

**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 22, 2024** at 1:01p.m. at the Margaritaville Resort Orlando, 8000 Fins Up Circle, Kissimmee, Florida.

Present and constituting a quorum were:

John Chiste
Jared Bouskila
Cora DiFiore
Steven Dougherty

Chairman
Vice Chairman
Assistant Secretary *via Zoom*
Assistant Secretary

Also present were:

Tricia Adams
Vivek Babbar
Dave Schmitt
Robert Walker

Manager
Attorney *via Zoom*
Engineer *via Zoom*
Engineer *via Zoom*

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 1:01 p.m. and called the roll.

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 May 23, 2024
Meeting**

On MOTION by Mr. Chiste seconded by Mr. Dougherty with all in favor the minutes of the May 23, 2024 meeting were approved as presented.

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FOURTH ORDER OF BUSINESS**Public Hearing**

On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor the public hearings were opened.

There being no public present to comment, the board took the following action.

On MOTION by Mr. Bouskila seconded by Mr. Dougherty with all in favor the public hearings were closed.

A. Consideration of Resolution 2024-05 Adopting the Fiscal Year 2025 Budget and Relating to the Annual Appropriations

Ms. Adams stated Resolution 2024-05 memorializes that the budget has been provided to the local government, posted on the website and has been noticed in accordance with Florida Statutes. Attached as an exhibit to this resolution is a copy of the proposed budget. The only substantive changes to the proposed budget have been the actuals were updated through June 30, 2024 and as a result of direction of the board there was a desire to keep the assessment level the same as the previous year at \$638.40 for a single family, \$510 for condo and \$319 for apartments. As a result of keeping the assessment level we are recognizing a developer contribution for deficit funding if needed to balance the budget.

Mr. Bouskila asked what is the \$200,000 increase in budget year over year, for mulch and landscape maintenance primarily?

Ms. Adams stated yes, we did go through the field operations, the area where we are realizing the most increase. Increasing the landscape agreement to increase the level of service and added a line item for mulch, which is more than you will see in future years because the mulch has not been replenished for several years other than what has been donated by the resort. This is to get the property up to a first-class standard.

On MOTION by Mr. Chiste seconded by Mr. Dougherty with all in favor Resolution 2024-05 Adopting the Fiscal Year 2025 Budget and Relating to the Annual Appropriations was approved.

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B. Consideration of Resolution 2024-06 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Adams stated we propose to fund the budget with the special assessments on the tax roll as well as the developer deficit funding agreement. Resolution 2024-06 approves the special assessments on the tax roll as well as authorizing collection of the debt service that was imposed at the time the bonds were issued. Attached as an exhibit will be a copy of the adopted budget and the tax roll.

On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor Resolution 2024-06 Imposing Special Assessments and Certifying an Assessment Roll was approved.

FIFTH ORDER OF BUSINESS

Consideration of Fiscal Year 2025 Developer Deficit Funding Agreement

Ms. Adams stated district counsel has prepared the form of agreement.

Mr. Babbar stated it is the same form that has been drafted in previous years.

On MOTION by Mr. Chiste seconded by Mr. Dougherty with all in favor the Fiscal Year 2025 developer funding agreement was approved.

SIXTH ORDER OF BUSINESS

Consideration of Amended and Restated Declaration of Covenants, Easements and Restrictions for Sunset Walk Hotel Parcel

Mr. Babbar stated it is something the district had signed on the original declaration consent; some additions were acquired. The only responsibilities are provisions that pertain to the district are with respect to the parking lot and other assets that the district owns and operates. There is nothing in there that I found concerning. I did talk with the developer that there is some language with respect to the option for valet parking, but we don't expect that to be exercised. I don't have any concerns with it and recommend approval.

On MOTION by Mr. Chiste seconded by Mr. Dougherty with all in favor the amended and restated declaration of covenants, easements and restrictions for Sunset Walk Hotel Parcel was approved.

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SEVENTH ORDER OF BUSINESS**Consideration of Duke Energy Florida, LLC
Easement**

Mr. Babbar stated I recommend the board approve this one insubstantial form. I did provide two notes, one was just a minor item with respect to the full name of the CDD, the Rolling Oaks Community Development District. The other was a concern about giving Duke Energy such broad powers, specifically in section 8, it allows them to increase the voltage and change the type of facilities. If they ever decide to run a really big powerline, I'm sure that will get residents and commercial tenants in an uproar and I prefer that they size it exactly to the specifications they want to install. This also gives the CDD and commercial property owners an opportunity to negotiate and receive compensation if they want to expand it in the future. That is up to the discretion of the board as well as other entities that will be signing this easement,

On MOTION by Mr. Chiste seconded by Mr. Dougherty with all in favor the grant of easement to Duke Energy Florida, LLC for Sunset Walk Residences, LLC was approved in substantial form.

EIGHTH ORDER OF BUSINESS**Consideration of Conveyance of Utility Assets**

Ms. Adams stated this is conveyance of utility assets. I believe this is just a pass through.

Mr. Babbar stated I have reviewed them and they are in the same form that we used for the other phases and recommend approval.

On MOTION by Mr. Chiste seconded by Mr. Dougherty with all in favor the conveyance documents to TWA were approved.

NINTH ORDER OF BUSINESS**Consideration of Solitude Lake Management
Contract Renewals**

Ms. Adams stated this is the Solitude Lake Management contract renewals. The amount in the proposal is consistent with the amount in the budget for fiscal year 2025.

On MOTION by Mr. Dougherty seconded by Mr. Chiste with all in favor the Solitude Lake Management Contract renewal was approved.

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Ms. Adams stated now that the proposal has been approved that authorizes district counsel to prepare the form of agreement with all the necessary indemnifications and protections for the district.

TENTH ORDER OF BUSINESS**Review and Acceptance of Fiscal Year 2023
Audit Report**

Ms. Adams stated next is review and acceptance of the fiscal year 2023 audit report. This is a clean audit with no findings, no previous year findings. The district's records are being kept in compliance with the auditor general for the State of Florida.

On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor the Fiscal Year 2023 audit was accepted.

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

Mr. Babbar stated we are working with the county on the boundary amendment and have a call with them later today and hopefully get that pushed along.

B. Engineer**i. Review and Acceptance of Annual Engineer's Report**

Mr. Schmitt stated we assisted with the Rolling Oaks Plaza drainage questions that came up a few days ago and that got resolved.

Ms. Adams stated the annual engineer's report is required by the trust indenture, there is a review of the district's assets as well as the budget to make sure there is adequate funding to maintain the district's infrastructure and a review of the district's insurance.

On MOTION by Mr. Chiste seconded by Mr. Dougherty with all in favor the Annual Engineer's Report was accepted.

Mr. Schmitt and Mr. Walker left the Zoom call at this time.

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C. Manager**i. Adoption of District Goals and Objectives**

On MOTION by Mr. Chiste seconded by Mr. Dougherty with all in favor the goals and objectives were approved.

ii. Approval of Check Register

On MOTION by Mr. Chiste seconded by Mr. Dougherty with all in favor the check register was approved.

iii. Balance Sheet and Income Statement

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

iv. Approval of Fiscal Year 2025 Meeting Schedule

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

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

Mr. Bouskila asked do you have information on the ethics classes?

Ms. Adams stated we have links to free classes. The Florida Commission on Ethics has videos that you can do on your own time and self-report on that. That is not required to be reported until July 2025 but is required to be completed by December 31, 2024. I will send a link to the board members.

THIRTEENTH ORDER OF BUSINESS**Next Meeting Date – September 26, 2024**

Ms. Adams noted that the next Board meeting was scheduled for September 26, 2024.

FOURTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor the meeting adjourned at 1:25 p.m.

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Rolling Oaks CDD

Signed by:

Tricia Adams

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Secretary/Assistant Secretary

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John Chiste

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Chairman/Vice Chairman