

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, November 14, 2019 at 12:27 p.m. at the Heritage Crossing Community Center, 7715 Heritage Crossing Way, Reunion, 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
Bruce Taylor	District Engineer by telephone
Several Residents	

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and stated we have three Board Members physically here and two Board Members on the phone. The requirement is that we would have at least three Board Members physically present for a quorum, so we do have a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Supervisors

Mr. Flint stated we held a Landowners' meeting immediately prior to the Board meeting and as a result Mr. Chiste, Mr. Yajnik and Mr. Brown were reelected. Mr. Chiste and Mr. Brown were elected to four-year terms of office and Mr. Yajnik was elected to a two-year term of office.

I need to administer the oath of office. John, you are not going to be able to participate in the votes because you haven't been sworn in, but you can participate in discussions. Until you are sworn in you won't be able to vote.

Mr. Flint being a notary public of the State of Florida administered the oath of office to Mr. Brown and Mr. Yajnik.

Mr. Flint stated for the public's benefit, the Board Members are public officials and in the State of Florida similar to a city commissioner and county commissioner or school Board Members they are required to comply with government in the sunshine law, public records laws, ethics for public officials. They also have to file financial disclosure forms annually with the commission on ethics.

B. Consideration of Resolution 2020-01 Canvassing and Certifying the Results of the Landowners' Election

Mr. Flint stated next is Resolution 2020-01 canvassing and certifying the results of the Landowners' election. In the agenda is the resolution and we will insert Mr. Brown, Mr. Chiste and Mr. Yajnik's names and the number of votes each received. Mr. Brown received 282 votes, Mr. Chiste received 281 and Mr. Yajnik received 280 votes.

On MOTION by Mr. Bouskila seconded by Mr. Yajnik with all in favor Resolution 2020-01 was approved.

C. Consideration of Resolution 2020-02 Electing Officers

Mr. Flint stated each time there is an election the statute requires that you reconsider officers. Currently, Mr. Chiste is the Chairman, Mr. Bouskila is Vice Chairman, the other three Board Members are Assistant Secretaries, I'm Secretary and Ariel Lovera is Treasurer. You can make one motion to elect a slate of officers or you can take each seat individually.

Mr. Bouskila asked would it matter if Mr. Chiste is sworn in that he could be appointed to an office.

Mr. Flint stated you can do that subject to him being sworn in.

On MOTION by Mr. Bouskila seconded by Mr. Brown with all in favor Resolution 2020-02 was approved reflecting the current slate of officers as outlined above, subject to Mr. Chiste being sworn in.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the August 8, 2019 Meeting

On MOTION by Mr. Brown seconded by Mr. Yajnik with all in favor and Mr. Chiste abstaining, the minutes of the August 8, 2019 meeting were approved, as presented.

FIFTH ORDER OF BUSINESS

Consideration of Agreement with Berger Toombs Elam Gaines & Frank to Provide Auditing Services for Fiscal Year 2019

Mr. Flint stated next is an agreement with Berger Toombs Elam Gaines & Frank. The District as a government entity is required to have an annual independent audit performed. You went through an RFQ process prescribed by statute and selected this firm to provide the annual independent audit. You enter into annual engagements with them and this would be for Fiscal Year 2019 for a fee not to exceed \$3,050.

Mr. Bouskila stated on page 2 it says, the funds you have told us are maintained by Rolling Oaks Community Development District are to be included as part of our audit are listed below, which includes general and debt service. The capital projects fund doesn't seem to be listed here.

Mr. Flint stated it is really incorporated into the other two. It is not necessarily a separate fund. The fee is not going to change if you want to explicitly list that here we can do that.

Mr. Bouskila stated I just wanted to make sure that they would be taking the responsibility for auditing that as well.

Mr. Flint stated if the Board is amenable you can approve it subject to insertion of the capital projects fund.

On MOTION by Mr. Bouskila seconded by Mr. Brown with all in favor and Mr. Chiste abstaining, the engagement letter with Berger, Toombs, Elam, Gaines & Frank to perform the Fiscal Year 2019 Audit in an amount not to exceed \$3,050 was approved subject to insertion of the capital projects fund.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2020-03 Accepting Sidewalk Easement Dedication in Replat

Mr. Flint stated next is Resolution 2020-03 accepting sidewalk easement dedication in the replat.

Mr. Babbar stated this is really an administrative action that we are requesting the Board to take. Osceola County requires CDDs to sign and execute a resolution before they accept the CDDs signature on the plat to evidence that the CDD intends to accept the responsibility or the tracts that are included in the plat. It is the same form of resolution we have done previously.

On MOTION by Mr. Brown seconded by Mr. Bouskila with all in favor and Mr. Chiste abstaining, Resolution 2020-03 Accepting Sidewalk Easement Dedication in Replat, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2020-04 Approving Phase 7 Plat and Authorizing Execution

Mr. Babbar stated it is the same thing it is just a different plat and different area. We recommend it to be approved and it is a requirement of Osceola County.

On MOTION by Mr. Brown seconded by Mr. Yajnik with all in favor and Mr. Chiste abstaining, Resolution 2020-04 Approving Phase 7 Plat and Authorizing Execution, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Series 2018 Requisition No. 3

Mr. Flint stated next is requisition no. 3 from the series 2018 bonds in the amount of \$3,500 and for construction accounting services, which is an annual fee charged by GMS per our agreement with the District.

On MOTION by Mr. Bouskila seconded by Mr. Yajnik with all in favor and Mr. Chiste abstaining, requisition no. 3 from the series 2018 bonds was approved.

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. Bouskila seconded by Mr. Yajnik with all in favor and Mr. Chiste abstaining, 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. Presentation of Arbitrage Rebate Calculation Report

Mr. Flint stated next is the arbitrage rebate calculation report. This is for the series 2016 Bonds and we have a negative rebate of arbitrage of \$910.676.30, which means there is no arbitrage issue.

On MOTION by Mr. Brown seconded by Mr. Bouskila with all in favor and Mr. Chiste abstaining, the arbitrage rebate report for the series 2016 bonds was accepted.

iv. Presentation of Revised Number of Registered Voters – 15

Mr. Flint stated each year the District is required to announce the number of registered voters as of April 15th. The initial letter that was provided did not take into account the boundary contraction and it showed a much higher number of registered voters than we would have expected. We questioned that and they went back and reviewed it and they had not taken into account the county ordinance carving the apartments out of the District. As a result, the revised letter indicates there are 15 registered voters within the boundaries of the District.

TENTH ORDER OF BUSINESS

Supervisor’s Requests

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Next Meeting Date

Mr. Flint stated the next meeting is December 12, 2019 at 12:00 p.m. in this location.

On MOTION by Mr. Bouskila seconded by Mr. Yajnik with all in favor and Mr. Chiste abstaining, the meeting adjourned at 12:43 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman