

*Rolling Oaks  
Community Development District*

*Agenda*

*June 14, 2018*

# AGENDA

# ***Rolling Oaks***

## ***Community Development District***

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135 W. Central Blvd., Suite 320, Orlando, Florida 32801  
Phone: 407-841-5524 – Fax: 407-839-1526

June 7, 2018

**Board of Supervisors  
Rolling Oaks Community  
Development District**

Dear Board Members:

The meeting of the Board of Supervisors of **Rolling Oaks Community Development District** will be held **Thursday, June 14, 2018 at 12:00 PM at the Heritage Crossing Community Center, 7715 Heritage Crossing Way, Reunion, Florida**. Following is the advance agenda for the meeting:

### **Board of Supervisors Meeting**

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the May 10, 2018 Meeting
4. Consideration of Resolution 2018-04 Approving the Proposed Budget for Fiscal Year 2019 and Setting a Public Hearing
5. Appointment of Audit Committee and Chairman
6. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. District Manager's Report
    - i. Balance Sheet and Income Statement
    - ii. Consideration of Funding Request #8
7. Supervisor's Requests
8. Next Meeting Date
9. Adjournment

### **Audit Committee Meeting**

1. Roll Call
2. Public Comment Period
3. Audit Services
  - A. Approval of Request for Proposals and Selection Criteria
  - B. Approval of Notice of Request for Proposals for Audit Services
  - C. Public Announcement of Opportunity to Provide Audit Services
4. Adjournment

The second order of business of the Board of Supervisors meeting is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items.

The third order of business is approval of the minutes of the May 10, 2018 meeting. The minutes are enclosed for your review.

The fourth order of business is the consideration of Resolution 2018-04 approving the proposed budget for Fiscal Year 2019 and setting a public hearing. Once approved, the budget will be transmitted to the governing authorities at least 60 days prior to the final budget hearing. A copy of the Resolution is enclosed for your review and a copy of the proposed budget will be provided under separate cover.

The fifth order of business is the appointment of the Audit Committee and Chairman. There is no back-up material.

Section C of the sixth order of business is the District Manager's Report. Section 1 includes the balance sheet and income statement for your review. Section 2 is the consideration of funding request #8. The funding request is enclosed for your review.

Following the adjournment of the Board of Supervisor's meeting, there will be a meeting of the Audit Committee to approve the Request for Proposals and selection criteria and the notice of RFP for auditing services. Enclosed for your review are copies of the RFP, selection criteria, and RFP notice.

The balance of the agenda will be discussed at the meeting. In the meantime, if you have any questions, please contact me.

Sincerely,



George S. Flint  
District Manager

CC: Mark Straley, District Counsel  
Dave Schmitt, District Engineer  
Steve Sanford, Bond Counsel  
Jon Kessler, Underwriter  
Robert Smith, Trustee

Enclosures

**BOARD OF SUPERVISORS  
MEETING**

# MINUTES

MINUTES OF MEETING  
ROLLING OAKS  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Rolling Oaks Community Development District was held Thursday, May 10, 2018 at 12:00 p.m. at the Heritage Crossing Community Center, 7715 Heritage Crossing Way, Reunion, Florida.

Present and constituting a quorum were:

John Chiste	Chairman
Jared Bouskila	Vice Chairman
Peter Brown	Assistant Secretary
Cora DiFiore	Assistant Secretary by phone
Samir Yajnik	Assistant Secretary by phone

Also present were:

George Flint	District Manager
Vivek Babbar	District Counsel by phone

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the February 8, 2018 Meeting**

On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor the minutes of the February 8, 2018 meeting were approved as presented.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-03  
Approving and Ratifying the Recording of the  
Amended Notice of Establishment**

Mr. Babbar stated the District needs to record an amended Notice of Establishment once the County approves the contraction of the District and we need to formalize that by resolution. It has already been recorded in the public records and this resolution ratifies that action.

On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor Resolution 2018-03 was approved.

## **FIFTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Mr. Babbar stated I have been communicating with the attorney for the developer of the water park and they are looking to install some crosswalks or paths on District owned waterways now that the plat has been recorded and we will be expecting an easement in the coming months and once we have that we will review it and present it to the Board for approval at that time.

#### **B. Engineer**

There being none, the next item followed.

#### **C. Manager**

##### **i. Balance Sheet and Income Statement**

A copy of the balance sheet and income statement were included in the agenda package.

##### **ii. Ratification of Funding Requests 5 & 6**

On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor funding requests 5 & 6 were ratified.

##### **iii. Consideration of Funding Request #7**

On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor funding request no. 7 was approved.

##### **iv. Presentation of Number of Registered Voters – 110**

Mr. Flint stated there is a letter from the Supervisor of Elections indicating that there are 110 registered voters residing within the District and we will get with them to make sure they are using the revised legal description because it should be zero at this point.

**SEVENTH ORDER OF BUSINESS****Supervisor's Requests**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS****Next Meeting Date**

Mr. Flint stated the next meeting will be held June 14, 2018. We will have the proposed budget on that agenda and in the meantime I will get with Mr. Brown to talk about maintenance expenses and work on getting an estimated O&M assessment ready for that agenda assuming the Board wants to impose O&M for next year, which it sounds like based on the absorption schedule that would be the case.

On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor the meeting adjourned at 12:08 p.m.
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Secretary/Assistant Secretary

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Chairman/Vice Chairman

## SECTION IV

## RESOLUTION 2018-04

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ROLLING OAKS COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2018/2019 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Rolling Oaks Community Development District ("**District**") prior to June 15, 2018, a proposed budget ("**Proposed Budget**") for the fiscal year beginning October 1, 2018 and ending September 30, 2019 ("**Fiscal Year 2018/2019**"); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ROLLING OAKS COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2018/2019 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 16, 2018

HOUR: 12:00 p.m.

LOCATION: Heritage Crossing Community Center  
7715 Heritage Crossing Way  
Reunion, FL 34747

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Osceola County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 14<sup>th</sup> DAY OF JUNE, 2018.**

ATTEST:

**ROLLING OAKS COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
Its: \_\_\_\_\_

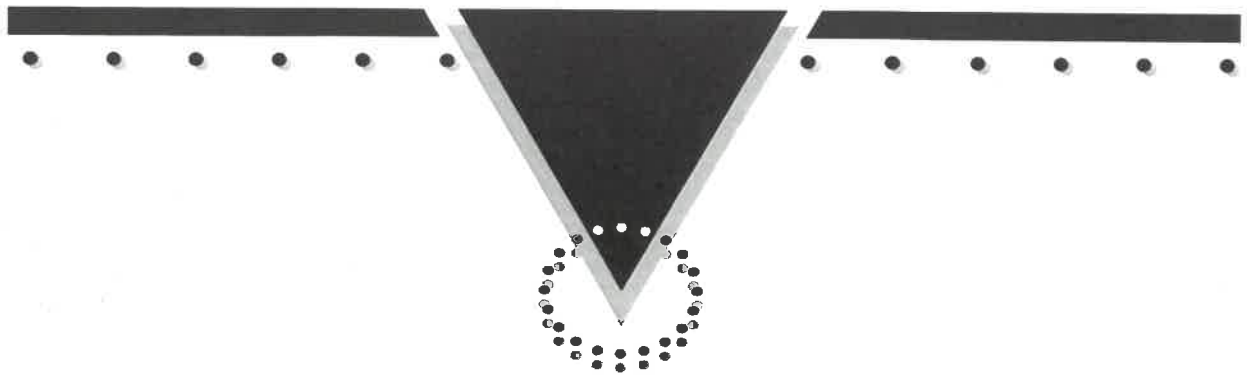
**Exhibit A:**

*This item will be provided  
under separate cover*

## SECTION VI

## SECTION C

# SECTION 1



# **Rolling Oaks Community Development District**

**Unaudited Financial Reporting**

**April 30, 2018**



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6	<u>Developer Contributions Schedule</u>
7	<u>Long Term Debt Summary</u>
8	<u>Series 2016 Construction Schedule</u>

