

ROLLING HILLS
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Rolling Hills Community Development District was held Wednesday, November 5, 2014 at 6:15 p.m. in the Rolling Hills Amenity Center, 3212 Bradley Creek Parkway, Green Cove Springs, Florida 32043.

Present and constituting a quorum were:

Bill Tew	Chairman
Jody Smith	Vice Chairperson
Rose Bock	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel
Keith Hadden	District Engineer
Freddie Oca	Amenity Center Manager
Brian Stephens	Riverside Management Services
Bill Huck	Common Bond Capital
Joseph Landen	Lapis Advisers
Several Residents	

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 6:15 p.m.

SECOND ORDER OF BUSINESS

Affidavits of Publication

Mr. Oliver stated we had the landowners' meeting tonight and that was noticed in the Clay Today Newspaper on October 9th and October 16th and it was also posted on the website and we talked about it at the June and August meetings.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Supervisors

Mr. Oliver being a notary public of the State of Florida administered the oath of office to Ms. Bock and Mr. Smith.

B. Consideration of Resolution 2015-01 Canvassing and Certifying the Results of the Landowners Election

Mr. Oliver stated the next item is consideration of Resolution 2015-01 canvassing and certifying the results of the landowners' election. We will fill in the blanks of the resolution with the three candidates that were elected to office, Jody Smith, Rose Bock and Stephen Grossman, the number of votes and on the second page based on those votes Rose and Steve will have four year terms and Jody will have a two year term.

On MOTION by Mr. Tew seconded by Mr. Smith with all in favor Resolution 2015-01 was approved.

C. Consideration of Resolution 2015-02 Electing Officers

Mr. Oliver stated the next item is consideration of Resolution 2015-02 election of officers. The current slate of officers is Bill Tew serving as chair, Jody Smith is vice chair and the balance of the board serves as assistant secretaries and then certain staff members serves as assistant secretary, secretary as well as treasurer and assistant treasurer. You can change your slate of officers or you can simply by motion adopt this resolution and keep the slate the same if that is what you would like to do.

On MOTION by Mr. Smith seconded by Ms. Bock with all in favor Resolution 2015-03 was approved keeping the same slate of officers.

FOURTH ORDER OF BUSINESS

Audience Comments

A resident stated just a gentle reminder that this is typically the windier, stormier time of year but when the builders don't put their trash in those containers on a windy day the trash gets blown everywhere. Once it hits the ponds it makes it more complicated. We have all seen water moccasins in the ponds and nobody wants to go in there picking up trash. I don't know what we can do but maybe just tell them to seal up the trash a little better. They have the big containers so it shouldn't be a problem.

Mr. Hadden stated after last month's meeting I wrote a letter to the builders and they assured us they would keep on top of their people and their subs.

Mr. Smith stated that is one of the things that I wanted to bring up. Usually where we have that problem is the subs. A lot of times it is not the prime but the subs come out to do three or four days worth of work on a project, they make a mess then leave. The primes are responsible for their subs and if the subs make a mess then that is their responsibility to make sure they clean it up. There is a level of understanding we have a lot of construction going on and you are going to have a lot of builder trash and I get it but they can try to keep that builder trash in the roll offs and where they are building and that would be appreciated.

A resident stated we could say if you don't pick it up we are going to pay one of the neighborhood kids to go through here.

Mr. Hadden stated every builder out here is trying to buy more lots. You get a lot more impact by having Mr. Huck or whoever say the price of lots just went up for cleaning up your mess.

A resident stated it is not just trash blowing around my wife got two flat tires from nails.

Mr. Smith stated it seems like we have had the bad luck out here of having builders and subcontractors come out and work on some of these homes that apparently have the leakiest vehicles in Clay County. We get oil stains all over the roads. You have a road that is not even 10 years old that looks like it is 50 years old because there are 8,000 oil stains all over it. Is there a way to fix that?

Mr. Hadden stated portions of the roadways have been dedicated to the county and are actually county right of way. In that situation I can identify the vehicle by the construction company tag and I can turn it over to the public works department who also has code enforcement because that oil/gasoline spill actually damages the asphalt and the roadway that the Clay County citizens in general will pay for. The roads that are out here that are owned by the CDD that have not yet been dedicated are CDD roads and if someone is parked there before the road is dedicated having that same issue I can very simply say we're from the CDD we are going to fine them. There are things we can do because it is a pollution problem. It does go on in construction in general but the county when we were building all the roads there were certain things put in place for the construction trucks to try to clean up the tires if nothing else. The county is aware of that and I will send a more in-depth letter to the builders and say it seems like the last letter didn't do anything and I don't mind making spot checks.

Ms. Bock asked will you and Freddie get together and come up with a plan and we are going to know if it is working because next time we have a meeting we won't have this come up?

Mr. Oca stated I have already talked to them. It is different contractors every week and I have talked to the heads of the project about it before and on the lake portion we have two guys coming twice a month. As far as them parking on the road they can park on that back street on the grass.

Mr. Oliver stated as with other communities in the construction phase, we have to frequently address the issue.

A resident stated that sinkhole on that first street that they fixed is sinking again. We walk by it twice a day.

Mr. Hadden stated under my report I am going to address that. I will go look at it. That is not a public works repair that is a CDD road.

Mr. Smith stated if that is a CDD road we need to put our heads together and come up with a solution because that is unsafe.

A resident stated whoever picked up the concrete alongside the bridge did a wonderful job. We always complain but whoever did that whoever supervised that they went far beyond what I thought they would do. It is perfect. It looks like they did a great job of landscaping. They saved that tree by the tennis court when they did that drainage. They went to great effort to save that magnolia tree.

Mr. Smith stated kudos to Keith, when we went back there and tried to map this whole fix out we were trying to get it fixed the right way within reason and within budget but I didn't want to cut corners I was tired of putting band-aids on a sucking chest wound so I wanted to get it fixed right and Keith got it fixed right for under what we wanted to spend. That turned out perfect.

A resident stated the guys who picked up the concrete not only cleaned up for themselves but they cleaned up for the other two guys before them. They did a good job.

A resident stated I would like to see some speed bumps. I work for the sheriff's office, I am laser radar certified and in order to get certified you have to visually estimate people's speed. You have to get 100 out of 100 by visually estimating. I have people come down my street at 45

to 50 mph in a 20 mph zone. I have kids that play on my street and if somebody hits one of those kids it is going to be a bad day.

Mr. Oliver stated those roads are owned by Clay County and Clay County would be the agency to put in speed bumps. This board doesn't have any authority over those roads. There is a process to have the county take a look at it and that process is actually on the Clay County website.

Mr. Hadden stated Clay County in general doesn't put in a lot of speed bumps because it does slow down traffic but it causes other issues and typically you don't see them, you see more stop signs and crosswalks. I'm hoping as the lots start to fill in and people live here the speeds will slow down. Where there are not houses people tend to speed up.

A resident stated I live on a dead end road and when I first moved in I would park my car in a way to actually block people and they were going 40 mph in a 20 mph zone on a dead end road. There is no need to go that fast.

Mr. Hadden stated I can understand the main road being a problem, the main road that comes off Sand Ridge the two lane road was designed to be half of a four lane road where everything else is a subdivision road and you have curves and whatever. We put the curves in to slow people down the best you can without using speed bumps.

Mr. Oliver stated the CDD can't do anything about this issue but you can certainly contact your county commissioner and public works.

FIFTH ORDER OF BUSINESS

Approval of the Minutes of the August 6, 2014 Meeting

Mr. Oliver stated the next item is approval of the minutes of the August 6, 2014 meeting.

On MOTION by Mr. Tew seconded by Mr. Smith with all in favor the minutes of the August 6, 2014 meeting were approved.

SIXTH ORDER OF BUSINESS

Update on Operations & Maintenance

Mr. Oca gave an overview of the items listed on the operations and maintenance report, copy of which is attached.

SEVENTH ORDER OF BUSINESS

Ratifications of Actions Related to Erosion Repairs

Mr. Hadden stated the tree was removed, we had a major washout near an existing concrete inlet that was repaired and new concrete was put in.

Mr. Oliver stated the board approved these actions at the last meeting but set a not to exceed amount of \$5,000 and Jody and Keith were both on the ground and knew some additional items needed to be done so it increased the price to \$5,785 and we brought it back to the board to ratify that action.

On MOTION by Ms. Bock seconded by Mr. Smith with all in favor the actions related to the erosion repairs were ratified.

EIGHTH ORDER OF BUSINESS

Appointment of Audit Committee

Mr. Oliver stated the next item is appointment of the audit committee. Every three years we appoint an audit committee to select an auditor for our annual audit. Typically, we have the board serve as the audit committee and I'm looking for a motion to appoint itself as the audit committee.

On MOTION by Mr. Tew seconded by Mr. Smith with all in favor the board members were appointed as the audit committee.

NINTH ORDER OF BUSINESS

Other Business

Mr. Smith stated I know we put money in the budget this year for onsite security. Do we need to come up with a plan for that as a board or how do we need to move forward with that?

Mr. Oliver responded we can just start it and we would use off duty law enforcement personnel. Typically we use the Clay County Sheriff's Office and they have a scheduler and they will have people come out. We use them on a seemingly random schedule and we coordinate that with the Sheriff's Office so staff would know when they were coming out but it wouldn't be apparent to the normal observer when they are coming out here. Depending on the activity we will probably have them come out anywhere from four to twelve hours a week. Because they are public funds this would be for the security of district owned assets. It would have a residual effect on private property, but it would be to protect district assets.

Mr. Smith stated like before they would sit in the parking lot or in this general area.

Mr. Oliver stated that would be the main focus but we could have them do some patrols through the neighborhood so they would be seen. We can start that for the holidays. The tax bills just went out and the assessments will start coming in toward the end of November and we will have some funding to pay for that type of activity. Although we budgeted for it those dollars haven't come in yet. We will start that and it will be time for the holidays when kids are out of school and there is more activity.

A resident stated we are seeing a big increase in residential burglaries for construction sites. Oakleaf is getting hammered between 30 and 40 in a week. With us being in the middle of nowhere somebody sneaks in and starts stealing stuff and then it gets out that it is open. If you are looking at having security I would do it early to late evening until about 11:00 p.m. and mainly on weekends. We are finding it is older high school kids that are coming out here and doing burglaries.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There not being any, the next item followed.

B. Engineer

Mr. Hadden stated we have two different sinkhole issues. I met a few weeks ago with one of the public works repair crews and they said it is an ongoing problem and it needs to be opened up. It is on the list to be done but I don't yet have a date when it will be done. The other one in the area is still owned by the CDD and we have to put fill in there but it is not going to get any bigger, it is just a hole. The one that is the county's responsibility is increasing in size. I have to find a guy who does small projects.

C. Manager

Mr. Oliver stated with the audit committee's formation we will start the audit selection process for 2014.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests

Mr. Smith stated thank you and it has been an honor doing this for the last couple of years and trying to be a point person for the community. We love this place, it is our home and we are family out here and I'm looking forward to continue doing it. I appreciate all the work you guys have done to try to infuse some life and things back that needed doing. I have enjoyed being a part of that process.

Mr. Oliver stated Joday is a supervisor 24/7 and I appreciate it.

TWELFTH ORDER OF BUSINESS Audience Comments

A resident asked who do we talk to about starting a neighborhood watch?

Mr. Oliver responded typically it is through the HOA although you don't have to have the HOA perform that but I will get with Kurt and if you will give me your contact information after the meeting I will have him contact you.

A resident asked do you govern how late all these contractors can be in here?

Mr. Oliver responded no, the CDD has a very limited scope of authority. To the extent they are damaging district owned lands we can impact that and that is some of the discussion we were having earlier. To the extent you have contractors and subcontractors breaking the law we can certainly coordinate with other agencies and make them aware of it so they can enforce the law.

A resident stated it just seems that they are here really early and they are here really late, they are blocking off the roads and they are just a nuisance.

Mr. Oliver stated we can take the same approach we did with the homebuilders and let them know what these problems are and let them manage that and then follow-up to make sure they are doing that.

A Resident stated we just don't know about the meetings.

Mr. Smith stated I know the CDD meeting dates are always on the CDD website. Can we put an all email to folks?

Mr. Oca responded yes.

A resident asked can there be a sign that is put out in front of the neighborhood a week ahead of time that says there going to be a meeting?

Mr. Oliver stated we will try some additional signage and e-blasts.

A resident asked is there a way to get more dumbbells?

Mr. Oliver stated he just ordered some.

A Resident stated there was talk about security cameras. Is that going to happen? There is a lot of vandalism by the pool and I heard the clubhouse was just vandalized again.

Mr. Oliver stated we can get some proposals for security cameras.

THIRTEENTH ORDER OF BUSINESS Financial Reports

A. Approval of Invoices

Mr. Oliver stated the next item is approval of the invoices.

On MOTION by Ms. Bock seconded by Mr. Tew with all in favor the invoices were approved.

B. Balance Sheet & Income Statement

Mr. Oliver stated next is the balance sheet and income statement. This is for the end of the fiscal year and are unaudited and we are starting the audit process now.

C. Assessment Receipt Schedule

Mr. Oliver stated behind Tab C is the assessment receipt schedule and that shows you are fully collected both with the direct bills and the on-roll assessments.

FOURTEENTH ORDER OF BUSINESS Next Meeting Scheduled for December 3, 2014 @ 6:00 p.m. at Rolling Hills Amenity Center, 3212 Bradley Creek Parkway, Green Cove Springs, Florida 32043

Mr. Oliver stated the next meeting is December 3, 2014 at 6:00 p.m. at this location. We will take a look at the agenda for that, right now it seems pretty light and if there is no business to be taken care of we will cancel and reschedule for January.

On MOTION by Mr. Tew seconded by Mr. Smith with all in favor the meeting adjourned at 6:53 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman