

ROLLING HILLS
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Rolling Hills Community Development District was held Tuesday, February 13, 2018 at 6:03 p.m. in the Rolling Hills Amenity Center, 3212 Bradley Creek Parkway, Green Cove Springs, Florida 32043.

Present and constituting a quorum were:

Jody Smith	Vice Chairman
Rose Bock	Supervisor
Kurt von der Osten	Supervisor
Stephen Grossman	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel
Michelle Kim	Hopping Green & Sams
Freddie Oca	Riverside Management
Brian Stephens	Riverside Management
Chris Hall	Riverside Management
Rich Whetsel	Riverside Management

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 6:03 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

A resident stated I appreciate the district moving the meetings to a day other than Wednesday.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the December 6, 2017 Meeting

On MOTION by Mr. Smith seconded by Ms. Bock with all in favor the minutes of the December 6, 2017 meeting were approved.
--

FOURTH ORDER OF BUSINESS

**Approval of Audit Criteria and Authorization
for Staff to Publish an RFP for Fiscal Year
2018 Auditing Services**

Mr. Oliver stated earlier today the audit committee met and they approved evaluation criteria for the audit proposals and I would like the board to approve that also and direct staff to publish an RFP for audit proposals.

On MOTION by Mr. Grossman seconded by Ms. Bock with all in favor the audit criteria as proposed by the audit committee was approved and staff was authorized to issue an RFP for fiscal year 2018 audit services.

FIFTH ORDER OF BUSINESS

**Consideration of Temporary Easement with
Clay County**

Mr. Oliver stated next is a request for temporary easement by Clay County to the district and this has to do with the culvert improvements that they are doing off of Sandridge Road to allow for better drainage and we recommend you approve this request.

On MOTION by Mr. Smith seconded by Mr. von der Osten with all in favor the temporary easement for Clay County was approved.

Mr. Smith asked is someone from the county going to come back out at some point and give the residents information on when that work is actually going to start and how that is going to impact traffic?

Mr. Oliver stated I will have them come to the April meeting.

SIXTH ORDER OF BUSINESS

**Ratification of Secondary Employment
Contract with Clay County Sheriff's Office**

Mr. Oliver stated prior to the end of 2017 we received for all of our districts in Clay County this form that you see in your agenda package. They have changed their rates and that required us to enter into a new agreement and so that they will continue their coverage between the last meeting and now I executed the agreement on behalf of the district and I'm seeking the board's ratification.

On MOTION by Ms. Bock seconded by Mr. Smith with all in favor the secondary employment contract with Clay County Sheriff's Office was ratified.

SEVENTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

Mr. Oliver stated I have asked Keith Hadden to come to the meetings when we need him and it will save the district money when he is not reporting anything.

C. Manager – Discussion of Meeting Schedule

Mr. Oliver stated I would like to propose that our meetings for the remainder of the year, those would be in April, June and August be on the second Tuesday just as it is tonight.

On MOTION by Mr. Grossman seconded by Ms. Bock with all in favor the meeting schedule for the balance of fiscal year 2018 will be April 10, June 12th and August 14th.

Mr. Oliver stated we will post this schedule to the website.

D. Operations/Amenity Manger

1. Report

Mr. Stephens gave an overview of the operations report, copy of which was included in the agenda package.

Mr. Smith asked do you have a plan for lifeguards for spring break? Are we doing lifeguards just for the weekends or every day during spring break?

Mr. Stephens stated that Friday when school is out, we will have them Saturday, Sunday, Monday through Friday then Saturday and Sunday then weekends until summer.

NINTH ORDER OF BUSINESS

Supervisors Requests

Mr. von der Osten stated mine is the same as last time, I think the landscape company is not taking care of the entrance the way they should. The mulch doesn't even cover the dirt and plants have Spanish moss hanging off of them like they are dead. It just doesn't look like a vibrant, active community when you pull in, it looks like an old non-maintained entrance. I know there are budget issues.

Mr. Oliver stated it serves everyone to have a good looking entrance and I would like to get with Brian and if it is simply a funding issue I think this is something we bring back to the developer and say we have to have additional funding for this.

Mr. Smith stated that has always been the issue, we would love to have 6" of mulch and annual flowers.

Mr. von der Osten stated I would be happy to support the CDD with a letter to the developer and ask that they fund that.

Mr. Smith stated he wasn't able to make it tonight but the operations chief at the sheriff's office that I have worked with the last couple of months I wanted to publicly thank the sheriff's office for getting engaged with our speeding issues and they have had a much bigger presence out here than for many years. Once we finally got over the hump of everybody understanding that the speed survey is probably not going to happen because of the funding issue but the sheriff's office has stepped up and said we should at the very least be in there enforcing the state mandated default speed limit of 30 mph in residential areas and they have been doing that quite a bit.

Richmond America finally put some piping and stuff out here to try to prevent people from going down the access road that shouldn't be going down the access road. I talked to one of our deputies that patrol and passed on to him what Keith Hadden had passed on to me and that is the second someone gets on that access road that is considered trespassing. That access road is for construction access and it is private property.

Freddie continues to do an amazing job, I appreciate the work, the time and effort he puts in. A lot of times that is a thankless job but he does a great job and a lot of people think that.

Mr. von der Osten stated I found out that in the last few weeks there has been a pretty large shakeup and turnover in management at Richmond America and they have been communicative

and cooperative. We were going through some issues that were brought up recently that they weren't aware of and they seem to be concerned and willing to work for a solution.

Mr. Smith stated that is good.

TENTH ORDER OF BUSINESS

Audience Comments

A resident stated the road that you were just talking about, the construction road, the map shows it is going to be a road.

Mr. Smith stated eventually that will be a Rolling Hills road, at some point that is supposed to be a four-lane road, a divided road and there will be another road with a median and it will run the length of the property and turn and tie into the beltway that will eventually run down the property line.

A resident stated then that is not the CDD or HOA, is that the state or county?

Mr. Oliver stated I will check with Keith Hadden to determine who owns that construction road. If the district doesn't own it we can't be involved in the trespass process.

Mr. Oca stated I received an email from a resident and he would like to have oak trees on Bradley Creek.

ELEVENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet & Income Statement

A copy of the balance sheet and income statement were included in the agenda package.

B. Assessment Receipt Schedule

A copy of the assessment receipt schedule was included in the agenda package.

C. Check Register


On MOTION by Mr. Smith seconded by Ms. Bock with all in favor the check registers were approved.

TWELFTH ORDER OF BUSINESS

Next Meeting – To Be Determined at Meeting

Mr. Oliver stated the next meeting is April 10, 2018 at 6:00 p.m. at this location.

On MOTION by Ms. Bock seconded by Mr. von der Osten with all in favor the meeting adjourned at 6:19 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman