

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, January 28, 2021 at 1:00 p.m. in the Seagrass Room at Margaritaville Resort Orlando, 8000 Fins Up Circle, Kissimmee, Florida.

Present and constituting a quorum were:

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

Also present were:

George Flint	District Manager
Vivek Babbar	District Counsel by telephone
Dave Schmitt	District Engineer by telephone
Penny Lozano	Margaritaville Resort Orlando

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 October 8,
2020 Meeting**

On MOTION by Mr. Brown seconded by Mr. Bouskila with all in favor the minutes of the October 8, 2020 meeting were approved as presented.
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FOURTH ORDER OF BUSINESS**Consideration Items****A. Proposal with REW Landscape Corp. for Landscape Enhancements**

Mr. Brown stated these are landscape enhancements along Inspiration Drive and Fins Up where it has gotten rough over time and we need to enhance that as we get into spring and summer season.

On MOTION by Mr. Brown seconded by Mr. Yajnik with all in favor the proposal from REW Landscape Corp in the amount of \$10,880.53 was approved.

B. Data Sharing and Usage Agreement with the Osceola County Property Appraiser

Mr. Flint stated next is the standard agreement with the property appraiser that you have seen in the past. They require all government entities that include ad valorem or non-ad valorem taxes or assessments on the tax bill to enter into this agreement, just saying that any confidential information that is provided by them to the District would remain confidential. The legislature increased some of the penalties for disclosing confidential information and as a result of that the property appraisers in all the counties we deal with are requiring this agreement.

On MOTION by Mr. Brown seconded by Mr. Bouskila with all in favor the data sharing usage agreement with the Osceola County Property Appraiser was approved.

FIFTH ORDER OF BUSINESS**Ratification Items****A. Proposal with Lawnmasters Landscaping of Orlando, Inc. for Retention Pond Mowing**

Mr. Flint stated this agreement with Lawnmasters was previously signed by me because we hadn't had a meeting since last October. The date of the proposal may be wrong but that work was for \$2,200 for mowing and cleaning the large retention pond behind Phase 6. That work has been completed and we are asking the Board to ratify my action in executing the proposal.

On MOTION by Mr. Chiste seconded by Mr. Brown with all in favor execution of the proposal from Lawnmasters Landscaping of Orlando, Inc. for mowing and cleaning large retention pond behind Phase 6 in the amount of \$2,200 was ratified.

B. Agreement with Berger Toombs Elam Gaines & Frank to Providing Auditing Services for Fiscal Year 2020

Mr. Flint stated the Board in accordance with the statute bid out auditing services and selected Berger Toombs as the District's independent auditor. Since we haven't had a meeting since October and there is a timeframe that the audit has to be completed within, I executed this December 14th. The fees that are included are consistent with what was proposed when they submitted their proposal and also what is in your budget, not to exceed \$3,150.

On MOTION by Mr. Bouskila seconded by Mr. Brown with all in favor execution of the engagement letter with Berger Toombs to perform the Fiscal Year 2020 audit was ratified.

SIXTH ORDER OF BUSINESS

Discussion of E-Verify Requirements for Special Districts

Mr. Babbar stated in the agenda package there is a memo we distributed back in April 2020. The E-Verify is a big initiative for Governor DeSantis and it became effective January 1, 2021 and that is why we have it in this month's Board meeting. It requires all public employers, which includes CDDs to register with E-Verify System even if you don't have any employees simply to enter into a contract with any vendor. There is a standard memorandum of understanding with the Department of Homeland Security, which administers the E-Verify program that we are going to be requesting the Board approve and authorize to execute.

Mr. Flint stated the E-Verify deals with the I9 and verification of citizenship or ability to work legally in the United States. It was a federal requirement for any contractors that entered into contracts with the federal government, but Governor DeSantis made that mandatory for the State of Florida. We are in the process of registering the Districts that we manage and there is a memorandum of understanding that we have to enter into as part of registering. We will bring the MOU back to be ratified at a future meeting. It is not practical for the Chairman for example to sign the MOU because it is done as part of the registration process. Any contract after January 1, we enter into there will be language inserted in the contract mandating that the entity we are contracting with is also registered and they have to monitor their subs to make sure their subs are also complying. That is for any new agreements; anything we have entered into prior to January 1, 2021 that is currently in place we don't have to go back and retroactively require this. It may

be an issue for some of the smaller contractors, it shouldn't necessarily be an issue for any of the larger companies.

On MOTION by Mr. Bouskila seconded by Mr. Brown with all in favor the District manager was delegated the authority to execute the memorandum of understanding for the E-Verify System.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Babbar stated back in late 2019 the Board had approved a resolution and authorized the execution of the Phase 7 Plat in substantial form. There have been a few minor tweaks to it, nothing that impacts the District's responsibilities or obligations. It has been approved by the Board and may be executed or will be executed in the future and I wanted to provide the Board a quick update on that.

We are monitoring the legislative cycle that starts in March and we will provide updates for any bills that may impact the CDD going forward.

B. Engineer

There being none, the next item followed.

C. Manager

i. Approval of Check Register

On MOTION by Mr. Chiste seconded by Mr. Brown with all in favor the check registers were approved.

ii. Balance Sheet and Income Statement

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

iii. Approval of Revised Fiscal Year 2021 Meeting Schedule

Mr. Flint stated you previously approved a meeting schedule when you adopted your budget in August and we have changed the date, time and location so we provided you with a revised meeting notice through the rest of the current fiscal year, which has the meeting at this location at 1:00 p.m. on the fourth Thursday of each month.

On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor the revised meeting schedule of meeting on the fourth Thursday of the month was approved.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests

There being none, the next item followed.


NINTH ORDER OF BUSINESS

Next Meeting Date – February 25, 2021

Mr. Flint stated the next meeting date is February 25, 2021 at 1:00 p.m. in this location.

On MOTION by Mr. Brown seconded by Mr. Chiste with all in favor the meeting adjourned at 1:14 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman