	Differences	0.00
	<hr/>		
Ending G/L Balance	103,345.60	Ending Balance	103,345.60
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
5/28/2020	Payment	3120	SITEX AQUATICS, LLC	255.00	0.00	255.00
Total Outstanding Checks.....				255.00		255.00

COUNTRY GREENS COMMUNITY DEVELOPMENT DISTRICT

**Payment Register by Fund
For the Period from 5/1/2020 to 5/31/2020
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENERAL FUND - 001								
001	3116	05/07/20	THE DAILY COMMERCIAL	10095978	NOTICE OF MEETING 4/16/20	Legal Advertising	548002-51301	\$172.04
001	3117	05/19/20	CLARK & ALBAUGH, LLP	16989	GEN MATTERS THRU APRIL 2020	ProfServ-Legal Services	531023-51401	\$3,393.00
001	3118	05/19/20	DEWBERRY ENGINEERS INC	1828755	ENGG SVCS THRU 4/24/20	ProfServ-Engineering	531013-51501	\$525.00
001	3119	05/21/20	INFRAMARK, LLC	51461		ProfServ-Mgmt Consulting Serv	531027-51201	\$5,613.50
001	3119	05/21/20	INFRAMARK, LLC	51461		ProfServ-Field Management	531016-53901	\$1,691.67
001	3119	05/21/20	INFRAMARK, LLC	51461		Postage and Freight	541006-51301	\$5.50
001	3120	05/28/20	SITEX AQUATICS, LLC	3611B	MAY LAKE MAINT - 3 WATERWAYS	Contracts-Aquatic Control	534067-53901	\$255.00
001	DD221	05/02/20	SECO	041720 ACH	BILL PRD 3/16-4/15/20	1011917600	543001-53901	\$551.52
001	DD222	05/28/20	SECO	051320 ACH	BILL PRD 4/10-5/11/20	1011917600	543001-53901	\$799.80
Fund Total								\$13,007.03

Total Checks Paid	\$13,007.03
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4B.



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

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Boca Raton, Florida 33431
(561) 994-9299 • (800) 299-4728
Fax (561) 994-5823
www.graucpa.com

May 21, 2020

Country Greens Community Development District
210 North University Drive, Suite 702
Coral Springs, Florida 33071

We appreciate the opportunity to offer our services to Country Greens Community Development District (the "Issuer"). This letter confirms our engagement to provide arbitrage rebate services, with respect to the \$4,405,000 Special Assessment Revenue Refunding Bonds, Series 2016A-1 and 2016A-2, respectively (the "Bond").

The procedures that we will perform are as follows:

- Assist in the determination of the amount, if any, of required rebate to the United States government.
- Issuance of a report representing the cumulative results since the issuance date of the Bond based on information provided by the Issuer and/or Trustee.

In assisting in the determination of the amount of any potential required rebate, we will not verify or otherwise audit the accuracy of information provided to us by you or the Trustee, and accordingly, we express no opinion on such information. Furthermore, the performance of the above-mentioned procedures will not constitute an audit made in accordance with generally accepted auditing standards, the objective of which is the expression of an opinion on the elements, accounts, or items of a financial statement. Therefore, Grau & Associates ("Grau") will not be in a position to express, and will not express an opinion, or any other form of assurance, as a result of performing these procedures.

The procedures that Grau has been requested to perform are solely the responsibility of the Issuer. Furthermore, Grau has no responsibility to advise the Issuer of other procedures that might be performed and makes no representations as to the sufficiency of such procedures for the purposes of the Issuer.

Grau's responsibility is limited to performing the procedures specified and agreed to, and to reporting the resulting findings, subject to the limitations contained herein, and our engagement cannot be relied on to disclose errors or irregularities should they exist. Grau has no responsibility for updating the procedures performed or for performing any additional procedures.

Since tax law is not always clear, we will use our professional judgment in resolving questions affecting the arbitrage rebate calculations. Any of your Bond issues may be selected for review by the Internal Revenue Service ("IRS"), which may not agree with our positions. Any proposed adjustments are subject to certain rights of appeal. Due to the lack of clarity in the tax law, we cannot provide assurance that the positions asserted by the IRS may not ultimately be sustained. You have the ultimate responsibility for your compliance with arbitrage rebate laws; therefore, you should review the calculations carefully.

The Issuer shall provide accurate and complete information requested by Grau. Grau has no responsibility for the accuracy or completeness of the information provided by, or on behalf of, the Issuer, even if Grau had reason to know or should have known of such inaccuracy or incompleteness.

Should Grau determine that significant restrictions are being placed on the performance of the above-mentioned procedures by the Issuer, Grau shall be entitled to withdraw from this engagement.

Any report issued by Grau will not be used by, or circulated, quoted, disclosed or distributed to, nor will reference to such reports be made to anyone who is not a member of management or of the Board of Directors of the Issuer.

Limitation on Liability

The Issuer agrees that Grau, its partners, principals, and employees shall not be liable to the Issuer for any actions, losses, damages, claims, liabilities, costs, or expenses in any way arising out of or relating to this engagement for an aggregate amount in excess of the fees paid by the Issuer to Grau for the services performed pursuant to this engagement. In no event shall Grau, its partners, principals, or employees be liable for consequential, special, indirect, incidental, punitive or exemplary loss, damage, cost, or expense (including without limitation, lost profits and opportunity costs).

The Issuer also agrees to indemnify and hold harmless Grau, its partners, principals, and employee from and against any and all actions, losses, damages, claims, liabilities, costs, and expenses (including, without limitation, reasonable legal fees and expenses) brought against, paid, or incurred by any of them at any time, in any way arising out of or relating to a breach or an alleged breach by the Issuer of any provision of this engagement letter, including, without limitation, the restrictions on report use and distribution.

The limitation on liability and indemnification provisions of this engagement letter shall apply regardless of the form of action, loss, damage, claim, liability, cost, or expense, whether in contract, statute, tort (including, without limitation, negligence), or otherwise. The agreements and undertakings of the Issuer contained in this engagement letter, including, without limitation, those pertaining to restrictions on report use and distribution, limitation on liability, and indemnification, shall survive the completion of termination of this engagement.

Our fee for performing the annual rebate calculations will be \$600. We will discuss with you whether a fee adjustment is appropriate on rebate calculations for future periods. Furthermore, you may request additional consulting services from us upon occasion and we will bill you for these services at our standard hourly rates unless otherwise agreed.

You understand that the arbitrage rebate services and report described above are solely to assist you in meeting your requirements for federal income tax compliance purposes.

If the above terms are acceptable to you, and the services outlined are in accordance with your understanding, please sign both engagement letters in the space provided and return one original to us.

Very truly yours,



Antonio J. Grau

Accepted and agreed to by Country Greens Community Development District:

Signature: _____

Title: _____

Date: _____

4C.



1898 E. Burleigh Blvd • P.O. Box 457 • Tavares, FL 32778 P 352-343-9734 F 352-343-3605 E Hays@lakevotes.com

April 16, 2020

Sandra H. Demarco
Inframark, LLC
210 N University Dr Ste 702
Coral Springs FL 33071

Re: District Counts

The number of registered voters within the Country Greens Community Development District as of April 15, 2020 is 1,260.

If we may be of further assistance, please contact this office.

Sincerely,

A handwritten signature in black ink that reads 'D. Alan Hays'.

D. Alan Hays
Lake County Supervisor of Elections

OUR COMMITMENT

- ✓ Voter Confidence
- ✓ Excellent Service
- ✓ Accurate & Efficient Elections
- ✓ Responsible Financial Stewardship

Fifth Order of Business

5Ai.

Country Greens CDD Field Management Report

June 2020

Ariel Medina | Field Services Supervisor



313 Campus Street, Celebration, FL 34747
(O) 407-566-4122 | (M) 281-831-0139 |
www.inframarkims.com

FREDDY BLANCO | Assistant
Maintenance Manager



313 Campus Street | Celebration, FL 34747
Office: 1.407.566.1935 | Mobile:
1.407.947.2489 | www.inframarkims.com



COMPLETED ITEMS:

- Meet with Yellowstone for Landscaping Review
- Attended meeting to discuss landscape scope of work and areas of service with Yellowstone
- Reviewed and processed invoices on a weekly basis
- Met with Sitex to discuss maintenance of pond
- Returned phone calls to HOA and residents regarding broken fence
- Respond to emails and communications as needed
- Completed pressure washing of white fence by Publix
- Completed fence repair

ATTACHMENTS

- Yellowstone Landscaping Report
- Inframark's Landscaping Review

Yellowstone Landscaping Report

Date: Friday, May 15, 2020

Property: Country Greens CDD

Senior Account Manager: Juan Hernandez

Superintendent: Kevin Durava

Maintenance Activities

- Mowing all areas completed weekly.
- Trim and detail shrubs beds at community entrances (Cardinal, 437 up 2nd Gate trimmed shrubs on 44 gate, remove of dead tree at 2nd gate entrance before coming in)
- Perform weekly detail to all annual beds at community entrance. Weed control is ongoing in all shrub beds to include pre-emergent herbicide
- Pruning of all shrubs is continuous during weekly visits.
- Continue treating visible fire ant mounds throughout property as needed.

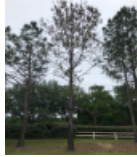


Mowing Activities

- Perform weekly mowing and string trimming of roadways and entrances to the community, retention ponds have been mowed as well.
- Perform weekly mowing service on all Zoysia/ St. Augustine along Cardinal In, 437 and 44 community entrances.
- Marked drain areas have been string trimmed and cleared.
- Brush cut scheduled to be performed behind Alameda Dr., Campanero, Marbella Dr. behind Venice Ln, and Sorrento Springs Dr. within the next two weeks.

Irrigation Activities

- All irrigation timers have been inspected and checked for coverage; adjustments are scheduled to be performed.
- Monthly inspection report sent to client.

Inframark's Landscaping Review

Country Greens Landscaping Review						
Issue	Location	Date of Drive-thru	Status	Field Manager Comments	Photos	Yellowstone Plan of Action
Dead pine tree	At Terragona Dr	5/13/2020	Completed	Remove dead pine tree at Terragona Dr.		
Annual beds installations	Main entrance at the 44 and Campanero dr.	5/13/2020	Completed	New annual flowers beds installation		
Trimming service	At 44 and 437	5/13/2020	ongoing	Schedule for trimming service along the 44 and 437 is in progress.		

Field Management Work Orders Update



Pressure washed fence

Repaired broken fence



5Aii.



Work Order Authorization 0201006

June 12, 2020

To: Country Greens CDD
 313 Campus Street
 Celebration, FL. 34747
 407-566-1935

Country Greens CDD

	Description		Ea.	Total
	Purchase of 24 flood light garden type LED bulbs			\$ 137.72
	Labor to install 24 lights			\$ 180.00
Prepared by Inframark, Ariel Medina, Field Manager				\$ 317.72

Thank you for your business!

313 Campus Street, Celebration, FL 407-566-1935] russ.simmons@inframark.com

5Bi.

From: Armans, Peter parmans@Dewberry.com

On June 3rd, District Engineer produced a draft version of a maintenance map based on coordination with Ariel Medina. The map was produced following a field meeting between Inframark (Ariel), Yellowstone, and Catherine Catusus.

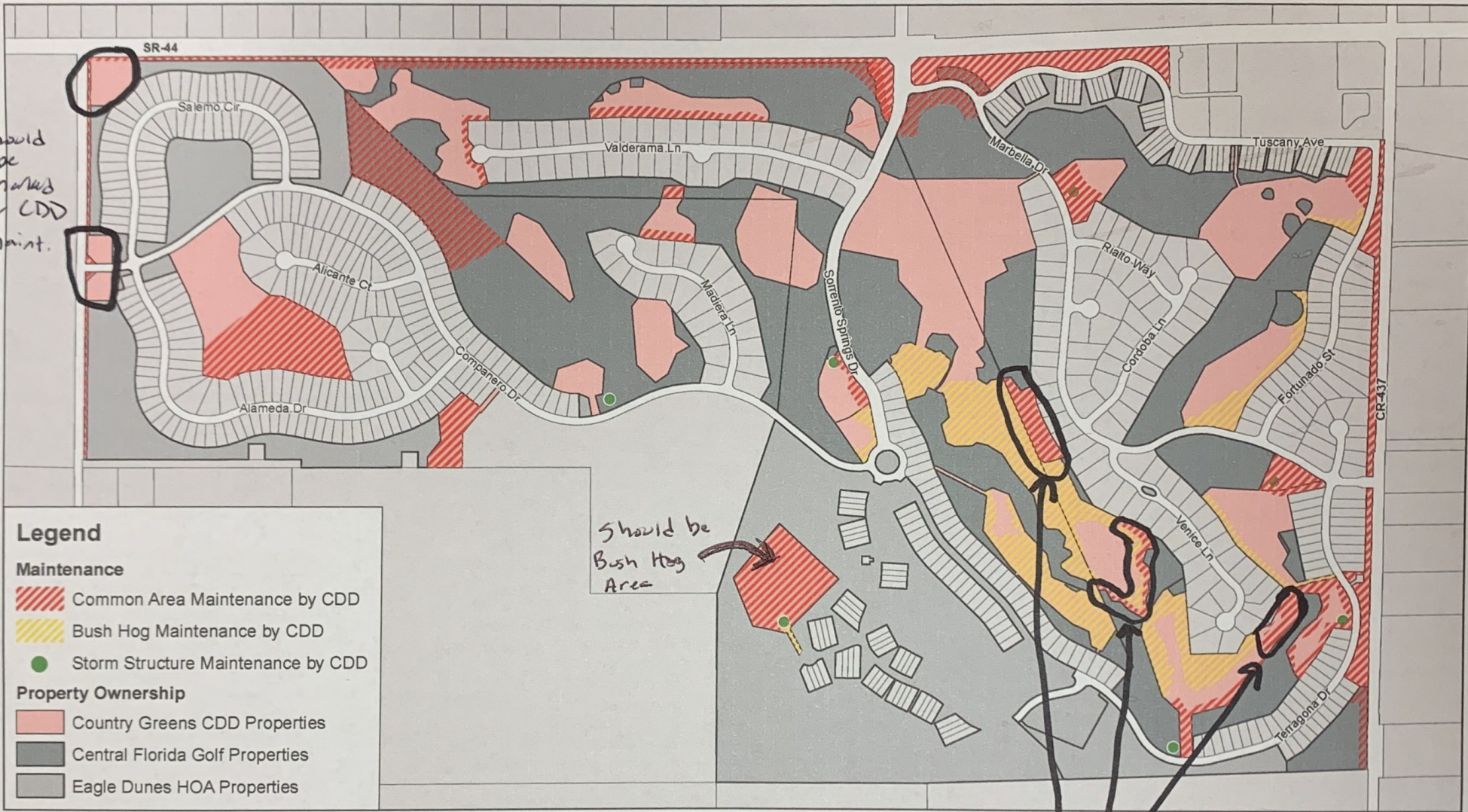
The map was reviewed and marked up by Catharine and Yellowstone (see attached markups). Based on the markups, Dewberry updated the maintenance map and produced a revised version dated June 12.

Finally, Dewberry compared the June 12th maintenance map to the original map provided by Yellowstone and marked up the Yellowstone version (see attached map titled "Comparison Map").

Additional items to be considered by Board:

1. Identify person to contact HOA to start maintaining the HOA areas previously maintained by CDD.
2. Identify person to contact Golf Course to start maintaining Golf Course owned areas previously maintained by CDD.
3. Decide if a new map needs to be produced for the Agreement with the Golf Course to show **all** areas owned by CDD but maintained by golf course (and vice versa).

Catherine Catusus Markups



Legend

Maintenance

- Common Area Maintenance by CDD
- Bush Hog Maintenance by CDD
- Storm Structure Maintenance by CDD

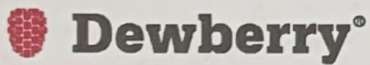
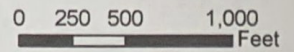
Property Ownership

- Country Greens CDD Properties
- Central Florida Golf Properties
- Eagle Dunes HOA Properties

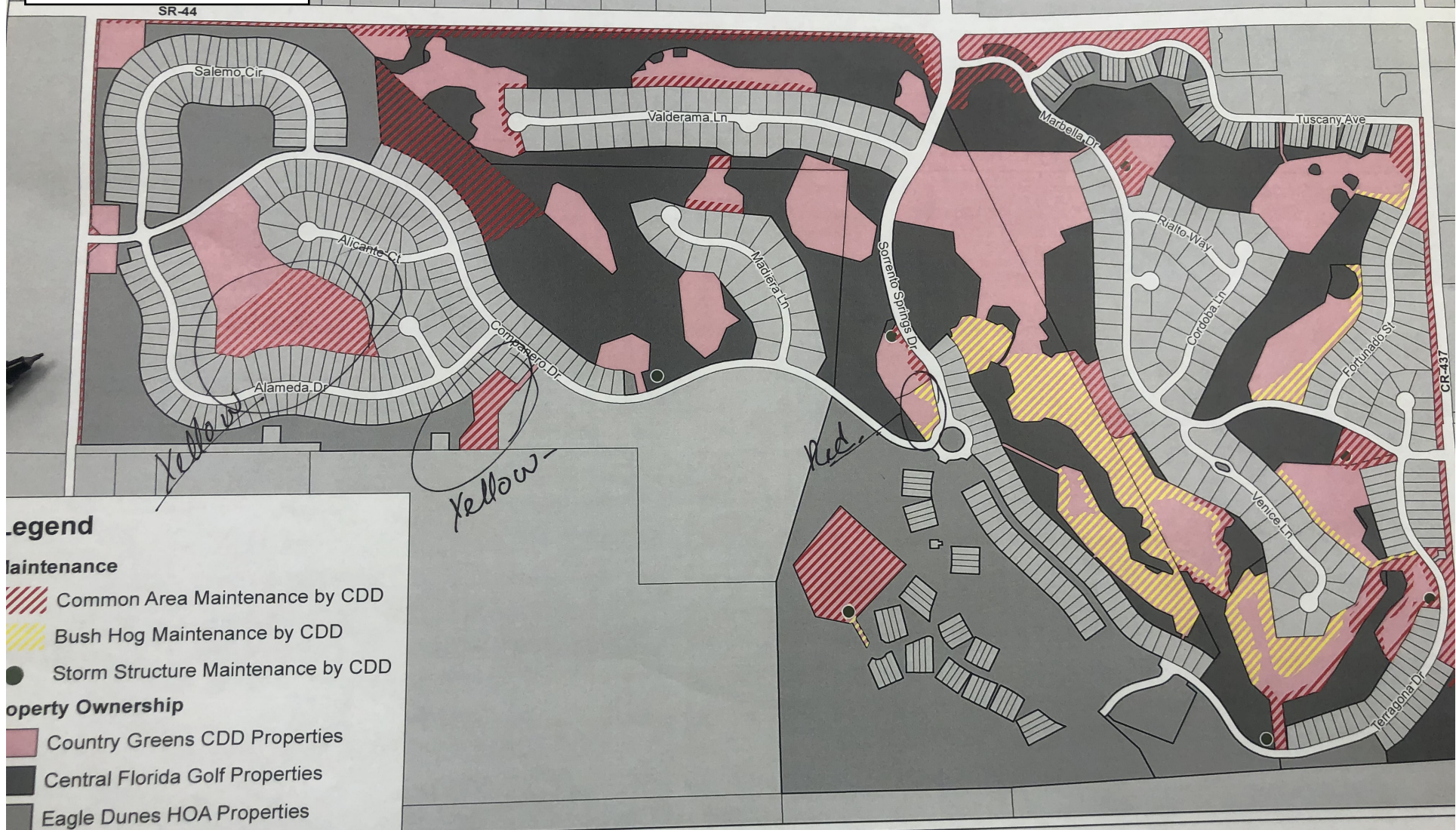
Country Greens CDD
Vegetation Maintenance by CDD Contractor

