

**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, **October 24, 2024** at 1:03 p.m. at the Crescent Moon Room, 3151 Sunset Walk Drive, Kissimmee, Florida.

Present and constituting a quorum were:

John Chiste	Chairman <i>via Zoom</i>
Jared Bouskila	Vice Chairman
Cora DiFiore	Assistant Secretary <i>via Zoom</i>
Peter Brown	Assistant Secretary
Steven Dougherty	Assistant Secretary

Also present were:

Tricia Adams	District Manager
Cari Webster	District Counsel
Robert Walker	District Engineer <i>via Zoom</i>
Clayton Smith	Field Services Manager <i>via Zoom</i>
Ashley Hilyard	Field Services

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 1:03 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 September 26,
2024 Meeting**

On MOTION by Mr. Brown seconded by Mr. Dougherty with all in favor the minutes of the September 26, 2024 meeting were approved as presented.
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FOURTH ORDER OF BUSINESS**Consideration of Encroachment Agreement
for a Building Pad with MV Rolling Oaks
Retail, LLC**

Ms. Adams stated this is for a building pad on Inspiration Drive and this agreement assigns the maintenance responsibilities to MV Rolling Oaks Retail, LLC and there are also indemnifications provisions. This agreement was prepared by district counsel.

On MOTION by Mr. Brown seconded by Mr. Bouskila with all in favor the Encroachment Agreement for a building pad with MV Rolling Oaks Retail, LLC was approved.

FIFTH ORDER OF BUSINESS**Consideration of License Agreement for
Entry Gates with Rolling Oaks Splendid, LLC**

Ms. Adams stated next is consideration of a license agreement for the entry gates with Rolling Oaks Splendid, LLC. There are five entrances and five areas where Rolling Oaks Splendid has installed gate equipment. This agreement indemnifies the district and assigns the maintenance responsibilities to Rolling Oaks Splendid, LLC. Subsequent to the agenda this agreement was circulated for comment and one of the comments that came back regarding the five entrance gates agreement is that the initial term of the agreement be 10-years with automatic renewal instead of 5-years. We are going to ask the board to consider the term as 10-years. This agreement was prepared by district counsel.

On MOTION by Mr. Brown seconded by Mr. Bouskila with all in favor the License Agreement for entry gates with Rolling Oaks Splendid, LLC was approved.

SIXTH ORDER OF BUSINESS**Consideration of Mutual Use Agreement for
Directional Signage with Rolling Oaks
Splendid, LLC**

Ms. Adams stated this agreement is for the provision of directional signage that has been installed on CDD property. There is a diagram as an exhibit to the agreement that identifies where the directional sign has been installed. This agreement has been circulated for review subsequent to publication of the agenda. The one comment that came back was regarding provision 24 with

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the wording update to be but shall not be unreasonably withheld. This agreement was prepared by district counsel.

On MOTION by Mr. Chiste seconded by Mr. Brown with all in favor the Mutual Use Agreement for directional signage with Rolling Oaks Splendid, LLC was approved.

SEVENTH ORDER OF BUSINESS**Review and Approval of Field Management Services Agreement**

Ms. Adams stated this agreement has been reviewed by district counsel. This agreement is based on the terms of the proposal that the board approved last month with Governmental Management Services-Central Florida, LLC to be effective October 1, 2024. Attached as an exhibit is the scope that the board previously reviewed as well as a certificate of insurance.

On MOTION by Mr. Dougherty seconded by Mr. Bouskila with all in favor the Agreement for Field Management Services was approved.

EIGHTH ORDER OF BUSINESS**Ratification of Revised Fiscal Year 2025 Meeting Schedule**

On MOTION by Mr. Bouskila seconded by Mr. Dougherty with all in favor the Revised Meeting Schedule for Fiscal Year 2025 was ratified.

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

There being none, the next item followed.

B. Engineer

There being no comments, the next item followed.

Mr. Walker left the meeting at this time.

C. Manager

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i. Approval of Check Register

On MOTION by Mr. Bouskila seconded by Mr. Dougherty 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

Ms. Hilyard presented the Field Manager's Report. She stated the landscapers and I were onsite to assess storm damage and debris. We had the roadways and sidewalks cleared within a day or so. I'm coordinate with the landscaping team to address any noted site issues. We have some landscape enhancements that need to be made and I will do a ride along next week and put eyes on all those things.

TENTH ORDER OF BUSINESS

Supervisor's Requests

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Next Meeting Date- November 21, 2024 at Margaritaville Resort Orlando

Ms. Adams stated the next meeting is scheduled for November 21, 2024 at 3:00 p.m.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Bouskila seconded by Mr. Brown with all in favor the meeting adjourned at 1:18 p.m.

Signed by:

Tricia Adams

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Secretary/Assistant Secretary

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John Chiste

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Chairman/Vice Chairman