

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, August 13, 2020 at 12:00 p.m. via Zoom Video Conferencing, pursuant to Executive Orders 20-52, 20-69, 20-112, 20-150 and 20-179 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, June 23, 2020 and July 30, 2020 respectively, and any extensions or supplements thereof, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*.

Present and constituting a quorum were:

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

Also present were:

George Flint	District Manager
Vivek Babbar	District Counsel
Bruce Taylor	Engineer

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 June 11, 2020 Meeting

On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor, the Minutes of the June 11, 2020 Meeting were approved as presented.

FOURTH ORDER OF BUSINESS Public Hearings

Mr. Flint stated next is the public hearing to adopt the Fiscal Year 2021 budget and imposing the assessments associated with that budget. The Board previously approved a proposed budget and set today as the date, time and place of the public hearing. We complied with the statutory noticing requirements and the legal advertising providing copies of the proposed budget to the local government entities and placing it on the website.

The blanks in the resolution will be filled in with the numbers in the budget you adopt. Attached to the resolution is the proposed budget that contemplates the per unit assessment would remain the same at \$532. I emailed out a revised version and the only change was in the narrative we referenced page 5 on the lake maintenance and the contingency should have been \$10,000 and with that change the narrative matches the budget item.

For the record we don't have any members of the public to provide comment or testimony.

A. Consideration of Resolution 2020-08 Adopting the Fiscal Year 2021 Budget and Relating to the Annual Appropriations

On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor, Resolution 2020-08 Adopting the Fiscal Year 2021 Budget and Relating to the Annual Appropriations, was approved.

B. Consideration of Resolution 2020-09 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Flint stated the next resolution is to impose the assessments associated with the budget you just approved. It is a separate public hearing and there are no members of the public here. There are two exhibits to that resolution, the budget you just adopted and the assessment roll that lists all the benefited properties within the District and their per unit assessment amounts.

On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor, Resolution 2020-09 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

FIFTH ORDER OF BUSINESS Consideration of Fiscal Year 2020/2021 Budget Funding Agreement

Mr. Flint stated because there is a difference in what the assessments are generating and what the budget is, there is a contemplated developer contribution and we have a developer funding agreement for Fiscal Year 2021 in your agenda. This is the same form the Board and the developer have seen in the past and it obligates the developer to pay the shortfall.

Mr. Chiste asked we have a carry forward surplus couldn't we dip into that a little bit if we had to?

Mr. Flint responded you could, the only issue is the administrative costs of the District are typically allocated across the District whether it is developed or undeveloped so there usually is some obligation for the undeveloped portion.

Mr. Chiste asked if there is a shortfall other than the direct bill versus the tax roll, if there was a shortfall of \$100,000 instead of us having to fund it can't we just go into that carry forward surplus?

Mr. Flint stated the Board could amend the budget and you could appropriate the funds to cover that shortfall; we would just want to calculate probably the amount of the administrative costs that should be covered by you on an annual basis and then the difference could be covered by fund balance.

Mr. Bouskila stated we are apportioning the O&M off the 449 lots and we are expecting to plat Phase 7 in 2021.

Mr. Brown stated yes, Phase 7 will be platted by early 2021.

Mr. Bouskila asked there is a possibility we could start closing homes in 2021 in Phase 7, isn't there?

Mr. Brown stated we will definitely be closing homes in 2021 in Phase 7.

Mr. Bouskila stated if 49 lots are apportioned to the first bond issue, a certain amount of O&M would be apportioned to those lots. How do we true up with the people who close at that point if there is nothing assigned to that folio?

Mr. Flint stated we are direct billing you for everything within that initial assessment area. You are obligated to pay if at the time we certify that roll that plat is not recorded. At this point it is too late to get that on the tax bill, so you get direct billed for the remaining lots that are part of the first assessment area. At closing you can prorate a portion of that from your buyer to reimburse yourself.

Mr. Chiste stated it would be like a tax true-up.

Mr. Flint stated right, also at closing you have to reimburse yourself, the direct bill payments. The developer has the obligation under the funding agreement so you could incorporate something at closing to reimburse yourself for any shortfall that you estimate you are going to have to pay. Then, November of next year all those lots will be on the tax bill.

On MOTION by Mr. Bouskila seconded by Ms. DiFiore with all in favor, the Fiscal Year 2020/2021 Funding Agreement Between the District and Rolling Oaks Splendid, LLC was approved.

