

**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, **September 25, 2025** at 1:02 p.m. Margaritaville Resort Orlando, 8000 Fins Up Circle, Kissimmee, Florida.

Present and constituting a quorum were:

John Chiste
Jared Bouskila
Cora DiFiore
Peter Brown
Penny Lozano

Chairman
Vice Chairman *via Zoom*
Assistant Secretary *via Zoom*
Assistant Secretary
Assistant Secretary

Also present were:

Tricia Adams
Cari Webster
Ashley Hilyard
Pete Wittman

District Manager
District Counsel *via Zoom*
Field Services
Yellowstone

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 1:02 p.m.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Wittman stated I am the branch manager for Yellowstone Landscape. Before you get into discussion on everything if it would make you feel more comfortable for me to step out while you are grading and having discussions, I'm happy to do that.

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THIRD ORDER OF BUSINESS**Approval of the Minutes of the July 24, 2025 Meeting**

On MOTION by Mr. Chiste seconded by Mr. Brown with all in favor the minutes of the July 24, 2025 meeting were approved as presented.

FOURTH ORDER OF BUSINESS**Review and Ranking of Proposals for Landscape Maintenance Services and Selection of Vendor**

Ms. Adams stated the next item is the result of a recent solicitation for landscape maintenance service proposals. We received five proposals and provided a ranking sheet to the Board. However, before we get to that I do want to have some discussion regarding the pricing that was presented by various vendors. You will see between the low bid and the high bid there is a delta of around \$110,000. We think there has been some confusion regarding the scope of services. The district invested in over 6,200 square feet of artificial turf and some other landscape improvements that were designed to be low maintenance. However, the artificial turf was not included in the scope. We think there may have been some confusion and that some of the landscape service providers bid on the scope as it was written and did not realize there was artificial turf and some other lower maintenance products that had been installed. As a result of that delta between the bids we are going to ask the board consider rejecting all the bids and authorize us to refine the scope and include the artificial turf and make sure everyone is bidding on the same project.

Mr. Chiste asked do we have time with our existing provider to extend the term?

Mr. Wittman stated we are still under contract.

Ms. Webster stated if the board wants to revise the scope, I recommend that the board vote to reject all bids and start the process over and state for the record they are rejecting all bids for the best interests of the district.

On MOTION by Mr. Chiste seconded by Mr. Brown with all in favor all bids were rejected in the best interests of the district and staff was authorized to revise the scope of services to include the artificial turf component.

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FIFTH ORDER OF BUSINESS**Ratification of Revised Fiscal Year 2026 Meeting Schedule**

Ms. Adams stated the next item is ratification of a revised meeting schedule. Your meeting dates and times remain the same, however we are not able to secure Margaritaville Resort for every meeting date. In cases where we cannot secure Margaritaville we have the ability to meet at Embassy Suites, which is nearby. January, February and July meetings will be scheduled at Embassy Suites.

On MOTION by Mr. Chiste seconded by Mr. Brown with all in favor the Revised Fiscal Year 2026 Meeting Schedule was approved.

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

There being no comments, the next item followed.

B. Engineer**i. Discussion Regarding Ponding Nearby 8133 Surf Street**

Ms. Adams stated in your agenda packet is a photograph either taken by our field staff or provided by a residential property owner who lives near 8133 Surf Street. We have been evaluating this and there seems to be persistent ponding in this area. The district engineer recommended that they do further evaluation and we want to authorize the district engineer to investigate.

Mr. Chiste asked any idea how long the water stays after rainfall?

Ms. Hilyard stated it varies depending on the weather but it is a few days and it leaves behind a lot of dirt and debris and this is in front of a home and the owner is not thrilled about having to dodge the water and dirt.

Mr. Brown asked what is the engineer going to determine? That the engineer misdrew the plans or the contractor didn't build it according to the plans?

Ms. Adams stated the engineer recommended getting some survey shots to see if it is built too low as a first step. I'm not sure if the engineer can have this done inhouse or if he needs to hire a surveyor.

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On MOTION by Mr. Chiste seconded by Mr. Brown with all in favor the district engineer was authorized to have a survey done on the parking area near 8133 Surf Street.

C. Manager

i. Approval of Check Register

On MOTION by Mr. Chiste 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 provided in the agenda package.

SEVENTH ORDER OF BUSINESS

Supervisor's Requests

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS

**Next Meeting Date – October 23, 2025 at
Margaritaville Orlando**

Ms. Adams stated that the next scheduled meeting is October 23, 2025.

NINTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Brown seconded by Mr. Chiste with all in favor the meeting adjourned at 1:17 p.m.

Signed by:


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Secretary/Assistant Secretary

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Chairman/Vice Chairman