**ROLLING OAKS**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**BALANCE SHEET**  
**April 30, 2018**

	<u>General Fund</u>	<u>Debt Service Fund</u>	<u>Capital Projects Fund</u>	<u>Totals</u>
<b><u>ASSETS:</u></b>				
CASH	\$11,173	---	---	\$11,173
<b><u>INVESTMENTS</u></b>				
SERIES 2016				
REVENUE	---	\$450,378	---	\$450,378
RESERVE	---	\$1,136,493	---	\$1,136,493
CAPITALIZED INTEREST	---	\$3,035	---	\$3,035
CONSTRUCTION	---	---	\$110,865	\$110,865
COSTS OF ISSUANCE	---	---	\$17,356	\$17,356
DUE FROM DEVELOPER	\$10,944	---	---	\$10,944
<b>TOTAL ASSETS</b>	<u><u>\$22,118</u></u>	<u><u>\$1,589,905</u></u>	<u><u>\$128,221</u></u>	<u><u>\$1,740,243</u></u>
<b><u>LIABILITIES:</u></b>				
ACCOUNTS PAYABLE	\$10,944	---	---	\$10,944
<b><u>FUND EQUITY:</u></b>				
<b>FUND BALANCES:</b>				
RESTRICTED FOR DEBT SERVICE	---	\$1,589,905	---	\$1,589,905
RESTRICTED FOR CAPITAL PROJECTS	---	---	\$128,221	\$128,221
UNASSIGNED	\$11,173	---	---	\$11,173
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<u><u>\$22,118</u></u>	<u><u>\$1,589,905</u></u>	<u><u>\$128,221</u></u>	<u><u>\$1,740,243</u></u>

# ROLLING OAKS

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND

#### Statement of Revenues & Expenditures

For The Period Ending April 30, 2018

#### REVENUES:

	ADOPTED BUDGET	PRORATED BUDGET THRU 4/30/18	ACTUAL THRU 4/30/18	VARIANCE
DEVELOPER CONTRIBUTIONS/ASSESSMENTS	\$120,105	\$70,061	\$45,465	(\$24,596)
<b>TOTAL REVENUES</b>	<b>\$120,105</b>	<b>\$70,061</b>	<b>\$45,465</b>	<b>(\$24,596)</b>

#### EXPENDITURES:

##### ADMINISTRATIVE:

SUPERVISORS FEES	\$12,000	\$7,000	\$2,600	\$4,400
FICA EXPENSE	\$918	\$536	\$199	\$337
ENGINEERING	\$12,000	\$7,000	\$0	\$7,000
ATTORNEY	\$25,000	\$14,583	\$12,650	\$1,933
ARBITRAGE	\$600	\$350	\$0	\$350
DISSEMINATION	\$3,500	\$2,042	\$2,042	(\$0)
ASSESSMENT ADMINISTRATION	\$10,000	\$5,833	\$0	\$5,833
ANNUAL AUDIT	\$5,000	\$2,917	\$0	\$2,917
TRUSTEE FEES	\$4,000	\$2,333	\$0	\$2,333
MANAGEMENT FEES	\$35,000	\$20,417	\$20,417	(\$0)
INFORMATION TECHNOLOGY	\$600	\$350	\$350	\$0
TELEPHONE	\$300	\$175	\$6	\$169
POSTAGE	\$1,212	\$707	\$205	\$502
INSURANCE	\$5,800	\$5,800	\$5,750	\$50
PRINTING & BINDING	\$1,200	\$700	\$221	\$479
LEGAL ADVERTISING	\$2,000	\$763	\$763	\$0
OTHER CURRENT CHARGES	\$500	\$292	\$0	\$292
OFFICE SUPPLIES	\$300	\$175	\$87	\$88
DUES, LICENSE & SUBSCRIPTIONS	\$175	\$175	\$175	\$0

<b>TOTAL EXPENDITURES</b>	<b>\$120,105</b>	<b>\$72,147</b>	<b>\$45,465</b>	<b>\$26,682</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>	<b>\$0</b>		
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>\$11,173</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$11,173</b>	

**ROLLING OAKS**  
**COMMUNITY DEVELOPMENT DISTRICT**

**DEBT SERVICE FUND**  
**Statement of Revenues & Expenditures**  
For The Period Ending April 30, 2018

	ADOPTED BUDGET	PRORATED BUDGET THRU 4/30/18	ACTUAL THRU 4/30/18	VARIANCE
<b>REVENUES:</b>				
ASSESSMENTS	\$1,124,300	\$0	\$450,378	\$450,378
INTEREST	\$0	\$0	\$7,937	\$7,937
<b>TOTAL REVENUES</b>	<b>\$1,124,300</b>	<b>\$0</b>	<b>\$458,315</b>	<b>\$458,315</b>
<b>EXPENDITURES:</b>				
<b>Series 2016</b>				
INTEREST - 11/01	\$450,378	\$450,378	\$450,378	\$0
PRINCIPAL - 11/01	\$0	\$0	\$0	\$0
INTEREST - 05/01	\$450,378	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$900,756</b>	<b>\$450,378</b>	<b>\$450,378</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$223,544</b>		<b>\$7,937</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$451,515</b>		<b>\$1,581,968</b>	
<b>FUND BALANCE - Ending</b>	<b>\$675,058</b>		<b>\$1,589,905</b>	

**ROLLING OAKS**  
**COMMUNITY DEVELOPMENT DISTRICT**

**CAPITAL PROJECTS FUND**  
**Statement of Revenues & Expenditures**  
For The Period Ending April 30, 2018

**REVENUES:**

	ADOPTED BUDGET	PRORATED BUDGET THRU 4/30/18	ACTUAL THRU 4/30/18	VARIANCE
INTEREST	\$0	\$0	\$13,904	\$13,904
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$13,904</b>	<b>\$13,904</b>

**EXPENDITURES:**

**Series 2016**

CAPITAL OUTLAY - CONSTRUCTION	\$0	\$0	\$13,193,250	(\$13,193,250)
CAPITAL OUTLAY - COSTS OF ISSUANCE	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$13,193,250</b>	<b>(\$13,193,250)</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>(\$13,179,345)</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>\$13,307,566</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$128,221</b>	

**ROLLING OAKS**  
Community Development District

**REVENUES:**

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
DEVELOPER CONTRIBUTIONS/ASSESSMENTS	\$11,042	\$6,534	\$6,229	\$6,228	\$5,458	\$6,085	\$3,889	\$0	\$0	\$0	\$0	\$0	\$45,465
<b>TOTAL REVENUES</b>	<b>\$11,042</b>	<b>\$6,534</b>	<b>\$6,229</b>	<b>\$6,228</b>	<b>\$5,458</b>	<b>\$6,085</b>	<b>\$3,889</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$45,465</b>

**EXPENDITURES:**

**ADMINISTRATIVE:**

SUPERVISOR FEES	\$800	\$0	\$0	\$1,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,600
FICA EXPENSE	\$61	\$0	\$0	\$138	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$199
ENGINEERING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ATTORNEY	\$1,600	\$1,675	\$2,963	\$2,048	\$1,020	\$2,714	\$630	\$0	\$0	\$0	\$0	\$0	\$12,650
ARBITRAGE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DISSEMINATION	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$0	\$0	\$0	\$0	\$0	\$2,042
ASSESSMENT ADMINISTRATION	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ANNUAL AUDIT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRUSTEE FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MANAGEMENT FEES	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$0	\$0	\$0	\$0	\$0	\$20,417
INFORMATION TECHNOLOGY	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$0	\$0	\$0	\$0	\$0	\$350
TELEPHONE	\$0	\$0	\$0	\$0	\$0	\$6	\$0	\$0	\$0	\$0	\$0	\$0	\$6
POSTAGE	\$87	\$5	\$0	\$60	\$36	\$16	\$0	\$0	\$0	\$0	\$0	\$0	\$205
INSURANCE	\$5,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,750
PRINTING & BINDING	\$58	\$40	\$7	\$0	\$47	\$70	\$0	\$0	\$0	\$0	\$0	\$0	\$221
LEGAL ADVERTISING	\$0	\$763	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$763
OTHER CURRENT CHARGES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OFFICE SUPPLIES	\$28	\$18	\$0	\$0	\$21	\$20	\$0	\$0	\$0	\$0	\$0	\$0	\$87
DUES, LICENSES & SUBSCRIPTIONS	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
<b>TOTAL EXPENDITURES</b>	<b>\$11,817</b>	<b>\$5,759</b>	<b>\$6,229</b>	<b>\$7,305</b>	<b>\$4,382</b>	<b>\$6,085</b>	<b>\$3,889</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$45,465</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$775)</b>	<b>\$775</b>	<b>(\$0)</b>	<b>(\$1,077)</b>	<b>\$1,077</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$0)</b>

**ROLLING OAKS**  
**Community Development District**  
**Developer Contributions/Due from Developer**

Funding Request #	Prepared Date	Payment Received Date	Check Amount	Total Funding Request	General Fund Portion (16)	General Fund Portion (17)	General Fund Portion (18)	Due from Capital	Over and (short) Balance Due
12	8/8/16	9/8/16	\$ 14,888.25	\$ 14,888.25	\$ 9,635.25	\$ 5,253.00	\$ -	\$ -	\$ -
13	8/30/16	9/22/16	\$ 1,902.14	\$ 1,902.14	\$ 1,902.14	\$ -	\$ -	\$ -	\$ -
14	9/30/16	12/23/16	\$ 6,196.79	\$ 6,196.79	\$ 6,196.79	\$ -	\$ -	\$ -	\$ -
1	10/26/16	12/23/16	\$ 3,956.23	\$ 3,956.23	\$ 674.25	\$ 3,281.98	\$ -	\$ -	\$ -
2	11/30/16	12/29/16	\$ 8,698.67	\$ 8,698.67	\$ -	\$ 8,698.67	\$ -	\$ -	\$ -
3	12/19/16	12/23/16	\$ 3,064.86	\$ 3,064.86	\$ -	\$ 3,064.86	\$ -	\$ -	\$ -
4	1/31/17	3/6/17	\$ 4,403.35	\$ 4,403.35	\$ -	\$ 4,403.35	\$ -	\$ -	\$ -
5	2/28/17	3/6/17	\$ 14,312.74	\$ 14,312.74	\$ -	\$ 14,312.74	\$ -	\$ -	\$ -
6	3/24/17	4/11/17	\$ 5,730.29	\$ 5,730.29	\$ -	\$ 5,730.29	\$ -	\$ -	\$ -
7	4/28/17	5/18/17	\$ 3,382.97	\$ 3,382.97	\$ -	\$ 3,382.97	\$ -	\$ -	\$ -
8	5/31/17	6/13/17	\$ 4,244.75	\$ 4,244.75	\$ -	\$ 4,244.75	\$ -	\$ -	\$ -
9	6/20/17	7/6/17	\$ 4,445.34	\$ 4,445.34	\$ -	\$ 4,445.34	\$ -	\$ -	\$ -
10	7/5/17	7/15/17	\$ 3,913.35	\$ 3,913.35	\$ -	\$ 3,913.35	\$ -	\$ -	\$ -
11	8/25/17	10/16/17	\$ 9,380.03	\$ 9,380.03	\$ -	\$ 3,630.03	\$ 5,750.00	\$ -	\$ -
12	9/25/17	10/4/17	\$ 5,087.53	\$ 5,087.53	\$ -	\$ 5,087.53	\$ -	\$ -	\$ -
1	10/5/17	11/15/17	\$ 3,557.28	\$ 3,557.28	\$ -	\$ 207.10	\$ 3,350.18	\$ -	\$ -
2	12/5/17	1/5/18	\$ 5,599.29	\$ 5,599.29	\$ -	\$ 336.25	\$ 5,263.04	\$ -	\$ -
3	12/21/18	1/5/18	\$ 6,478.11	\$ 6,478.11	\$ -	\$ -	\$ 6,478.11	\$ -	\$ -
4	1/29/18	2/26/18	\$ 9,190.96	\$ 9,190.96	\$ -	\$ -	\$ 9,190.96	\$ -	\$ -
5	2/14/18	3/5/18	\$ 4,438.29	\$ 4,438.29	\$ -	\$ -	\$ 4,438.29	\$ -	\$ -
6	3/26/18	5/24/18	\$ 7,105.37	\$ 7,105.37	\$ -	\$ -	\$ 7,105.37	\$ -	\$ 7,105.37
7	4/25/18	5/10/18	\$ 3,888.84	\$ 3,888.84	\$ -	\$ -	\$ 3,888.84	\$ -	\$ 3,888.84
8	5/31/18		\$ 4,656.07	\$ 4,656.07	\$ -	\$ -	\$ 4,656.07	\$ -	\$ 4,656.07
Due from Developer			\$ 122,871.22	\$ 138,521.50	\$ 18,408.43	\$ 69,992.21	\$ 50,120.86	\$ -	\$ 15,650.28

**Total Developer Contributions FY18**

**\$ 50,120.86**

\*FY16 column does not include Funding Requests #1-11.

**ROLLING OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
LONG TERM DEBT REPORT**

<b>SERIES 2016, SPECIAL ASSESSMENT BONDS</b>		
INTEREST RATES:	4.500%, 5.250%, 5.875%, 6.000%	
MATURITY DATE:	11/1/2047	
RESERVE FUND DEFINITION	MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	\$1,124,706	
RESERVE FUND BALANCE	\$1,129,272	
BONDS OUTSTANDING - 12/15/16		\$15,640,000
<b>CURRENT BONDS OUTSTANDING</b>		<b>\$15,640,000</b>

**Rolling Oaks  
Community Development District  
Special Assessment Bonds, Series 2016**

Date	Requisition #	Contractor	Description	Requisitions
<b>Fiscal Year 2017</b>				
7/11/17	1	GMS-CF, LLC	Invoice#29 - FY2017 Construction Accounting	\$3,500.00
<b>TOTAL</b>				<b>\$3,500.00</b>
<b>Fiscal Year 2017</b>				
12/1/16		Interest		\$0.00
1/1/17		Interest		\$0.00
2/1/17		Interest		\$2,331.71
3/1/17		Interest		\$4,531.59
4/1/17		Interest		\$5,678.82
5/1/17		Interest		\$6,488.93
6/1/17		Interest		\$7,085.26
7/1/17		Interest		\$8,081.42
8/1/17		Interest		\$9,586.41
9/1/17		Interest		\$9,956.28
<b>TOTAL</b>				<b>\$53,740.42</b>
Acquisition/Construction Fund at 12/15/16				<b>\$13,240,079.92</b>
Interest Earned thru 11/30/17				<b>\$53,740.42</b>
Requisitions Paid thru 10/31/17				<b>(\$3,500.00)</b>
Remaining Acquisition/Construction Fund				<b>\$13,290,320.34</b>
<b>Fiscal Year 2018</b>				
11/10/17	2	Rolling Oaks Splendid, LLC	Completion of Roadway, Drainage, and Utility Infrastructure	\$13,193,249.89
<b>TOTAL</b>				<b>\$13,193,249.89</b>
<b>Fiscal Year 2018</b>				
10/1/17		Interest		\$10,212.06
11/1/17		Interest		\$3,048.46
12/1/17		Interest		\$85.93
1/31/18		Interest		\$100.50
2/28/18		Interest		\$112.15
3/31/18		Interest		\$105.23
4/30/18		Interest		\$129.82
<b>TOTAL</b>				<b>\$13,794.15</b>
Acquisition/Construction Fund at 09/30/2017				<b>\$13,290,320.34</b>
Interest Earned thru 4/30/18				<b>\$13,794.15</b>
Requisitions Paid thru 4/30/18				<b>(\$13,193,249.89)</b>
Remaining Acquisition/Construction Fund				<b>\$110,864.60</b>

## SECTION 2

# Rolling Oaks

Community Development District

FY18 Funding Request #8  
May 31, 2018

Payee		General Fund FY2018	
1	<b>Fedex</b> Inv#6-182-05719 - Delivery - May 2018	\$	63.22
2	<b>Governmental Management Services-CF, LLC</b> Inv# 43 - Management Fees - May 2018	\$	3,291.35
3	<b>Straley Robin Vericker</b> Inv# 15730 - General Counsel - May 2018	\$	225.00
4	<b>Supervisor Fees</b> <b>May 10, 2018</b>		
	Peter Brown	\$	215.30
	Jared Bouskila	\$	215.30
	Cora DiFiore	\$	215.30
	John Chiste	\$	215.30
	Samir Yajnik	\$	215.30
		\$	4,656.07
		<b>Total:</b>	<b>\$ 4,656.07</b>

Please make check payable to:

**Rolling Oaks Community Development District**  
1412 S. Narcoossee Road  
St.Cloud, FL 34771

Wire funds to:

**Rolling Oaks Community Development District**  
SunTrust Bank, NA  
ABA # 061000104  
Acct # 1000145156799  
Contact: Kelly Lawler  
Tel: (407) 237-1072

**Invoice Number**

6-182-05719

**Invoice Date**

May 15, 2018

**Account Number**

7000-2862-3

Page  
1 of 3**Billing Address:**ROLLING OAKS  
135 W CENTRAL BLVD STE 320  
ORLANDO FL 32801-2435**Shipping Address:**ROLLING OAKS  
135 W CENTRAL BLVD STE 320  
ORLANDO FL 32801-2435**Invoice Questions?  
Contact FedEx Revenue Services**Phone: (800) 622-1147  
M-F 7 AM to 8 PM CST  
Sa 7 AM to 6 PM CST  
Fax: (800) 548-3020  
Internet: www.fedex.com**Invoice Summary May 15, 2018****FedEx Express Services**

Transportation Charges		59.22
Special Handling Charges		4.00
Total Charges	USD	\$63.22
<b>TOTAL THIS INVOICE</b>	<b>USD</b>	<b>\$63.22</b>

Other discounts may apply.