June 3, 2020

BUSH HOG AREAS






Yellowstone Markups






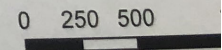
Legend

Maintenance

-  Common Area Maintenance by CDD
-  Bush Hog Maintenance by CDD
-  Storm Structure Maintenance by CDD

Property Ownership

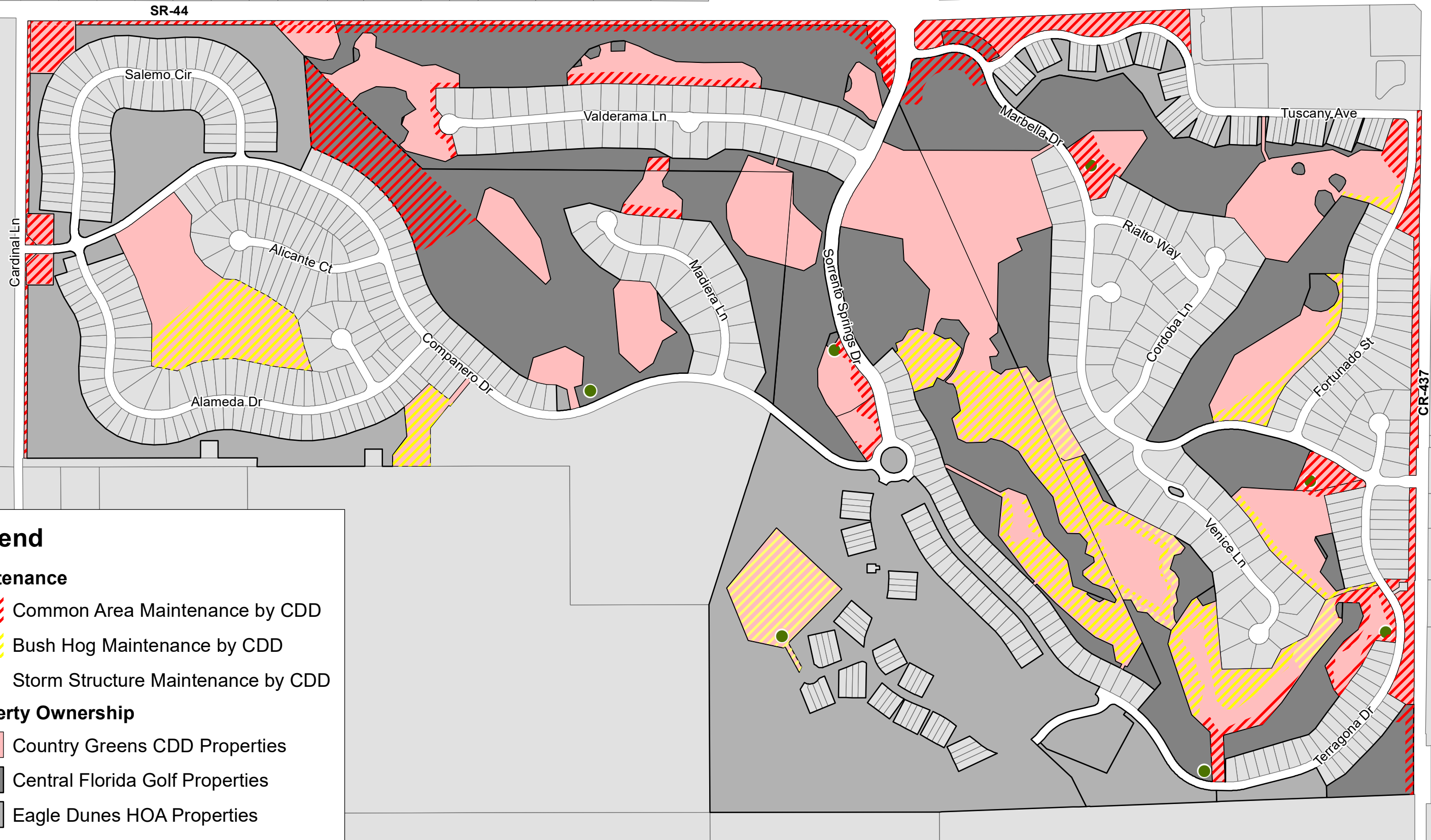
-  Country Greens CDD Properties
-  Central Florida Golf Properties
-  Eagle Dunes HOA Properties



Dewberry®




Country Greens CDD
Vegetation Maintenance by CDD Contractor

June 3, 2020

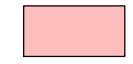




Legend

Maintenance

-  Common Area Maintenance by CDD
-  Bush Hog Maintenance by CDD
-  Storm Structure Maintenance by CDD

Property Ownership

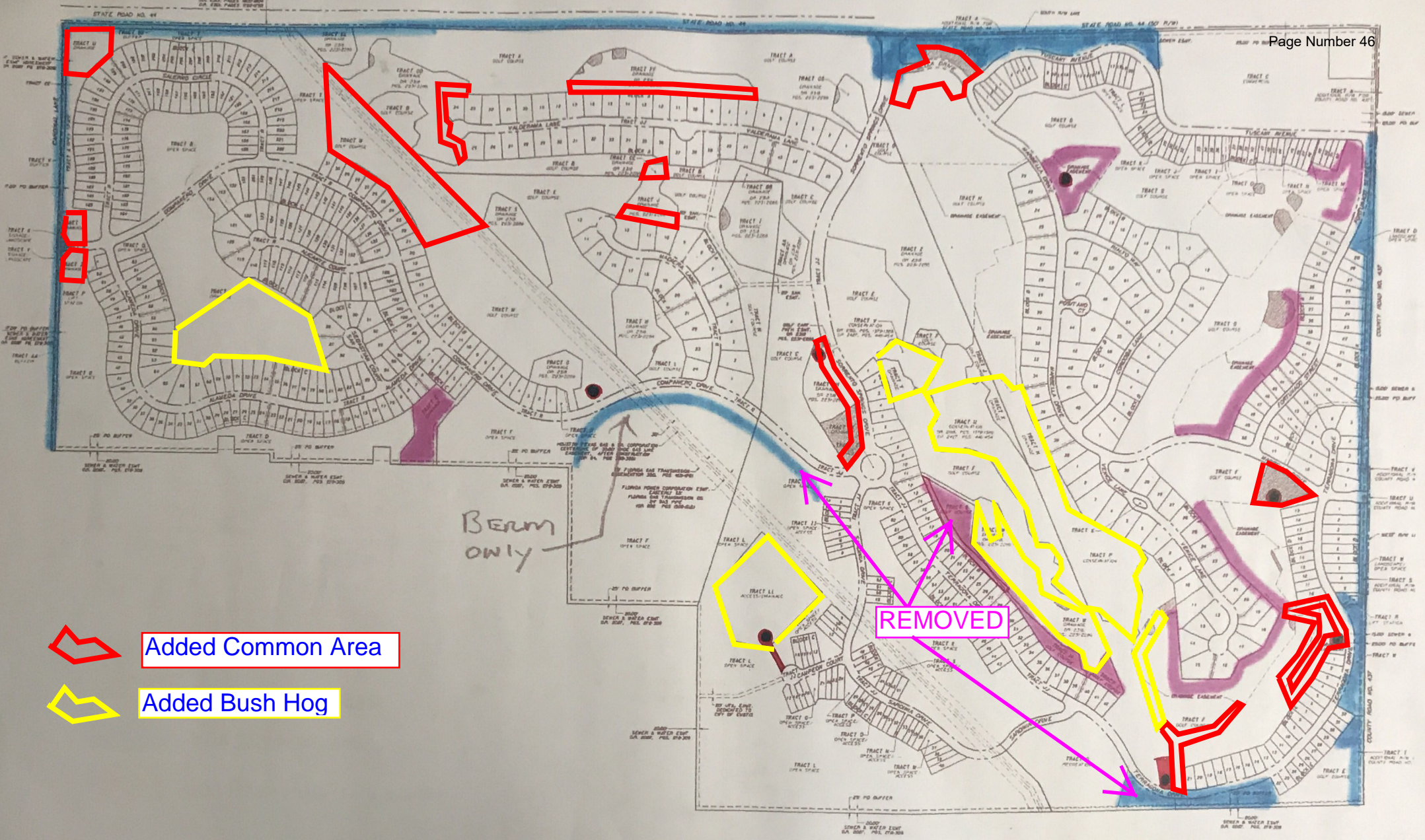
-  Country Greens CDD Properties
-  Central Florida Golf Properties
-  Eagle Dunes HOA Properties





**Country Greens CDD
Vegetation Maintenance by CDD Contractor**

June 12, 2020







-  Added Common Area
-  Added Bush Hog

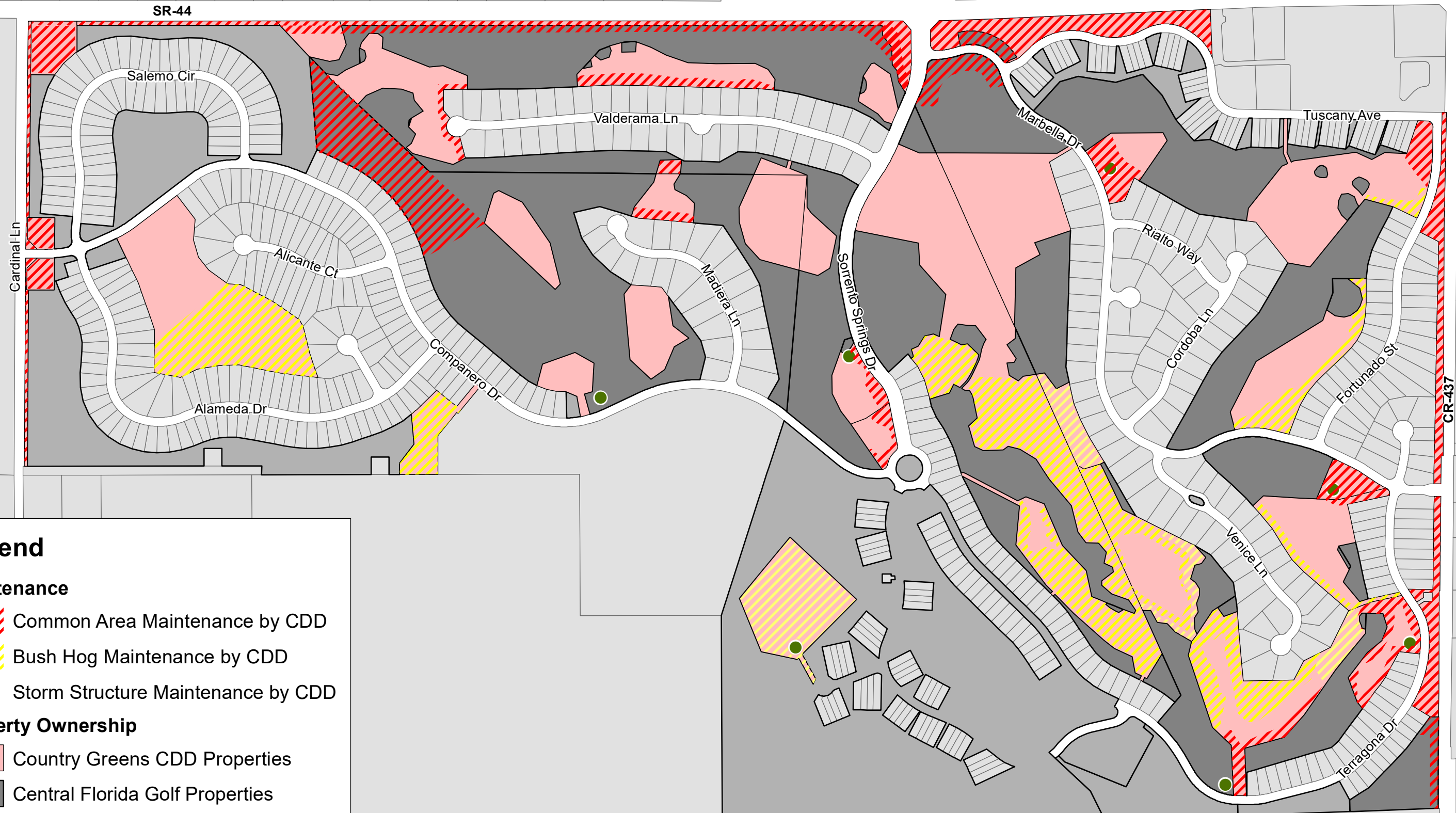
REMOVED

BERM ONLY

-  CDR Common Area Maintenance
-  Bush Hog Maintenance




Comparison Map

5Bii.


