

**COUNTRY GREENS
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA PACKAGE
OCTOBER 17, 2022**

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313 CAMPUS STREET
CELEBRATION, FLORIDA 34747

Country Greens Community Development District

Catherine Catusus, Chairperson
Anna Heintzelman, Vice Chairperson
Joe Grall, Assistant Secretary
Crystal Jones, Assistant Secretary
David Warden, Assistant Secretary

Gabriel Mena, District Manager
Scott Clark, District Counsel
David Hamstra, District Engineer
Freddy Blanco, Field Manager

Meeting Agenda Monday, October 17, 2022 - 5:30 p.m.

- 1. Call to Order and Roll Call**
- 2. Audience Comments**
- 3. Discussion of Pond Removal Project at Community Entrance**
- 4. Approval of the Minutes of August 8, 2022**
- 5. District Manager's Report**
 - A. Financial Statements and Check Register
 - B. Grau & Associates Fiscal Year 2022 Audit Engagement Letter
- 6. Staff Reports**
 - A. Field Manager
 - i. Irrigation Reports
 - B. District Counsel
 - C. District Engineer
 - i. Pegasus Engineering Change Order #1 and Fiscal Year 2022-2023 District Engineering Proposal
- 7. Supervisor Requests and Audience Comments**
- 8. Adjournment**

Next meeting scheduled for December 12, 2022 at 5:30 p.m.

District Office:
313 Campus Street
Celebration, FL 34747
407-566-1935
www.countrygreenscdd.org

Meeting Location:
REACH Church
31431 Payne Road
Sorrento, Florida 32757
Or call in (audio only): +1 646-838-1601, 370769952#

Section 4

Minutes

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

The regular meeting of the Country Greens Community Development District was held at 6:30 p.m. on Monday, August 8, 2022, at the REACH Church, 31431 Payne Road, Sorrento, Florida 32757.

Present and constituting a quorum were the following:

Catherine Catusus (<i>via Phone</i>)	Chairperson
Anna Heintzelman	Vice Chairperson
Joe Grall	Assistant Secretary
Crystal Jones	Assistant Secretary
David Warden	Assistant Secretary

Also present, either in person or via communication media technology, were:

Gabriel Mena	District Manager
Scott Clark	District Counsel
David Hamstra	District Engineer
Freddy Blanco	Field Manager

This is not a certified or verbatim transcript, but rather represents the context and summary of the meeting. The full meeting is available in audio format upon request. Contact the District Office for any related costs for an audio copy.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Mena called the meeting to order at 6:33 p.m.

Mr. Mena called the roll and indicated a quorum was present for the meeting.

Let the record reflect Ms. Heintzelman joined the meeting.

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Bartle, 23538 Valderama Lane, asked what the District is doing with the fountain. Mr. Hamstra answered the plans for the fountain include deepening of the pond and lining it, so the pump does not continue to get clogged or compromised. Then, placing the pump more towards the center of the pond of the fountain where there is even ground, and debris will not get to it. When the plans are finished, and the cost is determined, it will be brought to the Board.

Mr. Bigham, 23545 Valderama Lane, asked how a meeting is noticed. It was replied the meeting is publicly noticed by the newspaper, website, and physical signed posted in the District. Mr. Bingham also stated the junipers are growing large and need to be trimmed.

THIRD ORDER OF BUSINESS

Acceptance of June 6, 2022, Meeting Minutes

Mr. Mena presented the meeting minutes of June 6, 2022.

On MOTION by Ms. Heintzelman, seconded by Mr. Warden, with all in favor, unanimous approval was given to accept the minutes of June 6, 2022, as presented.

FOURTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing Adopting the Fiscal Year 2023 Budget

On MOTION by Ms. Jones, seconded by Mr. Grall, with all in favor, unanimous approval was given to open the public meeting for the adoption of fiscal year 2023 budget and levying the fiscal year 2023 assessments.

i. Fiscal Year 2023 Budget

Mr. Mena explained Resolution 2022-06 is adopting the fiscal year 2023 budget. He stated the line item amounts on the budget can be decreased, but not increased. Mr. Mena asked the Board if there were any changes before opening public comments.

ii. Public Comment

There were no comments from the audience on the fiscal year 2023 budget.

iii. Consideration of Resolution 2022-06, Adopting the Fiscal Year 2023 Budget

Mr. Mena read Resolution 2022-04 into the record by title.

On MOTION by Ms. Catasus, seconded by Ms. Heintzelman, with all in favor, unanimous approval was given to adopt Resolution 2022-06, adopting the fiscal year 2023 budget.

B. Public Hearing for the Imposition and Levy of Assessments for Fiscal Year 2023

i. Public Comment

Mr. Mena asked for public comments on the imposition and levy of assessments for fiscal year 2023 and there were none.

ii. Consideration of Resolution 2022-07, Levying of Assessments

Mr. Mena read Resolution 2022-07 into the record by title.

On MOTION by Ms. Heintzelman, seconded by Ms. Catasus, with all in favor, unanimous approval was given to adopt Resolution 2022-07, levying of assessments for fiscal year 2023.

On MOTION by Ms. Jones, seconded by Mr. Warden, with all in favor, unanimous approval was given to close the public meeting for the adoption of fiscal year 2023 budget and levying the fiscal year 2023 assessments.

FIFTH ORDER OF BUSINESS

District Manager's Report

A. Financial Statements and Check Register

Mr. Mena asked if there were any questions on the financial statements, and there were none.

On MOTION by Ms. Catasus, seconded by Ms. Heintzelman, with all in favor, unanimous acceptance was given to the financial statements and approval of the check register.

B. Acceptance of the Fiscal Year 2023 Meeting Schedule

Mr. Mena asked if there were any comments from the Board on the meeting schedule presented. There were no comments or changes, the schedule was accepted as presented.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Field Manager

i. Field Report

Mr. Blanco reviewed the field report within the agenda package.

Mr. Mena asked if there were any comments from the Board on the field report. Ms. Jones asked if the dead tree issues were taken care of and, yes, they were taken out.

Let the record reflect that Ms. Catasus left the meeting at 7:02 p.m.

Servello presented proposal #7052, at \$203.10, for Bulbine Yellow and bagged mini pine bark mulch for the CR437 entrance and the island of the main building.

On MOTION by Mr. Grall, seconded by Ms. Jones, with all in favor, unanimous approval was given to proposal #7052 at \$203.10 for Bulbine Yellow and mini pine bark mulch for the CR437 entrance and the island of the main building.

Servello will bring two to three fill options to next meeting for the Cardinal entrance. The objective is to deter drivers from running over irrigation lines and landscape that the District has to continue to replace or repair.

ii. Irrigation Reports

B. District Counsel

Mr. Clark reported to the Board, the Yellowstone agreement is over with a walkaway of the District's last bill.

Mr. Clark received communication from the Department of Environmental Protection asking the District to do a flooding and sea level report. He informed the Board there is no further action, but just wanted to let the Board know about this. Mr. Hamstra added the District is exempt from further action.

C. District Engineer

The House Bill 53 report was turned in to the County on June 30, 2022. The ownership and stormwater infrastructure map is complete.

Southeastern Surveying and Mapping has completed both surveys on the entrance pond and the Tuscany chronic inlet issue. Mr. Hamstra asked if money is in the budget to fix the issues found in fiscal year 2023 and, in the meantime, Mr. Hamstra can get the construction plans started if the Board sees fit. The Board agreed to a not-to-exceed amount of \$1500.00 for Pegasus Engineering's work.

On MOTION by Ms. Heintzelman, seconded by Ms. Jones, with all in favor, unanimous approval was given to a not-to-exceed amount of \$1,500.00 for Pegasus Engineering work on the entrance pond and Tuscany inlet.

A discussion of the entrance pond will be added to the next agenda.

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

There were no Supervisor requests.

An audience member asked, what is the justification of the large increase in assessments. Mr. Mena stated the revenue is less than the expenditures by approximately \$130,000 a year. The audience member asked how many homeowners fail to pay. Mr. Mena replied, last year's assessments were one hundred percent paid.

EIGHTH ORDER OF BUSINESS**Adjournment**

On MOTION by Ms. Heintzelman, seconded by Ms. Jones, with all in favor, the meeting was adjourned at 7:33 p.m.

Gabriel Mena, Secretary

Catherine Catasus, Chairman

Section 5

District Manager's Report

Subsection 5A

Financial Statements and Check Register

COUNTRY GREENS
Community Development District

Financial Report

August 31, 2022

(Unaudited)

Prepared by



COUNTRY GREENS

Community Development District

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COUNTRY GREENS
Community Development District

Financial Statements

(Unaudited)

August 31, 2022

COUNTRY GREENS
Community Development District

Supporting Schedules

August 31, 2022

COUNTRY GREENS

Community Development District

Governmental Funds**Balance Sheet**
August 31, 2022

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2016A DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>			
Cash - Checking Account	\$ 52,550	\$ -	\$ 52,550
Due From Other Funds	-	3,736	3,736
Investments:			
Money Market Account	350,999	-	350,999
Prepayment Fund (A-2)	-	367	367
Reserve Fund (A-1)	-	120,534	120,534
Reserve Fund (A-2)	-	53,250	53,250
Revenue Fund	-	67,899	67,899
Prepaid Items	1,859	-	1,859
TOTAL ASSETS	\$ 405,408	\$ 245,786	\$ 651,194
<u>LIABILITIES</u>			
Accounts Payable	\$ 1,886	\$ -	\$ 1,886
Due To Other Funds	3,736	-	3,736
TOTAL LIABILITIES	5,622	-	5,622
<u>FUND BALANCES</u>			
Nonspendable:			
Prepaid Items	1,859	-	1,859
Restricted for:			
Debt Service	-	245,786	245,786
Assigned to:			
Operating Reserves	86,990	-	86,990
Unassigned:	310,937	-	310,937
TOTAL FUND BALANCES	\$ 399,786	\$ 245,786	\$ 645,572
TOTAL LIABILITIES & FUND BALANCES	\$ 405,408	\$ 245,786	\$ 651,194