SIXTH ORDER OF BUSINESS

Review and Acceptance of Fiscal Year 2019 Audit Report

Mr. Flint stated next is the audit report and it has been transmitted to the State of Florida in accordance with the statute. There were no prior year or current year findings or recommendations and it is a clean audit.

On MOTION by Mr. Bouskila seconded by Mr. Chiste with all in favor, the Fiscal Year 2019 Audit was accepted and Transmission of the Final Audit to the State of Florida was ratified.

SEVENTH ORDER OF BUSINESS

Ratification of Additional Work Authorizations with REW Landscape Corp.

Mr. Flint stated next is ratification of additional work authorization from REW Landscape for tree trimming services. The work has been performed and invoiced. I did coordinate this with the chairman and I'm asking the Board to ratify the execution of the work authorization.

On MOTION by Mr. Bouskila seconded by Mr. Yajnik with all in favor the additional work authorizations from REW Landscape Corp. were ratified.

EIGHTH ORDER OF BUSINESS

Ratification of Series 2016 Requisition #4

Mr. Flint stated Requisition #4 is from the Series 2016 bonds and this drew down the remaining funds in the construction account and totals \$34,201 and we put the summary behind the requisition. This has been transmitted to the trustee and funded and we are asking you to ratify that action.

On MOTION by Mr. Bouskila seconded by Mr. Chiste with all in favor, Requisition #4 from the Series 2016 bonds was ratified.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. Manager

i. Approval of Check Register

On MOTION by Mr. Chiste seconded by Ms. DiFiore with all in favor, the Check Register was 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 Fiscal Year 2021 Meeting Schedule

Mr. Flint stated each year you have to approve a meeting notice and we prepared one based on your current practice of meeting the second Thursday and if the Board is okay with that a motion to approve would be in order otherwise we can make any changes you would like.

On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor, the Fiscal Year 2021 Meeting Schedule Reflecting Meetings on the Second Thursday of Each Month, was approved.

TENTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Chiste stated I know there was a discussion that we were trying to enter into an agreement with the CDD associated with the HUD building and the comment was maybe the term and/or the dollar amount seemed to be pretty expensive right now based on the nature of the actual work that gets performed in the buildings by the contractor.

Mr. Flint stated that was part of the discussion with Vivek yesterday. It is a Board decision, but we were wondering about the timing, the cost of making sure the Board has an opportunity to compare it to the market rate that the District needs the space at this point. Our discussion was that we not present it today and possibly have time to review it and bring it back.

Mr. Chiste asked they are not currently paying anything for the space, right?

Mr. Brown responded no, there is no lease and no payments.

Mr. Chiste asked we are anticipating the space will be used for what? Is it storage or office space?

Mr. Brown stated no, it would be part of the northwestern portion of the HUD parking lot and it would be used for landscaping materials storage, laydown area and the equipment storage needed to maintain all of the common areas, CDD roadways and rights of way landscape areas.

Mr. Chiste asked do they use it daily? What is laydown area?

Mr. Brown responded it would be an area they could store mulch, store any plant materials they need to store or if they need to have any equipment, mowers or anything like that it would be an area that would be fenced in to allow whatever the landscaping contractor needs. The thought behind having it with the CDD is then it doesn't bind any particular landscaping company to a lease because if they are not the landscaper for the CDD and whenever it is bid then you are not having a landscaper who loses a CDD contract stuck with that area. Rather than that, have the CDD be able to provide the space for the landscaper to store the necessary materials and equipment.

Mr. Chiste asked where is that stuff stored today?

Mr. Brown stated it is not, there is nowhere onsite. REW brings all their materials and equipment as needed.

Mr. Flint stated our concern was the timing.

Mr. Chiste stated I'm a little concerned with us agreeing to a lease that isn't really being used. I know what we are trying to do, but I wasn't sure if there was an office component or anything.

Mr. Brown stated there is no office component.

Mr. Chiste stated we will continue to talk about it internally and see what makes sense. As we do get larger and there is more stuff to maintain, there could be a need for that for ease of transportation and having availability and so forth.


Mr. Bouskila asked how long are virtual meetings approved for?

Mr. Flint stated they just extended it through the end of September so we have at least one more meeting.

ELEVENTH ORDER OF BUSINESS Next Meeting Date

Mr. Flint stated the next meeting date is September 10, 2020.

On MOTION by Mr. Bouskila seconded by Mr. Chiste with all in favor, the Meeting Adjourned at 12:23 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman