

**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, **February 26, 2026** at 1:08 p.m. in the Board Room at the Embassy Suites by Hilton Orlando Sunset Walk, 3152 Sunset Walk Drive, Kissimmee, Florida.

Present and constituting a quorum were:

John Chiste	Chairman <i>by Zoom</i>
Jared Bouskila	Vice Chairman
Cora DiFiore	Assistant Secretary <i>by Zoom</i>
Peter Brown	Assistant Secretary
Penny Lozano	Assistant Secretary

Also present were:

Tricia Adams	District Manager
Katie O'Rourke	District Manager
Cari Webster	District Counsel <i>by Zoom</i>
Ashley Hilyard	Field Services

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 1:08 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 October 25,
2025 Meeting**

On MOTION by Mr. Bouskila seconded by Ms. Lozano with all in favor the minutes of the October 25, 2025 meeting were approved as presented.
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FOURTH ORDER OF BUSINESS

Consideration of Resolution 2026-01 Relating to the General Election and Qualifying Period Procedures

Now that the District has been established for more than five years and has more than 250 registered voters, the District transitions from the landowner election process to the general election process for two Board seats. Seat 3 currently held by Cora DiFiore and seat 5 currently held by Penny Lozano will transition to the general election process. To qualify for November election, the person must be a qualified elector, a US citizen, a resident of the State of Florida, registered to vote in Osceola County, reside within the District, and be at least 18 years of age.

Ms. Webster stated this resolution serves as notice to the Supervisor of Elections of the seats transitioning to the general election process.

Mr. Bouskila asked what happens if no one runs for election? Ms. Adams explained that if no qualified electors run for the seats, the positions will be declared vacant following the November 2026 general election, and the incumbent Supervisors may serve as holdover members until successors are appointed by the Board.

On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor Resolution 2026-01 was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2026-02 Authorizing Chair, Vice Chair and District Manager Spending Limits

Ms. Adams stated Districts often have a spending limit authorization as part of the organizational meeting. Resolution 2026-02 clarifies spending limits for the Chair, Vice Chair and District Manager outside of Board meetings. The spending limits are set for the District Manager at \$5,000, Chair or Vice Chair \$7,500 or, in the aggregate, the Chair and District Manager may approve up to \$15,000 per event.

On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor Resolution 2026-02 Authorizing Chair, Vice Chair and District Manager Spending Limits was approved.

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SIXTH ORDER OF BUSINESS

Discussion of Kissimmee Topographic Survey of 8133 Surf Street

Ms. Adams stated next are the results of the topographic survey that was conducted over the summer months. We have had persistent concern from a resident who lives at 8133 Surf Street of an area of the parking lot that is holding water. Ultimately the District engineer recommended that the District undertake the topo survey, which was completed. Based on Board direction, staff will coordinate with the District Engineer to develop a scope and obtain cost proposals for Board consideration at a future meeting.

SEVENTH ORDER OF BUSINESS

Ratification of Auditing Service Agreement with DiBartolomeo, McBee, Hartley & Barnes for Fiscal Year 2025

On MOTION by Mr. Bouskila seconded by Ms. Lozano with all in favor the Engagement Letter with DiBartolomeo, McBee, Hartley & Barnes to perform the Fiscal Year 2025 Audit was ratified.

EIGHTH ORDER OF BUSINESS

Ratification of Data Sharing and Usage Agreement with Osceola County Property Appraiser

On MOTION by Mr. Bouskila seconded by Mr. Brown with all in favor the Data Sharing and Usage Agreement with the Osceola County Property Appraiser was ratified.

NINTH ORDER OF BUSINESS

Ratification of First Amendment to the Aquatic Management Agreement with Solitude

On MOTION by Mr. Brown seconded by Mr. Bouskila with all in favor the First Amendment to the Aquatic Management Agreement with Solitude Lake Management was ratified.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being no comments, the next item followed.

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B. Engineer

There being no comments, the next item followed.

C. Manager

i. Approval of Check Register

On MOTION by Mr. Bouskila seconded by Ms. Lozano with all in favor the Check Register was approved.

ii. Balance Sheet and Income Statement

A copy of the balance sheet and income statement was included.

D. Field Manager’s Report

Ms. Hilyard reviewed the field manager’s report, copy of which was included in the agenda package then presented the following proposals.

i. Consideration of McMaster Landscape Proposal for Removal and Replacement of One Palm

No action was taken on this item.

ii. Consideration of McMaster Landscape Proposal for Removal and Replacement of Three Palms

On MOTION by Mr. Bouskila seconded by Mr. Chiste with all in favor the Proposal for three palms was approved and Mr. Brown was delegated the authority to choose the type of palm.

iii. Consideration of Yellowstone Landscape Proposal for Removal and Replacement of Two Palms

No action was taken on this item.

iv. Ratification of McMaster Landscape Proposal for Date Palm Trimming

On MOTION by Mr. Brown seconded by Mr. Bouskila with all in favor the Proposal from McMaster Landscape for date palm trimming in the amount of \$6,900 was ratified.

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v. Ratification of McMaster Landscape Proposal for Sabal Palm Trimming

On MOTION by Mr. Brown seconded by Mr. Bouskila with all in favor the Proposal from McMaster Landscape for sabal palm trimming in the amount of \$39,600 was ratified.

ELEVENTH ORDER OF BUSINESS Supervisor’s Requests

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS Next Meeting Date – March 26, 2026

Ms. Adams stated the next meeting is scheduled for March 26, 2026 at Margaritaville.

THIRTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. Bouskila seconded by Mr. Brown with all in favor the meeting adjourned at 1:36 p.m.

Signed by:
Tricia Adams
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Secretary/Assistant Secretary

DocuSigned by:
John Chiste
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Chairman/Vice Chairman