

**COUNTRY GREENS
COMMUNITY DEVELOPMENT
DISTRICT**

AGENDA PACKAGE

February 21, 2022

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Country Greens Community Development District

Board of Supervisors:

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

Gabriel Mena, District Manager
Scott Clark, District Counsel
Peter Armans, District Engineer
Freddy Blanco, Field Supervisor

February 14, 2022

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, February 21, 2022 at 5:30 p.m.** at REACH Church, 31431 Payne Road, Sorrento, Florida 32757. Following is the advance agenda for this meeting.

1. **Roll Call**
2. **Audience Comments**
3. **Approval of the Minutes of December 13, 2021**
4. **District Manager's Report**
 - A. Financial Statements and Check Register – January 2022
 - B. Review of Engineering Qualifications
5. **Staff Reports**
 - A. Field Manager's Report
 - i. Field Report
 - ii. Servello Irrigation Reports
 - iii. Proposals
 - B. Attorney
 - C. Engineer
6. **Supervisor Requests and Audience Comments**
7. **Adjournment**

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

Sincerely,
Gabriel Mena
District Manager

Third Order of Business

FOURTH ORDER OF BUSINESS**District Manager's Report****A. Financial Statements and Check Register**

- Mr. Mena reviewed the financial statements.

On MOTION by Ms. Catusus, seconded by Ms. Heintzelman, with all in favor, unanimous approval was given to accept the financial statements and approve the check register.

- Ms. Catusus presented a letter from the Tax Collector stating the District has received money back, two checks for \$1,700.00 and \$1,060.10.

B. Addendum to Grau Engagement Letter

- Mr. Mena reviewed the addendum for informational purposes.

FIFTH ORDER OF BUSINESS**Staff Reports****A. Field Manager's Report****i. Field Report**

- Mr. Blanco reviewed the field report for the Board.
- Ms. Catusus inquired whether a pond can be removed. Mr. Blanco explained the water cannot logistically rerouted due to the unknown pipe structure. The suggestion arose of installing a net to catch the refuse from clogging the pipe. Discussion ensued.
- Ms. Catusus inquired why there are no white flowers within the annuals. Servello explained that is due to a supply issue.
- Mr. Warden inquired about the tower fountain. Discussion ensued regarding the waterflow in this tower fountain may be the fault of Sitex.
- Mr. Warden commented on the lighting timers at the entrances. Mr. Blanco will check the timers.

ii. Servello Irrigation Reports and Proposal

- Ms. Catusus stated the irrigation report looks corrupt.
- Servello Proposal #6151 for \$596.60 was tabled.
- A new subdivision is being constructed. There is a need to identify who the developer is, when the work is to be completed, and when the area is restored to its previous condition, including the irrigation and landscaping. Mr. Clark will draft a letter to the developer and has requested pictures to add with it.

iii. Sitex Aquatic Report

- The Board requested they receive this prior to the meetings.

B. Engineer**i. Dewberry Work Authorization**

- Mr. Mena explained the District Engineer's position on this issue, of it not being a conflict of interest for him. However, if the Board would prefer, he will step away from the newer project.
- The Board discussed requesting new District Engineer qualifications. Mr. Mena and Mr. Clark will follow up.
- Mr. Mena will request a revised work authorization from Dewberry and bring new qualifications from other engineering firms to the next meeting.

C. Attorney

- Mr. Clark provided an update on the reimbursement letter sent to Yellowstone for \$41,000.00. Mr. Clark stated, it seemed to him, Yellowstone will accept some responsibility and is willing to work with District Counsel to find a compromise.
- The Chair is to negotiate a preliminary deal with District Counsel to provide to the Board for approval.
- The Board's email addresses must be posted on the website. Discussion ensued on forwarding the emails from this email address to another. Mr. Mena will get this accomplished and let the Board know of any issues.

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

- Mr. Mena provided an update on the District CDs. All CDs were liquidated, due to low interest rates, and deposited into the Valley checking account as they matured.
- Mr. Mena will discuss different investment options with the lead accountant and will also look at other Districts.
- Mr. Mena reviewed moving to only digital copies via email prior to the meeting and using an Inframark provided tablet at the meeting. All four Supervisors agreed.
- Ms. Catasus inquired about the CDD meeting signage. Mr. Blanco will follow-up.

SEVENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Ms. Catasus, seconded by Mr. Warden, with an favor, the meeting was adjourned.
--

Gabriel Mena, Secretary

Catherine Catasus, Chairperson

Fourth Order of Business

4A.

COUNTRY GREENS
Community Development District

Financial Report

January 31, 2022

(Unaudited)

Prepared by



COUNTRY GREENS

Community Development District

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COUNTRY GREENS
Community Development District

Financial Statements

(Unaudited)

January 31, 2022

Balance Sheet
January 31, 2022

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2016A DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>			
Cash - Checking Account	\$ 575,967	\$ -	\$ 575,967
Due From Other Funds	-	332,336	332,336
Investments:			
Money Market Account	394,389	-	394,389
Prepayment Fund (A-2)	-	10,367	10,367
Reserve Fund (A-1)	-	120,534	120,534
Reserve Fund (A-2)	-	53,250	53,250
Revenue Fund	-	2	2
TOTAL ASSETS	\$ 970,356	\$ 516,489	\$ 1,486,845
<u>LIABILITIES</u>			
Accounts Payable	\$ 23,903	\$ -	\$ 23,903
Due To Other Funds	332,336	-	332,336
TOTAL LIABILITIES	356,239	-	356,239
<u>FUND BALANCES</u>			
Restricted for:			
Debt Service	-	516,489	516,489
Assigned to:			
Operating Reserves	73,020	-	73,020
Unassigned:	541,097	-	541,097
TOTAL FUND BALANCES	\$ 614,117	\$ 516,489	\$ 1,130,606
TOTAL LIABILITIES & FUND BALANCES	\$ 970,356	\$ 516,489	\$ 1,486,845

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2022

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 2,000	\$ 667	\$ 622	\$ (45)
Special Assmnts- Tax Collector	226,844	201,237	216,694	15,457
Special Assmnts- Discounts	(9,074)	(8,049)	(8,625)	(576)
TOTAL REVENUES	219,770	193,855	208,691	14,836
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	6,000	2,000	1,400	600
FICA Taxes	459	152	107	45
ProfServ-Arbitrage Rebate	600	-	-	-
ProfServ-Dissemination Agent	1,000	1,000	-	1,000
ProfServ-Engineering	5,500	1,832	1,105	727
ProfServ-Legal Services	10,000	3,333	2,885	448
ProfServ-Mgmt Consulting	67,362	22,454	22,454	-
ProfServ-Trustee Fees	3,717	3,717	1,549	2,168
Auditing Services	3,600	3,600	3,700	(100)
Postage and Freight	1,100	367	340	27
Insurance - General Liability	9,250	9,250	6,975	2,275
Printing and Binding	500	167	401	(234)
Legal Advertising	450	450	-	450
Miscellaneous Services	1,000	333	-	333
Misc-Assessment Collection Cost	4,537	4,025	4,161	(136)
Misc-Web Hosting	2,613	871	1,685	(814)
Office Supplies	200	67	-	67
Annual District Filing Fee	175	175	175	-
Total Administration	118,063	53,793	46,937	6,856

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2022

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Field</u>				
ProfServ-Field Management	20,300	6,767	6,767	-
Contracts-Landscape	175,538	58,513	58,513	-
Contracts-Aquatic Control	3,060	1,020	1,020	-
Utility - General	17,000	5,667	2,379	3,288
R&M-Common Area	10,000	3,333	4,291	(958)
Miscellaneous Services	4,000	1,333	-	1,333
Total Field	229,898	76,633	72,970	3,663
TOTAL EXPENDITURES	347,961	130,426	119,907	10,519
Excess (deficiency) of revenues				
Over (under) expenditures	(128,191)	63,429	88,784	25,355
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(128,191)	-	-	-
TOTAL FINANCING SOURCES (USES)	(128,191)	-	-	-
Net change in fund balance	\$ (128,191)	\$ 63,429	\$ 88,784	\$ 25,355
FUND BALANCE, BEGINNING (OCT 1, 2021)	525,333	525,333	525,333	
FUND BALANCE, ENDING	\$ 397,142	\$ 588,762	\$ 614,117	

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2022

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ 1,425	\$ 475	\$ 3	\$ (472)
Special Assmnts- Tax Collector	369,754	328,015	353,164	25,149
Special Assmnts- Discounts	(14,790)	(13,121)	(14,045)	(924)
TOTAL REVENUES	356,389	315,369	339,122	23,753
EXPENDITURES				
Administration				
Misc-Assessment Collection Cost	7,395	6,560	6,782	(222)
Total Administration	7,395	6,560	6,782	(222)
Debt Service				
Principal Debt Retirement A-1	155,000	-	-	-
Principal Debt Retirement A-2	55,000	-	-	-
Interest Expense Series A-1	87,461	43,731	43,731	-
Interest Expense Series A-2	48,500	24,250	23,625	625
Total Debt Service	345,961	67,981	67,356	625
TOTAL EXPENDITURES	353,356	74,541	74,138	403
Excess (deficiency) of revenues Over (under) expenditures	3,033	240,828	264,984	24,156
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	3,033	-	-	-
TOTAL FINANCING SOURCES (USES)	3,033	-	-	-
Net change in fund balance	\$ 3,033	\$ 240,828	\$ 264,984	\$ 24,156
FUND BALANCE, BEGINNING (OCT 1, 2021)	251,505	251,505	251,505	
FUND BALANCE, ENDING	\$ 254,538	\$ 492,333	\$ 516,489	

Notes to the Financial Statements

January 31, 2022

Balance Sheet**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).

■ **Due From Other Funds - Assessments will be transferred in February, 2022.**

▶ **Liabilities**

■ **Due To Other Funds - Assessments will be sent to the trustee in February, 2022.**

▶ **Fund Balance**■ **Assigned to:**

Operating Reserves	\$	73,020
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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

January 31, 2022

Financial Overview / Highlights

- ▶ The Non-Ad Valorem assessments will be sent to trustee in February 2022.
- ▶ Total expenditures through January are approximately 34% compared to Annual Adopted Budget. Significant variances are explained below.

Variance Analysis

Account Name	Annual Adopted Budget	YTD Actual	% of Budget	Explanation
Expenditures				
<u>Administrative</u>				
ProfServ - Trustee Fees	\$ 3,717	\$ 1,549	42%	Paid through the end of January.
Insurance- General Liability	\$ 9,250	\$ 6,975	75%	Insurance is paid in full for FY 2022.
Printng and Binding	\$ 500	\$ 401	80%	Fees for copies.
Misc-Web Hosting	\$ 2,613	\$ 1,685	64%	Quarterly contract with Innersync and annual contract with Campus Suite
<u>Field</u>				
Utility - General	\$ 17,000	\$ 2,379	14%	Monthly charges fluctuate each month.
R&M - Common Area	\$ 10,000	\$ 4,291	43%	Irrigation repairs and management fees.

COUNTRY GREENS
Community Development District

Supporting Schedules

January 31, 2022

Non-Ad Valorem Special Assessments - Lake County Tax Collector
(Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2022

					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 2022				\$ 596,598	\$ 226,844	\$ 369,754
Allocation %				100%	38%	62%
11/16/21	\$ 3,075	\$ 144	\$ 63	\$ 3,281	\$ 3,281	\$ -
11/16/21	5,446	253	111	5,811	-	5,811
11/18/21	3,333	142	68	3,543	3,543	-
11/18/21	5,170	220	106	5,496	-	5,496
12/03/21	124,425	5,291	2,539	132,256	132,256	-
12/03/21	198,796	8,452	4,057	211,305	-	211,305
12/11/21	64,037	2,719	1,307	68,063	68,063	-
12/11/21	109,055	4,627	2,226	115,908	-	115,908
12/23/21	6,342	247	129	6,718	6,718	-
12/23/21	9,382	357	191	9,931	-	9,931
01/13/22	2,695	83	55	2,833	2,833	-
01/13/22	4,487	136	92	4,714	-	4,714
TOTAL	\$ 536,243	\$ 22,671	\$ 10,944	\$ 569,858	\$ 216,694	\$ 353,164
% COLLECTED				96%	96%	96%
TOTAL OUTSTANDING				\$ 26,740	\$ 10,150	\$ 16,590

Cash and Investment Report

January 31, 2022

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
GENERAL FUND					
Checking account - Operating	Valley National Bank	Checking Account	n/a	0.25%	\$ 575,967
				Subtotal	\$ 575,967
Money Market Account	Valley National	MMA	n/a	0.25%	\$ 394,389
				Subtotal	\$ 970,356
DEBT SERVICE FUNDS					
Series 2016 A-1 & A-2 Prepayment	US Bank	First American Govt.	n/a	0.02%	\$ 10,367
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%	\$ 2
				Subtotal	\$ 184,153
				Total	\$ 1,154,509

Country Greens CDD

Bank Reconciliation

Bank Account No. 9840 Valley National Bank GF Checking New Account
Statement No. 01-22
Statement Date 1/31/2022

G/L Balance (LCY)	575,967.05	Statement Balance	576,222.05
G/L Balance	575,967.05	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	576,222.05
Subtotal	575,967.05	Outstanding Checks	255.00
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	575,967.05	Ending Balance	575,967.05
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
1/28/2022	Payment	3296	SITEX AQUATICS, LLC	255.00	0.00	255.00
Total Outstanding Checks.....				255.00		255.00

COUNTRY GREENS COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 11/1/21 to 1/31/22

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
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VALLEY NATIONAL BANK GF CHECKING NEW ACCOUNT - (ACCT#XXXXX9840)

CHECK # 3276

11/03/21	Vendor	EGIS INSURANCE ADVISORS	14757		Insurance - General Liability	001-545002-53901	\$6,975.00
Check Total							\$6,975.00

CHECK # 3277

11/09/21	Vendor	CLARK & ALBAUGH, LLP	17690	GENERAL MATTERS/POSTAGE THRU OCT 2021	ProfServ-Legal Services	001-531023-51401	\$1,260.33
Check Total							\$1,260.33

CHECK # 3278

11/17/21	Vendor	HOME DEPOT	102121-6336	OCT PURCHASES	R&M-Common Area	001-546016-53901	\$42.04
Check Total							\$42.04

CHECK # 3279

11/24/21	Vendor	FEDEX	7-559-51217	SERVICE DATE 11/03/21	Postage and Freight	001-541006-51301	\$89.97
Check Total							\$89.97

CHECK # 3280

11/24/21	Vendor	INFRAMARK, LLC	69983	NOV MGMT FEES	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$5,613.50
11/24/21	Vendor	INFRAMARK, LLC	69983	NOV MGMT FEES	ProfServ-Field Management	001-531016-53901	\$1,691.67
11/24/21	Vendor	INFRAMARK, LLC	69983	NOV MGMT FEES	Postage and Freight	001-541006-51301	\$6.89
11/24/21	Vendor	INFRAMARK, LLC	69983	NOV MGMT FEES	Printing and Binding	001-547001-51301	\$290.55
11/24/21	Vendor	INFRAMARK, LLC	69983	NOV MGMT FEES	R&M-Common Area	001-546016-53901	\$385.00
Check Total							\$7,987.61

CHECK # 3281

12/07/21	Vendor	DICK JOYCE WELL DRILLING INC	21-07056	HEAVY DUTY PRESSURE SWITCH	R&M-Common Area	001-546016-53901	\$150.00
Check Total							\$150.00

CHECK # 3282

12/07/21	Vendor	DEWBERRY ENGINEERS INC	2037836	ENGG SVCS THRU OCT 2021	ProfServ-Engineering	001-531013-51501	\$170.00
Check Total							\$170.00

CHECK # 3283

12/07/21	Vendor	SERVELLO & SONS, INC.	20586	NOV LANDSCAPE MAINTENANCE	Contracts-Landscape	001-534050-53901	\$14,628.17
12/07/21	Vendor	SERVELLO & SONS, INC.	20632	FLUSH CUT TREES/REMOVE DEAD TREES	Contracts-Landscape	001-534050-53901	\$2,650.00
Check Total							\$17,278.17

CHECK # 3284

12/07/21	Vendor	SITEX AQUATICS, LLC	5491B	NOV LAKE MAINTENANCE	Contracts-Aquatic Control	001-534067-53901	\$255.00
Check Total							\$255.00

COUNTRY GREENS COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 11/1/21 to 1/31/22

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 3285							
12/16/21	Employee	CATHERINE G. CATASUS	PAYROLL	December 16, 2021 Payroll Posting			\$184.70
Check Total							<u>\$184.70</u>
CHECK # 3286							
12/16/21	Employee	ANNA L. HEINTZELMAN	PAYROLL	December 16, 2021 Payroll Posting			\$184.70
Check Total							<u>\$184.70</u>
CHECK # 3287							
01/03/22	Vendor	DEWBERRY ENGINEERS INC	2052043	ENGG SVCS THRU NOV 2021	ProfServ-Engineering	001-531013-51501	\$935.00
Check Total							<u>\$935.00</u>
CHECK # 3288							
01/03/22	Vendor	FEDEX	7-597-39657	SERVICE DATE 12/02/21	Postage and Freight	001-541006-51301	\$122.48
Check Total							<u>\$122.48</u>
CHECK # 3289							
01/03/22	Vendor	INFRAMARK, LLC	71047	DEC MGMT FEES	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$5,613.50
01/03/22	Vendor	INFRAMARK, LLC	71047	DEC MGMT FEES	ProfServ-Field Management	001-531016-53901	\$1,691.67
01/03/22	Vendor	INFRAMARK, LLC	71047	DEC MGMT FEES	Postage and Freight	001-541006-51301	\$3.18
01/03/22	Vendor	INFRAMARK, LLC	71047	DEC MGMT FEES	R&M-Common Area	001-546016-53901	\$65.99
Check Total							<u>\$7,374.34</u>
CHECK # 3290							
01/13/22	Vendor	CLARK & ALBAUGH, LLP	17758	GEN MATTERS THRU DEC 2021	ProfServ-Legal Services	001-531023-51401	\$1,482.00
Check Total							<u>\$1,482.00</u>
CHECK # 3291							
01/13/22	Vendor	GRAU & ASSOCIATES	21791	AUDIT SVCS 9/30/21	Auditing Services	001-532002-51301	\$3,700.00
Check Total							<u>\$3,700.00</u>
CHECK # 3292							
01/13/22	Vendor	HOME DEPOT	06336-122121	COMMON AREA	R&M-Common Area	001-546016-53901	\$196.84
Check Total							<u>\$196.84</u>
CHECK # 3293							
01/13/22	Vendor	INNERSYNC STUDIO, LTD	20079	WEBSITE SVCS/ACCESSIBILITY COMPLIANCE SVC	Quarterly Service	001-549915-51301	\$388.13
Check Total							<u>\$388.13</u>
CHECK # 3294							
01/13/22	Vendor	SERVELLO & SONS, INC.	20782	LANDSCAPE MAINT- DEC 2021	R&M-Common Area	001-546016-53901	\$14,628.17
Check Total							<u>\$14,628.17</u>

COUNTRY GREENS COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 11/1/21 to 1/31/22

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 3295							
01/13/22	Vendor	SITEX AQUATICS, LLC	5600B	DEC 21- LAKE MAINTENANCE	R&M-Lake	001-546042-53901	\$255.00
Check Total							<u>\$255.00</u>
CHECK # 3296							
01/28/22	Vendor	SITEX AQUATICS, LLC	5704B	JAN 2022 LAKE MAINT	Contracts-Aquatic Control	001-534067-53901	\$255.00
Check Total							<u>\$255.00</u>
ACH #DD284							
11/02/21	Vendor	SECO	101821 ACH	BILL PRD 9/15-10/14/21	Utility - General	001-543001-53901	\$709.73
ACH Total							<u>\$709.73</u>
ACH #DD285							
11/26/21	Vendor	SECO	111121 ACH	BILL PRD 10/11-11/09/21	Svc Period 10/11/21 to 11/09/21	001-543001-53901	\$507.13
ACH Total							<u>\$507.13</u>
ACH #DD286							
12/01/21	Vendor	SECO	111621 ACH	BILL PRD 10/14-11/12/21	Utility - General	001-543001-53901	\$616.22
ACH Total							<u>\$616.22</u>
ACH #DD287							
12/16/21	Employee	DAVID WARDEN	PAYROLL	December 16, 2021 Payroll Posting			\$184.70
ACH Total							<u>\$184.70</u>
ACH #DD288							
12/16/21	Employee	CRYSTAL Y. JONES	PAYROLL	December 16, 2021 Payroll Posting			\$184.70
ACH Total							<u>\$184.70</u>
ACH #DD289							
12/31/21	Vendor	SECO	121621 ACH	***Voided Voided****			\$0.00
ACH Total							<u>\$0.00</u>
ACH #DD290							
12/31/21	Vendor	SECO	121621 ACH		Svc Period 11/12/21-12/14/21	001-543001-53901	\$1,042.02
12/31/21	Vendor	SECO	121621 ACH	DIFFERENT ACH AMT WITHDRAWN	Utility - General	001-543001-53901	(\$705.17)
ACH Total							<u>\$336.85</u>
ACH #DD291							
01/27/22	Vendor	SECO	01122022 ACH	BILL PRD 12/9/21-1/10/22	Svc Period 11/12/21-12/14/21	001-543001-53901	\$782.06
ACH Total							<u>\$782.06</u>
Account Total							<u>\$67,235.87</u>

4B



February 14, 2022

Mr. Gabriel Mena
District Manager
Inframark
313 Campus Street
Celebration, Florida 34747

**Re: Country Greens Community Development District
District Engineer Services**

Pegasus Engineering, LLC appreciates this opportunity to submit our limited professional civil engineering services qualifications to the Country Greens Community Development District to serve as the District Engineer. As a brief introduction, Pegasus Engineering is a civil engineering firm located in Winter Springs, Florida, that is dedicated to assisting public and private entities with Florida's growing infrastructure needs, namely transportation, stormwater, and utilities. The Country Greens Community Development District will benefit from the extensive experience and accomplishments of our firm's personnel in the planning, design, permitting, and construction of stormwater infrastructure, roadway, and utility projects for local governments, which is unsurpassed in terms of responsiveness, quality of services, and in meeting schedules and budget objectives.

The key personnel in charge of this contract will be the following individuals: **① Principal-in-Charge:** Fursan Munjed, P.E.; **② Sr. Project Manager:** David Hamstra, P.E., CFM; and **③ Sr. Project Engineer:** Greg Teague, P.E., CFM. Mr. Munjed, Mr. Hamstra and Mr. Greg Teague will be supported on this contract by very talented professional staff which have performed an entire realm of civil engineering assignments with professional integrity, competence and respect.

In regard to the Country Greens Community Development District, we are very proud of the fact that we currently serve as District Engineer for five (5) other Florida Community Development Districts. Serving the role of District Engineer, coupled with extensive experience serving numerous cities and counties, has provided us valuable experience with all aspects of large-scale communities. Our Community Development District experience for the past 5 years has encompassed preparation of bid documents; addressing maintenance related improvements; coordinating with various representatives of the Community Development District to address complaints from homeowners; presenting projects during the Community Development District Board of Supervisor meetings; and coordinating with local municipalities and permitting agencies, just to name a few.

We believe that what sets us apart from other consultants is our extensive experience working with the professional and field staff at Inframark Infrastructure Management Services during the past 5+ years in the capacity of District Engineer for other Florida Community Development Districts.

"Engineering a Higher Standard"

301 West State Road 434, Suite 309, Winter Springs, FL 32708 • 407-992-9160 • Fax 407-358-5155
www.pegasusengineering.net

Pegasus Engineering has a clear understanding of what is expected of the District Engineer's roles and responsibilities for the Country Greens Community. Examples of tasks performed range from detailed and timely agenda documents to prompt site inspections in response to complaints from homeowners, requests from the Community Development District, or observations from the field managers.

Moreover, it should also be noted that Pegasus Engineering staff have prepared numerous subdivision assessments of new and old subdivisions and communities for several Florida Counties. These assessments have allowed us to gain extensive relevant experience for the Country Greens Community Development District to address pavement distress issues caused by groundwater or improper construction, safety concerns associated with sidewalks and driveway aprons (e.g., damaged or chipped panels, significant vertical displacement, cracked panels, etc.), and potential curb and gutter repairs, failing stormwater infrastructure, to name a few. *Lastly, we would also like to draw your attention to Tab 1 and Tab 2 which provides additional information pertaining to our CDD experience.*

Pegasus Engineering is willing and committed to meet time and budget requirements as required by the Community Development District. Our team understands that each assignment must meet the defined schedule to comply with project timelines. In closing, our team understands the nature of the work to be accomplished, and the expectations and services that the Country Greens Community Development District requires from their District Engineer. We trust that our qualifications combined with our extensive experience with similar projects, will prove to the Community Development District that we are uniquely qualified and have a strong professional desire to perform. **If selected, the Country Greens Community Development District will work with talented engineers and support staff that they will be able to trust and who will strive to exceed their expectations.** We guarantee that the Country Greens Community Development District will be most pleased with our ability to provide responsive professional consulting engineering services.

Very truly yours,

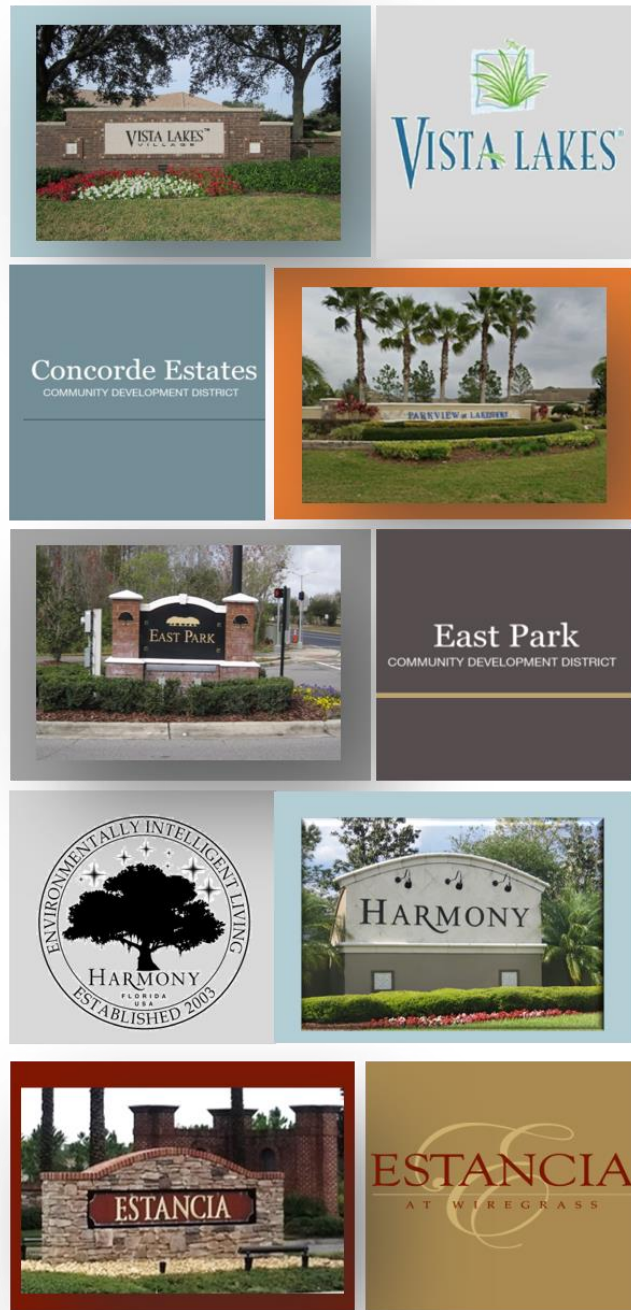
PEGASUS ENGINEERING, LLC



David W. Hamstra, P.E., CFM
Sr. Project Manager

Ability and Adequacy of Professional Personnel

EXPERIENCE OF KEY PERSONNEL



The senior personnel of Pegasus Engineering, LLC have extensive successful experience in all phases of planning, design, permitting, bidding, and construction administration projects for Florida cities, counties, and FDOT.

