

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

The regular meeting of the Country Greens Community Development District was held at 5:00 P.M. on Monday, December 19, 2011 at Hampton Inn, 19700 US Highway 441, Mount Dora, Florida.

Present and constituting a quorum were:

Kenneth Bolser	Chairman
David Warden	Vice Chairman
Alma Graham	Assistant Secretary
Catherine Catusus	Assistant Secretary
Barbara Hensinger	Assistant Secretary

Also present were:

Gary L. Moyer	Manager - Moyer Management Group
Roy Van Wyk	Attorney: Hopping Green & Sams (<i>by phone</i>)
Tom Fey	Developer
Brian Smith	Severn Trent Services

The following is a summary of the minutes and actions taken at the December 19, 2011 Country Greens Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Moyer called the meeting to order at 5:00 P.M. and stated that all Supervisors were present.

SECOND ORDER OF BUSINESS

Approval of the Minutes of the October 24, 2011 Meeting

Mr. Moyer stated that each Board member received a copy of the minutes of the October 24, 2011 meeting and requested any corrections, additions or deletions.

- Ms. Catusus pointed out the following corrections
 - On the bottom of Page 6 and top of Page 7 “Ms. Hensinger” should be “Ms. Catusus”.

On MOTION by Ms. Hensinger seconded by Mr. Bolser with all in favor, the minutes of the October 24, 2011 meeting were approved as amended.
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THIRD ORDER OF BUSINESS

Discussion on CDD Landscape Coverage Areas

- Mr. Moyer reported this item came about from an email sent by Mr. Kent Taylor requesting additional maintenance work be done on certain CDD tracts abutting single family homes. The cost to do this work is \$450 per month.
- This is an area the HOA desires to be maintained. It is difficult to maintain this area because there are slopes.
- If the Board desires to maintain this area, it would require a Change Order to the contract with the HOA to perform this work as well as a budget amendment to provide additional funding, which in all likelihood would come from the non-assigned fund balance. The District is in good financial condition as it carries a significant fund balance. Proceeding with this, would not be a financial hardship on the CDD.
- Ms. Catusus questioned whether they could speak with the contractor about doing a spot check from October through February as the frequency of maintenance decreases during the winter months.
- Mr. Moyer pointed out most landscaping contracts are over a 12 month period and most contractors like to receive one-twelfth of the contract price every month.
- Mr. Bolser supported this as part of the property abuts his home.

On MOTION by Mr. Bolser seconded by Ms. Graham with all in favor, \$450 will be budgeted for additional maintenance work on certain CDD tracts abutting single family homes.

- Mr. Moyer reported Mr. Bolser brought to his attention the desire of the community to provide for additional security.
- Mr. Bolser reported the following:
 - He received an email from Mr. Taylor regarding discussion at a previous HOA meeting regarding increasing the security around the community by upgrading the pole gate to a full metal gate and having a manned 24-hour guardhouse.
 - The reason for doing this is there are a lot of unfenced areas where people trespass through the grass such as along Cardinal Drive and Route 437.

- Ms. Hensinger did not see a problem with Cardinal Drive, but thought there were some issues with the commercial property. Mr. Bolser pointed out the ownership was being clarified.
- Ms. Catusus pointed out there would need to be some ROW on the other side of the road. Mr. Bolser believed there was some ROW.
- Mr. Smith indicated people could come into the project from behind CVS. At the far end where the power substation was located, there was fairly easy access.
- Mr. Moyer questioned whether the HOA discussed the type of fencing. Mr. Bolser indicated the HOA Board wanted fencing similar to what was already in place. However, they wanted to see what the CDD can do.
- Mr. Smith pointed out whoever developed the commercial property was going to install fencing. He suggested installing a cattle fence in the wide open space to the back entrance, which was fairly inexpensive.
- Mr. Bolser recommended having different options for the type of fencing and cost estimates.
- Mr. Moyer asked Mr. Smith to work with Mr. Taylor on the details on the appropriate type of fencing and bring back some cost estimates to the Board.
- Ms. Catusus questioned whether there were any security problems. Mr. Bolser indicated there were several recent drug busts.
- Ms. Graham pointed out this would not stop tailgating through the gates. Mr. Bolser indicated they were looking at having a one way gate for the main road.

