

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

The regular meeting of the Country Greens Community Development District was held at 5:30 p.m. on Monday, October 23, 2017 at Sorrento Christian Center, 32441 County Road 437, Sorrento, Florida.

Present and constituting a quorum were:

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

Also present were:

Chuck Walter	District Manager
Alyssa Willson (by telephone)	District Counsel
Russell Simmons	Field Manager

The following is a summary of the minutes and actions taken at the October 23, 2017 Country Greens Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Walter called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

There not being any, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the
August 28, 2017 Meeting**

Mr. Walter stated each Board member received a copy of the minutes of the August 28, 2017 meeting and requested any corrections, additions or deletions.

On MOTION by Ms. Graham seconded by Ms. Jones with all in favor the minutes of the August 28, 2017 meeting were approved.

FOURTH ORDER OF BUSINESS

District Manager's Report

A. Audit Renewal with Grau & Associates for Fiscal Year 2017

- The Board discussed the Grau & Associates Engagement Letter to perform the Audit for Fiscal Year 2017.
- Ms. Wilson noted a termination clause needs to be added to the letter. Grau will be notified and asked to add the termination clause.

Ms. Graham MOVED to accept the Audit with Grau & Associates for Fiscal Year 2017 with the opportunity to renew for one year and with the inclusion of the termination clause and Ms. Catusus seconded the motion.

- The Board continued discussing the Audit.

On VOICE vote with all in favor the prior motion was approved.

B. Motion to Assign Fund Balance

- Mr. Walter presented the Motion to Assign Fund Balance. He discussed the District's large fund balance and the wastewater treatment plant. He felt the community is suited for a retrofit project.
- Ms. Catusus preferred to continue keeping a decrease in the assessments. She wanted to leave some fund balance due to Hurricane expenses. Several trees came down that could have eaten up a lot of Reserves for landscape due to tree removal.
- The District's annual budget is \$180,000. Currently, the District has \$830,000 in Reserves.
- Mr. Warden noted there is no line item budget for Christmas items, lights for entrances and new technology items.
- The Board wanted Christmas white LED lights at all three entrances at a cost not-to-exceed \$6,000.

On MOTION by Mr. Warden seconded by Ms. Catusus with all in favor for Christmas, purchasing white LED lights at all three gates with wreaths at each gate at a cost of not-to-exceed a total of \$6,000, including \$3,000 for labor and \$3,000 capital was approved.

- One gate has a blind spot and can be very dangerous.
- The District Engineer should get involved because it could be a liability issue.

On MOTION by Ms. Graham seconded by Ms. Catusus with all in favor asking the District Engineer to evaluate the gate at Cardinal Lane and see what recommendations he can provide was approved.

- Mr. Walter asked for a Motion to Assign Fund Balance.

On MOTION by Ms. Graham seconded by Ms. Heintzelman with all in favor Motion to Assign Fund Balance as shown was approved.

C. Financial Statements

- The Board noted there was no check register for approval.
- Mr. Walter stated there was only one check and the Board wanted to know how is that possible.
- Mr. Walter will follow up with the Accountant.

On MOTION by Ms. Graham seconded by Ms. Catusus with all in favor the financial statements were accepted.

D. Christmas Tour of Lights

- This item was discussed earlier.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being no report, the next item followed.

B. Engineer

- i. Engineer Letter to County
- ii. Public Facilities Report
- iii. Country Greens Engineer's Report 2003

On MOTION by Ms. Graham seconded by Ms. Heintzelman with all in favor the Public Facilities Report was accepted.

C. Field Manager

- Mr. Simmons reviewed the Field Management Report.
- After the Hurricane some trees and fences were down. It has since been repaired.
- There were some issues with the grates.
- Ms. Catusus questioned legal advertisements on the financial statements. Our budget is only \$200 and \$813 was spent on a notice of a public meeting. Why are the numbers so far off from our actual numbers?
- We should be budgeting more for advertising.
- There was also a donation to the Church as well. It was around \$300.

On MOTION by Ms. Graham seconded by Ms. Catusus with all in favor continue giving the donation to the Church based on the amount given last year.

SEVENTH ORDER OF BUSINESS

Other Business

There not being any, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

- Ms. Catusus spoke about the sign issue as was brought up at the prior Board meeting. None of the flags were removed as had been asked. The hard sign remained and was damaged during the Hurricane; it remained there until last week.
- The County has a new Sign Ordinance. Ms. Catusus wants to know the requirements of it. We own that property and the District can receive fines which could be \$100 per day. It includes flags as well.
- The Board requested staff to remove all flags and signs until this issue is addressed.
- Mr. Walter suggested not asking the District Attorney to help with the sign ordinance work until someone requests a sign be installed and then charge them attorney fees to look into it.

On MOTION by Ms. Graham seconded by Ms. Catusus with all in favor staff to remove all extraneous signs from the property and store them for 60 days until the owner can claim them at such time; if not, they should be disposed of.

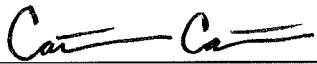
- Ms. Wilson suggested communicating by letter to the owner about removal of all signage except two and giving them two days to do so.
- The Board noted they had already given clear direction to the owner.
- Ms. Wilson felt it should be in writing.
- A letter will be written noting the signs have been removed because they did not comply with previous requests and they are being held on property for 60 days for retrieval.

NINTH ORDER OF BUSINESS

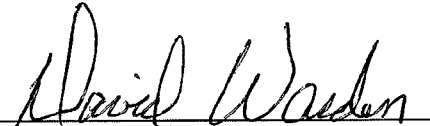
Adjournment

There being no further business,

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



Secretary



David Warden
Chairman