

**COUNTRY GREENS
COMMUNITY DEVELOPMENT
DISTRICT**

AGENDA PACKAGE

OCTOBER 28, 2019

Country Greens Community Development District

Board of Supervisors:

David Warden, Chairman

Catherine Catasus, Vice Chairperson

Alma Graham, Assistant Secretary

Crystal Jones, Assistant Secretary

Anna Heintzelman, Assistant Secretary

Kristen Suit, District Manager

Scott Clark, District Counsel

Rey Malave, District Engineer

Ariel Medina, Field Supervisor

October 21, 2019

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, October 28, 2019 at 5:30 p.m.** at the Sorrento Christian Center, 32441 County Road 437, Sorrento, Florida. Following is the advance agenda for this meeting.

1. Roll Call
2. Audience Comments
3. Approval of the Minutes
 - A. August 26, 2019 Meeting
4. District Manager's Report
 - A. Consideration of Resolution 2020-01 Budget Amendment
 - B. Motion to Assign Fund Balance
 - C. Acceptance of Audit Engagement Letter for Fiscal Year 2019
 - D. Financial Statements and Check Register
 - E. Discussion on New Meeting Location for Meetings of FY 2020
5. Staff Reports
 - A. Attorney
 - i. Status Update on Request for Developer to Pay Portion of the Dale Beasley Pond Repairs
 - B. Engineer
 - C. Field Manager
 - i. Field Management Report
 - ii. Proposal from Yellowstone Landscape for Hardwood Pruning
6. Other Business
7. Supervisor Requests and Audience Comments
8. 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

Access Code: #8185960

Third Order of Business

3A.

**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, August 26, 2019 at Sorrento Christian Center, 32441 County Road 437, Sorrento, Florida.

Present and constituting a quorum were:

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

Also present were:

Kristen Suit	District Manager
Peter Amans	District Engineer
Ariel Medina	Field Supervisor
Pete Whitman	Yellowstone Landscaping
Mike Gaddis	Yellowstone Landscaping
Larry Oslin	Yellowstone Landscaping
Mike Wilding	Yellowstone Landscaping

The following is a summary of the minutes and actions taken at the August 26, 2019 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 not being any, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes

A. June 24, 2019

- Ms. Suit stated each Board member received a copy of the minutes of the June 24, 2019 meeting and requested any corrections, additions or deletions.
- One correction was made to the minutes and will be incorporated into them.

On MOTION Ms. Catusus seconded by Ms. Graham with all in favor the minutes of the June 24, 2019 meeting were approved as amended.

FOURTH ORDER OF BUSINESS

District Manager's Report

A. Financial Statements and Check Register

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

B. ADA Website Compliance Proposals

- Ms. Suit noted three proposals for ADA website compliance were received from ADA Site Compliance, Campus Suite and VGlobel Tech. She noted most of the districts are going with Campus Suite.
- Discussion ensued on the three proposals and the domain name.
- The current host needs to be cancelled. The Board does not want to pay twice for the same service.

On MOTION by Ms. Graham seconded by Ms. Catusus with all in favor the Campus Suite proposal for ADA Website Compliance was approved.

C. District Insurance Proposals

i. PGIT PKG Proposal

ii. Egis FIA Proposal

- Ms. Suit noted the District has been with PGIT for a long time.
- She reached out to EGIS.
- She noted PGIT still covers for the ADA compliance. Their cyber liability is \$250,000.
- The Supervisors asked several questions including why they pay for automobile liability, employment practices liability, embellishment.
- Insurance expires on October 1st.
- The Board was informed this is the same coverage as the Board always had, but that does not mean it needs to remain the same way.
- Egis came back and matched what we already had.

- Ms. Suit can go back to PGIT and ask them about the automobile liability and employee liability. It was noted the CDD has no employees.

On MOTION by Ms. Catusus seconded by Ms. Graham with all in favor the PGIT PRIA Proposal was approved only if PRIA drops the automobile liability policy, and if they do not, the Board would approve the Egis FIA Proposal.

- Ms. Suit will get the question answered and inform the Board.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

- There being no report, the next item followed.

B. Engineer

i. Proposals for Sorrento Hills Pond

- Mr. Amans discussed the proposal from Dale Beasley Construction for the Sorrento Hills Pond.

On MOTION by Mr. Graham seconded by Ms. Catusus with all in favor the Dale Beasley Construction proposal in the amount of \$12,816 for the Sorrento Hills Pond, was approved.

- Ms. Suit will ask the attorney to draft a contract.

C. Field Manager

i. Field Management Report

- Mr. Amans reviewed the Field Management Report.
- Using a map, he indicated where mowing is done, showing part of the golf course, part of the CDD, the fairways and drains.
- Mr. Gaddis of Yellowstone discussed several issues and answered Board questions.
- The Board commented on Pinnacle Landscaping, which the HOA uses.
- Bahia should be mowed biweekly or as needed to keep it under control.
- He discussed bush hogging and provided proposals for that.
- Mr. Warden noted the original map was presented to Yellowstone personnel and you gave us a bid based on that. It looks like we keep going over the map who is

- responsible for what. He felt we need to get the principles in a meeting so that we can make an evaluation.
- Mr. Gaddis noted a strip behind my house is supposed to be a golf course, but they never maintained it, so Pinnacle maintained it.
 - Mr. Warden noted to receive an adequate bid and a price and a responsibility, we need to have the principles at a meeting so any objection to what should be done, how often and when, the principles will be here and we as a Board can agree or disagree.
 - Pinnacle was not treating the ponds. HOA was having Pinnacle treat the ponds.

On MOTION by Heintzelman seconded by Ms. Graham with all in favor the Yellowstone proposal for bush hogging in the amount of \$1,200.00, was approved.

ii. Proposals from Yellowstone to Replace Trees on Highway 44

- Several proposals were presented.

On MOTION by Ms. Heintzelman seconded by Ms. Graham with all in favor the Yellowstone proposal for mainline repair at the pump in the amount of \$160.90 was approved.

On MOTION by Ms. Heintzelman seconded by Ms. Catasus with all in favor the Yellowstone proposal for valve repair in the amount of \$396.35, was approved.

On MOTION by Ms. Heintzelman seconded by Ms. Graham with all in favor the Yellowstone proposal for dead tree removal in the amount of \$2,740.00, was approved.

On MOTION by Ms. Graham seconded by Ms. Heintzelman with all in favor the Yellowstone proposal for replacement of Indian Hawthorne in the amount of \$1,276.25, was approved.

On MOTION by Ms. Heintzelman seconded by Ms. Jones with all in favor the Yellowstone Proposal for plant replacement at the CR44 entrance in the amount of \$2,647.00, was approved.

On MOTION by Heintzelman seconded by Ms. Jones with all in favor the Yellowstone Proposal for palm pruning in the amount of \$1,700.00, was approved.

SIXTH ORDER OF BUSINESS**Other Business**

- Ms. Suit noted she will obtain contact information for Tom Fey, Kent Taylor, Tracey Buchan and Shawn Holmes and provide to Ms. Catasus.
- Ms. Catasus will meet with the above individuals to discuss and advise on the Landscape Maintenance ownership and responsibilities.

SEVENTH ORDER OF BUSINESS**Supervisor Requests and Audience Comments**

- There not being any, the next item followed.

EIGHTH ORDER OF BUSINESS**Adjournment**

There being no further business,

On MOTION by Ms. Graham seconded by Mr. Warden with all in favor the meeting was adjourned.

Assistant Secretary

David Warden
Chairman

Fourth Order of Business

4A.

**A RESOLUTION AMENDING COUNTRY GREENS COMMUNITY DEVELOPMENT
DISTRICT GENERAL FUND BUDGET FOR FISCAL YEAR 2019**

WHEREAS, the Board of Supervisors, hereinafter referred to as the "Board", of Country Greens Community Development District, hereinafter referred to as "District", adopted a General Fund Budget for Fiscal Year 2019, and

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

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF COUNTRY GREENS COMMUNITY DEVELOPMENT DISTRICT THE FOLLOWING:

1. The General Fund Budget is hereby amended in accordance with Exhibit "A" attached.
2. This resolution shall become effective this 28th day of October 2019 and be reflected in the monthly and Fiscal Year End 9/30/2019 Financial Statements and Audit Report of the District.