1-310-513-42

RECEIVED  
MAY 18 2018

BY: \_\_\_\_\_

Detailed descriptions of surcharges can be located at fedex.com

To ensure proper credit, please return this portion with your payment to FedEx.  
Please do not staple or fold. Please make check payable to FedEx.☐ For change of address, check here and complete form on reverse side.**Remittance Advice**

Your payment is due by May 30, 2018

**Invoice Number**

6-182-05719

**Account Number**

7000-2862-3

**Amount Due**

USD \$63.22

700028626182057197900000632221

0045184 01AB 0.405 \*\*AUTO T9 0 1134 32801-243595 -C01-P45229-11

ROLLING OAKS  
135 W CENTRAL BLVD STE 320  
ORLANDO FL 32801-2435FedEx  
P.O. Box 660481  
DALLAS TX 75266-0481

60010340004639

1134-01-00-0045184-0002-0104462

**Invoice Number**

6-182-05719

**Invoice Date**

May 15, 2018

**Account Number**

7000-2862-3

Page

3 of 3

**FedEx Express Shipment Detail By Payor Type (Original)****Ship Date:** May 04, 2018**Dest. Ref.: Rolling Oaks CDD****Ref.#:****Payor:** Third Party**Ref.#:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 6.75% to this shipment.
- Distance Based Pricing, Zone 2
- FedEx has audited this shipment for correct packages, weight, and service. Any changes made are reflected in the invoice amount.
- The package weight exceeds the maximum for the packaging type, therefore, FedEx Pak was rated as Customer Packaging.

Automation INET  
Tracking ID 772148796928  
Service Type FedEx Standard Overnight  
Package Type Customer Packaging  
Zone 02  
Packages 1  
Rated Weight 3.0 lbs, 1.4 kgs  
Delivered May 07, 2018 10:32  
Svc Area A1  
Signed by C.DIFIORI  
FedEx Use 00000000/1283/\_

**Sender**  
George Flint  
GMS - CF, LLC  
135 W. Central Blvd.  
ORLANDO FL 32801 US

**Recipient**  
John Chisto  
Falcone Group, LLC  
1 TOWN CENTER RD  
BOCA RATON FL 33486 US

Transportation Charge

29.61

Fuel Surcharge

2.00

Total Charge

USD

**\$31.61****Ship Date:** May 04, 2018**Dest. Ref.: Rolling Oaks CDD****Ref.#:****Payor:** Third Party**Ref.#:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 6.75% to this shipment.
- Distance Based Pricing, Zone 2
- FedEx has audited this shipment for correct packages, weight, and service. Any changes made are reflected in the invoice amount.
- The package weight exceeds the maximum for the packaging type, therefore, FedEx Pak was rated as Customer Packaging.

Automation INET  
Tracking ID 772161300402  
Service Type FedEx Standard Overnight  
Package Type Customer Packaging  
Zone 02  
Packages 1  
Rated Weight 3.0 lbs, 1.4 kgs  
Delivered May 07, 2018 11:15  
Svc Area A1  
Signed by T.UNDERWOOD  
FedEx Use 00000000/1283/\_

**Sender**  
George Flint  
GMS - CF, LLC  
135 W. Central Blvd.  
ORLANDO FL 32801 US

**Recipient**  
Dave Schmitt  
Dave Schmitt Engineers Inc  
12301 LAKE UNDERHILL RD  
ORLANDO FL 32828 US

Transportation Charge

29.61

Fuel Surcharge

2.00

Total Charge

USD

**\$31.61****Third Party Subtotal****USD****\$63.22****Total FedEx Express****USD****\$63.22**

**GMS-Central Florida, LLC**  
1001 Bradford Way  
Kingston, TN 37763

# Invoice

Invoice #: 43  
Invoice Date: 5/1/18  
Due Date: 5/1/18  
Case:  
P.O. Number:

**Bill To:**

Rolling Oaks CDD  
135 West Central Blvd.  
Suite 320  
Orlando, FL 32801

REC'D MAY 07 2018

Description	Hours/Qty	Rate	Amount
Management Fees - May 2018	1.310	2,916.67	2,916.67
Information Technology - May 2018	.351	50.00	50.00
Dissemination Agent Services - May 2018	.313	291.67	291.67
Office Supplies	.51	0.15	0.15
Postage	.42	19.36	19.36
Copies	.425	13.50	13.50
<b>Total</b>			<b>\$3,291.35</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$3,291.35</b>

**Straley Robin Vericker**  
1510 W. Cleveland Street  
Tampa, FL 33606  
Telephone (813) 223-9400 \* Facsimile (813) 223-5043  
Federal Tax Id. - 20-1778458

#3 Ad

1-31-513-315

Rolling Oaks Community Development District  
c/o Governmental Management Services  
1412 S. Narcoossee Road  
St. Cloud, FL 34771

