

**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, **April 24, 2025** at 1:00 p.m. at the Embassy Suites Boardroom, 3151 Sunset Walk Drive, Kissimmee, Florida

Present and constituting a quorum were:

John Chiste *by Zoom*
Jared Bouskila
Cora DiFiore *by Zoom*
Peter Brown
Steven Dougherty
Penny Lozano

Chairman
Vice Chairman
Assistant Secretary
Assistant Secretary
Resigned during the meeting
Appointed during the meeting

Also present were:

Tricia Adams
Clayton Smith *by Zoom*
Ashley Hilyard
Katie O'Rourke

District Manager
Field Services Manager
Field Services
District Manager

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 1:14 p.m.

SECOND ORDER OF BUSINESS

Public Comment Period

There being no comments, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the February 27,
2025 Meeting**

On MOTION by Mr. Bouskila seconded by Mr. Chiste with all in favor the Minutes of the February 27, 2025 meeting were approved as presented.

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FOURTH ORDER OF BUSINESS**Consideration of Resolution 2025-03
Authorizing Chairperson to Execute Plats,
Permits and Conveyances**

Ms. Adams stated Resolution 2025-03 authorizes the chair to execute plats, permits, conveyances or any other development documents between meetings. Approved documents would be brought back to the Board for ratification at the next meeting.

On MOTION by Mr. Bouskila seconded by Mr. Brown with all in favor Resolution 2025-03 Authorizing Chairperson to Execute Plats, Permits and Conveyances was approved.

FIFTH ORDER OF BUSINESS**Consideration of Landscape Installation
Agreement with McMaster Landscape**

Ms. Adams stated the landscape design on Inspiration has been a top priority and there are two proposals in the agenda package. The proposals have been approved, we are looking for approval of the form of agreement, including the two approved proposals which will be ratified at the same time. The agreement was prepared by district counsel and contains protections for the district.

On MOTION by Mr. Bouskila seconded by Mr. Dougherty with all in favor the landscape installation agreement with McMaster Landscape was approved.

SIXTH ORDER OF BUSINESS**Ratification of Special Warranty Deed with
Rolling Oaks Apartments LLC**

On MOTION by Mr. Chiste seconded by Mr. Brown with all in favor the special warranty deed with Rolling Oaks Apartments LLC was ratified.

SEVENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

There being no comments, the next item followed.

B. Engineer

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There being no comments, the next item followed.

C. Manager

Ms. Adams stated in May you will consider the proposed Fiscal Year 2026 budget, and I understand there is a conflict with your May meeting date. After discussion the Board took the following action:

On MOTION by Mr. Bouskila seconded by Mr. Dougherty with all in favor the May meeting was moved to May 14, 2025 at 1:00 p.m.

i. Approval of Check Register

On MOTION by Mr. Bouskila seconded by Mr. Brown 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.

D. Field Manager's Report

Ms. Hilyard reviewed the field manager's report, copy of which was included in the agenda package.

i. Consideration of Proposal for LaneLight Upgrade

ii. Consideration of Proposal for Non-Cloud LaneLight Upgrade

This item was deferred.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Dougherty tendered his resignation from the board to be effective immediately.

On MOTION by Mr. Brown seconded by Mr. Bouskila with all in favor Mr. Dougherty's resignation was accepted and the seat was declared vacant.

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On MOTION by Mr. Brown seconded by Mr. Bouskila with all in favor Penny Lozano was appointed to fill the unexpired term of office of seat 5 with a term ending 11/26.

Ms. Adams administered the oath of office to Ms. Lozano.

NINTH ORDER OF BUSINESS

Next Meeting Date – May 14, 2025

Ms. Adams stated the next meeting will be held on May 14, 2025.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Lozano seconded by Mr. Bouskila with all in favor the meeting adjourned at 1:37 p.m.

Signed by:

Tricia Adams

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Secretary/Assistant Secretary

DocuSigned by:

John Chiste

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Chairman/Vice Chairman