**Country Greens
Community Development District**

By: _____
Chairman

Attest:

By: _____
Secretary

Proposed Budget Amendment
For the Period Ending September 30, 2019

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES					
Interest - Investments	\$ 7,000	\$ -	\$ 7,000	\$ 13,980	\$ 6,980
Interest - Tax Collector	-	-	-	83	83
Special Assmnts- Tax Collector	249,245	-	249,245	249,248	3
Special Assmnts- Discounts	(9,970)	-	(9,970)	(9,471)	499
Other Miscellaneous Revenues	-	-	-	1,000	1,000
TOTAL REVENUES	246,275	-	246,275	254,840	8,565
EXPENDITURES					
Administration					
P/R-Board of Supervisors	6,000	-	6,000	5,800	200
FICA Taxes	459	-	459	444	15
ProfServ-Arbitrage Rebate	600	-	600	600	-
ProfServ-Dissemination Agent	1,000	-	1,000	1,000	-
ProfServ-Engineering	5,500	-	5,500	8,815	(3,315)
ProfServ-Legal Services	6,000	-	6,000	11,313	(5,313)
ProfServ-Mgmt Consulting Serv	65,397	-	65,397	65,397	-
ProfServ-Trustee Fees	3,200	-	3,200	3,717	(517)
Auditing Services	3,423	-	3,423	3,400	23
Postage and Freight	400	-	400	961	(561)
Rental - Meeting Room	900	-	900	-	900
Insurance - General Liability	9,713	-	9,713	7,811	1,902
Printing and Binding	500	-	500	1,358	(858)
Legal Advertising	450	-	450	279	171
Miscellaneous Services	7,407	18,000	25,407	3,073	22,334
Misc-Assessmnt Collection Cost	4,985	-	4,985	4,845	140
Office Supplies	614	-	614	198	416
Annual District Filing Fee	175	-	175	175	-
Total Administration	116,723	18,000	134,723	119,186	15,537
Field					
ProfServ-Field Management	10,300	-	10,300	14,467	(4,167)
Contracts-Landscape	136,000	-	136,000	161,418	(25,418)
Utility - General	21,000	-	21,000	16,088	4,912
R&M-Common Area	3,057	25,000	28,057	10,088	17,969
Total Field	170,357	25,000	195,357	202,061	(6,704)
TOTAL EXPENDITURES	287,080	43,000	330,080	321,247	8,833
Excess (deficiency) of revenues					
Over (under) expenditures	(40,805)	(43,000)	(83,805)	(66,407)	17,398
Net change in fund balance	(40,805)	(43,000)	(83,805)	(66,407)	17,398
FUND BALANCE, BEGINNING (OCT 1, 2018)	834,866	-	834,866	834,866	-
FUND BALANCE, ENDING	\$ 794,061	\$ (43,000)	\$ 751,061	\$ 768,459	\$ 17,398

4B.

**COUNTRY GREENS
COMMUNITY DEVELOPMENT DISTRICT**

Motion: Assigning Fund Balance as of 9/30/19

The Board hereby assigns the FY 2019 Reserves as follows:

Operating Reserves	\$ 71,770
Unassigned Fund Balance	\$693,949

4C.



Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

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September 13, 2019

To Board of Supervisors
 Country Greens Community Development District
 210 N. University Drive, Suite 702
 Coral Springs, FL 33071

We are pleased to confirm our understanding of the services we are to provide Country Greens Community Development District, Lake County, Florida ("the District") for the fiscal year ended September 30, 2019. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Country Greens Community Development District as of and for the fiscal year ended September 30, 2019. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes. This letter serves to renew our agreement and establish the terms and fee for the 2019 audit.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary comparison schedule

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Examination Objective

The objective of our examination is the expression of an opinion as to whether the District is in compliance with Florida Statute 218.415 in accordance with Rule 10.556(10) of the Auditor General of the State of Florida. Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our examination of the District's compliance. The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the District's compliance is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

Other Services

We will assist in preparing the financial statements and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for compliance with Florida Statute 218.415 and will provide us with the information required for the examination. The accuracy and completeness of such information is also management's responsibility. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. In addition, you will be required to make certain representations regarding compliance with Florida Statute 218.415 in the management representation letter. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for designing, implementing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

Our fee for these services will not exceed \$3,400 for the September 30, 2019 audit. The fee for each annual renewal will be agreed upon separately.

We will complete the audit within prescribed statutory deadlines, with the understanding that your employees will provide information needed to perform the audit on a timely basis.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices will be submitted in sufficient detail to demonstrate compliance with the terms of this agreement. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate.

This agreement is automatically renewed each year thereafter subject to the mutual agreement by both parties to all terms and fees. The fee for each annual renewal will be agreed upon separately.

The District has the option to terminate this agreement with or without cause by providing thirty (30) days written notice of termination to Grau & Associates. Upon any termination of this agreement, Grau & Associates shall be entitled to payment of all work and/or services rendered up until the effective termination of this agreement, subject to whatever claims or off-sets the District may have against Grau & Associates.

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2016 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Country Greens Community Development District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Grau & Associates



(Antonio J. Grau)

RESPONSE:

This letter correctly sets forth the understanding of Country Greens Community Development District.

By: _____

Title: _____

Date: _____



PEER REVIEW PROGRAM

is proud to present this
Certificate of Recognition
to

Grau & Associates

For having a system of quality control for its accounting and auditing practice in effect for the year ended June 30, 2016 which has been designed to meet the requirements of the quality control standards for an accounting and auditing practice established by the AICPA and which was complied with during the year then ended to provide the firm with reasonable assurance of conforming with professional standards.

A handwritten signature in black ink, reading "Anita Ford", written over a horizontal line.

Anita Ford, Chair
AICPA Peer Review Board
2016

4D

COUNTRY GREENS
Community Development District
Financial Report
September 30, 2019

Prepared by



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COUNTRY GREENS
Community Development District

Financial Statements

(Unaudited)

September 30, 2019

Balance Sheet
 September 30, 2019

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2016A DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>			
Cash - Checking Account	\$ 23,625	\$ -	\$ 23,625
Due From Other Funds	-	4,044	4,044
Investments:			
Certificates of Deposit - 6 Months	567,471	-	567,471
Money Market Account	230,452	-	230,452
Prepayment Fund (A-2)	-	3,414	3,414
Reserve Fund (A-1)	-	120,534	120,534
Reserve Fund (A-2)	-	53,250	53,250
Revenue Fund	-	75,171	75,171
Prepaid Items	1,549	-	1,549
TOTAL ASSETS	\$ 823,097	\$ 256,413	\$ 1,079,510
<u>LIABILITIES</u>			
Accounts Payable	\$ 9,815	\$ -	\$ 9,815
Accrued Expenses	41,970	-	41,970
Due To Other Funds	4,044	-	4,044
TOTAL LIABILITIES	55,829	-	55,829
<u>FUND BALANCES</u>			
Nonspendable:			
Prepaid Items	1,549	-	1,549
Restricted for:			
Debt Service	-	256,413	256,413
Assigned to:			
Operating Reserves	71,770	-	71,770
Unassigned:	693,949	-	693,949
TOTAL FUND BALANCES	\$ 767,268	\$ 256,413	\$ 1,023,681
TOTAL LIABILITIES & FUND BALANCES	\$ 823,097	\$ 256,413	\$ 1,079,510

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ 7,000	\$ 7,000	\$ 12,789	\$ 5,789
Interest - Tax Collector	-	-	83	83
Special Assmnts- Tax Collector	249,245	249,245	249,248	3
Special Assmnts- Discounts	(9,970)	(9,970)	(9,471)	499
Other Miscellaneous Revenues	-	-	1,000	1,000
TOTAL REVENUES	246,275	246,275	253,649	7,374

EXPENDITURES

Administration

P/R-Board of Supervisors	6,000	6,000	5,800	200
FICA Taxes	459	459	444	15
ProfServ-Arbitrage Rebate	600	600	600	-
ProfServ-Dissemination Agent	1,000	1,000	1,000	-
ProfServ-Engineering	5,500	5,500	8,815	(3,315)
ProfServ-Legal Services	6,000	6,000	11,313	(5,313)
ProfServ-Mgmt Consulting Serv	65,397	65,397	65,397	-
ProfServ-Trustee Fees	3,200	3,200	3,717	(517)
Auditing Services	3,423	3,423	3,400	23
Postage and Freight	400	400	961	(561)
Rental - Meeting Room	900	900	-	900
Insurance - General Liability	9,713	9,713	7,811	1,902
Printing and Binding	500	500	1,358	(858)
Legal Advertising	450	450	279	171
Miscellaneous Services	7,407	7,407	3,073	4,334
Misc-Assessmnt Collection Cost	4,985	4,985	4,845	140
Office Supplies	614	614	198	416
Annual District Filing Fee	175	175	175	-
Total Administration	116,723	116,723	119,186	(2,463)

Statement of Revenues, Expenditures and Changes in Fund Balances
 For the Period Ending September 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Field</u>				
ProfServ-Field Management	10,300	10,300	14,467	(4,167)
Contracts-Landscape	136,000	136,000	161,418	(25,418)
Utility - General	21,000	21,000	16,088	4,912
R&M-Common Area	3,057	3,057	10,088	(7,031)
Total Field	<u>170,357</u>	<u>170,357</u>	<u>202,061</u>	<u>(31,704)</u>
TOTAL EXPENDITURES	287,080	287,080	321,247	(34,167)
Excess (deficiency) of revenues				
Over (under) expenditures	<u>(40,805)</u>	<u>(40,805)</u>	<u>(67,598)</u>	<u>(26,793)</u>
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(40,805)	-	-	-
TOTAL FINANCING SOURCES (USES)	(40,805)	-	-	-
Net change in fund balance	<u>\$ (40,805)</u>	<u>\$ (40,805)</u>	<u>\$ (67,598)</u>	<u>\$ (26,793)</u>
FUND BALANCE, BEGINNING (OCT 1, 2018)	834,866	834,866	834,866	
FUND BALANCE, ENDING	<u>\$ 794,061</u>	<u>\$ 794,061</u>	<u>\$ 767,268</u>	

Statement of Revenues, Expenditures and Changes in Fund Balances
 For the Period Ending September 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 20	\$ 20	\$ 6,722	\$ 6,702
Special Assmnts- Tax Collector	369,754	369,754	369,757	3
Special Assmnts- Discounts	(14,790)	(14,790)	(14,084)	706
TOTAL REVENUES	354,984	354,984	362,395	7,411
<u>EXPENDITURES</u>				
<u>Administration</u>				
Misc-Assessmnt Collection Cost	7,395	7,395	7,114	281
Total Administration	7,395	7,395	7,114	281
<u>Debt Service</u>				
Principal Prepayments	-	-	30,000	(30,000)
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	96,636	96,636	96,636	-
Interest Expense Series A-2	57,500	57,500	57,500	-
Total Debt Service	349,136	349,136	379,136	(30,000)
TOTAL EXPENDITURES	356,531	356,531	386,250	(29,719)
Excess (deficiency) of revenues Over (under) expenditures	(1,547)	(1,547)	(23,855)	(22,308)
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(1,547)	-	-	-
TOTAL FINANCING SOURCES (USES)	(1,547)	-	-	-
Net change in fund balance	\$ (1,547)	\$ (1,547)	\$ (23,855)	\$ (22,308)
FUND BALANCE, BEGINNING (OCT 1, 2018)	280,268	280,268	280,268	
FUND BALANCE, ENDING	\$ 278,721	\$ 278,721	\$ 256,413	

Notes to the Financial Statements

September 30, 2019

General Fund

► **Assets**

- **Cash and Investments-** In order to maximize cash liquidity, the District has several CDs with varying maturities and Money Market Accounts. (See Cash & Investments Report for further details).
- **Prepaid Items** - Trustee fees for period 10/1/19 - 2/29/20

► **Liabilities**

- **Accounts Payable** - Invoices paid for Sep
- **Accrued Expenses** - July, Aug and Sept for landscaping
- **Due To Other Funds** - Tax Collector Assessments

► **Fund Balance**

■ **Assigned to:**

Operating Reserves	\$	71,770
TOTAL	\$	<u>71,770</u>

Debt Service Fund

► **Assets**

- **Investments** - Trust Accounts at US Bank for the Debt Service (See Cash & Investments Report for further details).

Notes to the Financial Statements
September 30, 2019

Financial Overview / Highlights

- ▶ The Non-Ad Valorem assessments are 100% collected. Compared to same time last year collections were also 100% collected.
- ▶ Total expenditures for Sept are approximately 100% compared to Annual Adopted Budget. Significant variances are explained below. A budget amendment will be needed for the district.
- ▶ Other Miscellaneous Revenue - Payment of Agreement between District and Hanover Family Builders for access and use of property.

Variance Analysis

Account Name	Annual Adopted Budget	YTD Actual	% of Budget	Explanation
Expenditures				
<u>Administrative</u>				
ProfServ- Engineering	5,500	8,815	160%	Additional services for bids for the detention pond grading.
Prof-Serv Legal Services	\$ 6,000	11,313	189%	Additional services for bids for the detention pond grading.
Postage and Freight	\$ 400	\$ 961	240%	Delivery of agenda packages to board through Aug.
Printing and Binding	\$ 500	\$ 1,358	272%	Includes copies and binding service charges through Sep
<u>Field</u>				
ProfServ-Field Management	\$ 10,300	\$ 14,467	140%	Monthly fees have increased beginning
Contracts - Landscape	\$ 136,000	\$ 161,418	119%	Accrued for July, Aug and Sept for Yellowstone Invoices not yet received for fiscal year end.
R&M Common Area	\$ 3,057	\$ 10,088	330%	Powerwash PVC fence in July and lamp restock September.

COUNTRY GREENS
Community Development District

Supporting Schedules

September 30, 2019

**Non-Ad Valorem Special Assessments - Lake County Tax Collector
(Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2019**

						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 2019					\$ 618,999	\$ 249,245	\$ 369,754
Allocation %					100%	40%	60%
11/28/18	825988	\$ 18,989	\$ 825		\$ 19,814	\$ -	\$ 19,814
12/07/18	825989	11,929	516		12,446	12,446	-
12/07/18	826105	11,612	484		12,096	12,096	-
12/14/18	826348	166,205	6,927		173,132	173,132	-
12/14/18	826653	56,988	2,372		59,360	-	59,360
12/17/18	826104	19,900	829		20,729	-	20,729
12/17/18	826347	235,008	9,792		244,799	-	244,799
12/28/18	826654	34,025	1,417		35,442	35,442	-
01/11/19	826718	3,707	117		3,824	3,824	
01/16/19	826717	5,341	168		5,509	-	5,509
02/08/19	827115	1,269	39		1,309	1,309	
02/08/19	827114	1,740	54		1,793		1,793
02/25/19				11,495			
02/28/19	827494	3,194	74		3,268	3,268	
02/28/19	827493	4,831	115		4,945		4,945
03/29/19	827818	1,798	21		1,819	1,819	
03/29/19	827817	2,611	31		2,642		2,642
04/18/19	828024	5,228			5,228		5,228
04/18/19	828025	3,090			3,090	3,090	
05/28/19	828294	1,605	(44)		1,561	1,561	
06/05/19	828293	2,779	(78)		2,702		2,702
06/05/19				50			
06/07/19	828432	657	(19)		638	638	
06/26/19	828431	1,291	(38)		1,253		1,253
06/28/19	828549	642	(19)		623	623	
07/01/19	828548	1,010	(29)		981		980.55
07/16/19				414			
TOTAL		\$ 595,450	\$ 23,555	\$ 11,959	\$ 619,005	\$ 249,248	\$ 369,757
% COLLECTED					100%	100%	100%
TOTAL OUTSTANDING					\$ (6)	\$ (4)	\$ (3)

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

Cash and Investment Report
September 30, 2019

<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	1.69%	\$ 23,625
				Subtotal	\$ 23,625
Certificate of Deposits 6M	Bank United	CD	12/3/2019	2.42%	\$ 105,906
Certificate of Deposits 6M	Bank United	CD	6/19/2020	2.25%	\$ 104,071
Certificate of Deposits 6M	Bank United	CD	3/19/2020	1.96%	\$ 202,206
Certificate of Deposits 6M	Bank United	CD	2/28/2020	1.88%	\$ 155,289
				Subtotal	\$ 567,471
Money Market Account	Bank United	MMA	n/a	1.50%	\$ 230,452
				Subtotal	\$ 230,452
DEBT SERVICE FUNDS					
Series 2016 A-1 & A-2 Prepayment	US Bank	First American Govt.	n/a	0.3%	\$ 3,414
Series 2016 A-1 Reserve	US Bank	First American Govt.	n/a	0.3%	\$ 120,534
Series 2016 A-2 Reserve	US Bank	First American Govt.	n/a	0.3%	\$ 53,250
Series 2016 A-1 & A-2 Rev.	US Bank	First American Govt.	n/a	0.3%	\$ 75,171
				Subtotal	\$ 252,369
				Total	\$ 1,073,917

Bank Account No. 9840 Valley National Bank - GF Checking New Account
Statement No. 09-19
Statement Date 9/30/2019

G/L Balance (LCY)	23,625.31	Statement Balance	26,465.31
G/L Balance	23,625.31	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	26,465.31
Subtotal	23,625.31	Outstanding Checks	2,840.00
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	23,625.31	Ending Balance	23,625.31
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
9/24/2019	Payment	3032	DEWBERRY ENGINEERS INC	2,790.00	0.00	2,790.00
9/30/2019	Payment	3034	LAKE COUNTY PROPERTY APPRAISER	50.00	0.00	50.00
Total Outstanding Checks.....				2,840.00		2,840.00

COUNTRY GREENS
Community Development District

Payment Register by Fund
For the Period from 9/1/2019 to 9/30/2019
(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	3027	09/04/19	DEWBERRY ENGINEERS INC	1720682	GEN ENGINEERING THRU 7/26/19	ProfServ-Engineering	531013-51501	\$375.00
001	3028	09/04/19	FEDEX	6-718-94530	AUG POSTAGE	Postage and Freight	541006-51301	\$128.01
001	3029	09/06/19	CLARK & ALBAUGH, LLP	16650	AUG GEN COUNSEL	ProfServ-Legal Services	531023-51401	\$501.00
001	3030	09/10/19	FEDEX	6-725-60412	AUG POSTAGE	Postage and Freight	541006-51301	\$14.00
001	3031	09/17/19	INNERSYNC STUDIO, LTD	17691	ONBOARDING OF ADA COMPLIANCE	Miscellaneous Services	549001-51301	\$1,037.50
001	3032	09/24/19	DEWBERRY ENGINEERS INC	1733101	ENGG SVCS THRU AUG 2019	ProfServ-Engineering	531013-51501	\$2,790.00
001	3034	09/30/19	LAKE COUNTY PROPERTY APPRAISER	CGCDD001	Property Appraiser Fee	Misc-Assessmnt Collection Cost	549070-51301	\$50.00
001	DD187	09/03/19	SECO	0818519 ACH	7/16-8/15/19 ELEC ACH	Utility - General	543001-53901	\$580.74
001	DD188	09/28/19	SECO	091319 ACH	BILL PRD 8/12-9/11/19	Utility - General	543001-53901	\$659.00
Fund Total								\$6,135.25

Total Checks Paid	\$6,135.25
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Fifth Order of Business

5Ci.

Country Greens CDD Field Management Report

October 2019

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 in September and October.
- Attended meeting to discuss landscape scope of work and areas of service
- Reviewed and processed invoices on a weekly basis
- Returned phone calls to HOA and residents regarding landscaping concerns
- Respond to emails and communications as needed
- Installed meeting signs
- Hurricane preparedness – cleaned and secured drain structures.

ATTACHMENTS

- Yellowstone Landscaping Report
- Inframark Landscaping Review

Yellowstone Landscaping Report



Date : Wednesday, October 9, 2019

Property : Country Greens CDD

Senior Account Manager : Michael H Wilding

Assistant Account Manager: Larry Ostin

Maintenance Activities

- Mowing of all areas completed weekly.
- Trim and detail shrubs beds at community entrances (Cardinal, 437 and 44) ongoing maintenace.
- Preform weekly detail to all Annual beds at community entrance
- Weed control is ongoing in all shrub beds to include pre-emergent herbicide
- Tree canopies elevated along 44 west side along fence
- Continue treating visible fire ant mounds throughout property as needed
- Annual flowers cleaned free of weeds. New Annuals have ben installed.
- Pruning of all shrubs is continuos during weekly visits.

Mowing Activities

- Preform weekly mowing and string trimming of roadways and entrances to the community. Berm within the comm
- been mowed as well.
- Perform weekly mowing service on all Zoysia/St Augustine along Cardianl Ln, 437 and 44 community entrances.
- Identified Drain Areas have been string trimmed and cleared.

Irrigation Activities

- All irrigation timers have been inspected and checked for coverage.. Adjustments have been made.
- Valve Repair completed at 437
- Pinnacle re-pressurized the pump at 437 causing an additional male adapter to break.
- Main Line repair at 437 requested by CAM of HOA completed.
- Two Valves replaced at clock B. identified cracked valve and cracked male adapter
- Clock B timer was found struck by lightning. A new one has been installed.
- Clock C controller was found inoperable and was replaced.
- Irrigation Inspection scheduled for 10-9-19

Fertilization and Pest Control Activities

- Turf Applplication made for Weed Control, Fungicide amd Insecticide on 9-9-19
-

Projected Work

- Areas indentified as CDD brush hog are scheduled for Monday 10-14-19
- Plant Installations schedueled for 10-9-19

42 Replacement of declining indian hawthorne scheduled for 10-11-19

Page Number 42

- Palm Pruning completed 10-8-19
- Dead Pine Tree completed 10-8-19

Lawn & Ornamental Report

Property: Eagle DunesDate: 9 19 119Turf Application ☒Scheduled Application ☐Ornamental Application ☐Service Call ☐

