**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, **June 25, 2026** at 1:00 p.m. in the Continental Drifter Room at Margaritaville Resort Orlando, 8000 Fins Up Circle, Kissimmee, Florida.

Present and constituting a quorum were:

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| John Chiste | Chairman *via Zoom* |
| Jared Bouskila | Vice Chairman |
| Cora DiFiore | Assistant Secretary *via Zoom* |
| Peter Brown | Assistant Secretary |
| Penny Lozano | Assistant Secretary |

Also present were:

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| Katie O'Rourke | District Manager |
| Tricia Adams | District Manager |
| Whitney Sousa | District Counsel *via Zoom* |
| Dave Schmitt | District Engineer *via Zoom* |
| Timothy Todd | District Engineer *via Zoom* |
| Ashley Hilyard | Field Services |
| Jarett Wright | Field Manager |

**FIRST ORDER OF BUSINESS** **Roll Call**

Ms. O'Rourke called the meeting to order and called the roll. A quorum was established.

**SECOND ORDER OF BUSINESS** **Public Comment Period**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS** **Approval of the Minutes of the April 23, 2026 Meeting**

> On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor the minutes of the April 23, 2026 meeting were approved as presented.

**FOURTH ORDER OF BUSINESS** **Consideration of Resolution 2026-05 Designating a Date, Time and Location for a Landowners' Election and Meeting**

Ms. O'Rourke stated Resolution 2026-05 will set the landowners meeting for November 5, 2026 at 2:00 p.m. at the West Osceola Library. She indicated the usual locations were not available, but the board is not required to attend the landowners meeting.

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| On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor Resolution 2026-05 Designating a Date, Time and Location for a Landowners' Election and Meeting was approved. |

**FIFTH ORDER OF BUSINESS** **Consideration of Proposals for Asphalt Repair**

**A. General Asphalt of Lakeland**

**B. Larson's Grading and Paving**

This item was tabled to be discussed at a later date after a brief discussion from the board regarding available funds for this project.

**SIXTH ORDER OF BUSINESS** **Ratification of Florida Prime SBA Authorizing Resolution**

Ms. Adams stated this is ratification of administrative action taken earlier this year. The board previously adopted Resolution 2015-11 which adopted your investment guidelines including participation in the local government surplus trust fund. There is a time of year where the majority of your tax revenues are received and the moneys that are not immediately needed, we suggest moving to an interest earning account to maximize income. The funds that were not needed in the next few months were moved to a surplus account, Florida Prime, is included in your agenda packet and the current interest rate is about 3.83%, which is as good as we can do at this time.

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| On MOTION by Mr. Brown seconded by Mr. Bouskila with all in favor of the transfer of surplus funds in the SBA account was ratified. |

**SEVENTH ORDER OF BUSINESS** **Review and Acceptance of Fiscal Year 2025 Audit**

Ms. O'Rourke presented the annual audit report by DiBartolomeo, McBee, Hartley and Barnes for the board to review. She directed the board to review the management letter on page 59 which indicated that there are no prior year findings or recommendations and no current year findings or recommendations for corrective actions from the auditor. It is a clean audit.

| On MOTION by Mr. Chiste seconded by Mr. Bouskila with all in favor the fiscal year 2025 audit was accepted. |
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**EIGHTH ORDER OF BUSINESS** **District Goals and Objectives**

**A. Adoption of Fiscal Year 2027 Goals and Objectives**

Ms. O'Rourke presented the proposed fiscal year 2027 goals and objectives to the board for review. She noted that all CDD's are required to adopt yearly goals and objectives and report on those goals and objectives at the end of each fiscal year. She directed the board to Page 62 to see the three areas that are required by Florida Statutes, The Community Communication and Engagement, Infrastructure and Facilities Maintenance and Financial Transparency and Accountability were all pointed out to the board.

**B. Presentation of Fiscal Year 2026 Goals and Objectives and Authorizing chair to Execute**

Ms. O'Rourke pointed out that the fiscal year 2026 Goals and Objectives were next, that the district was tracking to meet all of the goals this year and approval of this would authorize the chair to sign off on the goals as completed at the end of the fiscal year.

| On MOTION by Mr. Bouskila seconded by Mr. Brown with all in favor the fiscal year 2027 goals and objective were approved. |
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| On MOTION by Mr. Bouskila seconded by Ms. Lozano with all in favor the chair was authorized to execute the fiscal year 2026 goals and objectives at the end of the fiscal year and staff was directed to post it on the website. |
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**NINTH ORDER OF BUSINESS** **Staff Reports**

**A. Attorney**

There being no comments, the next item followed.

**B. Engineer**

Mr. Todd walked the board through the Annual Engineer's report and indicated that it was submitted included in the agenda package for review and any questions from the board.

**C. Manager**

**i. Approval of Check Register**

Ms. O'Rourke presented the check register which was a summary of checks written for the district from April 15th to June 16th, 2026, totaling $418,859.70.

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| On MOTION by Mr. Chiste seconded by Mr. Bouskila 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.

**iii. Approval of Fiscal Year 2027 Meeting Schedule**

Ms. O'Rourke presented the proposed meeting schedule to the board which were all dates that fall on the fourth Thursday of the month at 1:00 pm at Margaritaville resort.

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| On MOTION by Mr. Brown seconded by Mr. Bouskila with all in favor the fiscal year 2027 meeting schedule was approved. |

**iv. Presentation of Number of Registered Voters - 387**

Ms. O'Rourke pointed out to the board that a copy of the letter from the supervisor of elections reporting 387 registered voters residing in the district as of April 15th was included in the agenda package.

**v. Reminder of Form 1 Filing Deadline**

Ms. O'Rourke stated this is just a reminder to file your form 1 by July 1st.

**C. Field Manager's Report**

Ms. Hilyard gave an overview of the field manager's report, copy of which was included in the agenda package.

**i. Consideration of McMaster Landscape Proposal for Hardwood Tree Removal**

This item was removed from the agenda.

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

There being no comments, the next item followed.

**ELEVENTH ORDER OF BUSINESS Next Meeting Date – July 23, 2026 at Embassy Suites by Hilton Orlando Sunset Walk**

Ms. O'Rourke stated the next meeting is scheduled for July 23, 2026.

**TWELFTH ORDER OF BUSINESS Adjournment**

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| On MOTION by Mr. Bouskila seconded by Mr. Brown with all in favor the meeting adjourned at 1:17 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