COUNTRY GREENS

Community Development District

General Fund**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending August 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	\$ 1,833	\$ 2,765	\$ 932
Special Assmnts- Tax Collector	226,844	226,844	226,846	2
Special Assmnts- Discounts	(9,074)	(9,074)	(8,691)	383
TOTAL REVENUES	219,770	219,603	220,920	1,317
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	6,000	6,000	5,000	1,000
FICA Taxes	459	459	383	76
ProfServ-Arbitrage Rebate	600	600	600	-
ProfServ-Dissemination Agent	1,000	1,000	-	1,000
ProfServ-Engineering	5,500	5,038	14,608	(9,570)
ProfServ-Legal Services	10,000	9,167	10,236	(1,069)
ProfServ-Mgmt Consulting	67,362	61,749	61,749	-
ProfServ-Trustee Fees	3,717	3,717	3,408	309
Auditing Services	3,600	3,600	3,700	(100)
Postage and Freight	1,100	1,008	1,071	(63)
Insurance - General Liability	9,250	9,250	6,975	2,275
Printing and Binding	500	458	457	1
Legal Advertising	450	450	189	261
Miscellaneous Services	1,000	917	-	917
Misc-Assessment Collection Cost	4,537	4,537	4,313	224
Misc-Web Hosting	2,613	2,395	2,487	(92)
Office Supplies	200	183	-	183
Annual District Filing Fee	175	175	175	-
Total Administration	118,063	110,703	115,351	(4,648)

COUNTRY GREENS

Community Development District

General Fund**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending August 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	18,608	18,608	-
Contracts-Landscape	175,538	160,910	175,858	(14,948)
Contracts-Aquatic Control	3,060	2,805	2,550	255
Utility - General	17,000	15,583	8,241	7,342
R&M-Common Area	10,000	9,167	24,413	(15,246)
Miscellaneous Services	4,000	3,667	1,446	2,221
Total Field	229,898	210,740	231,116	(20,376)
TOTAL EXPENDITURES	347,961	321,443	346,467	(25,024)
Excess (deficiency) of revenues				
Over (under) expenditures	(128,191)	(101,840)	(125,547)	(23,707)
<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)	\$ (101,840)	\$ (125,547)	\$ (23,707)
FUND BALANCE, BEGINNING (OCT 1, 2021)	525,333	525,333	525,333	
FUND BALANCE, ENDING	\$ 397,142	\$ 423,493	\$ 399,786	

COUNTRY GREENS

Community Development District

*Series 2016A Debt Service Fund***Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending August 31, 2022

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 1,425	\$ 1,306	\$ 422	\$ (884)
Special Assmnts- Tax Collector	369,754	369,754	369,754	-
Special Assmnts- Discounts	(14,790)	(14,790)	(14,166)	624
TOTAL REVENUES	356,389	356,270	356,010	(260)
<u>EXPENDITURES</u>				
<u>Administration</u>				
Misc-Assessment Collection Cost	7,395	7,395	7,018	377
Total Administration	7,395	7,395	7,018	377
<u>Debt Service</u>				
Principal Prepayments	-	-	10,000	(10,000)
Principal Debt Retirement A-1	155,000	155,000	155,000	-
Principal Debt Retirement A-2	55,000	55,000	55,000	-
Interest Expense Series A-1	87,461	87,461	87,461	-
Interest Expense Series A-2	48,500	48,500	47,250	1,250
Total Debt Service	345,961	345,961	354,711	(8,750)
TOTAL EXPENDITURES	353,356	353,356	361,729	(8,373)
Excess (deficiency) of revenues Over (under) expenditures	3,033	2,914	(5,719)	(8,633)
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	3,033	-	-	-
TOTAL FINANCING SOURCES (USES)	3,033	-	-	-
Net change in fund balance	\$ 3,033	\$ 2,914	\$ (5,719)	\$ (8,633)
FUND BALANCE, BEGINNING (OCT 1, 2021)	251,505	251,505	251,505	
FUND BALANCE, ENDING	\$ 254,538	\$ 254,419	\$ 245,786	

COUNTRY GREENS

Community Development District

*Balance Sheet - All Funds***Notes to the Financial Statements***August 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** - Funds will clear in September.
- **Prepaid Items** - Trustee fees 10/1/22 - 2/28/23

► **Liabilities**

- **Due To Other Funds** - The remaining balance of tax collected will be sent to the trustee in September.

► **Fund Balance**■ **Assigned to:**

Operating Reserves	\$ 86,990
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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).

COUNTRY GREENS

Community Development District

All Funds

Notes to the Financial Statements*August 31, 2022***Financial Overview / Highlights**

- ▶ The Non-Ad Valorem assessments are 100% collected.
- ▶ Total expenditures through Aug are approximately 100% 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 - Engineering	\$ 5,500	\$ 14,608	266%	Additional expense for Stormwater Analysis needs.
ProfServ - Legal Services	\$ 10,000	\$ 10,236	102%	Additional service for Yellowstone settlement agreement.
Insurance- General Liability	\$ 9,250	\$ 6,975	75%	Insurance is paid in full.
<u>Field</u>				
Contracts - Landscape	\$ 175,538	\$ 175,858	100%	The old contract and new contract overlapped in service incurring an additional month expense.
R&M - Common Area	\$ 10,000	\$ 24,413	244%	34 Flood light installation.
Miscellaneous Services	\$ 4,000	\$ 1,446	36%	Purchase of PVC couplings and dump fees.

COUNTRY GREENS

Community Development District

All Funds

**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
02/28/22	3,806	88	78	3,971	3,971	-
02/28/22	6,052	139	124	6,315	-	6,315
03/01/22	1,143	14	23	1,181	1,181	-
03/01/22	1,737	21	35	1,793	-	1,793
04/15/22	2,529	-	52	2,581	2,581	-
04/15/22	4,709	-	96	4,805	-	4,805
05/25/22	879	(35)	18	862	862	-
05/25/22	1,163	(49)	24	1,138	-	1,138
06/16/22	1,192	(35)	24	1,181	1,181	-
06/16/22	1,908	(57)	39	1,890	-	1,890
06/27/22	386	(17)	8	377	\$ 376.53	\$ -
06/27/22	666	(29)	14	650	\$ -	\$ 650.08
TOTAL	\$ 562,413	\$ 22,709	\$ 11,478	\$ 596,600	\$ 226,846	\$ 369,754
% COLLECTED				100%	100%	100%

COUNTRY GREENS

Community Development District

Balance Sheet - All Funds

Cash and Investment Report*August 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	2.00%	\$ 52,550
Money Market Account	Valley National	MMA	n/a	2.00%	\$ 350,999
				Subtotal	<u>\$ 403,549</u>
DEBT SERVICE FUNDS					
Series 2016 A-1 & A-2 Prepayment	US Bank	First American Govt.	n/a	0.005%	\$ 367
Series 2016 A-1 Reserve	US Bank	First American Govt.	n/a	0.005%	\$ 120,534
Series 2016 A-2 Reserve	US Bank	First American Govt.	n/a	0.005%	\$ 53,250
Series 2016 A-1 & A-2 Rev.	US Bank	First American Govt.	n/a	0.005%	\$ 67,899
				Subtotal	<u>\$ 242,049</u>
				Total	<u><u>\$ 645,599</u></u>

COUNTRY GREENS

Community Development District

Balance Sheet - All Funds

August 31, 2022

Note (1): Currently in communication with bank to review interest rate adjustment.

Note (1): CD has been transferred to
BBVA Compass Bank for a 6 month

Note (1): Funds were transferred to MMA in February.

Note (1) - Closing Account in August.

Country Greens CDD

Bank Reconciliation

Bank Account No. 9840 Valley National Bank GF Checking New Account
Statement No. 8/22
Statement Date 8/31/2022

G/L Balance (LCY)	52,550.44	Statement Balance	81,285.31
G/L Balance	52,550.44	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	81,285.31
Subtotal	52,550.44	Outstanding Checks	28,734.87
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	52,550.44	Ending Balance	52,550.44
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
8/29/2022	Payment	3349	INFRAMARK, LLC	7,383.13	0.00	7,383.13
8/29/2022	Payment	3350	PEGASUS ENGINEERING LLC	6,468.57	0.00	6,468.57
8/29/2022	Payment	3351	SERVELLO & SONS, INC.	14,628.17	0.00	14,628.17
8/29/2022	Payment	3352	SITEX AQUATICS, LLC	255.00	0.00	255.00
Total Outstanding Checks.....				28,734.87		28,734.87

COUNTRY GREENS COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 7/1/22 to 8/31/22

(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 # 3337

07/07/22	Employee	JOSEPH G. GRALL	PAYROLL	July 07, 2022 Payroll Posting			\$184.70
Check Total							<u>\$184.70</u>

CHECK # 3338

07/21/22	Vendor	CA FLORIDA HOLDING	0004621869	NOTICE OF CANDIDATES - BOARD OF SUPER 5/16/22	Legal Advertising	001-548002-51301	\$87.42
Check Total							<u>\$87.42</u>

CHECK # 3339

07/21/22	Vendor	SERVELLO & SONS, INC.	22177	JULY 2022 LANDSCAPE MAINT	Contracts-Landscape	001-534050-53901	\$14,628.17
Check Total							<u>\$14,628.17</u>

CHECK # 3340

07/28/22	Vendor	CLARK & ALBAUGH, LLP	17994	GEN MATTERS THRU JUNE 2022	ProfServ-Legal Services	001-531023-51401	\$2,055.50
Check Total							<u>\$2,055.50</u>

CHECK # 3341

07/28/22	Vendor	INNERSYNC STUDIO, LTD	20575	WEB SITE SVCS COMPLIANCE SVCS	Misc-Web Hosting	001-549915-51301	\$388.13
Check Total							<u>\$388.13</u>

