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# 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, June 6, 2022, at the Christ Community Fellowship, 31431 Payne Road, Sorrento, Florida 32757.

Present and constituting a quorum were the following:

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| Catherine Catasus | Chairperson |
| Anna Heintzelman | Vice Chairman |
| Crystal Jones *(via phone)* | Assistant Secretary |
| David Warden | Assistant Secretary |

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

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| Gabriel Mena | District Manager |
| Scott Clark | District Counsel |
| David Hamstra | District Engineer |
| Freddy Blanco | Field Manager |
| Corey Westbrook | Servello Account Manager |
| Kevin Hawn | Servello Account 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 5:30 p.m.

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

**SECOND ORDER OF BUSINESS** **Audience Comments**

With no audience comments, the next item of business followed.

Mr. Mena addressed the Board and asked for a motion to add Mr. Grall's letter of interest in being appointed by the Board be added to the agenda.

> On MOTION by Ms. Heintzelman, seconded by Mr. Warden, with all in favor, unanimous approval was given to add Mr. Grall's letter of interest, in being appointed to the Board, to the agenda.

Mr. Grall introduced himself to the Board and shared some of his previous experience.

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> On MOTION by Ms. Heintzelman, seconded by Mr. Warden, with all in favor, unanimous approval was given to accept Mr. Grall's letter of interest and appoint him to the Board of Supervisors.

Mr. Mena administered the oath of office and will follow-up for paperwork needed.

Mr. Clark reviewed some rules and laws that are pertinent to being a Board member.

**THIRD ORDER OF BUSINESS Acceptance of April 18, 2022, Meeting Minutes**

Mr. Mena asked for any changes or corrections to the minutes.

> On MOTION by Ms. Heintzelman, seconded by Ms. Catasus, with all in favor, unanimous approval was given to accept the minutes from April 18, 2022, as presented.

**FOURTH ORDER OF BUSINESS Business Items**

**A. Consideration of Resolution 2022-04, Designating Officers of the District**

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

> On MOTION by Ms. Jones, seconded by Mr. Warden, with all in favor, unanimous approval was given to adopt Resolution 2022-04, Designating Officers of the District as: Ms. Catasus Chairman, Ms. Heintzelman as Vice Chairman, and Ms. Jones, Mr. Warden, and Mr. Grall as Assistant Secretaries.

**B. Presentation of the Fiscal Year 2023 Proposed Budget**

Mr. Clark advised the Board they may desire to consider his proposed increase at this time to incorporate it into the budget.

Mr. Hamstra addressed the capital improvements line item, as he has bids coming in to repair a drainage issue.

**i. Consideration of 2022-05, Approving the Fiscal Year 2023 Proposed budget, and Setting the Public Hearing**

Mr. Mena read Resolution 2022-05 into the record by title.

> On MOTION by Ms. Catasus, seconded by Ms. jones, with all in favor, unanimous approval was given to approve the fiscal year 2023 proposed budget and setting the public hearing on August 8, 2022, at 6:30 p.m., at REACH Church, 31431 Payne Road, Sorrento, Florida 32757.

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**FIFTH ORDER OF BUSINESS** **District Manager's Report**

**A. Acceptance of the Financial Statements**

> On MOTION by Ms. Heintzelman, seconded by Ms. Catasus, with all in favor, unanimous approval was given to accept the financial statements, as presented.

**SIXTH ORDER OF BUSINESS** **Staff Reports**

**A. Field Manager**

**i. Field Report**

Mr. Blanco reviewed some items from the report.

Ms. Catasus has requested a meeting with Sitex.

Ms. Catasus stated the annuals in the front did look good, but now they aren't looking as good. Mr. Hawn stated the irrigation clock was turned off. Ms. Catasus requested locks be put on the irrigation clocks, to prevent the timers from being turned off again. Mr. Mena will contact Servello and Mr. Blanco and inform Ms. Catasus.

**ii. Irrigation Reports**

There were no comments.

**iii. Proposals**

Mr. Blanco reviewed the proposals for the Board.

Mr. Westmark introduced himself, he will be taking over as Account Manager for Country Greens at Servello.

Servello #6803, Irrigation Clock 2, Zone 5 Repair

> On MOTION by Ms. Heintzelman, seconded by Ms. Catasus, with all in favor, unanimous approval was given to the amended Servello Proposal #6803 to include diagnostic labor and repair, with a not-to-exceed amount of $850.00.

Servello #6596, Landscape at Cardinal Lane Entrance

> On MOTION by Ms. Catasus, seconded by Ms. Heintzelman, with Mr. Warden opposed, approval was given to Servello Proposal #6596 at $1058.00.

Servello #6598, Irrigation Pump Stations

> On MOTION by Ms. Catasus, seconded by Ms. Heintzelman, with all in favor, unanimous approval was given to Servello Proposal #6598 at $800.00.

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**B. District Counsel.**

Mr. Clark had informed the Board earlier in the meeting of an increase in his hourly rate. The new rate is $300.00 per hour, from $285.00 per hour.

> On MOTION by Ms. Catasus, seconded by Mr. Warden, with all in favor, unanimous approval was given to Mr. Clark's hourly rate increase to $300.00 an hour.

Mr. Clark stated he has contacted Yellowstone Landscaping and proposed that the District keep their check of $15,000, and would like to receive another $5,000.00. Yellowstone has not responded. Mr. Clark will continue to try to reach someone at Yellowstone.

**C. District Engineer**

Mr. Hamstra reviewed his report for the Board.

Mr. Hamstra advised some of the cost of the House Bill 53 is due to the previous District Engineer not cooperating and providing the existing schematics for the stormwater infrastructure. Mr. Hamstra will need to start from scratch. Mr. Clark advised these are a matter of public record and he will reach out to obtain these schematics from Dewberry.

> On MOTION by Ms. Catasus, seconded by Ms. Heintzelman, with all in favor, unanimous approval was given to Mr. Clark's hourly rate increase to $300.00 an hour.

Pegasus Proposal for House Bill 53, Stormwater Analysis Work

> On MOTION by Ms. Catasus, seconded by Ms. Heintzelman, with all in favor, unanimous approval was given to the Pegasus proposal for House Bill 53, stormwater analysis work, with a not-to-exceed of $6,500.00.

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

Mr. Warden reiterated the need for a cost breakdown on Servello reports.

**EIGHTH ORDER OF BUSINESS Adjournment**

> On MOTION by Ms. Heintzelman, with all in favor, the meeting was adjourned at 6:50 p.m.

DocuSigned by: Gabriel Mena FE304A98E07240C...

Gabriel Mena, Secretary

DocuSigned by: Cathie Catasus B96DE8109683407...

Catherine Catasus, Chairman