

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

The Special Meeting of the Country Greens Community Development District was held at 5:30 p.m. on Monday, July 30, 2018 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
Crystal Jones	Assistant Secretary
Anna Heintzelman	Assistant Secretary

Also present were:

Robert Koncar	District Manager
Kristen Suit	District Manager
Alyssa Wilson (by telephone)	District Attorney
Rey Malave	District Engineer
Russell Simmons	Field Manager

The following is a summary of the minutes and actions taken at the July 30, 2018 Country Greens Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

- Mr. Koncar called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

- An audience member asked what is the function and the purpose of this meeting.
- Mr. Koncar and Supervisors described how the district functions, information on refinancing the bonds and more. He was told that the HOA is a separate entity.

THIRD ORDER OF BUSINESS

Approval of the Minutes

- A. April 23, 2018**
- B. May 14, 2018**
- A correction was made to the minutes of the May 14, 2018 meeting and will be incorporated into those minutes.

Ms. Graham MOVED to approve the minutes of the April 23, 2018 meeting and the minutes of the May 14, 2018 meeting as amended and Ms. Catusus seconded the motion.

- Ms. Graham should not be paid for the May 14, 2018 meeting because she did not attend that meeting.
- Ms. Jones noted she did not receive the agenda package via email and asked why.

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

FOURTH ORDER OF BUSINESS

Public Hearing to Adopt the Fiscal Year 2019 Budget

A. Fiscal Year 2019 Budget

- Mr. Koncar noted the Fiscal Year 2019 proposed budget was in the agenda package.
- We show a reduction in assessments as the Board indicated at the last meeting.
- We are taking the reduction out of Fund Balance. As shown on page 24, that is \$37,499 coming out of Fund Balance.
- Ms. Catusus stated on page 35 is the assessment and percent changes. At our last meeting, we noted we wanted the overall 5% reduction and said we were not going to change the New Area and do a reduction. Yet, on page 35, they show a reduction of 5% for the New Area.
- Ms. Catusus noted we asked it to be 5% across the board, except for the New Area, and I am seeing 4% for the single family 100' and 4% for the commercial. Why aren't those at 5%?
- Mr. Koncar noted it is due to the calculations for the assessment methodology.
- Ms. Catusus asked can we vote on a budget when the numbers are incorrect?
- Mr. Koncar noted we will discuss this with our Finance Team and as soon as we get the calculations done, we will send it out to the Board again.
- Ms. Graham noted the interest on page 24 still does not make sense. It states Annual Budget Fiscal Year 2019 on Interest-Investments is \$2,739. When I looked over the different CD's we have, we should have close to \$9,500 in interest. That is inconsistent with what Mr. Koncar is telling us. Our current CD's with what you

showed us are not the going rate. You sent us Public Depositories where we can hold them. She would like to propose changing where the money is being held.

- Mr. Warden noted his concern is if we are going to be prudent about the budget, we have a CD not keeping up with the inflation rate. He felt the CD's are actually losing money. With the rate of interest, the CD's are given, there is no correlation between that rate and the rate of inflation means the CD's are a gift for somebody.
- Mr. Koncar will follow up on these issues. He will look at revenue in the budget for investments and at CD rates. Can we do better and make changes?
- Ms. Catusus noted with having those assessment numbers being off, the budget numbers are going to be off. How do we handle this if we are not prepared to approve a budget that is incorrect?
- Mr. Koncar noted we can continue this meeting and bring back the answers at another meeting.
- After going over several dates, the Board decided to have the continued meeting on August 22, 2018 at 5:00 p.m.

On MOTION by Ms. Catusus seconded by Ms. Graham with all in favor the meeting today will continue to August 22, 2018 at 5:00 p.m. at this location assuming it is available.
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- Mr. Koncar noted we can put Investment Review and Discussion on Investment Issues on all future agendas.
- Mr. Koncar noted he will have the Finance Team give the latest information in terms of investments.
- Mr. Warden noted if the money is being invested in CD's and we all think CD rates are not comparable to what they should be, is there a way to have a discussion on how funds can be invested.
- Ms. Catusus asked that someone from the Inframark Financial Team attend the next Board meeting to answer questions.
- Ms. Catusus asked that the Sixth Order of Business be moved up on the agenda due to her needing to leave.
- Ms. Wilson asked first that a motion be made to open the public hearing and then a motion to continue the public hearing.

On MOTION by Ms. Catusus seconded by Ms. Graham with all in favor public hearing to adopt the budget for Fiscal Year 2019 was opened.

On MOTION by Ms. Catusus seconded by Ms. Graham with all in favor the public hearing to adopt the budget for Fiscal Year 2019 was continued to August 22, 2018 at 5:00 p.m.

B. Consideration of Resolution 2018-05 Adopting the Budget

C. Consideration of Resolution 2018-06 Levying the Assessments

- These resolutions will be tabled until the August continued meeting and will be adopted at that time.

SIXTH ORDER OF BUSINESS

Discussion Regarding Ownership of Property Where Builder Signs Are Located

- Mr. Malave noted there is a triangular piece that was cut off on the two sides of the main entrance, which belongs to DOT.
- He reviewed the map of the Country Greens CDD Ownership Exhibit.
- Ms. Wilson was asked who would be responsible if a sign was installed on DOT roadway and hit somebody’s property whether the CDD or a homeowner or HOA or a person.
- Ms. Wilson noted it would be the responsibility of the property owner and the person who put the sign there and that would be dependent on what sort of agreement they contracted.
- The Supervisors asked what if there is no agreement?
- Mr. Maleve noted DOT would not permit having any signage in their roadway.
- The Supervisors noted that is what was stated months ago.
- Ms. Catusus noted we can call DOT and file a complaint that there is signage in their roadway.
- Mr. Koncar will notify DOT about the signs on the property. Mr. Malave will help him identify the property with some description.

FIFTH ORDER OF BUSINESS

District Manager’s Report

A. Report on the Number of Registered Voters – 1,132

- Mr. Koncar noted Lake County Supervisor of Elections sent a letter stating the District as of April 15, 2018 has 1,132 registered voters residing in the District.

B. Consideration of RFP for District Counsel Services

- The Board requested moving this item to the continued meeting because they received information this evening and they wanted time to review.
- Mr. Koncar recommended the Board instruct staff to see if they can continue with the current attorney until you can select another one.
- Ms. Wilson noted in the agenda package was a letter of resignation from her firm prepared by Mr. Van Wyk with a new proposal. The date of resignation was dated as of your June Board meeting which was then cancelled, so we had been staying on as District Counsel until you met today and consider the new proposals including the one from her firm.
- We can continue at our current rate until the August continued meeting if that is what the Board wants.
- The Board agreed with that.
- Mr. Koncar noted we will bring the RFP's to the next meeting and placed on the agenda again and you will decide what you want to do.

C. Financial Statements and Check Register

- There was discussion on the fact some Supervisors received checks when they should not have received and some have not received checks when they should have. Mr. Koncar will follow up on this.

On MOTION by Ms. Catusus seconded by Mr. Graham with all in favor the financial statements were accepted and the check register was approved.

D. Acceptance of the Audit for Fiscal Year 2017

- Mr. Koncar discussed the Audit for Fiscal Year 2017 performed by Grau & Associates.
- The Management Letter gave a clean audit and the District is in compliance in all matters.

On MOTION by Ms. Catusus seconded by Ms. Jones with all in favor the Audit for Fiscal Year 2017 was accepted.

E. Consideration of Resolution 2018-07 Approving Adoption and Execution of the Statewide Mutual Aid Agreement

- Mr. Koncar explained this is being distributed to other districts because of the hurricane issue last year. This mutual aid agreement is for local governments and special districts to consider because it does two things.
- It identifies a rate this district would pay, if, for example, the city or county came to help the District in an emergency and sent a crew in to clear rubble. Then there is a certain amount they can charge you for the equipment and personnel and it is capped at that. Secondly, it sets a limit that you would charge other local districts or local governments if you were to provide aid.
- The Board was not interested in pursuing this.

F. Discussion on ADA Website Compliance

- Mr. Koncar noted there are specific ADA requirements for all websites for local governments and special districts. Recently, there has been a spate of lawsuits over the fact that the visually impaired cannot access the records on the website. That means on the website when it shows the meeting minutes, if you are visually impaired, you cannot read them. However, technology exists so that if you click on, it converts to an audio file.
- Mr. Koncar recommended doing a compliance review. We found a consultant who will do a compliance review for \$199. He looks at your website, sees where you are in compliance and out of compliance, then he puts a seal on your website to show it has been reviewed and we are still working on this issue of full compliance.

On MOTION by Ms. Graham seconded by Ms. Catusus with all in favor engaging a consultant for initial website compliance review for a cost of \$199 was approved.

- Mr. Koncar noted we will move forward with the consultant and get back to the Board when they complete their compliance review.

G. Proposed Meeting Schedule for Fiscal Year 2019

- The Board reviewed the meeting schedule for the Fiscal Year 2019.

On MOTION by Ms. Heintzelman seconded by Ms. Graham with all in favor the meeting schedule for Fiscal Year 2019 was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. District Legal Counsel Services

- There being no report, the next item followed.

B. Engineer

- Mr. Malave will bring multiple proposals to the next meeting to repair a drainage issue.

C. Field Manager

- A discussion ensued on the plants on 437 and that there are so many weeds there.
- The Board wants Mr. Simmons to get proposals for plants.

EIGHTH ORDER OF BUSINESS

Other Business

There being no other business, the next item followed.

NINTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

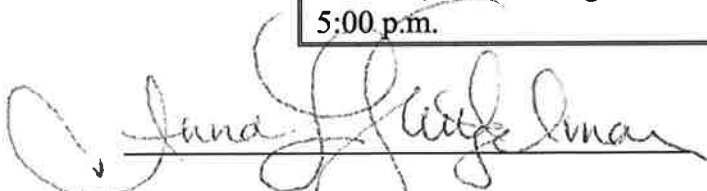
- Mr. Koncar noted he is sorry for the confusion with the financials. He will ensure at the next meeting all items discussed today will be covered and Financial Team will be here.
- Mr. Warden noted with regards to the checks, rather than being sent via regular mail, can they be direct deposited?
- Mr. Koncar will bring Direct Deposit forms to the next meeting and asked the Supervisors to bring a voided check.


TENTH ORDER OF BUSINESS

Continuation

There being no further business,

On MOTION by Ms. Graham seconded by Ms. Jones with all in favor, the meeting was continued to August 22, 2018 at 5:00 p.m.


 Assistant Secretary


 David Warden
 Chairman