CHECK # 3342

07/28/22	Vendor	PEGASUS ENGINEERING LLC	226125	ENGG SVCS 4/24-5/21/22	ProfServ-Engineering	001-531013-51501	\$935.00
07/28/22	Vendor	PEGASUS ENGINEERING LLC	226132	ENGG SVCS THRU MAY 2022	ProfServ-Engineering	001-531013-51501	\$475.00
07/28/22	Vendor	PEGASUS ENGINEERING LLC	226093	ENGG SVCS 4/24-5/21/22	ProfServ-Engineering	001-531013-51501	\$2,140.00
07/28/22	Vendor	PEGASUS ENGINEERING LLC	226092	ENGG SVCS 4/24-5/21/22	ProfServ-Engineering	001-531013-51501	\$1,640.00
Check Total							<u>\$5,190.00</u>

CHECK # 3343

07/28/22	Vendor	SERVELLO & SONS, INC.	22226	IRR REPAIRS	R&M-Irrigation	001-546041-53901	\$566.33
07/28/22	Vendor	SERVELLO & SONS, INC.	22225	IRR REPAIRS	R&M-Irrigation	001-546041-53901	\$155.00
Check Total							<u>\$721.33</u>

CHECK # 3344

07/28/22	Vendor	SITEX AQUATICS, LLC	6328B	JULY 2022 LAKE MAINT	Contracts-Aquatic Control	001-534067-53901	\$255.00
Check Total							<u>\$255.00</u>

COUNTRY GREENS COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 7/1/22 to 8/31/22

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 3345							
08/04/22	Vendor	INFRAMARK, LLC	80494	JULY 2022 MGMT FEES	TOWER FOUNTAIN PUMP REPAIRS	001-546016-53901	\$195.00
08/04/22	Vendor	INFRAMARK, LLC	80494	JULY 2022 MGMT FEES	DOMAIN RENEWAL	001-549915-51301	\$3.13
08/04/22	Vendor	INFRAMARK, LLC	80494	JULY 2022 MGMT FEES	ProfServ-Field Management	001-531016-53901	\$1,691.67
08/04/22	Vendor	INFRAMARK, LLC	80494	JULY 2022 MGMT FEES	Postage and Freight	001-541006-51301	\$4.77
08/04/22	Vendor	INFRAMARK, LLC	80494	JULY 2022 MGMT FEES	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$5,613.50
08/04/22	Vendor	INFRAMARK, LLC	80494	JULY 2022 MGMT FEES	MAIL NOTICES	001-541006-51301	\$699.95
Check Total							\$8,208.02
CHECK # 3346							
08/11/22	Employee	CATHERINE G. CATASUS	PAYROLL	August 11, 2022 Payroll Posting			\$184.70
Check Total							\$184.70
CHECK # 3347							
08/11/22	Employee	ANNA L. HEINTZELMAN	PAYROLL	August 11, 2022 Payroll Posting			\$184.70
Check Total							\$184.70
CHECK # 3348							
08/11/22	Employee	JOSEPH G. GRALL	PAYROLL	August 11, 2022 Payroll Posting			\$184.70
Check Total							\$184.70
CHECK # 3349							
08/29/22	Vendor	INFRAMARK, LLC	81670		TOWER FOUNTAIN PUMP REPAIRS	001-546016-53901	\$65.45
08/29/22	Vendor	INFRAMARK, LLC	81670		DOMAIN RENEWAL	001-549915-51301	\$8.56
08/29/22	Vendor	INFRAMARK, LLC	81670		ProfServ-Field Management	001-531016-53901	\$1,691.67
08/29/22	Vendor	INFRAMARK, LLC	81670		Postage and Freight	001-541006-51301	\$3.95
08/29/22	Vendor	INFRAMARK, LLC	81670		ProfServ-Mgmt Consulting Serv	001-531027-51201	\$5,613.50
Check Total							\$7,383.13
CHECK # 3350							
08/29/22	Vendor	PEGASUS ENGINEERING LLC	226151	ENGG SVCS 5/22-7/2/22	ProfServ-Engineering	001-531013-51501	\$943.57
08/29/22	Vendor	PEGASUS ENGINEERING LLC	226146	ENGG SVCS 5/22-7/2/22	ProfServ-Engineering	001-531013-51501	\$5,525.00
Check Total							\$6,468.57
CHECK # 3351							
08/29/22	Vendor	SERVELLO & SONS, INC.	22394	AUGUST 2022 LANDSCAPE MAINT	Contracts-Landscape	001-534050-53901	\$14,628.17
Check Total							\$14,628.17
CHECK # 3352							
08/29/22	Vendor	SITEX AQUATICS, LLC	6471B	AUGUST 2022 LAKE MAINT	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 7/1/22 to 8/31/22

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
ACH #DD310							
07/01/22	Vendor	SECO	061622 ACH	BILL PRD 5/12-6/14/22	Utility - General	001-543001-53901	\$426.49
ACH Total							<u>\$426.49</u>
ACH #DD311							
07/29/22	Vendor	SECO	071422 ACH	***Voided Voided****			\$0.00
ACH Total							<u>\$0.00</u>
ACH #DD312							
08/03/22	Vendor	SECO	071522 ACH	BILL PRD 6/14-7/15/22	Utility - General	001-543001-53901	\$623.00
ACH Total							<u>\$623.00</u>
ACH #DD313							
07/29/22	Vendor	SECO	071422 ACH	BILL PRD 6/9-7/12/22	Utility - General	001-543001-53901	\$450.31
07/29/22	Vendor	SECO	71422 ACH	TO CORRECT ACH TAKE ON 7/29	Utility - General	001-543001-53901	(\$164.77)
ACH Total							<u>\$285.54</u>
ACH #DD314							
08/11/22	Employee	DAVID WARDEN	PAYROLL	August 11, 2022 Payroll Posting			\$184.70
ACH Total							<u>\$184.70</u>
ACH #DD315							
08/11/22	Employee	CRYSTAL Y. JONES	PAYROLL	August 11, 2022 Payroll Posting			\$184.70
ACH Total							<u>\$184.70</u>
ACH #DD316							
08/30/22	Vendor	SECO	081522 ACH	BILL PRD 7/12-8/11/22	Utility - General	001-543001-53901	\$303.49
ACH Total							<u>\$303.49</u>
Account Total							<u><u>\$63,015.16</u></u>

Subsection 5B

Grau and Associates



Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

951 Yamato Road • Suite 280
 Boca Raton, Florida 33431
 (561) 994-9299 • (800) 299-4728
 Fax (561) 994-5823
 www.graucpa.com

September 23, 2022

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

We are pleased to confirm our understanding of the services we are to provide Country Greens Community Development District, Lake County, Florida ("the District") for the fiscal year ended September 30, 2022. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Country Greens Community Development District as of and for the fiscal year ended September 30, 2022. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes. This letter serves to renew our agreement and establish the terms and fee for the 2022 audit.

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

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

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

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that information:

- 1) Compliance with FL Statute 218.39 (3) (c)

Audit Objectives

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

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject

to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Examination Objective

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

Other Services

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

Management Responsibilities

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

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

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

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

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

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits,

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

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

Audit Procedures—General

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

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

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

Audit Procedures—Internal Control

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

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

Audit Procedures—Compliance

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

Engagement Administration, Fees, and Other

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

The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel. Furthermore, upon request, we may

provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

Our fee for these services will not exceed \$3,900 for the September 30, 2022 audit.

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

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

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

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

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

Grau & Associates and its subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees. Grau agrees and acknowledges that the District is a public employer subject to the E-Verify requirements as set forth in Section 448.095, Florida Statutes, and that the provisions of Section 448.095, Florida Statutes apply to this Agreement. If the District has a good faith belief that the Grau has knowingly hired, recruited or referred an alien who is not authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the District shall terminate this Agreement. If the District has a good faith belief that a subcontractor performing work under this Agreement knowingly hired, recruited or referred an alien who is not duly authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the District shall promptly notify Grau and order Grau to immediately terminate the contract with the subcontractor. Grau shall be liable for any additional costs incurred by the District as a result of the termination of a contract based on Grau's failure to comply with E-Verify requirements evidenced herein.

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2019 peer review report accompanies this letter.

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

Very truly yours,

Grau & Associates



Racquel McIntosh

RESPONSE:

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

By: _____

Title: _____

Date: _____



FICPA Peer Review Program
Administered in Florida
by The Florida Institute of CPAs



Peer Review
Program

AICPA Peer Review Program
Administered in Florida
by the Florida Institute of CPAs

February 20, 2020

Antonio Grau
Grau & Associates
951 Yamato Rd Ste 280
Boca Raton, FL 33431-1809

Dear Antonio Grau:

It is my pleasure to notify you that on February 20, 2020, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2022. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

FICPA Peer Review Committee

Peer Review Team
FICPA Peer Review Committee
paul@ficpa.org
800-342-3197 ext. 251

Florida Institute of CPAs

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114

Review Number: 571202

Section 6

Staff Reports

Subsection 6A

Field Manager

SEPTEMBER 2022 FIELD INSPECTION

Country Greens CDD

Wednesday, September 21, 2022

Prepared For Board Of Supervisors

19 Item Identified

Freddy Blanco Field
Manager
Inframark



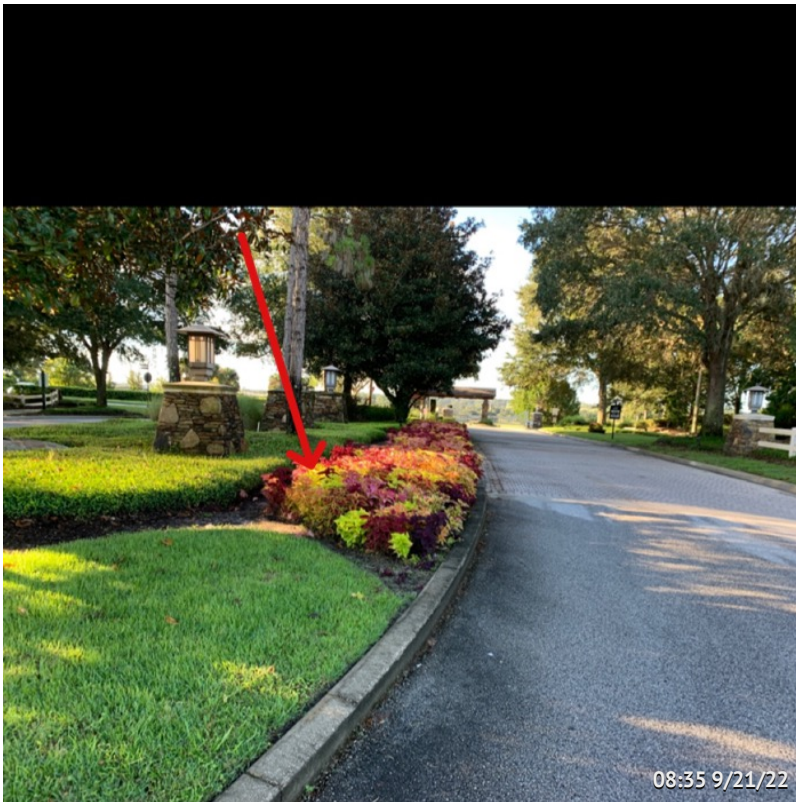
Item 1

Assigned To Board Of Supervisors
The tower fountain is working normally.



Item 2

Assigned To Servello Landscaping
The next annual flowers change is scheduled for the last week of October.



Item 3

Assigned To Servello Landscaping

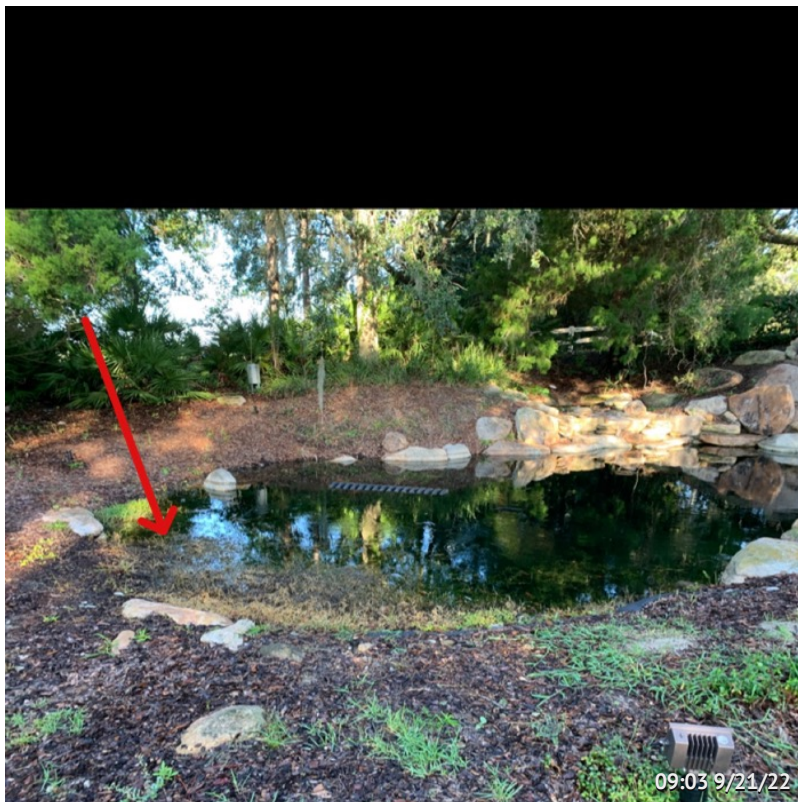
The Jasmin is the main entrance still show excessive growth of weeds.



Item 4

Assigned To Sitex

The algae control in the ponds show some improvement.



Item 5

Assigned To Servello Landscaping

The mowing is ongoing according to the schedule at Tuscany Ave.



Item 6

Assigned To Servello Landscaping

The bush hogging service is still pending at Marbella Dr.





Item 7

Assigned To Servello Landscaping
The Bush hogging service is still pending at Venice Ln.



Item 8

Assigned To Servello Landscaping
The trimming service around the storm drain located next 33901 Terragona Dr. Is still pending.



Item 9

Assigned To Servello Landscaping
The bush hogging service at
Campeon Ct. is still pending.



Item 10

Assigned To Servello Landscaping
The trimming service around the
storm drain area at Companero Dr is
not completed.



Item 11

Assigned To Servello Landscaping
The bush hogging service is not completed at Companero Dr.



Item 12

Assigned To Servello Landscaping
The mowing service is still pending after several request at Cardinal Ln.



Item 13

Assigned To District Engineer

Excessive erosion is visible next to the road a 44.



Item 14

Assigned To Servello Landscaping

The weeds control is ongoing in several beds along 44



Item 15

Assigned To Servello Landscaping
Invasive plants material is growing over the palms in the bed next to Tuscany Ave.



Item 16

Assigned To Servello Landscaping
The trimming service along the 437 is ongoing.



Item 17

Assigned To Servello Landscaping
Mowing service along the PVC fence
at the 437 is completed.



Item 18

Assigned To Inframark
Developer company next to the
community still do not have the
sidewalk repair complete at the 437.

Field Inspection Follow Up

Assigned To Board Of Supervisors

Item 1 weeds in the Jasmin beds is still pending.

Item 2 Algae control show improvements.

Item 4 and 12 weeds control in beds show improvement.

Item 7 bush hogging service is still pending in several areas.

Item 9 and 10 mowing service in few areas is still pending.

Item 11 Erosion next to the road at the 44 is still pending.

Item 13 and 14 Mowing service behind the PVC fence is completed.

Item 15 trimming service on bushes along the 437 and 44 is ongoing.

Item 16 is still pending.



MONTHLY REPORT

AUGUST, 2022



COUNTRY GREENS CDD

Inspection Date

Aug 1, 2022

Prepared For:

Gabriel Mena

Prepared By:

Bert Smith

General Manager

P: (813) 802 8204

E: bsmith@sitexaquatics.com

Comments

All ponds have been treated this month.

COUNTRY GREENS CDD

24000 MARBELLA DR
SORRENTO, FL 32776
3 Ponds

Legend

Agenda Page 48





POND TREATMENTS

Pond 1: Treated pond for shoreline vegetation and watermeal.

Pond 2: Treated pond for shoreline vegetation.

Pond 3: Treated pond for shoreline vegetation.

Subsection 6C

District Engineer

Subsection 6Ci

Pegasus Engineering Change Order #1 and Proposal



September 9, 2022

MSC-22072

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

**Re: Country Greens Community Development District
Fiscal Year 2022/2023 District Engineer Services**

Dear Gabe:

The purpose of this proposal is to respectfully request authorization to provide professional engineering services associated with the above referenced community. Specifically, to perform the following services during Fiscal Year 2022/2023 (from October 1, 2022 through September 30, 2023) for the Country Greens Community Development District (CDD):

1. Prepare for and attend bi-monthly Country Greens Community Development District (CDD) Board of Supervisors meetings. More specifically, attend the CDD meeting on the second Monday every other month.
2. Prepare for and conduct field reviews with the CDD Board Members and/or Inframark Management Services to investigate known problem areas and/or evaluate potential areas in need of repairs.
3. Review permitted construction plans and drainage calculations to evaluate requested CDD property modifications.
4. Update the CDD Ownership and Maintenance Map and/or the Stormwater Infrastructure Exhibit, as needed.
5. Assist the CDD Board Members and/or Inframark with current and future projects (e.g., entrance pond modifications, Tuscany Avenue drainage structure improvements, etc.).

Mr. Gabriel Mena
September 9, 2022
Page 2

6. Coordinate with subconsultants (e.g., surveyors, geotechnical engineers, and wetland scientists) to provide services requested by the CDD (e.g., CCTV pipe inspections, perform specific-purpose survey services, utility locates, preparation of easement documents, subsurface investigations, pavement cores, etc.).
7. Prepare conceptual plans and cost estimates for future capital projects to solicit / request bids from qualified general contractors.

The above-described services will be performed for an hourly not-to-exceed fee amount of **\$5,500** (refer to the attached Hourly Rate Sheet). Requested subconsultant services, incurred in connection with the above-described work, will be invoiced separately from the labor costs. In case the requested services exceed the anticipated contract amount, Pegasus Engineering will request additional funding, as necessary, to successfully address the requested engineering tasks.

We sincerely appreciate the opportunity to serve as the Country Greens CDD District Engineer. If you have any questions, please contact me directly at 407-992-9160, extension 309, or by email at david@pegasusengineering.net.

Respectfully,

PEGASUS ENGINEERING, LLC



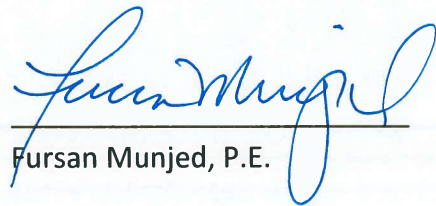
David W. Hamstra, P.E., CFM
Stormwater Department Manager

cc: Scott Clark, District Counsel

Mr. Gabriel Mena
September 9, 2022
Page 3

**Country Greens Community Development District
Fiscal Year 2022/2023 District Engineer Services**

Approved for Pegasus Engineering, LLC


Fursan Munjed, P.E.

Principal
Officer's Title

September 9, 2022
Date

This Proposal is hereby accepted and authorization to proceed is hereby given.
(Please return one executed copy of this proposal for our Pegasus Engineering records).

Authorized Signature

Officer's Title

Date

Attachment “A”

Hourly Rate Sheet



Country Greens

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2022/2023 HOURLY RATE SCHEDULE

Senior Project Manager	\$195.00 / Hour
Project Manager	\$190.00 / Hour
Senior Project Engineer	\$180.00 / Hour
Project Engineer	\$150.00 / Hour
Senior Designer	\$100.00 / Hour
Senior CADD / GIS Technician	\$100.00 / Hour
Designer	\$90.00 / Hour
Word Processor / Clerical	\$80.00 / Hour
Mileage	0.56¢ / mile
Copies and Prints (In-House)	
Black and White Copies	
8.5 x 11	\$0.10 / page
11 x 17	\$0.15 / page
Color Copies	
8.5 x 11	\$1.00 / page
11 x 17	\$1.50 / page
Plots (In-House)	
All Color Plots	\$5.00 / SF
All B&W Sizes	\$0.15 / SF
Overnight Delivery	Actual Cost
Courier Services	Actual Cost
Postage	Actual Cost
Government Permits	Actual Cost