RECEIVED  
MAY 24 2018

May 21, 2018  
Client: 001455  
Matter: 000001  
Invoice #: 15730

Page: 1

RE: General

BY: \_\_\_\_\_

For Professional Services Rendered Through May 15, 2018

#### SERVICES

Date	Person	Description of Services	Hours	
5/9/2018	VKB	REVIEW AGENDA PACKET; TELEPHONE CALL TO G. FLINT RE: BOARD MEETING.	0.3	
5/10/2018	VKB	TELECONFERENCE WITH E. FISHER RE: EASEMENT FOR WATERPARK CROSSWALK; TELEPHONE CALL TO P. BROWN RE: SAME; PREPARE FOR AND ATTEND BOARD MEETING VIA TELEPHONE.	0.6	
Total Professional Services			0.9	\$225.00

#### PERSON RECAP

Person	Hours	Amount
VKB Vivek K. Babbar	0.9	\$225.00

May 21, 2018  
Client: 001455  
Matter: 000001  
Invoice #: 15730

Page: 2

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Total Services	\$225.00	
Total Disbursements	\$0.00	
Total Current Charges		\$225.00

<b>PAY THIS AMOUNT</b>	<b>\$225.00</b>
------------------------	-----------------

*Please Include Invoice Number on all Correspondence*

# AUDIT COMMITTEE MEETING

## SECTION III

# SECTION A

**ROLLING OAKS COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS**

**Annual Audit Services for Fiscal Year 2018  
Osceola County, Florida**

**INSTRUCTIONS TO PROPOSE**

**SECTION 1. DUE DATE.** Sealed proposals must be received no later than **Friday, July 20, 2018, at 2:00 P.M.**, at the offices of District Manager, located 135 W. Central Blvd., Suite 320, Orlando, FL 32801. Proposals will be publicly opened at that time.

**SECTION 2. FAMILIARITY WITH THE LAW.** By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules, and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

**SECTION 3. QUALIFICATIONS OF PROPOSER.** The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

**SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL.** Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

**SECTION 5. SUBMISSION OF PROPOSAL.** Submit seven (7) copies and one (1) electronic copy of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services - Rolling Oaks Community Development District" on the face of it.

**SECTION 6. MODIFICATION AND WITHDRAWAL.** Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

**SECTION 7. PROPOSAL DOCUMENTS.** The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the "Proposal Documents").

**SECTION 8. PROPOSAL.** In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

**SECTION 9. BASIS OF AWARD/RIGHT TO REJECT.** The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

**SECTION 10. CONTRACT AWARD.** Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

**SECTION 11. LIMITATION OF LIABILITY.** Nothing herein shall be construed as or constitute a waiver of District's limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

**SECTION 12. MISCELLANEOUS.** All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes for each person listed: list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal for Fiscal Year 2018, 2019, 2020, 2021 & 2022. The District intends to enter into five (5) separate one-year agreements.
- E. Provide a proposed schedule for performance of the audit.

**SECTION 13. PROTESTS.** Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after the receipt of the documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications or contract documents.

**SECTION 14. EVALUATION OF PROPOSALS.** The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

## **AUDITOR SELECTION EVALUATION CRITERIA**

**1. *Ability of Personnel.***

**(20 Points)**

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

**2. *Proposer's Experience.***

**(20 Points)**

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation, of respondent, etc.)

**3. *Understanding of Scope of Work.***

**(20 Points)**

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

**4. *Ability to Furnish the Required Services.***

**(20 Points)**

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

**5. *Price.***

**(20 Points)**

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

## SECTION B

**ROLLING OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES**

The Rolling Oaks Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the Fiscal Year ending September 30, 2018, with an option for four additional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in Osceola County and has a general administrative operating fund and a debt service fund.

The Auditing entity submitting a proposal must be duly licensed under Chapter 173, Florida Statutes and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide seven (7) copies and one (1) electronic copy of their proposal to GMS - CF, LLC, District Manager, 135 W. Central Blvd., Suite 320, Orlando, FL 32801, telephone (407) 841-5524, in an envelope marked on the outside **"Auditing Services - Rolling Oaks Community Development District."** Proposals must be received by **Friday, July 20, 2018, 2:00 P.M.**, at the office of the District Manager. Please direct all questions regarding this Notice to the District Manager.

George S. Flint  
Governmental Management Services - Central Florida, LLC  
District Manager