

**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 23, 2025** at 3:36 p.m. in the Continental Drifter Room, Margaritaville Resort Orlando, 8000 Fins Up Circle, Kissimmee, Florida.

Present and constituting a quorum were:

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

Also present were:

|                             |                  |
|-----------------------------|------------------|
| Tricia Adams                | District Manager |
| Cari Webster <i>by Zoom</i> | District Counsel |
| Ashley Hilyard              | Field Services   |

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Adams called the meeting to order at 3:36 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 25,  
2025 Meeting**

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| On MOTION by Mr. Bouskila seconded by Ms. Lozano with all in favor the Minutes of the September 25, 2025 Meeting were approved as presented. |
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**FOURTH ORDER OF BUSINESS**

**Review and Ranking of Proposals for Landscape Maintenance Service and Selection of Vendor**

Ms. Adams stated we did an informal bid for landscape services and received four proposals from Floralawn, Helping Hand Lawn Care, McMaster Landscape and Yellowstone Landscape. Our field staff did provide a comparative analysis to aid the board in discussing and evaluating these proposals.

Mr. Chiste joined the meeting at this time by Zoom.

After discussion, the board took the following action.

On MOTION by Mr. Brown seconded by Mr. Bouskila with all in favor McMaster Landscape was Ranked No. 1 and Staff was Authorized to Enter into an Agreement for Landscape Maintenance services.

On MOTION by Mr. Brown seconded by Mr. Bouskila with all in favor Authorizing Staff to Send a Letter of Termination to Yellowstone in Accordance with the Agreement, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Aquatic Service Maintenance Renewals with Solitude for Fiscal Year 2026**

Ms. Adams stated this is the time of year where we have agreement renewals with some of our service providers. We have engaged with Solitude in the past for aerator maintenance, lake maintenance and midge management. In the past they performed an additional service, water quality testing, however, we did verify with the district engineer that is not a required service. The test results have been the same for years and the vendor does not see any need to continue that service. Approval of the service contracts is implicit of district counsel preparing the form of agreement or the form of agreement addendum.

On MOTION by Mr. Bouskila seconded by Ms. Lozano with all in favor the Maintenance Renewals with Solitude for Aerator Maintenance in the Amount of \$1,383.52, Lake Maintenance in the Amount of \$26,862,92 and Midge Management in the Amount of \$14,980.44 for a total of \$43,224.88 were approved.

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**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Webster stated the ethics training has to be done every year by December 31<sup>st</sup>. Something that changed this year is that districts are now required to review their rules of procedure every five years and report it to the State. I will be looking at the current rules to see if it is within that timeline, if there is a review required and if anything needs to be changed, we will bring that back to the board.

**B. Engineer**

Ms. Adams stated the engineer was available earlier today but not at this time and he wanted me to convey to the board that he is working on the survey for the area that appears to be low, where water is ponding nearby Surf Street.

**C. Manager**

**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 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 – January 22, 2026 at Embassy Suites by Hilton Orlando Sunset Walk**

Ms. Adams stated the next meeting will be held January 22, 2026.

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**NINTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Bouskila seconded by Ms. Lozano with all in favor the meeting adjourned at 3:52 p.m.

Signed by:

*Tricia Adams*

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Secretary/Assistant Secretary

DocuSigned by:

*John Chiste*

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Chairman/Vice Chairman