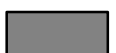



Legend

Maintenance

-  Common Area Maintenance by CDD
-  Bush Hog Maintenance by CDD
-  Storm Structure Maintenance by CDD

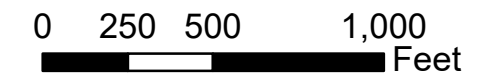
Property Ownership

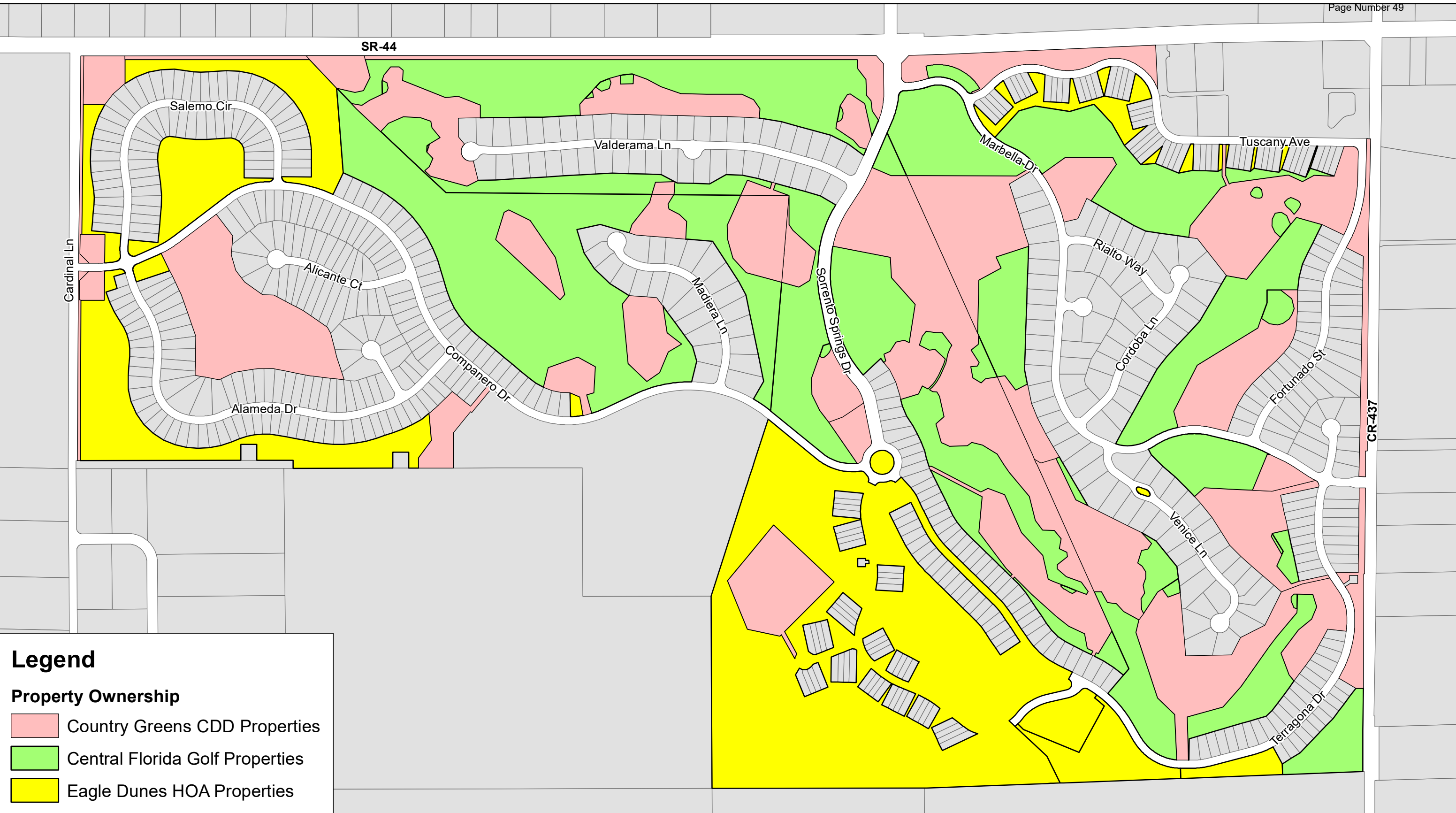
-  Country Greens CDD Properties
-  Central Florida Golf Properties
-  Eagle Dunes HOA Properties



Country Greens CDD
Vegetation Maintenance by CDD Contractor

June 12, 2020





Legend

Property Ownership

- Country Greens CDD Properties
- Central Florida Golf Properties
- Eagle Dunes HOA Properties



Country Greens CDD Property Ownership

April 29, 2020

