

**COUNTRY GREENS  
COMMUNITY DEVELOPMENT  
DISTRICT**

**AGENDA PACKAGE**

**JUNE 28, 2021**

Board of Supervisors:

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

Bob Koncar, District Manager  
Scott Clark, District Counsel  
Peter Armans, District Engineer  
Angel Montagna, Field Supervisor

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June 21, 2021

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 28, 2021 at 5:30 p.m.** at REACH Church, 24540 State Road 46, Sorrento, Florida 32776. Following is the advance agenda for this meeting.

- 1. Roll Call**
- 2. Audience Comments**
- 3. Approval of the Minutes**
  - A. April 26, 2021
- 4. Public Hearing to Adopt the Fiscal Year 2022 Budget**
  - A. Proposed Budget Fiscal Year 2022
  - B. Consideration of Resolution 2021-06 - Adopting the Budget FY 2022
  - C. Consideration of Resolution 2021-07 - Imposing Assessments
- 5. District Manager's Report**
  - A. Financial Statements and Check Register
  - B. Proposed Meeting Dates for Fiscal Year 2022
  - C. Report on Number of Registered Votes – 1,378
- 6. Staff Reports**
  - A. Field Report
    - i. Field Management Report
  - B. Engineer
  - C. Attorney
- 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,

Bob Koncar  
District Manager

## **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, April 26, 2021 at the Christ Community Fellowship, 24540 State Road 46, Sorrento, Florida 32776.

Present and constituting a quorum were:

Catherine Catusus  
David Warden  
Crystal Jones  
Anna Heintzelman

Chairperson  
Assistant Secretary  
Assistant Secretary (via phone)  
Assistant Secretary

Also present were:

Kristen Suit  
Peter Armans  
Angel Montagna  
James Whitaker  
Scott Feliciano  
Greg Wells

District Manager  
District Engineer (via phone)  
Field Supervisor  
Servello  
Servello  
Servello

*The following is a summary of the minutes and actions taken at the April 26, 2021 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 22, 2021**

- Ms. Suit stated each Board member received a copy of the minutes of the February 22, 2021 meeting and requested corrections, additions or deletions.
- Pump at the tower should be to the right side of the entrance.

On MOTION by Ms. Heintzelman seconded by Ms. Catusus, with all in favor, the minutes of the February 22, 2021 meeting were approved.

**FOURTH ORDER OF BUSINESS**

**Discussion and Consideration of  
Landscaping Proposals**

- A. Blade Runners Commercial Landscaping, Inc**
- B. Servello Landscape Solutions**
- C. Maverick's Landscape & Lawn Service, Inc**
- Ms. Montagna reviewed the revised summary for the landscape proposals.
- Ms. Catusus thanked Servello for answering questions so quickly and for being here today.
- Discussion followed on the Maverick's proposal and pricing.
- Bladerunners did not provide references.

On MOTION by Ms. Catusus seconded by Ms. Heintzelman, with all in favor, the Servello Landscape Maintenance proposal was approved.

- Ms. Catusus noted the proposal is for four (4) annual changeouts and the Board discussed that three (3) would be sufficient.
- Discussion continued on annual changeouts with it being noted the contract price with three (3) annual changeouts is \$175,538.
- The map in the RFP is the correct map for the landscape maintenance.
- Ms. Catusus noted they do understand there are some problem areas and they do not expect miracles overnight.

**FIFTH ORDER OF BUSINESS**

**District Manager's Report**

- A. Presentation of Proposed Budget for Fiscal Year 2022**
- Ms. Suit noted they are still okay to use Fund Balance. It will be approximately \$127,000. Total expenditures are approximately \$347,261.
  - Keep assessments flat.
- B. Consideration of Resolution 2021-04 Approving the Proposed Budget and Setting the Public Hearing for June 28, 2021**

On MOTION by Ms. Catusus seconded by Ms. Heintzelman, with all in favor, Resolution 2021-04 approving the Fiscal Year 2022 proposed budget as presented and setting the public hearing for June 28, 2021 was adopted.

**C. 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.

**D. Acceptance of the Audit for Fiscal Year 2020**

- Ms. Suit reported it was a clean audit.

On MOTION by Ms. Catusus seconded by Heintzelman, with all in favor, the audit for fiscal year ended September 30, 2020 was accepted.

**E. Discussion and Consideration of Resolution 2021-05 – Chair Authorized Spending**

- Ms. Suit noted this would all for items that came up between meetings. They will be ratified at the next Board meeting. When Board's do not meet monthly it makes it a little easier to get business done.
- Discussion ensued on the spending limits for general maintenance and emergencies. The consensus was \$10,000 for each category.

On MOTION by Ms. Jones seconded by Ms. Heintzelman, with all in favor, Resolution 2120-05 authorizing Chair spending between meetings at Maintenance – up to \$10,000 and Emergencies up to \$10,000 was adopted.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Field Report**

**i. Field Management Report**

- Ms. Montagna reviewed the Field Management Report noting the tree debate is still in.
- Ms. Catusus noted she has word from the County and the application that needs to be completed. The County has said they were platted in 2002 and predate the LDR requiring a landscape buffer and the trees have grown and matured enough that removing the ones that they need to remove as dead, diseased, and/or dying do not need to be replaced.

- The Board will wait for Servello to come onboard and provide proposals for the removal.
- It was noted Mr. Clark will provide award information and notice of termination to Yellowstone.
- Discussion followed on the outstanding items for Yellowstone – trimming at Marbella around storm drain and sod that died needs to be replaced at Yellowstone’s cost.
  - Ms. Montagna noted the items on the report listed as pending Yellowstone will be held to task to do those. They will also be sending in their landscape invoices which will be held until these items are done.
  - Ms. Montagna noted she would wait for Servello to come on for any new proposals.
  - Mr. Blanco has performed an additional inspection, so they have a punch list to go through with Yellowstone prior to the contract terminating.
- Discussion followed on the lights being out at 44. Ms. Montagna noted both meters were hit by lightning, both have been replaced and the timer has been reset to 7:00 p.m.

**ii. Proposals from Yellowstone for Tree Removal and Replacement**

- No action at this time.

**iii. Inframark Pressure Washing Proposal for:**

- a. PVC Fence
- b. Signs – Campanero Drive, Main Entrance and 437 Entrance
- Ms. Montagna reviewed the quotes for the pressure washing – Inframark and Simple Solutions.
  - Ms. Catusus noted the gates can be removed from the proposals; they are HOA.
  - The Simple Solutions proposals does not include signs.

On MOTION by Ms. Catusus seconded by Ms. Jones, with all in favor, the Simple Solutions proposal for pressure washing for PVC fence in the amount of \$2,900.00 was approved.