FOURTH ORDER OF BUSINESS

District Managers Report

A. Financial Statements

Mr. Moyer reviewed the financial statements through November 30, 2011, which were included in the agenda package and reported the following:

- They will not start receiving non ad-valorem assessment money until December. As of this date, they have only received \$8,249 against a \$312,000 levy. By the next meeting, the District should receive the vast majority of the \$312,000.
- The District was in good shape for operation and maintenance.
- The Administrative and Field Maintenance Budgets were slightly under budget.
- Overall, the District was \$7,800 under budget.

- Even though the District has only collected \$8,249 and spent \$47,000, there were sufficient reserves to carry the District over the next 90 days. This was reflected on Page 1 of the Balance Sheet. Under Unassigned Fund Balance, there is \$563,000.

B. Check Register

Mr. Moyer reviewed the check register, which was included in the agenda package.

There being no questions or comments,

On MOTION by Ms. Graham seconded by Ms. Catusus with all in favor the financials and Check Registers for November 30, 2011 were approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There not being any, the next item followed.

B. Engineer

- Mr. Malavé reported he was working with Mr. Smith on some existing files to make sure all of the maps were stored in one place.
- He completed the ownership map, which will be placed in the official records.
- Mr. Bolser questioned the status of the transition to the HOA. Mr. Smith indicated Pinnacle was doing a good job. In the past, when the CDD and HOA used the same contractor, it normally worked out better than having separate contractors. However, they may want to consider making some changes because some areas were HOA areas and now belonged to the CDD.
- Mr. Bolser questioned whether the contract needed to be amended. Mr. Smith indicated they were planning to narrow down the drawing to see if there were any cost savings.

C. Field Operations

i. Maintenance Highlight Report

ii. Aquatic Weed Control Report

Mr. Smith reviewed the Field Highlight and Aquatic Weed Control Reports, which were included in the agenda package and available in the District Office for public review during normal business hours. The following items were addressed:

- The Christmas lights were installed, but he had not seen them. He encouraged residents to call him if any lights were out.
- They are working on some of the drainage outfalls in the drainage system because the drains go to sand pits. They now have a map leading to the end of each drainage pipe so they can make sure it is clean.
- They are working on the fountain. The lower pond clogs up every three to four months. It has to be drained in order to be cleaned out.
 - Ms. Catusus questioned whether they could use a different design. Mr. Smith indicated no design was better than another because of the amount of debris.
 - Mr. Bolser pointed out the cost to catch all of the debris was not worth the cost. He suggested Pinnacle provide a report. Mr. Smith will obtain a Landscape Report from Pinnacle.

SIXTH ORDER OF BUSINESS

Other Business

There not being any, the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

- Ms. Catusus questioned whether there was a requirement to advertise all CDD meetings and place signage in the community.
- Mr. Moyer indicated there was a requirement to advertise all meetings in a newspaper of general circulation. A notice is posted on the website.
- Ms. Catusus suggested posting the HOA and CDD meetings on a sign.
- Mr. Bolser pointed out it was not a requirement to have signage, but a question of how much input they want to solicit from the homeowners.
- *There was consensus from the Board to install signage to post upcoming HOA and CDD meetings.*
- Mr. Bolser questioned whether the website was updated. Mr. Moyer indicated the October minutes would not be posted until they were approved. He sent an email to the webmaster who assured him, the website would be updated.

EIGHTH ORDER OF BUSINESS

Adjournment

There being no further business,

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

Gary L. Moyer
Secretary

Kenneth Bolser
Chairman