Turf Application Information

Fertilization	Weed Control	Disease & Insect
Liquid: <input type="checkbox"/>	Liquid: <input type="checkbox"/>	Fungicide / Insecticide Used:
Granular: <input type="checkbox"/>	Herbicide(s) Used:	1) _____
1) Analysis: _____	1) _____	Target Pest: _____
Application Rate: _____ (lbs. N / 1000 Sq. Ft.)	2) _____	_____
Area(s) Treated: _____	Area(s) Treated: _____	Area(s) Treated: _____
_____	_____	_____
_____	_____	2) <u>Bifenthrin</u>
2) Analysis: <u>12-0-0</u>	Granular: <input type="checkbox"/>	Target Pest: <u>36"</u>
Application Rate: <u>1.5 gal</u> (lbs. N / 1000 Sq. Ft.)	Herbicide Used:	_____
Area(s) Treated: _____	1) <u>MSM</u>	Area(s) Treated: _____
_____	Area(s) Treated: <u>.6"</u>	_____
_____	_____	_____

Ornamental Application Information

Fertilization	Disease & Insect
Liquid: <input type="checkbox"/>	Fungicide / Insecticide Used:
Granular: <input type="checkbox"/>	1) _____
1) Analysis: _____	Target Pest: _____
Palms: <input type="checkbox"/>	Plants(s) Treated: _____
Annuals: <input type="checkbox"/>	_____
Plants: All <input type="checkbox"/>	2) _____
Selected <input type="checkbox"/>	Target Pest: _____
2) Analysis: _____	Plants(s) Treated: _____
Palms: <input type="checkbox"/>	_____
Annuals: <input type="checkbox"/>	3) _____
Plants: All <input type="checkbox"/>	Target Pest: _____
Selected <input type="checkbox"/>	Plants(s) Treated: _____
_____	_____

Comments & Observations:

Technician's Signature _____

Manager's Signature: _____

Inframark Landscaping Review

Country Greens Landscaping Review

Issue	Location	Date of	Status	Field Manager Comments	Photos
Palms tree	At Campanero Dr.	10/8/2019	Completed	Palm tree pruning at Canpanero Dr. Entrance.	
Dead pine tree	At Terragona Dr	10/8/2019	Not completed	Provide schedule for this project. The proposal was approved on August 26.2019.	
Dead pine tree	At Tuscany Ave.	10/8/2019	Not completed	Provide schedule for this project. The proposal was approved on August 26.2019.	
Mowing	At Rialto Way and Marbella Dr.	10/8/2019	Not completed	Area next the houses is pending for mowing.	
Mowing	At Fortunado st. and Marbella Dr.	10/8/2019	Not completed	Area near to the Golf Court.	
Mowing	At Companero Dr	10/8/2019	Not completed	Area Behind the different houses is pending for mowing.	
Mowing	Corner at Terragona Dr. and Marbella dr.	10/8/2019	Not completed	Area next the house is pending for mowing.	

5Cii.



Proposal #23751

Date: 07/31/2019

From: Michael Wilding

Proposal For

Location

Inframark

313 Campus Street
Celebration, FL 34747

main: 407-566-4122
mobile: 281-831-0139
ariel.medina@inframark.com

313 Campus Street
Celebration, FL 34747

Property Name: Country Greens Community Development District

Hardwood Pruning

Terms: Net 30

DESCRIPTION	QUANTITY	AMOUNT
Section 1 - SR 437	1.00	\$11,645.00
Section #1: SR 437 – Sixty-five (65) Oaks along both sides of split rail fence (within 20' from fence line)		
Section 2 - SR 44	1.00	\$15,755.00
Section #2: SR 44 – Ninety-two (92) Oaks along both sides of split rail fence and median/guard house area.		
Section 3 - Cardinal Lane	1.00	\$3,288.00
Section #3: Cardinal - Seventeen (17) Oaks along split rail fence at entry area and up around lift station to include mature Oaks between sidewalk and lift station fence.		

Client Notes

Hardwood Pruning – Prune Live Oaks to elevate canopy to ~13'-15' above grade over roadway and grass areas not to exceed 50% of overall tree height, reduce long lower leads for clearance of traffic, thin rubbing/crossing branches, thin interior suckers, remove dead branches ~1.5" and greater in diameter.

Signature

x

SUBTOTAL \$30,688.00

SALES TAX \$0.00

TOTAL \$30,688.00

Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Contact

Print Name: _____

Title: _____

Date: _____

Assigned To

Michael Wilding

Office:

mwilding@yellowstonelandscape.com