- Discussion ensued on signs. Ms. Catusus reported she met with Mr. Blanco and Fast Signs to see if there were other options rather than the \$600 for one letter. Fast Signs stated Country Greens CDD has the best signs made with the letters being ½ inch metal that will last forever if they are taken care of. They suggested for the Cardinal entrance they could paint so both sides will match and making the ‘O’ that is missing.
  - Ms. Heintzelman inquired if in the future they would have the remaining signs painted to match the Cardinal entrance.
  - Ms. Montagna noted that it what they discussed at the last meeting – focus on the Cardinal sign first and then start moving toward the rest.
  - Discussion continued with the consensus being for beige – Option 3.

On MOTION by Ms. Heintzelman seconded by Mr. Warden, with all in favor, the Fast Signs proposal Option 3 in the amount of \$2,115.00 was approved.

- Discussion followed on pressure washing the signs with it being noted Mr. Blanco stated they could pressure wash the sign while the letters are off, and it would be cheaper. Proposal to be provided for just the Cardinal sign.

**B. Engineer**

- Mr. Armans suggested the Board may want to move the Engineer’s Report to the front of the meeting to reduce the time they spend in the meeting.
  - Ms. Catusus suggested if there is nothing on the agenda for the Engineer that they just not have them call in.
  - If something should come up for the Engineer at the meeting, they can follow-up with an email.

**C. Attorney**

There being no report, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Supervisor Requests and Audience Comments**

There being none, the next item followed.

**EIGHTH 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.

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Kristen Suit  
Secretary

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Catherine Catusus  
Chairman

## **Fourth Order of Business**

**4A.**

**COUNTRY GREENS**  
Community Development District

***Annual Operating and Debt Service Budget***  
**Fiscal Year 2022**

Approved Modified Tentative Budget  
(Meeting 6/28/21, Version 3 )

Prepared by:



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**COUNTRY GREENS**  
Community Development District

**Operating Budget**  
Fiscal Year 2022

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2022 Approved Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	ACTUAL THRU MAY-2021	PROJECTED JUN- SEP-2021	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2022
<b>REVENUES</b>							
Interest - Investments	14,630	9,243	\$ 7,000	\$ 2,113	1,057	\$ 3,170	\$ 2,000
Interest - Tax Collector	83	81	-	-	-	-	-
Special Assmnts- Tax Collector	249,248	226,846	226,844	221,329	5,515	226,844	226,844
Special Assmnts- Discounts	(9,514)	(8,429)	(9,074)	(8,694)	-	(8,694)	(9,074)
Developer Contributions	-	32,500	-	-	-	-	-
Other Miscellaneous Revenues	1,000	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>255,447</b>	<b>260,241</b>	<b>224,770</b>	<b>214,748</b>	<b>6,571</b>	<b>221,319</b>	<b>219,770</b>
<b>EXPENDITURES</b>							
<i>Administrative</i>							
P/R-Board of Supervisors	5,800	5,800	6,000	3,800	200	4,000	6,000
FICA Taxes	444	444	459	291	15	306	459
ProfServ-Arbitrage Rebate	600	-	600	600	-	600	600
ProfServ-Dissemination Agent	1,000	1,000	1,000	-	1,000	1,000	1,000
ProfServ-Engineering	12,015	18,890	5,500	1,380	870	2,250	5,500
ProfServ-Legal Services	11,883	20,919	10,000	3,708	792	4,500	10,000
ProfServ-Mgmt Consulting Serv	65,397	67,362	67,362	44,908	22,454	67,362	67,362
ProfServ-Trustee Fees	3,717	3,717	3,717	3,717	-	3,717	3,717
Auditing Services	3,400	3,400	3,600	3,500	-	3,500	3,600
Postage and Freight	961	472	400	622	480	1,102	400
Insurance - General Liability	7,811	7,312	8,044	8,409	-	8,409	9,250
Printing and Binding	1,358	392	500	238	232	470	500
Legal Advertising	279	1,265	450	-	450	450	450
Miscellaneous Services	3,073	60	1,000	50	950	1,000	1,000
Misc-Assessmnt Collection Cost	3,495	3,347	4,537	-	3,421	3,421	4,537
Misc-Web Hosting	-	2,702	2,500	2,074	388	2,462	2,613
Office Supplies	198	213	200	180	180	360	200
Annual District Filing Fee	175	175	175	175	-	175	175
<b>Total Administrative</b>	<b>121,606</b>	<b>137,470</b>	<b>116,044</b>	<b>73,652</b>	<b>31,432</b>	<b>105,084</b>	<b>117,363</b>
<i>Field</i>							
ProfServ-Field Management	14,467	20,300	20,300	13,533	6,767	20,300	20,300
Contracts-Aquatic Management	-	3,040	3,060	2,040	1,020	3,060	3,060
Contracts-Landscape	166,747	173,868	178,380	119,587	59,793	179,380	175,538
Utility - General	16,088	16,477	17,000	6,756	9,527	16,283	17,000
R&M-Common Area	10,088	36,643	10,000	4,756	5,244	10,000	10,000
Miscellaneous Service	-	-	4,000	-	4,000	4,000	4,000
<b>Total Field</b>	<b>207,390</b>	<b>250,328</b>	<b>232,740</b>	<b>146,672</b>	<b>86,351</b>	<b>229,023</b>	<b>229,898</b>
<b>TOTAL EXPENDITURES</b>	<b>328,996</b>	<b>387,798</b>	<b>348,784</b>	<b>220,324</b>	<b>117,783</b>	<b>334,107</b>	<b>347,261</b>
Excess (deficiency) of revenues							
Over (under) expenditures	(73,549)	(127,557)	(124,014)	(5,576)	(111,212)	(112,788)	(127,491)
Net change in fund balance	(73,549)	(127,557)	(124,014)	(5,576)	(111,212)	(112,788)	(127,491)
<b>FUND BALANCE, BEGINNING</b>	834,868	761,319	633,762	633,762	-	633,762	520,974
<b>FUND BALANCE, ENDING</b>	<b>\$ 761,319</b>	<b>\$ 633,762</b>	<b>\$ 509,748</b>	<b>\$ 628,186</b>	<b>\$ (111,212)</b>	<b>\$ 520,974</b>	<b>\$ 393,483</b>



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

**AVAILABLE FUNDS**

	<b><u>Amount</u></b>
Beginning Fund Balance - Fiscal Year 2021	\$ 520,974
Net Change in Fund Balance - Fiscal Year 2021	(127,491)
Reserves - Fiscal Year 2021	-
<b>Total Funds Available (Estimated) - 9/30/2021</b>	<b>393,483</b>

**ALLOCATION OF AVAILABLE FUNDS*****Assigned Fund Balance***

Operating Reserve - Operating Capital	86,815 <sup>(1)</sup>
Subtotal	<u>86,815</u>
<b>Total Allocation of Available Funds</b>	<b><u>86,815</u></b>

<b>Total Unassigned (undesignated) Cash</b>	<b><u>\$ 306,667</u></b>
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**Notes**

(1) Represents approximately 3 months of operating expenditures

**Budget Narrative**  
Fiscal Year 2022**REVENUES****Interest - Investments**

The District earns interest on their operating account and other investments.

**Special Assessment - Tax collector**

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 Assessment - Discounts**

Per Section 197.3632 and Section 197.162 of the Florida Statutes, discounts are allowed for early payment of assessments collected by the Tax Collector and only when the Tax Collector is using the uniform methodology. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

**Expenditures - Administrative****P/R Board of Supervisors**

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting in which they attend. The budgeted amount for the fiscal year is based on all supervisors attending 6 meetings.

**FICA Taxes**

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

**Professional Services - Arbitrage Rebate**

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on the Series 2016 Special Assessment Bonds. The budgeted amount for the fiscal year is based on standard fees charged for this service.

**Professional Services - Dissemination Agent**

The District is required by the Securities and Exchange Commission to comply with rule 15c2-12(b)-(5), which relates to additional reporting requirements for unrelated bond issues. The budgeted amount for the fiscal year is based on standard fees charged for this service.

**Prof Service - Engineering**

The District's engineer will be providing general engineering services to the District, i.e., attendance and preparation for monthly board meetings, review invoices, etc.

**Professional Services - Legal Services**

The District's legal counsel will be providing general legal services to the District, i.e., attendance and preparation for meetings, review operating and maintenance contracts.

**Budget Narrative**  
Fiscal Year 2022**Expenditures - Administrative (continued)****Professional Services – Management Consulting Services**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services.

**Professional Services Trustee Fees**

The District pays US Bank an annual fee for trustee services on the Series 2016A Special Assessment Bond. The budgeted amount for the fiscal year is based on standard fees charged plus any out-of-pocket expenses.

**Auditing Services**

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on last year's actuals plus contingency.

**Postage and Freight**

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

**Insurance - General Liability**

The District's General Liability & Public Officials Liability Insurance policy is with Public Risk Insurance. Public Risk Insurance specializes in providing insurance coverage to governmental agencies.

**Printing & Binding**

Copies used in the preparation of agenda packages, required mailings, and other special projects

**Legal Advertising**

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

**Miscellaneous Services**

Bank charges and any other miscellaneous expenditures that are incurred during the year.

**Misc. - Assessment Collection Costs**

The District reimburses the Lake County Tax Collector for applicable necessary administrative costs. Per 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** 2% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs is based on a maximum of 2% of the anticipated assessment collections.

**Budget Narrative**  
Fiscal Year 2022**Expenditures - Administrative (continued)****Misc – Web Hosting**

Annual contract with Campus Suite/Innersync Studio Ltd. to maintain the District's website and fees for email hosting and archiving.

**Office Supplies**

Miscellaneous office supplies.

**Annual District Filing Fee**

The District is required to pay an annual fee to the Department of Community Affairs of \$175.

**Expenditures - Field****Field Management**

The District has a contract with Inframark Infrastructure Management Services. for services in the administration and operation of the Property and its contractors.

**Contracts – Aquatic Management**

The District has a contract with Sitex Aquatics for cleaning, inspection as well as, weed and algae treatment of three (3) ponds.

**Contracts - Landscape**

The District has a contract with Yellowstone Landscape to provide landscape maintenance through Valley Crest. These services include mowing, edging, blowing, applying pest and disease control chemicals to sod, mulching once per year, applying fertilizer, and transplanting annuals three times per year. The budgeted amount includes unscheduled maintenance as well as repair and replacement.

**Utility - General**

The District maintains wells, pumps, and has electrical and water accounts for the common areas.

**R&M - Common Areas**

The cost of any maintenance expenditures that are incurred during the year such as painting, pressure-washing, fountain repairs, ponds, storm water ponds, storm water system, and the street lighting equipment.

**Miscellaneous Services**

Work orders for field operations.

## **COUNTRY GREENS**

Community Development District

### **Debt Service Budgets**

Fiscal Year 2022

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2022 Approved Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED BUDGET FY 2020	ACTUAL THRU MAY-2021	PROJECTED JUN- SEP-2021	TOTAL PROJECTED FY 2021	ANNUAL BUDGET FY 2022
<b>REVENUES</b>							
Interest - Investments	6,723	2,393	\$ 4,278	\$ 10	\$ 1,911	\$ 1,921	\$ 1,425
Special Assmnts- Tax Collector	369,757	369,789	369,754	360,646	9,108	369,754	369,754
Special Assmnts- Discounts	(14,041)	(13,642)	(14,790)	(14,172)	-	(14,172)	(14,790)
<b>TOTAL REVENUES</b>	<b>362,439</b>	<b>358,540</b>	<b>359,242</b>	<b>346,484</b>	<b>11,019</b>	<b>357,503</b>	<b>356,389</b>
<b>EXPENDITURES</b>							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	5,111	5,376	7,395	-	182	7,395	7,395
<b>Total Administrative</b>	<b>5,111</b>	<b>5,376</b>	<b>7,395</b>	<b>-</b>	<b>182</b>	<b>7,395</b>	<b>7,395</b>
<i>Debt Service</i>							
Principal Prepayments	30,000	5,000	-	20,000	-	20,000	-
Principal Debt Retirement A-1	145,000	145,000	150,000	150,000	-	150,000	155,000
Principal Debt Retirement A-2	50,000	50,000	50,000	50,000	-	50,000	55,000
Interest Expense Series A-1	96,636	93,736	90,836	90,836	-	90,836	87,461
Interest Expense Series A-2	57,500	53,500	50,750	50,625	-	50,625	48,500
<b>Total Debt Service</b>	<b>379,136</b>	<b>347,236</b>	<b>341,586</b>	<b>361,461</b>	<b>-</b>	<b>361,461</b>	<b>345,961</b>
<b>TOTAL EXPENDITURES</b>	<b>384,247</b>	<b>352,612</b>	<b>348,981</b>	<b>361,461</b>	<b>182</b>	<b>368,856</b>	<b>353,356</b>
Excess (deficiency) of revenues							
Over (under) expenditures	(21,808)	5,928	10,261	(14,977)	10,837	(11,353)	3,033
<b>OTHER FINANCING SOURCES (USES)</b>							
Contribution to (Use of) Fund Balance	-	-	10,261	-	-	-	3,033
<b>TOTAL OTHER SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>10,261</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,033</b>
Net change in fund balance	(21,808)	5,928	10,261	(14,977)	10,837	(11,353)	3,033
<b>FUND BALANCE, BEGINNING</b>	<b>280,267</b>	<b>258,459</b>	<b>264,387</b>	<b>264,387</b>	<b>-</b>	<b>264,387</b>	<b>253,034</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 258,459</b>	<b>\$ 264,387</b>	<b>\$ 274,648</b>	<b>\$ 249,410</b>	<b>\$ 10,837</b>	<b>\$ 253,034</b>	<b>\$ 256,067</b>

**Series 2016A-1 Special Assessment Revenue Bonds Amortization  
Schedule**

<b>Period Ending</b>		<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Annual Debt Service</b>
11/1/2021	2,445,000			43,731	
5/1/2022	2,445,000	155,000	2.500%	43,731	242,461
11/1/2022	2,290,000			41,793	
5/1/2023	2,290,000	155,000	2.750%	41,793	238,586
11/1/2023	2,135,000			39,662	
5/1/2024	2,135,000	160,000	3.000%	39,662	239,324
11/1/2024	1,975,000			37,262	
5/1/2025	1,975,000	165,000	3.200%	37,262	239,524
11/1/2025	1,810,000			34,622	
5/1/2026	1,810,000	170,000	3.250%	34,622	239,244
11/1/2026	1,640,000			31,859	
5/1/2027	1,640,000	180,000	3.500%	31,859	243,719
11/1/2027	1,460,000			28,709	
5/1/2028	1,460,000	185,000	3.875%	28,709	242,419
11/1/2028	1,275,000			25,125	
5/1/2029	1,275,000	190,000	3.875%	25,125	240,250
11/1/2029	1,085,000			21,444	
5/1/2030	1,085,000	200,000	3.875%	21,444	242,888
11/1/2030	885,000			17,569	
5/1/2031	885,000	210,000	3.875%	17,569	245,138
11/1/2031	675,000			13,500	
5/1/2032	675,000	215,000	4.000%	13,500	242,000
11/1/2032	460,000			9,200	
5/1/2033	460,000	225,000	4.000%	9,200	243,400
11/1/2033	235,000			4,700	
5/1/2034	235,000	235,000	4.000%	4,700	244,400
		2,445,000		698,351	3,143,351

**Series 2016A-2 Special Assessment Revenue Bonds Amortization  
Schedule**

<b>Period Ending</b>	<b>Outstanding Balance</b>	<b>Principal</b>	<b>Coupon</b>	<b>Extraordinary Redemption</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Annual Debt Service</b>
11/1/2021	945,000.00				24,250.00	24,875.00	
5/1/2022	945,000.00	55,000.00	5.000%		24,250.00	79,875.00	103,500.00
11/1/2022	890,000.00				22,875.00	23,500.00	
5/1/2023	890,000.00	55,000.00	5.000%		22,875.00	83,500.00	100,750.00
11/1/2023	835,000.00				21,500.00	22,000.00	
5/1/2024	835,000.00	60,000.00	5.000%		21,500.00	82,000.00	103,000.00
11/1/2024	775,000.00				20,000.00	20,500.00	
5/1/2025	775,000.00	60,000.00	5.000%		20,000.00	85,500.00	100,000.00
11/1/2025	715,000.00				18,375.00	18,875.00	
5/1/2026	715,000.00	65,000.00	5.000%		18,375.00	88,875.00	101,750.00
11/1/2026	650,000.00				16,750.00	17,125.00	
5/1/2027	650,000.00	70,000.00	5.000%		16,750.00	87,125.00	103,500.00
11/1/2027	580,000.00				15,000.00	15,375.00	
5/1/2028	580,000.00	70,000.00	5.000%		15,000.00	90,375.00	100,000.00
11/1/2028	510,000.00				13,125.00	13,500.00	
5/1/2029	510,000.00	75,000.00	5.000%		13,125.00	93,500.00	101,250.00
11/1/2029	435,000.00				11,250.00	11,500.00	
5/1/2030	435,000.00	80,000.00	5.000%		11,250.00	96,500.00	102,500.00
11/1/2030	355,000.00				9,250.00	9,375.00	
5/1/2031	355,000.00	85,000.00	5.000%		9,250.00	99,375.00	103,500.00
11/1/2031	270,000.00				7,125.00	7,125.00	
5/1/2032	270,000.00	85,000.00	5.000%		7,125.00	97,125.00	99,250.00
11/1/2032	185,000.00				4,875.00	4,875.00	
5/1/2033	185,000.00	90,000.00	5.000%		4,875.00	99,875.00	99,750.00
11/1/2033	95,000.00				2,500.00	2,500.00	
5/1/2034	95,000.00	95,000.00	5.000%		2,500.00	102,500.00	100,000.00
		945,000.00		0.00	373,750.00	1,377,250.00	1,318,750.00



**Budget Narrative**  
Fiscal Year 2022**REVENUES****Interest - Investments**

The District earns interest income on their trust accounts with US Bank.

**Special Assessment - Tax Collector**

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the debt service expenditures. The District will assess the maximum annual debt service amount.

**Special Assessment - Discounts**

Per Section 197.3632 and Section 197.162 of the Florida Statutes, discounts are allowed for early payment of assessments collected by the Tax Collector and only when the Tax Collector is using the uniform methodology. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

**Expenditures - Administrative****Misc. - Assessment Collection Costs**

The District reimburses the Lake County Tax Collector for applicable necessary administrative costs. Per 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 2% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs is based on a maximum of 2% of the anticipated assessment collections.

**Expenditures - Debt Service****Principal Debt Retirement**

The District pays regular principal payments annually in order to pay down/retire the debt service.

**Interest Expense**

The District pays interest expense on the debt service twice a year.

## **COUNTRY GREENS**

Community Development District

### **Supporting Budget Schedules**

Fiscal Year 2022

**Assessment Summary**  
**Fiscal Year 2022 vs. Fiscal Year 2021**

Product	General Fund			Debt Service Series 2016A			Total Assessments per Unit			Units
	FY 2022	FY 2021	Percent Change	FY 2022	FY 2021	Percent Change	FY 2022	FY 2021	Percent Change	
TH 34'	\$223.40	\$223.40	0%	\$289.25	\$289.25	0%	\$512.65	\$512.65	0%	104
SF 55'	\$319.15	\$319.15	0%	\$424.23	\$424.23	0%	\$743.38	\$743.38	0%	319
SF 65'	\$319.15	\$319.15	0%	\$501.36	\$501.36	0%	\$820.51	\$820.51	0%	97
SF 100'	\$319.15	\$319.15	0%	\$752.04	\$752.04	0%	\$1,071.19	\$1,071.19	0%	158
Golf Course	\$3,190.66	\$3,190.66	0%	\$5,013.61	\$5,013.61	0%	\$8,204.28	\$8,204.28	0%	10
Commercial	\$17,229.33	\$17,229.33	0%	\$34,709.63	\$34,709.63	0%	\$51,938.96	\$51,938.96	0%	54
New Area	\$0.00	\$0.00	n/a	\$0.00	\$0.00	n/a	\$0.00	\$0.00	n/a	
										<b>742</b>

**4B**

## RESOLUTION 2021-06

### THE ANNUAL APPROPRIATION RESOLUTION OF THE COUNTRY GREENS COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGETS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

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

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

**WHEREAS**, the Board set June 28, 2021, as the date for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), Florida Statutes; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing (or if the District does not yet have its own website, the District Manager timely transmitted the Proposed Budget to the managers or administrators of Lake County for posting on its website; and

**WHEREAS**, Section 190.008(2)(a), Florida Statutes, requires that, prior to October 1<sup>st</sup> of each year, the District Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

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

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

#### SECTION 1. BUDGET

- a. The Board of Supervisors has reviewed the District Manager’s Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The District Manager's Proposed Budget, attached hereto as **Exhibit "A,"** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The adopted budget, as amended, shall be maintained in the office of the District Manager and at the District's Records Office and identified as "The Budget for the Country Greens Community Development District for the Fiscal Year Ending September 30, 2022," as adopted by the Board of Supervisors on June 28, 2021.
- d. The final adopted budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption. If the District does not yet have its own website, the District Manager is directed to transmit the final adopted budget to the manager or administrator of Lake County for posting on its website.

## **SECTION 2. APPROPRIATIONS**

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

TOTAL GENERAL FUND	\$
DEBT SERVICE FUND(S)	\$
TOTAL ALL FUNDS	\$

## **SECTION 3. BUDGET AMENDMENTS**

Pursuant to Section 189.016, Florida Statutes, the District at any time within the fiscal year or within 60 days following the end of the fiscal year may amend its budgets for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.

- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.
- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016 of the Florida Statutes, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget(s) under subparagraphs c. and d. above are posted on the District's website within 5 days after adoption. If the District does not yet have its own website, the District's Secretary is directed to transmit such amendments to the manager or administrator of Lake County for posting on its website.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 28<sup>th</sup> DAY OF JUNE 2021.**

ATTEST:

**COUNTRY GREENS COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

By:\_\_\_\_\_

Its:\_\_\_\_\_

**4C**



**RESOLUTION 2021-07**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTRY GREENS COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2021/2022; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

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

**WHEREAS**, the District is located in Lake County, Florida (“**County**”); and

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

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

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the District’s Budget; and

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

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

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Budget; and

**WHEREAS**, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2021/2022; and

**WHEREAS**, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector (“**Uniform Method**”), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector

of the County for that purpose; and

**WHEREAS**, it is in the best interests of the District to adopt the Assessment Roll of the Country Greens Community Development District ("**Assessment Roll**") attached to this Resolution as **Exhibit "B"** and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

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

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

**SECTION 1. BENEFIT.** The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit "A"** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits "A" and "B,"** is hereby found to be fair and reasonable.

**SECTION 2. ASSESSMENT IMPOSITION.** Pursuant to Chapter 190 of the Florida Statutes, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits "A" and "B."** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

**SECTION 3. COLLECTION.** The collection of the operation and maintenance special assessments and previously levied debt service assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as indicated on **Exhibits "A" and "B."** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

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

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

records.

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

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

**PASSED AND ADOPTED** this 28<sup>th</sup> of June 2021.

ATTEST:

**COUNTRY GREENS COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

By: \_\_\_\_\_  
Its: \_\_\_\_\_

**Exhibit A:** Budget  
**Exhibit B:** Assessment Roll

## **Fifth Order of Business**

**5A**

**COUNTRY GREENS**  
Community Development District

*Financial Report*

*May 31, 2021*

*(unaudited)*

**Prepared by**



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**COUNTRY GREENS**  
**Community Development District**

**Financial Statements**

**(Unaudited)**

**May 31, 2021**



**Balance Sheet**  
May 31, 2021

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2016A DEBT SERVICE FUND	TOTAL
<b>ASSETS</b>			
Cash - Checking Account	\$ 75,016	\$ -	\$ 75,016
Accounts Receivable	225	-	225
Due From Other Funds	-	21,434	21,434
Investments:			
Money Market Account	598,582	-	598,582
Reserve Fund (A-1)	-	120,534	120,534
Reserve Fund (A-2)	-	53,250	53,250
Revenue Fund	-	54,192	54,192
Prepaid Items	1,549	-	1,549
<b>TOTAL ASSETS</b>	<b>\$ 675,372</b>	<b>\$ 249,410</b>	<b>\$ 924,782</b>
<b>LIABILITIES</b>			
Accounts Payable	\$ 1,343	\$ -	\$ 1,343
Accrued Expenses	24,409	-	24,409
Due To Other Funds	21,434	-	21,434
<b>TOTAL LIABILITIES</b>	<b>47,186</b>	<b>-</b>	<b>47,186</b>
<b>FUND BALANCES</b>			
<b>Nonspendable:</b>			
Prepaid Items	1,549	-	1,549
<b>Restricted for:</b>			
Debt Service	-	249,410	249,410
<b>Assigned to:</b>			
Operating Reserves	87,226	-	87,226
<b>Unassigned:</b>	539,411	-	539,411
<b>TOTAL FUND BALANCES</b>	<b>\$ 628,186</b>	<b>\$ 249,410</b>	<b>\$ 877,596</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 675,372</b>	<b>\$ 249,410</b>	<b>\$ 924,782</b>

## Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending May 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>				
Interest - Investments	\$ 7,000	\$ 4,667	\$ 2,113	\$ (2,554)
Special Assmnts- Tax Collector	226,844	226,844	221,329	(5,515)
Special Assmnts- Discounts	(9,074)	(9,074)	(8,694)	380
<b>TOTAL REVENUES</b>	<b>224,770</b>	<b>222,437</b>	<b>214,748</b>	<b>(7,689)</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
P/R-Board of Supervisors	6,000	4,000	3,800	200
FICA Taxes	459	305	291	14
ProfServ-Arbitrage Rebate	600	600	600	-
ProfServ-Dissemination Agent	1,000	1,000	-	1,000
ProfServ-Engineering	5,500	3,664	1,380	2,284
ProfServ-Legal Services	10,000	6,667	3,708	2,959
ProfServ-Mgmt Consulting Serv	67,362	44,908	44,908	-
ProfServ-Trustee Fees	3,717	3,717	3,717	-
Auditing Services	3,600	3,600	3,500	100
Postage and Freight	400	264	622	(358)
Insurance - General Liability	8,044	8,044	8,409	(365)
Printing and Binding	500	333	238	95
Legal Advertising	450	-	-	-
Miscellaneous Services	1,000	667	50	617
Misc-Assessment Collection Cost	4,537	4,537	-	4,537
Misc-Web Hosting	2,500	2,500	2,074	426
Office Supplies	200	133	180	(47)
Annual District Filing Fee	175	175	175	-
<b>Total Administration</b>	<b>116,044</b>	<b>85,114</b>	<b>73,652</b>	<b>11,462</b>

## Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending May 31, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>Field</b>				
ProfServ-Field Management	20,300	13,533	13,533	-
Contracts-Landscape	178,380	118,920	119,587	(667)
Contracts-Aquatic Control	3,060	2,040	2,040	-
Utility - General	17,000	11,333	6,756	4,577
R&M-Common Area	10,000	6,667	4,756	1,911
Miscellaneous Services	4,000	2,667	-	2,667
<b>Total Field</b>	<b>232,740</b>	<b>155,160</b>	<b>146,672</b>	<b>8,488</b>
<b>TOTAL EXPENDITURES</b>	<b>348,784</b>	<b>240,274</b>	<b>220,324</b>	<b>19,950</b>
Excess (deficiency) of revenues				
Over (under) expenditures	(124,014)	(17,837)	(5,576)	12,261
<b>OTHER FINANCING SOURCES (USES)</b>				
Contribution to (Use of) Fund Balance	(124,014)	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(124,014)</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ (124,014)	\$ (17,837)	\$ (5,576)	\$ 12,261
<b>FUND BALANCE, BEGINNING (OCT 1, 2020)</b>	<b>633,762</b>	<b>633,762</b>	<b>633,762</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 509,748</b>	<b>\$ 615,925</b>	<b>\$ 628,186</b>	

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>				
Interest - Investments	\$ 4,278	\$ 2,852	\$ 10	\$ (2,842)
Special Assmnts- Tax Collector	369,754	369,754	360,646	(9,108)
Special Assmnts- Discounts	(14,790)	(14,790)	(14,172)	618
<b>TOTAL REVENUES</b>	<b>359,242</b>	<b>357,816</b>	<b>346,484</b>	<b>(11,332)</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
Misc-Assessment Collection Cost	7,395	7,395	-	7,395
<b>Total Administration</b>	<b>7,395</b>	<b>7,395</b>	<b>-</b>	<b>7,395</b>
<b>Debt Service</b>				
Principal Prepayments	-	-	20,000	(20,000)
Principal Debt Retirement A-1	150,000	150,000	150,000	-
Principal Debt Retirement A-2	50,000	50,000	50,000	-
Interest Expense Series A-1	90,836	90,836	90,836	-
Interest Expense Series A-2	50,750	50,750	50,625	125
<b>Total Debt Service</b>	<b>341,586</b>	<b>341,586</b>	<b>361,461</b>	<b>(19,875)</b>
<b>TOTAL EXPENDITURES</b>	<b>348,981</b>	<b>348,981</b>	<b>361,461</b>	<b>(12,480)</b>
Excess (deficiency) of revenues				
Over (under) expenditures	10,261	8,835	(14,977)	(23,812)
<b>OTHER FINANCING SOURCES (USES)</b>				
Contribution to (Use of) Fund Balance	10,261	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>10,261</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ 10,261	\$ 8,835	\$ (14,977)	\$ (23,812)
<b>FUND BALANCE, BEGINNING (OCT 1, 2020)</b>	<b>264,387</b>	<b>264,387</b>	<b>264,387</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 274,648</b>	<b>\$ 273,222</b>	<b>\$ 249,410</b>	

## Notes to the Financial Statements

May 31, 2021

**General Fund**► **Assets**

- **Cash and Investments**- In order to maximize cash liquidity, the District has a Money Market Account. (See Cash & Investments Report for further details).
- **Accounts Receivable** - Duplicate payment to Sitex (Aquatic Control).
- **Due From Other Funds** - Tax collector fees and assessments.
- **Prepaid Items** - Trustee fees 10/1/21 - 2/28/22.

► **Liabilities**

- **Accrued Expenses** - Accrual for Inframark services, landscape and utility expenses.
- **Due To Other Funds** - Tax Collector Assessments due to trustee and will be transferred in July, 2021.

► **Fund Balance**■ **Assigned to:**

Operating Reserves	\$	87,226
<b>TOTAL</b>	<b>\$</b>	<b><u>87,226</u></b>

**Debt Service Fund**► **Assets**

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

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Notes to the Financial Statements  
May 31, 2021

**Financial Overview / Highlights**

- ▶ The Non-Ad Valorem assessments are about 98% collected.
- ▶ Total expenditures through May are approximately 63% compared to Annual Adopted Budget. Significant variances are explained below.

**Variance Analysis**

Account Name	Annual Adopted Budget	YTD Actual	% of Budget	Explanation
<b>Expenditures</b>				
<b><u>Administrative</u></b>				
Postage and Freight	\$ 400	\$ 622	156%	Mailing of Agenda Packages.
Office Supplies	\$ 200	\$ 180	90%	Agenda Books.
<b><u>Field</u></b>				
Utility - General	\$ 17,000	\$ 6,756	40%	Monthly expenses fluctuate each month.
R&M - Common Area	\$ 10,000	\$ 4,756	48%	Maintenance Work # WOCG04292021

**COUNTRY GREENS**  
**Community Development District**

**Supporting Schedules**

**May 31, 2021**

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

					ALLOCATION BY FUND	
Date Received	Net Amount Received	Discounts / (Penalties) Amounts	(1) Collection Costs	Gross Amount Received	General Fund	Series 2016A Debt Service Fund
Assessments Levied FY 2021				\$ 596,600	\$ 226,846	\$ 369,754
Allocation %				100%	38%	62%
10/31/20	\$ 1,825	\$ 90	\$ 37	\$ 1,915	\$ 1,915	
10/31/20	3,162	158	65	3,320		3,320
11/09/20	7,386	314	151	7,700	7,700	
11/09/20	11,139	474	227	11,613		11,613
11/27/20	32,776	1,391	669	34,167	34,167	
11/27/20	52,316	2,220	1,068	54,537		54,537
12/01/20	146,609	6,235	2,992	152,844	152,844	
12/01/20	240,666	10,232	4,912	250,899		250,899
12/21/19	11,853	497	242	12,350	12,350	
12/21/19	19,394	814	396	20,208		20,208
01/01/21	3,222	99	66	3,321	3,321	
01/01/21	5,133	159	105	5,292		5,292
02/22/21	2,933	72	60	3,005	3,005	
02/22/21	4,433	111	90	4,544		4,544
03/15/21	2,071	25	42	2,096	2,096	
03/15/21	3,360	42	69	3,402		3,402
04/20/21	2,789	-	57	2,789	2,789	
04/20/21	5,310	-	108	5,310		5,310
05/01/21	1,170	(28)	24	1,141	1,141	
05/01/21	1,559	(38)	32	1,521		1,521
<b>TOTAL</b>	<b>\$ 559,108</b>	<b>\$ 22,866</b>	<b>\$ 11,410</b>	<b>\$ 581,975</b>	<b>\$ 221,329</b>	<b>\$ 360,646</b>
% COLLECTED				98%	98%	98%
<b>TOTAL OUTSTANDING</b>				<b>\$ 14,625</b>	<b>\$ 5,516</b>	<b>\$ 9,108</b>

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



**Cash and Investment Report**  
*May 31, 2021*

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
<b>GENERAL FUND</b>					
Checking account - Operating	Valley National Bank	Checking Account	n/a	0.25%	\$ 75,016
Money Market Account	Valley National	MMA	n/a	0.25%	\$ 598,582
<b>Subtotal</b>					<b>\$ 673,598</b>
<b>DEBT SERVICE FUNDS</b>					
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%	\$ 54,192
<b>Subtotal</b>					<b>\$ 227,977</b>
<b>Total</b>					<b>\$ 901,574</b>

# Country Greens CDD

## Bank Reconciliation

**Bank Account No.** 9840 Valley National Bank GF Checking New Account  
**Statement No.** 5/21  
**Statement Date** 5/31/2021

<b>G/L Balance (LCY)</b>	75,016.26	<b>Statement Balance</b>	75,200.96
<b>G/L Balance</b>	75,016.26	<b>Outstanding Deposits</b>	0.00
<b>Positive Adjustments</b>	0.00		
		<b>Subtotal</b>	75,200.96
<b>Subtotal</b>	75,016.26	<b>Outstanding Checks</b>	184.70
<b>Negative Adjustments</b>	0.00	<b>Differences</b>	0.00
<b>Ending G/L Balance</b>	75,016.26	<b>Ending Balance</b>	75,016.26
<b>Difference</b>	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
<b>Outstanding Checks</b>						
4/28/2021	Payment	3215	ANNA L. HEINTZELMAN	184.70	0.00	184.70
<b>Total Outstanding Checks.....</b>				<b>184.70</b>		<b>184.70</b>

# COUNTRY GREENS COMMUNITY DEVELOPMENT DISTRICT

## Payment Register by Bank Account

For the Period from 4/1/21 to 5/31/21

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
------	------------	-------	-------------	---------------------	--------------------------	---------------	-------------

### VALLEY NATIONAL BANK GF CHECKING NEW ACCOUNT - (ACCT#XXXXX9840)

**CHECK # 3209**

04/02/21	Vendor	INNERSYNC STUDIO, LTD	19361	WEBSITE/COMPLIANCE SVCS	Quarterly Svc.	001-549915-51301	\$388.13
<b>Check Total</b>							<u>\$388.13</u>

**CHECK # 3210**

04/16/21	Vendor	US BANK	6074860	TRUSTEE FEES/INDICENTAL EXP 3/1/21-2/28/22	Trustee fees 3/1/21 - 9/30/21	001-531045-51301	\$2,168.46
04/16/21	Vendor	US BANK	6074860	TRUSTEE FEES/INDICENTAL EXP 3/1/21-2/28/22	Trustee fees 10/1/21 - 2/28/22	155000	\$1,548.92
<b>Check Total</b>							<u>\$3,717.38</u>

**CHECK # 3211**

04/21/21	Vendor	INFRAMARK, LLC	62508	APRIL MGMT FEES	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$5,613.50
04/21/21	Vendor	INFRAMARK, LLC	62508	APRIL MGMT FEES	ProfServ-Field Management	001-531016-53901	\$1,691.67
04/21/21	Vendor	INFRAMARK, LLC	62508	APRIL MGMT FEES	Postage and Freight	001-541006-51301	\$5.10
04/21/21	Vendor	INFRAMARK, LLC	62508	APRIL MGMT FEES	Printing and Binding	001-547001-51301	\$1.20
<b>Check Total</b>							<u>\$7,311.47</u>

**CHECK # 3212**

04/23/21	Vendor	HOME DEPOT	032121-6336	FEB PURCHASES	R&M-Common Area	001-546016-53901	\$21.31
<b>Check Total</b>							<u>\$21.31</u>

**CHECK # 3213**

04/26/21	Vendor	FEDEX	7-301-07977	MAR POSTAGE	Postage and Freight	001-541006-51301	\$19.88
<b>Check Total</b>							<u>\$19.88</u>

**CHECK # 3214**

04/28/21	Employee	CATHERINE G. CATASUS	PAYROLL	April 28, 2021 Payroll Posting			\$184.70
<b>Check Total</b>							<u>\$184.70</u>

**CHECK # 3215**

04/28/21	Employee	ANNA L. HEINTZELMAN	PAYROLL	April 28, 2021 Payroll Posting			\$184.70
<b>Check Total</b>							<u>\$184.70</u>

**CHECK # 3216**

05/05/21	Vendor	CLARK & ALBAUGH, LLP	17459	GEN MATTERS THRU APR 2021	ProfServ-Legal Services	001-531023-51401	\$1,110.00
<b>Check Total</b>							<u>\$1,110.00</u>

**CHECK # 3217**

05/05/21	Vendor	COAST PUMP & SUPPLY CO INC	1147989-00	COMMON AREA	Sub Motor	001-546016-53901	\$1,189.29
<b>Check Total</b>							<u>\$1,189.29</u>

# COUNTRY GREENS COMMUNITY DEVELOPMENT DISTRICT

## Payment Register by Bank Account

For the Period from 4/1/21 to 5/31/21

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>CHECK # 3218</b>							
05/05/21	Vendor	FEDEX	7-352-36239	APR POSTAGE	Postage and Freight	001-541006-51301	\$21.75
<b>Check Total</b>							<u>\$21.75</u>
<b>CHECK # 3219</b>							
05/05/21	Vendor	SITEX AQUATICS, LLC	4708B	APRIL LAKE MAINT - 3 WATERWAYS	Contracts-Aquatic Control	001-534067-53901	\$255.00
<b>Check Total</b>							<u>\$255.00</u>
<b>CHECK # 3220</b>							
05/05/21	Vendor	YELLOWSTONE LANDSCAPE	LSBG 205215	APRIL LANDSCAPE MAINT	Contracts-Landscape	001-534050-53901	\$14,948.34
<b>Check Total</b>							<u>\$14,948.34</u>
<b>CHECK # 3221</b>							
05/10/21	Vendor	GRAU & ASSOCIATES	20884	ARBITRAGE SERIES 2016A1/A2 FYE 1/31/20	FY20 Audit	001-531002-51301	\$600.00
<b>Check Total</b>							<u>\$600.00</u>
<b>CHECK # 3222</b>							
05/11/21	Vendor	FEDEX	7-359-77242	APRIL POSTAGE	Postage and Freight	001-541006-51301	\$19.92
<b>Check Total</b>							<u>\$19.92</u>
<b>ACH #DD261</b>							
04/01/21	Vendor	SECO	031721 ACH	BILL PRD 2/11-3/15/21	Utility - General	001-543001-53901	\$526.86
<b>ACH Total</b>							<u>\$526.86</u>
<b>ACH #DD262</b>							
04/28/21	Vendor	SECO	041321 ACH	BILL PRD 3/10-4/9/21	Utility - General	001-543001-53901	\$290.87
<b>ACH Total</b>							<u>\$290.87</u>
<b>ACH #DD263</b>							
05/01/21	Vendor	SECO	041621 ACH	BILL PRD 3/15-4/14/21	Utility - General	001-543001-53901	\$400.25
<b>ACH Total</b>							<u>\$400.25</u>
<b>ACH #DD264</b>							
04/28/21	Employee	DAVID WARDEN	PAYROLL	April 28, 2021 Payroll Posting			\$184.70
<b>ACH Total</b>							<u>\$184.70</u>
<b>ACH #DD265</b>							
04/28/21	Employee	CRYSTAL Y. JONES	PAYROLL	April 28, 2021 Payroll Posting			\$184.70
<b>ACH Total</b>							<u>\$184.70</u>
<b>ACH #DD267</b>							
05/27/21	Vendor	SECO	051221 ACH	BILL PRD 4/9-5/1/2021	Utility - General	001-543001-53901	\$382.22
<b>ACH Total</b>							<u>\$382.22</u>
<b>Account Total</b>							<u><b>\$31,941.47</b></u>

**5B**

**NOTICE OF MEETING SCHEDULE  
COUNTRY GREENS  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Country Greens Community Development District will hold bi-monthly meetings as follows unless indicated otherwise below for Fiscal Year 2022 on the **fourth Monday at 5:30 p.m.** at the REACH Church, 24540 State Road 46, Sorrento, Florida 32776 as follows:

October 25, 2021  
December 27, 2021 (for 2020 it was held on the second Monday of December)  
February 28, 2022  
April 25, 2022  
June 27, 2022  
August 22, 2022

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. Meetings may be continued to a date, time, and place to be specified on the record at the meeting.

There may be occasions when one or more Supervisors may participate by telephone. At the above location there may be present a speaker telephone so that any interested person can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations at these meetings because of a disability or physical impairment should contact the District Management Company, Inframark, Infrastructure Management Services at (954) 603-0033 at least two (2) calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1 for aid in contacting the District Management Company.

Each person who decides to appeal any decision of the Board with respect to any matter considered at a meeting, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which such appeal is to be based.

Bob Koncar  
District Manager

**5C.**



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

April 22, 2021

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, 2021 is 1,378.

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

Sincerely,

A handwritten signature in black ink that reads "D. Alan Hays". The signature is fluid and cursive, with the first name "D." and last name "Hays" clearly legible.

D. Alan Hays  
Lake County Supervisor of Elections

OUR COMMITMENT

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



## **Sixth Order of Business**

**6A.**

**6Ai**



## COUNTRY GREENS CDD FIELD INSPECTION REPORT

June 17, 2021

FREDDY BLANCO

FIELD SERVICES MANAGER



# COUNTRY GREENS GENERAL UPDATES

Agenda Page #61

A soft wash was performed to the vinyl/PVC fence along 437, 44, and Cardinal Ln. This service included the gate, 3 entrances, the stone column and caps.

The sign located at Campanero Dr was restored with pressure washing service included.

Field Manager met with new landscape vendor (Servello.)

Field Manager will contact well companies to troubleshoot and repair the issue with the pump system.

Reviewed and processed invoices on a weekly basis.

Returned phone calls and responded to emails as necessary.

Please refer to the list for PENDING ITEMS

For status, **red text** indicates deficient from previous report.

**Bold Red text** indicates deficient for more than a month.

**Green text** indicates a proposal has been requested. **Blue** indicates irrigation.

***Bold italic indicates vendor's response*** – Underlined is info. or questions for the BOS.

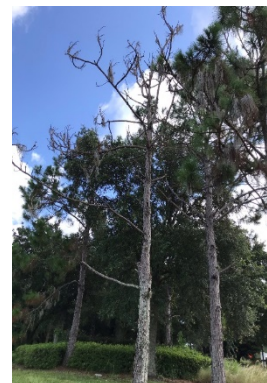
## LANDSCAPE REVIEW JUNE



DEAD PINE TREE  
(AT 44)

Status – **Pending**

**Please provide proposal to remove and replace  
dead pine trees located near the PVC fence.**



## TRIMMING SERVICE (AT MARBELLA DR.)

Status – **Pending**

**Trimming service is pending around the  
storm drain outlet and at the dry lake.**

---

**DEAD PINE BRANCHES**  
(AT 44 ENTRANCE)

Status – Pending  
Please remove dead pine tree branches  
located at the main entrance.



**DEAD SOD**  
(AT 44 ENTRANCE)

Status – Pending  
At the main entrance, the right section shows a lack of  
irrigation and the sod is completely dead.  
Please provide an irrigation inspection  
and a proposal to install new sod.



**DEAD PINE TREE**  
(AT TERRAGONA DR.)

Status – Pending  
Please provide proposal to remove dead pine tree (tree has  
been partially removed).

**TWO DEAD TREES**  
(AT THE 437 ENTRANCE.)

Status – **Pending**

Please provide proposal to remove two dead trees.



**TRIMMING SERVICE**  
(437 AND 44 ENTRANCE.)

Status – **Pending**

Several sections need trimming  
service.



**\*LANDSCAPE VENDOR DID NOT PROVIDE  
RESPONSES OR PROPOSALS\***

## **SITEX REPORT**

### **COUNTRY GREEN COMMUNITY DEVELOPMENT DISTRICT OPERATIONS & MAINTENANCE HIGHLIGHT** **SITEX AQUATICS MANAGEMENT REPORT**

**June 2021**

All ponds were treated for shoreline vegetation as needed with a custom grass mix targeted for specific species present. All ponds had trash removed as well.

POND1- Grasses and Algae have been treated.

POND2- Algae and Grasses have been retreated

POND3- Grasses and Duck Weed treated

**ADDITIONAL NOTES:** The fountain on the left is currently down and proposal for repair has been submitted. Please don't hesitate to reach out to my staff or myself if you need anything at all.



# PROPOSALS



5273 Giron Cir  
Kissimmee, FL 34758

407-717-5851  
www.sitexaquatics.com

## Fountain Repair Proposal

**June 1, 2021**

Submitted by: Joe Craig

Customer: Country Greens CDD  
Contact: Mr. Freddy Blanco  
Address: 313 Campus st. Celebration, FL 34747  
Email: fblanco@inframark.com  
Phone: 407.566.4122

The following bid is for replacement of the overload relay in pump at the Country Green Entrance water feature community located in Zellewood, Florida.

Service		Cost
1-Siemens overload relay	—	\$552.00
Labor	—	Included
2 year warranty	—	Included
Total	—	\$552.00

**Inframark**

313 Campus Street, Celebration, FL 34747  
Phone: 407-566-1935

Date 06/15/2021

Proposal # 20210013

Customer ID Country Greens District

**Proposal For**

Country Greens CDD

Quotation valid until: 07/30/2021

Prepared by Freddy Blanco

**Proposal for pressure washer service and paint.**

Quantity	Description	Unit Price	Taxable?	Amount
	Pressure washer cleaning service, prep, and paint to match the same color used at the Campanero Dr signs, Main entrance signs and 437 entrance signs.	\$ 1,950.00	No	\$ 1,950.00
	Quote includes labor and material			

**Full payment due within 30 days of finalizing project.**

If you have any questions concerning this quotation, please contact Freddy Blanco  
[Freddy.Blanco@inframark.com](mailto:Freddy.Blanco@inframark.com)

407-947-2489

Subtotal \$ 1,950.00

Tax Rate 0.00%

Sales Tax \$ -

Other

Thank you for your business!

<b>TOTAL</b>	<b>1,950.00</b>
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