Pegasus also has extensive experience in providing site development review services for the cities of DeBary, Orange City, and Longwood and is currently the District Engineer for the Vista Lakes Community Development District (Orange County), the Concorde Estates Community Development District (Osceola County), the East Park Community Development District (Orange County), the Harmony Community Development District (Osceola County) and the Estancia at Wiregrass Community Development District (Pasco County).

Consultant's Past Performance

Pegasus Engineering currently has the privilege and honor to serve five (5) State of Florida Community Development Districts, namely: the **Vista Lakes Community Development District** (Orange County), the **East Park Community Development District** (Orange County), the **Concorde Estates Community Development District** (Osceola County), the **Harmony Community Development District** (Osceola County), and the **Estancia at Wiregrass Community Development District** (Pasco County).

Client: Vista Lakes Community Development District

Role: District Engineer

Dates: 2016 to Present

Tasks Performed to date:



- Investigated the flooding impacts associated with Hurricane Irma.
- Evaluated reported localized drainage problems.
- Investigated stormwater infrastructure failures.
- Addressed privacy walls and security fences.
- Investigated parking space issues.
- Developed construction plans for infrastructure improvements.
- Assisted with the review and proposed modifications to the Reserve Study.
- Worked closely with the HOA on joint projects including installation of security cameras.
- Investigated homeowner complaints ranging from erosion localized flooding to consideration of potential impact of adjacent development projects.
- Developed a conservation area maintenance program, approved by the St. Johns River Water Management District, which allows for proper removal of invasive and nuisance species.
- Developed numerous GIS-based maps ranging from a complete sidewalk inventory to a comprehensive stormwater infrastructure.
- Continued participation in monthly Board of Supervisors meetings including the presentation of specific projects.
- Continued coordination with CDD president, District Manager and District Council on various agenda items that involve District Engineer matters.
- Continued coordination with local municipalities and permitting agencies, as necessary.

Continuing Professional Engineering Services Country Greens Community Development District

Client:	Concorde Estates Community Development District
Role:	District Engineer
Dates:	2019 to Present
Tasks Performed to date:	<ul style="list-style-type: none">• Addressed nuisance removal of shoreline vegetation and construction oversight.• Prepared construction plans and bid documents to address erosion caused by Hurricane Irma.• Coordinated with Inframark staff to address maintenance of spreader swales associated with stormwater outfalls.• Coordinated with contractors to address the leaks associated with the community pool piping system.• Prepared bid documents for minor drainage improvements to address localized flooding of a playground.• Prepared construction plans to address localized flooding at Playground No. 2.• Conducted site investigations to address residents' complaints.• Continued participation in monthly Board meetings.• Continued coordination with CDD president, District Manager and District Council on various agenda items that involve District Engineer matters.• Continued coordination with local municipalities and permitting agencies, as necessary.

Continuing Professional Engineering Services Country Greens Community Development District

Client:	East Park Community Development District
Role:	District Engineer
Dates:	2021 to Present
Tasks Performed to date:	<ul style="list-style-type: none">• Evaluated six (6) locations that required follow-up repairs of roadway pavers and concrete blocks.• Performed site inspections of immediate areas of concern.• Continued coordination efforts with Inframark (District Manager) and KE Law Group (District Attorney), as necessary.• Reviewed Village Center 2 – Phase 1 construction plans, drainage calculations, and permit correspondence in order to summarize the proposed improvements within the CDD rights-of-way; provided a land use breakdown; and provided a detailed summary of the pervious and impervious areas within the CDD rights-of-way to Inframark.• Addressed nuisance flooding of the basketball courts with the City of Orlando and coordinated regarding the potential conversion of the basketball courts area to another purpose (e.g., pickleball courts).• Addressed the need for the installation of solar light posts by contacting the City of Orlando regarding permitting requirements, by preparing and submitting a building permit application to the City of Orlando, and by coordinating with Inframark Services regarding the proper depth and footing for the solar light posts.• Continued participation in monthly Board of Supervisors meetings including the presentation of specific projects.• Continued coordination with CDD president, District Manager and District Council on various agenda items that involve District Engineer matters.• Continued coordination with local municipalities and permitting agencies, as necessary, including coordination with the City of Orlando to undertake traffic studies and address speeding.

Continuing Professional Engineering Services Country Greens Community Development District

Client:	Harmony Community Development District
Role:	District Engineer
Dates:	2021 to Present
Tasks Performed to date:	<ul style="list-style-type: none">Regarding the Harmony Dog Park, prepared and submitted a site plan for proposed improvements as part of a building permit application to Osceola County, and coordinated the pre-construction meeting.Inspected nuisance flooding of Five Oaks Drive and Dark Sky Drive and coordinated with the Osceola County Road and Bridge Office regarding the creation of a positive flow line to eliminate the flooding concern by removing and replacing concrete curbs and gutters in addition to constructing concrete approaches and ramps.Addressed rear yard swale repairs on Dark Sky Drive by conducting a detailed field review and coordinating with Inframark and homeowners regarding the need to regrade the affected yard swales to allow positive drainage towards an existing inlet.Addressed the need to mill and resurface alleyways within Neighborhoods C-1 and C-2 by preparing a site plan depicting the existing storm sewer systems and the limits of the milling and resurfacing, by conducting a detailed field review and by preparing a scope of work and bid schedule for Harmony CDD to solicit construction bids.Coordinate with Inframark regarding the observed undermined and eroded concrete approach of an existing footbridge and coordinated with the contractor to provide flowable fill, and expansion and joints filler to stabilize the observed condition.Continued participation in monthly Board of Supervisors meetings including the presentation of specific projects.Continued coordination with CDD president, District Manager and District Council on various agenda items that involve District Engineer matters.

Continuing Professional Engineering Services Country Greens Community Development District

Client: Estancia at Wiregrass Community Development District

Role: District Engineer

Dates: 2021 to Present

Tasks Performed to date:



- Coordinating with the Board of Supervisors, the District Council, Inframark, Southwest Florida Water Management District (SWFWMD) and two homeowners regarding potential impacts to wetland conservation areas from ground clearing and encroachment beyond their property limits.
- Coordinating with Inframark regarding the current SWFWMD non-compliance letter regarding the wetland conservation monitoring program.
- Coordinating with the Board of Supervisors and Inframark to retain an environmental consulting firm to bring the CDD back into compliance by implementing a wetland monitoring program and annual report.
- Preparing an aerial-based CDD Maintenance Map depicting CDD property, wetland conservation areas, stormwater ponds and trails.
- Continued participation in monthly Board of Supervisors meetings including the presentation of specific projects.
- Continued coordination with CDD president, District Manager and District Council on various agenda items that involve District Engineer matters.

Pegasus Engineering is currently serving the previously listed Community Development Districts with the highest level of integrity and highest standards of professional and honest performance.

Fifth Order of Business

5Ai.



Country Greens Field Report

Wednesday, February 9, 2022

18 Item Identified



Item 1

Assigned To Servello Landscaping
The removal and trimming service around the the well pump next to the parking lot is completed.



Item 2

Assigned To Servello Landscaping
Mulch installation service is complete.



Item 3

Assigned To Servello Landscaping

The removal and trimming service around the the well pump behind the community wall name is completed.



Item 4

Assigned To Inframark

Provide Proposal For Fence repair



Item 5

Assigned To Servello Landscaping
The trimming service along the 44
is ongoing.



Item 6

Assigned To Servello Landscaping
Provide Proposal for remove dead
pine tree located by Tuscany Ave.



Item 7

Assigned To Servello Landscaping
Trimming tree service completed
along the PVC fence next to the
44.



Item 8

Assigned To Inframark
Provides Proposal for the
reinstallation of the storm drain
grill located at the Tuscany Ave.



Item 9

Assigned To Servello Landscaping

The mowing service was completed at Tuscany Ave. section.



Item 10

Assigned To Servello Landscaping

Mowing service around the dry pond located at Marbella Dr. Is completed.



Item 11

Assigned To Inframark

Provide Proposal for reinstallation of the storm drain grill located at the Terragona Dr.



Item 12

Assigned To Inframark

PVC fence repair completed (section of the fence located near to the 437).



Item 13

Assigned To Servello Landscaping
Mowing service completed at the
section located at Terragona Dr.



Item 14

Assigned To Inframark
Provides Proposal for the
reinstallation of the storm drain
grill located at the Campeon Ct.



Item 15

Assigned To Inframark

Provides Proposal for the
reinstallation of the storm drain
grill located at the Campanero Dr.



Item 16

Assigned To Servello Landscaping

Provide schedule for annual
flowers installation service.



Item 17

Assigned To District Engineer
Provide update regarding the
repair status at the 437.



Item 18

Assigned To Servello Landscaping
Trimming service along the 437 is
ongoing.

Handwritten signature or initials.

5Aii.



Irrigation Maintenance Check

Country Green - Controller #1
Job # 10333
Tuscany Ave. Sorrento 32776
Preapproval Authorization : In contract
Date of Inspection 11/23/21
Technician Dave

Irrigation Controller		
Location	Main exitside	
Current Time		
Rain Sensor	Y	N
In "On" position	Y	N
Start Time A	9	AM PM
Run Days	MTWTFSA SU	
Start Time B		
Run Days	MTWTFSA SU	
Connection Point		
Location		
Source	City	Well
Back Flow	Y	N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
	Head Type	R	PU	PU	PU	PU	R	PU	R	PU	R	R	R	D	R	R	R
	Run Time	60	30	30	30	30	60	30	60	30	30	30	60	15	60	60	
Plant Type	Turf	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
	Shrub		✓	✓	✓	✓		✓						✓			
	Annual			✓		✓											
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding																
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle		3		2												
	6" Pop Up			1													
	12" Pop Up									1							
	Riser																
	Rotor								1		1						
Adjustments	Adjust pattern	1															
	Capped																
	Raised / Lowered																
Location		Exit side field	Exit side shrub line	Around fountain	Exit side of fountain	Center Island	Road side 44	Fence line	Field off Housen	Fence line	Shrub Side	Inside Fence	Inside gate off Hous		Roadside	Roadside	Parking lot

Zone	Location and Description	Broken Riser	6in R	12in P	6in P	FT	90	180	360	SST	EST	MP	Rootbound
3	Annual bed				1	15			1				Min/Hr
4	Exit curb					12		2					Min/Hr
2	Fence line					12		3					Min/Hr
8	In Field		1										Min/Hr
9	Inside Fence			1		15		1					Min/Hr



Irrigation Maintenance Check

Country Green - Controller #2
Job # 10333
Tuscany Ave. Sorrento 32776
Preapproval Authorization : In contract
Date of Inspection 11/23/21
Technician Dave

Irrigation Controller		
Location	Main Entrance Side	
Current Time		
Rain Sensor	<input checked="" type="radio"/> Y	<input type="radio"/> N
In "On" position	<input checked="" type="radio"/> Y	<input type="radio"/> N
Start Time A	7:30	AM PM
Run Days	MTWTFSA SU	
Start Time B		
Run Days	MTWTFSA SU	
Connection Point		
Location		
Source	City	Well
Back Flow	<input checked="" type="radio"/> Y	<input type="radio"/> N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
	Head Type	PU		PU	PU	PU	PU	R			PU			PU			
	Run Time	50	50	50	50	50	50	50	30	30	30	30					
Plant Type	Turf	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					
	Shrub	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>										
	Annual				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>										
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding																
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up			1		1	1										
	12" Pop Up																
	Riser																
Adjustments	Rotor																
	Adjust pattern																
	Capped																
Location	Raised / Lowered																
	Gate exit		Entry Side														
	Entry Side																
Location	Entry side guard																
	Top of center island																
	Entry pond																
Location	Along fenceline																
	Way down fence line																

Zone	Location and Description	Broken Riser	6in R	12in P	6in P	FT	90	180	360	SST	EST	MP	Rootbound
3	By pond				1	15	1						Min/Hr
5	Behind stream curb edge												Min/Hr
6	By fence		1										Min/Hr
													Min/Hr
													Min/Hr



Irrigation Maintenance Check

Country Green - Controller #3
Job # 10333
Tuscany Ave. Sorrento 32776
Preapproval Authorization : In contract
Date of Inspection 11/23/21
Technician Dave

Irrigation Controller		
Location	Back / 437	
Current Time		
Rain Sensor	<input checked="" type="radio"/> Y	<input type="radio"/> N
In "On" position	<input checked="" type="radio"/> Y	<input checked="" type="radio"/> N
Start Time A	AM PM	
Run Days	M T W T H F S A S U	
Start Time B	10 AM PM	
Run Days	M T W T H F S A S U	
Connection Point		
Location		
Source	City	Well
Back Flow	Y	N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Head Type	R	R	R	R	R	R	PU	PU	PU	PU	R	R		PU	PU	PU	
Run Time	30	30	30	30	30	30	30	30	30	30	30	30	30	30			
Plant Type	Turf						✓	✓	✓	✓	✓	✓	✓	✓			
Shrub							✓	✓	✓	✓	✓		✓				
Annual																	
Pipes	Mainline break																
Lateral line break																	
Valves	Zone Not Responding																
Valve Leaking																	
Zone stuck open																	
Broken Heads	Replace Nozzle																
6" Pop Up																	
12" Pop Up																	
Riser																	
Rotor																	
Adjustments	Adjust pattern																
Capped																	
Raised / Lowered																	
Location																	

Zone	Location and Description	Broken Riser	6in R	12in P	6in P	FT	90	180	360	SST	EST	MP	Rootbound
	Zones 1-5 off clock												Min/Hr
	Construction Damage												Min/Hr
													Min/Hr
													Min/Hr
													Min/Hr



Irrigation Maintenance Check

Country Green - Controller #4
Job # 10333
Tuscany Ave. Sorrento 32776
Preapproval Authorization : In contract
Date of Inspection 11/23/21
Technician Dave

Irrigation Controller		
Location	4 Rt side gate	
Current Time		
Rain Sensor	Y	N
In "On" position	Y	N
Start Time A	3	AM PM
Run Days	MTWTHFSASU	
Start Time B	AM PM	
Run Days	MTWTHFSASU	
Connection Point		
Location		
Source	City	Well
Back Flow	Y	N

Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Controller	Head Type	PU	PU	PU	PU	R	R	PU	PU							
	Run Time	15	15	15	15	49	40	15	15							
Plant Type	Turf	✓	✓	✓	✓	✓	✓	✓								
	Shrub	✓	✓	✓	✓		✓	✓								
	Annual				✓	✓	✓	✓								
Pipes	Mainline break															
	Lateral line break															
Valves	Zone Not Responding															
	Valve Leaking															
	Zone stuck open															
Broken Heads	Replace Nozzle															
	6" Pop Up															
	12" Pop Up															
	Riser															
	Rotor															
Adjustments	Adjust pattern															
	Capped															
	Raised / Lowered															
Location		Litter Station	clock & Sidewalk	Entry Sidewalk	Shrub Line	Entry	Entry Side	Common	Exit Side	Common	Exit Side	Common	Shrub Line			

Zone	Location and Description	Broken Riser	6in R	12in P	6in P	FT	90	180	360	SST	EST	MP	Rootbound
													Min/Hr
													Min/Hr
													Min/Hr
													Min/Hr
													Min/Hr



Irrigation Maintenance Check

Country Green - Controller #1	
Job # 10333	
Tuscany Ave. Sorrento 32776	
Preapproval Authorization : In contract	
Date of Inspection	12/20/21
Technician	Dave

Irrigation Controller		
Location	Main exitside	
Current Time		
Rain Sensor	Y	N
In "On" position	Y	N
Start Time A	9	AM PM
Run Days	MTWTHFSA SU	
Start Time B		AM PM
Run Days	MTWTHFSA SU	
Connection Point		
Location		
Source	City	Well
Back Flow	Y	N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
	Head Type	R	PU	PU	PU	PU	R	PU	R	PU	R	R	R	D	R	R	R
	Run Time	60	30	30	30	30	60	30	60	30	30	30	60	15	60	60	0
Plant Type	Turf	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	
	Shrub		✓	✓	✓	✓		✓		✓		✓		✓			
	Annual			✓													
Pipes	Mainline break																
	Lateral line break					1											
Valves	Zone Not Responding																
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up				1												
	12" Pop Up			1													
	Riser																
	Rotor	1									1						
Adjustments	Adjust pattern																
	Capped																
	Raised / Lowered																
Location		Exit side field	Exit side shrub line	Around fountain	Exit side of fountain	Center Island	Road side 44	Fence line	Field off Housen	Fence line	Street side	Inside Fence	Inside gate off Hous		Roadside	Roadside	Parking lot

Zone	Location and Description	Broken Riser	6in R	12in P	6in P	FT	90	180	360	SST	EST	MP	Rootbound
1	By clock.												Min/Hr
3	Front of pool			1		15		1					Min/Hr
4	2nd last head at exit				1	15				1			Min/Hr
10	4th head from end of zone	R	1										Min/Hr
5	Island/Heavy park												Min/Hr



Irrigation Maintenance Check

Country Green - Controller #2
Job # 10333
Tuscany Ave. Sorrento 32776
Preapproval Authorization : In contract
Date of Inspection 12/20/21
Technician Dave

Irrigation Controller		
Location	Main Entrance Side	
Current Time		
Rain Sensor	Y	N
In "On" position	Y	N
Start Time A	7:30	AM PM
Run Days	MTWTHFSA SU	
Start Time B		
Run Days	MTWTHFSA SU	
Connection Point		
Location		
Source	City	Well
Back Flow	Y	N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Head Type	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	PU	12		PU			
Run Time	50	50	50	50	50	50	50	50	30	30	30	30					
Plant Type	Turf	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					
	Shrub	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					
	Annual				✓	✓						✓					
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding																
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up																
	12" Pop Up	1															
	Riser																
Adjustments	Rotor																
	Adjust pattern																
	Capped																
	Raised / Lowered																
Location	Gate exit																
	Entry Side																
	Entry Side																
	Island																
	Entry side guard																
	Entry Side																
	Top of center island																
	corner																
	Entry point																
	Face line																
	134 Entry																
	Gate																
	Fence post																
	clock																
	Along fence line																
	Entry																
	Way down fence line																

Zone	Location and Description	Broken Riser	6in R	12in P	6in P	FT	90	180	360	SST	EST	MP	Rootbound
1	By Gate			1		10		1					Min/Hr
8	lat break Guard House												Min/Hr
													Min/Hr
													Min/Hr
													Min/Hr



Irrigation Maintenance Check

Country Green - Controller #3
Job # 10333
Tuscany Ave. Sorrento 32776
Preapproval Authorization : In contract
Date of Inspection 12/20/21
Technician Dan

Irrigation Controller		
Location	Back / 437	
Current Time		
Rain Sensor	Y	N
In "On" position	Y	N
Start Time A	10	AM PM
Run Days	M T W T H F S A S U	
Start Time B		AM PM
Run Days	M T W T H F S A S U	
Connection Point		
Location		
Source	City	Well
Back Flow	Y	N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Head Type	R	R	R	R	R	R	PU	PU	PU	PU	R	R		PU	PU	PU	
Run Time							30	30	30	30	30	30	30	30			
Plant Type	Turf																
Shrub							✓	✓	✓	✓	✓	✓	✓	✓			
Annual																	
Pipes	Mainline break																
Lateral line break																	
Valves	Zone Not Responding																
Valve Leaking																	
Zone stuck open																	
Broken Heads	Replace Nozzle																
6" Pop Up																	
12" Pop Up																	
Riser																	
Rotor																	
Adjustments	Adjust pattern							2	1								
Capped																	
Raised / Lowered																	
Location																	

Zone	Location and Description	Broken Riser	6in R	12in P	6in P	FT	90	180	360	SST	EST	MP	Rootbound
													Min/Hr
													Min/Hr
													Min/Hr
													Min/Hr
													Min/Hr



Irrigation Maintenance Check

Country Green - Controller #4
Job # 10333
Tuscany Ave. Sorrento 32776
Preapproval Authorization : In contract
Date of Inspection 12/20/21
Technician Dave

Irrigation Controller		
Location	4 Rt side gate	
Current Time		
Rain Sensor	(Y)	N
In "On" position	(Y)	N
Start Time A	3	(AM) PM
Run Days	M T W T H F S A S U	
Start Time B	AM PM	
Run Days	M T W T H F S A S U	
Connection Point		
Location		
Source	City	Well
Back Flow	Y	N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Head Type		PU	PU	PU	PU	R	R	PU	PU								
Run Time		15	15	15	15	40	40	15	15								
Plant Type	Turf	✓	✓	✓		✓	✓	✓	✓								
Shrub		✓	✓	✓	✓		✓	✓	✓								
Annual				✓													
Pipes	Mainline break																
Lateral line break																	
Valves	Zone Not Responding																
Valve Leaking																	
Zone stuck open																	
Broken Heads	Replace Nozzle																
6" Pop Up																	
12" Pop Up																	
Riser																	
Rotor						1											
Adjustments	Adjust pattern	2															
Capped																	
Raised / Lowered																	
Location		Lift station	Clock and side walk	Entry side walk	Shrub line Entry	Entry side common	Exit side common	Exit side and common	Shrub line								

Zone	Location and Description	Broken Riser	6in R	12in P	6in P	FT	90	180	360	SST	EST	MP	Rootbound
5	On Entry corner		1										Min/Hr
													Min/Hr
													Min/Hr
													Min/Hr
													Min/Hr



Irrigation Maintenance Check

Country Green - Controller #1
Job # 10333
Tuscany Ave. Sorrento 32776
Preapproval Authorization : In contract
Date of Inspection 11/11/22
Technician Dave

Irrigation Controller		
Location	Main exitside	
Current Time		
Rain Sensor	Y	N
In "On" position	Y	N
Start Time A	9	AM PM
Run Days	MTWTFSSA SU	
Start Time B		AM PM
Run Days	MTWTFSSA SU	
Connection Point		
Location		
Source	City	Well
Back Flow	Y	N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
	Head Type	R	PU	PU	PU	PU	R	PU	R				R		R	R	R
	Run Time	60	30	30	30	30	60	30	60	30	30	30	60	15	60	60	0
Plant Type	Turf																
	Shrub																
	Annual																
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding																
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up																
	12" Pop Up																
	Riser																
Adjustments	Rotor																
	Adjust pattern																
	Capped																
Location	Raised / Lowered																
		Exit side field	Exit side shrub line	Around fountain	Exit side of fountain	Center Island	Road side 44	Fence line	Field off Housen	Fence line	Street side	Inside Fence	Inside gate off Hous		Roadside	Roadside	Parking lot

Zone	Location and Description	Broken Riser	6in R	12in P	6in P	FT	90	180	360	SST	EST	MP	Rootbound
													Min/Hr
													Min/Hr
													Min/Hr
													Min/Hr
													Min/Hr



Irrigation Maintenance Check

Country Green - Controller #2
Job # 10333
Tuscany Ave. Sorrento 32776
Preapproval Authorization : In contract
Date of Inspection 11/1/22
Technician Dave

Irrigation Controller		
Location	Main Entrance Side	
Current Time		
Rain Sensor	<input checked="" type="radio"/> Y	<input checked="" type="radio"/> N
In "On" position	<input checked="" type="radio"/> Y	<input checked="" type="radio"/> N
Start Time A	7:30	AM PM
Run Days	MTWTHFSA SU	
Start Time B		
Run Days	MTWTHFSA SU	
Connection Point		
Location		
Source	City	Well
Back Flow	Y	N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
	Head Type	PU	PU	PU	PU	PU	R	PU	PU	PU	PU	R		PU			
	Run Time	50	50	50	50	50	50	50	30	30	30	30					
Plant Type	Turf																
	Shrub																
	Annual																
Pipes	Mainline break																
	Lateral line break																
Valves	Zone Not Responding																
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up																
	12" Pop Up																
	Riser																
Adjustments	Rotor																
	Adjust pattern																
	Capped																
Location	Raised / Lowered																
		Gate exit	Entry Side	Entry Side	Entry side Island	Entry side	Entry corner	Fence line clock	By entry gate	Fence past clock	Along fence line	Entry	Way down fence line				

Zone	Location and Description	Broken Riser	6in R	12in P	6in P	FT	90	180	360	SST	EST	MP	Rootbound
													Min/Hr
													Min/Hr
													Min/Hr
													Min/Hr
													Min/Hr



Irrigation Maintenance Check

Country Green - Controller #3
Job # 10333
Tuscany Ave. Sorrento 32776
Preapproval Authorization : In contract
Date of Inspection 11/1/22
Technician Dave

Irrigation Controller		
Location	Back / 437	
Current Time		
Rain Sensor	(Y)	N
In "On" position	Y	N
Start Time A	10	AM PM
Run Days	MTWTHFSA SU	
Start Time B		AM PM
Run Days	MTWTHFSA SU	
Connection Point		
Location		
Source	City	Well
Back Flow	Y	N

Construction Damage

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
	Head Type	R	R	R	R	R	PU	PU	PU	PU	R	R		PU	PU	PU	
	Run Time	0	0	0	0	0	30	30	30	30	30	30	30	30			
Plant Type	Turf																
	Shrub						✓	✓	✓	✓	✓	✓	✓				
	Annual								✓								
Pipes	Mainline break																
	Lateral line break								1								
Valves	Zone Not Responding																
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up								4								
	12" Pop Up								1								
	Riser																
Adjustments	Rotor																
	Adjust pattern																
	Capped																
Location	Raised / Lowered																

Zone	Location and Description	Broken Riser	6in R	12in P	6in P	FT	90	180	360	SST	EST	MP	Rootbound
8	Center Island			1		12		1					Min/Hr
													Min/Hr
													Min/Hr
													Min/Hr
													Min/Hr



Irrigation Maintenance Check

Country Green - Controller #4
Job # 10333
Tuscany Ave. Sorrento 32776
Preapproval Authorization : In contract
Date of Inspection 1/11/22
Technician Dave

Irrigation Controller		
Location	4 Rt side gate	
Current Time		
Rain Sensor	Y	N
In "On" position	Y	N
Start Time A	3	AM PM
Run Days	MTWTHFSASU	
Start Time B	AM PM	
Run Days	MTWTHFSASU	
Connection Point		
Location		
Source	City	Well
Back Flow	Y	N

Controller	Zone	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Head Type	PU	PU	PU	PU	R	R	PU	PU									
Run Time	15	15	15	15	40	40	15	15									
Plant Type	Turf	✓	✓	✓	✓	✓	✓	✓	✓								
	Shrub	✓	✓	✓	✓	✓	✓	✓	✓								
	Annual			✓		✓	✓	✓	✓								
Pipes	Mainline break																
	Lateral line break								1								
Valves	Zone Not Responding																
	Valve Leaking																
	Zone stuck open																
Broken Heads	Replace Nozzle																
	6" Pop Up																
	12" Pop Up								1								
	Riser																
	Rotor																
Adjustments	Adjust pattern																
	Capped																
	Raised / Lowered																
Location		Lift station	Clock and side walk	Entry side walk	Shrub line Entry	Entry side common	Exit side common	Exit side and common	Shrub line								

Zone	Location and Description	Broken Riser	6in R	12in P	6in P	FT	90	180	360	SST	EST	MP	Rootbound
8	Hedge 1 run												
													Min/Hr
													Min/Hr
													Min/Hr
													Min/Hr
													Min/Hr

5Aiii.



Contract - QUOTE

Commercial & Residential Water Supply Consultants specializing
in Wells, Pumps & Water Treatment Systems Since 1969

DATE:1/17/22

2709 Country Club Rd., Sanford Florida 32771
Phone 407-322-4610 Fax 407-322-4633
Email james@joycewelldrilling.com
Web www.joycewelldrilling.com

EXPIRATION DATE 30 DAYS

Owner Information	Inframark 313 Campus St Celebration, FL 407 947 2489 Freeddy.blanco@inframark.com Customer ID	Job Address	Sorrento Springs Sorrento Springs Blvd Sorrento, FL Customer ID
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SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
		Due on receipt	Due on receipt

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Well #1		
	Remove and install Pentair 5 hp submersible pump, motor and control box		4250.00
	Pull fee and labor		550.00
			4800.00
	Well #2		
	Remove and install Pentair 5 hp submersible pump, motor and control box		4250.00
	Pull fee and labor		550.00
			4800.00
*	Additional materials may be needed to properly repair both wells after pump		
	removal and inspection		
	Well 1 - Pump motor complete short to ground, pulls over 50 amps on the		
	amprobe and trips overload.		
	Well 2 - Main motor winding reading is high and out of range, start winding is open		
	trips overload.		
SUBTOTAL			9600.00
SALES TAX			included
TOTAL			

To accept this quotation, sign each page and return _____

Now, therefore the Owner and the Contractor, for the considerations hereinafter named, agree as follows:

1. **CONTRACTOR SERVICES:** The Contractor's professional services consist of the necessary conferences with the Owner, and installation of said water system on the Owner's property. The following services are not provided unless specifically included in this contract. Electrical wiring, piping from work site, and sod removal or replacement, or pavement repairs including driveways sidewalks ect.
2. **OWNER'S RESPONSIBILITIES:** Owner shall be responsible for locating of property lines and other necessary reference points to aid the Contractor in properly locating and installing the water system. In addition, the Owner agrees to protect the Contractor's right of ingress and egress to Owner's property. Owner warrants that he had full right and authority to enter into this contract. Owner permits the Contractor to dump all drill cuttings taken out of the hole during drilling, around and about the drill site at such places and in such a manner as the Contractor may choose, and the Contractor shall not be required to remove same.
3. **CONTRACTOR GUARANTEE:** The Contractor hereby guarantees that the workmanship and materials utilized on the job are guaranteed for a period of one (1) year from date that said installation is completed. The Contractor shall not be liable for any damage or loss either during installation or during one (1) year under which this guarantee is applicable if said loss results from vandalism, acts of God, or negligence on the part of the owner.
4. It is understood and agreed by both parties, that neither can tell exactly what will be found underneath the surface of the earth and that the work of the Contractor hereunder is subject to those conditions which he may find underneath the surface thereof:
 - A. The Contractor does not agree to find or develop water, nor does he represent, warrant or guarantee the quantity, quality or kind of water, if any, which may be encountered. All operations are at the risk of the Owner including the possibility that a sinkhole with related collateral damage may develop and failure to strike water shall in no way release the Owner from payment of the full price for the construction of the well only at a cost of 18.00 per foot for the total depth of the well.
 - B. The Contractor shall drill the hole with the diameter and casing size as specified above as long as such a program remains practical considering the nature of the material being drilled unless the Owner orders the Contractor to discontinue all drilling operations.
5. **SPECIAL PROVISIONS:** Changes requested by Owner or required by drilling conditions beyond the Contractor's control, shall be considered extras, the cost of which will be added to the original purchase price and be paid by Owner upon completion of work.
6. All materials furnished, used or stored on premises of Owner shall be deemed property of Dick Joyce Well Drilling, Inc. regardless of mode of attachment; any process of law and other procedures are hereby waived by Owner. Dick Joyce Well Drilling, Inc. shall have the undisputed right and is specifically authorized to enter upon the property of Owner, and remove any and all materials as mentioned above without further process of law. Title shall be deemed vested in Owner only at such time as full payment has been made as per prices, terms and conditions set forth and stipulated in this quotation, including all extra charges.
7. Any changes in this proposal will be deemed null and void unless in writing and initialed by both Owner and Contractor.
8. In the event Dick Joyce Well Drilling, Inc. is required to use the services of an attorney to collect any sums due, with or without suit, the Owner agrees to pay reasonable attorney fees, of not less than ten percent (10%) of the balance due.
9. All sums are payable in Seminole County, State of Florida.
10. Interest is due the Contractor at the maximum legal rate commencing 30 days after completion of job, and continuing daily until full payment is made.
11. Special clauses, if any, to be noted below.
 - No contract discounts given on wells drilled less than 150 feet in depth.

Quotation prepared by: James R. Joyce

IF THIS QUOTE IS ACCEPTED, PLEASE SIGN both ORIGINAL pages AND RETURN.

The prices contained in this contract - Quotation will remain in effect for a period of 30 days. After this period, they are subject to revision and must be approved by DICK JOYCE Well Drilling Inc.

To accept this quotation, sign each page and return

THANK YOU FOR YOUR BUSINESS!



INFRAMARK
WATER & INFRASTRUCTURE SERVICES

Work Order

Inframark

313 Campus Street, Celebration, FL 34747

Phone: 407-566-1935

Date 02/02/2022

Work Order # WOCG02022022

Customer ID Country Greens District

Quotation For

Country Greens CDD

valid until: 03/30/2022

Prepared by Freddy Blanco

Work Order for storm drains grills reinstallation.

Quantity	Description	Unit Price	Taxable?	Amount
	Reinstallation of the storm drain grills located at Tuscan Ave. Terragona Dr. Campeon Ct. And Campanero Dr.	\$ 845.00	No	\$ 845.00
	Quote includes labor and materials			

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

407-947-2489

Subtotal \$ 845.00

Tax Rate 0.00%

Sales Tax \$ -

Other

Thank you for your business!

TOTAL

845.00

Fountain/Aeration Proposal

*Jan 14th 20212***Submitted by: Joe Craig**

Country Greens CDD

C/o Inframark
Mr. Freddy Blanco
313 Campus St Celebration, FL 34747
407.566.1935

The following bid is for 1-Otterbine 1/2hp Fractional fountain to Country Greens community located in Sorrento, Florida.

Service	COST
1-1/2hp 230v fractional unit (entrance pond)	\$4,046.00
150' of 12/3 cabling	Included
2 LED light kit & cable	Included
Installation	Included
2-year warranty	Included
Total	\$4,046.00

Terms & Conditions

Payment

A deposit of 50% (\$2,023.00) is due upon execution of this agreement & for equipment to be ordered, with remaining 50% (\$2,023.00) due upon 30 days of fountain installation. Overdue accounts may accrue a service charge.

Sitex agrees to provide all labor, supervision, and equipment necessary to carry out the work. There shall be no variance from these specifications unless expressly stated though an addendum.

Responsibility

Customer is responsible for all electrical services to the control box, Sitex is not an electrical contractor nor claims to be responsible for any electrical responsibilities. Customer agrees to pay separate cost incurred by said electrical contractor.

Neither party shall be responsible for damage, penalties or otherwise for any failure or delay in performance of any of its obligations hereunder caused by strikes, riots, war, acts of Nature, accidents, governmental orders and regulations, curtailment or failure to obtain sufficient material, or other force majeure condition (whether or not of the same class or kind as those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome.

Sitex agrees to hold Customer harmless from any loss, damage or claims arising out of the sole negligence of Sitex. However, Sitex shall in no event be liable to Customer or other for indirect, special or consequential damage resulting from any cause whatsoever.

Scheduling

It is agreed by both Parties that the work performed under this Agreement will be done on a schedule that is sensitive to the overall function of the property. Additionally, it is understood that all work will be performed during the normal business week (MondayFriday) unless otherwise stipulated.

Insurance

Sitex shall maintain the following insurance coverage and limits:

- (a) Workman's Compensation with statutory limits;
- (b) Automobile Liability;
- (c) Comprehensive General Liability including Property Damage, Completed Operations, and Product Liability.

A Certificate of insurance will be provided upon request. Customers requesting special or additional insurance coverage and/or language shall pay resulting additional premium to Sitex to provide such coverage.

This Agreement shall be governed by the laws of the state of Florida.

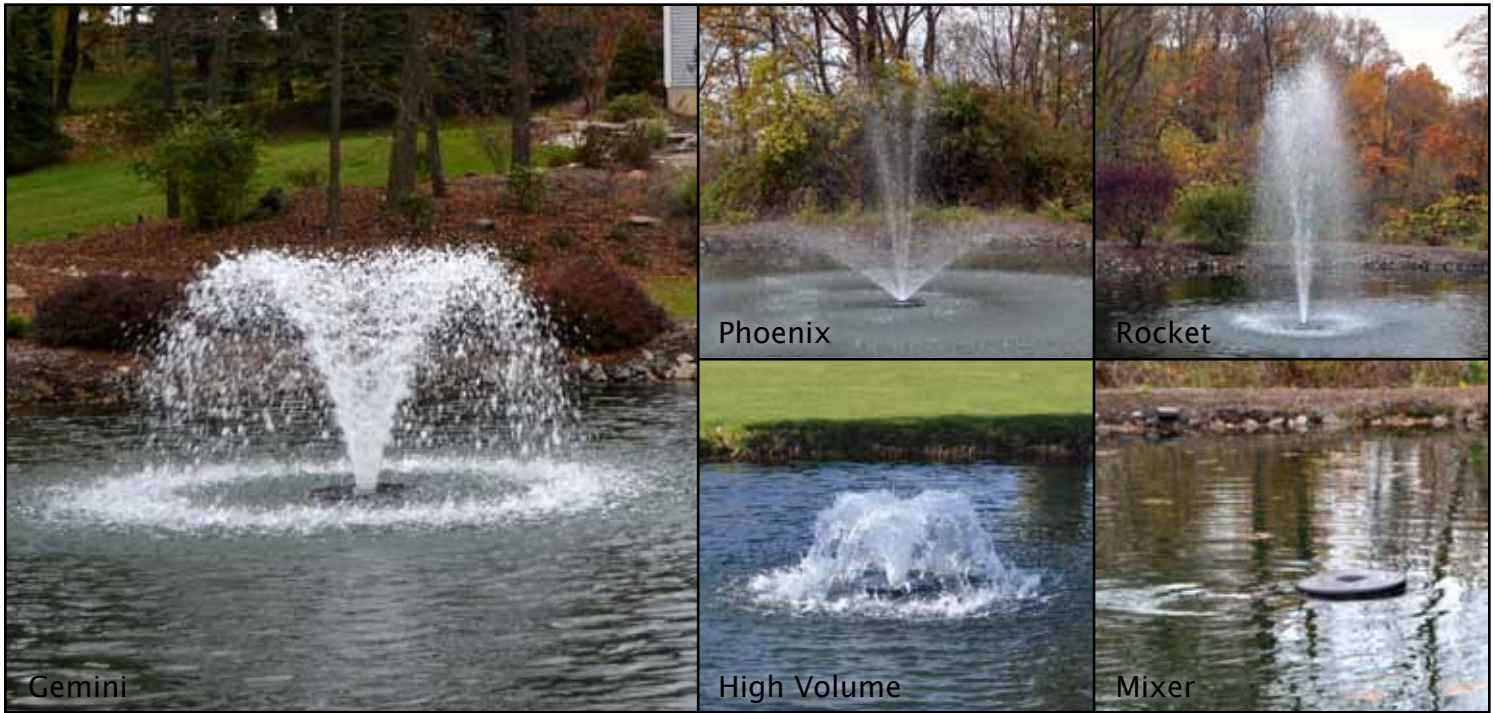
Joseph T. Craig

Accepted By

Date

President, Sitex Aquatics, Inc.

Date



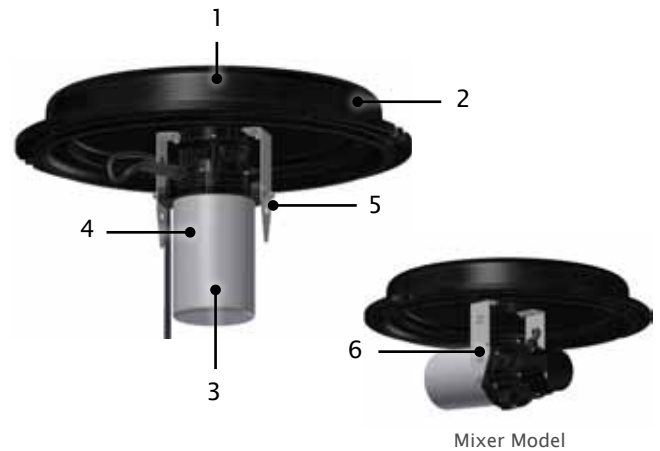
1/2HP FRACTIONAL SERIES

AERATING FOUNTAIN & MIXER SERIES

- » Fractional Series comes standard with 5 systems in 1; 4 Aerating Fountain patterns & horizontal Mixer.
- » 3 year all-inclusive warranty.
- » Operates in 16in or 41cm of water.
- » Complete package includes assembled unit, power control center with timer & gfci, and cable. (Power control center optional on 50Hz units.)
- » Safety tested and listed with ETL, ETL-C, conforming to UL standards, and carries a 3rd party listing with CE.
- » Oxygen Transfer Rate of 2.2lbs/HP/hr with a Pumping Rate of 506GPM - Highest Performance Rate of any Fractional Aerator in the Industry.
- » Effectively controls algae, aquatic weeds, and foul odors; as well as create horizontal currents - deterring insects and insect breeding.

1/2HP 60Hz	GEMINI	HIGH VOLUME	PHOENIX	ROCKET	MIXER
Spray Height (ft)	4	2	UPPER: 10.6 LOWER: 3.8	10.6	n/a
Spray Diam. (ft)	4.5	2.5	UPPER: 4 LOWER: 10.6	3	n/a
GPM	506	435	195	179	n/a*
Oxygen Transfer (lb/HP/hr)	2.2	2.0	0.8	0.8	n/a
Volt/Ph/Amp 3250@60hz	115/1/5.6 230/1/2.8	115/1/5.2 230/1/2.6	115/1/6.4 230/1/3.2	115/1/6.4 230/1/3.2	115/1/5.6 230/1/2.8

*1/2HP Mixer volume influenced is 245,000ft³ and effectively moves water 115 linear feet.



PRODUCT ILLUSTRATION

1. Includes corrosion resistant adjustable spray impellers/patterns to produce 4 spray patterns, and a horizontal mixer. (Comes Assembled as Gemini)
2. Rugged low visibility foam filled polyethylene float with recessed light pockets.
3. Oil cooled, efficient 3250RPM custom built motor incorporates a silicon carbide single seal to ensure dependability and long life.
4. Corrosion resistant, durable 18 gauge/316 grade stainless steel motor housing.
5. S/S brackets allow for easy conversion between aerating fountain patterns and mixer model.
6. Adjustable discharge angle +/- 8 degrees. [Mixer Model only.]

The Fractional Series Deluxe features a 2-light LED 6.5W low voltage light set and quick disconnect cable on unit and lights.

Product specifications and CADs can be found online through www.otterbine.com or www.caddetails.com.



261 Springview Commerce Drive
DeBary, FL 32713
Telephone 386-753-1100
Fax 386-753-1106

Proposal

Date	Proposal #
01/27/2022	6324

Submitted To

Country Greens CDD

Freddy Blanco
210 North University Drive Suite 702
Coral Springs, FL 33071

Project

Country Greens CDD
Tuscany Avenue
Sorrento, FL 32776

Scope

We propose to furnish the following scope of work to complete Country Greens CDD.

Arbor Services

Clearing access for well pump replacement.

Description	Quantity	Unit	Price
Arbor Services	1.00	Ea	1,250.00
Dump fee	1.00	Ea	150.00
Subtotal Arbor Services			1,400.00

Project Total	\$1,400.00
---------------	------------

Proposal # 6324

Project Total

\$1,400.00

Terms & Conditions

Plant material is guaranteed for controllable insects and disease only when a horticulture program is in place through Servello & Son, Inc. Plant damage due to drought is only covered when an irrigation agreement is in place through Servello & Son, Inc. and the Client signs off on needed repairs as they are brought to the Clients attention. Servello & Son, Inc. will not be responsible for plant damage due to catastrophic events such as: Hurricanes, Floods, Fire, Lightning, Freeze, and severe drought (no recorded rainfall for 30 days). Irrigation parts will be guaranteed against defect and improper installation for a period of (1) one year.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from the above specifications will be executed only upon written authorization and billed accordingly. Servello & Son, Inc. is a drug free workplace and carries workers compensation insurance.

By: <u>Kevin Hulsman</u>	<u>1/27/2022</u>	Accepted: _____	_____
Servello & Son, Inc.	Date	Country Greens CDD	Date

The above prices, specifications and conditions are accepted. Not valid after 30 days. Full payment is due upon completion.

All jobs equal to or totaling a price of \$10,000.00 and above: A minimum 40% draw is required to schedule and start the job.