

MINUTES OF MEETING
ROLLING HILLS
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Rolling Hills Community Development District was held Tuesday, April 12, 2022 at 6:00 p.m. in the Rolling Hills Amenity Center, 3212 Bradley Creek Parkway, Green Cove Springs, Florida.

Present and constituting a quorum were:

Shannon Jordan	Chairperson
John Miller	Vice Chairman
Rose Bock	Supervisor by telephone
David Church	Supervisor

Also present were:

Marilee Giles	District Manager
Michelle Rigoni	District Counsel by telephone
Keith Hadden	District Engineer
Freddie Oca	Riverside Management
Jay Soriano	Operations Manager, GMS
Doug Hill	Tree Amigos

The following is a summary of the discussions and actions taken at the April 12, 2022 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 6:00 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

A resident asked what is RMS and GMS?

Ms. Giles stated GMS is the company that oversees the administrative portion of the CDD and RMS is more of the operations. There is a CDD website that has a plethora of information about Rolling Hills itself and the two companies.

Ms. Jordan stated the CDD is separate from the HOA and we do not deal with anything HOA related only with CDD related issues.

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A resident asked I assume the high school swim team will be discussed when you get to it but as a parent and have a son on the swim team, is that debatable that it is not happening this year?

Ms. Jordan stated every year we have to approve it.

Ms. Giles stated I think they have been using your facilities since 2010.

A resident asked can you explain the difference in RMS and GMS?

Mr. Soriano stated we have multiple partners who have ownership in the different companies. One of the biggest owners of RMS retired, the biggest owner in GMS is still here, he is not going anywhere. I am one of three operations guys for GMS, all the rest fall under Riverside. I handle a big part of this area and we have a couple other large communities, Nocatee is one and there is another large one in Tallahassee, Capital Region. It is a partnership, one big owner now that has pretty much control of everything.

A resident stated we love Freddie, he has done a fabulous job of running the amenity center and all the stuff he does for our community. The problem was understanding the differences, we have had issues with employees of Riverside and we don't get the quality work that we feel is necessary under Riverside Management services, excluding Freddie. He goes way beyond but the janitorial services provided by RMS has not been good but because of the affiliation between RMS and GMS we will never be able to replace RMS.

Ms. Jordan stated that is not true. Right now we are focusing on items on the agenda but you can bring that up at the end when we have another place for audience comments.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the February 3, 2022 Special Meeting and February 8, 2022 Meeting

On MOTION by Ms. Jordan seconded by Mr. Miller with all in favor the minutes of the February 3, 2022 special meeting and the February 8, 2022 meeting were approved as amended.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2022-07 Instructing the Clay County Supervisor of Elections to conduct the General Election

Ms. Giles stated this resolution instructs the Clay County Supervisor of Elections to conduct the general election. The term of office for those individuals to be elected to the board in

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November is for four years and those seats that are expiring this year is seat 2 Rose Bock’s seat and seat 4 David Church’s seat and seat 5, Nate Riggs’ seat.

On MOTION by Ms. Jordan seconded by Ms. Bock with all in favor Resolution 2022-07 was approved in substantial form.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-08 Designating Kutak Rock LLP as Registered Agent and Registered Office

On MOTION by Ms. Jordan seconded by Mr. Miller with all in favor Resolution 2022-08 was approved.

SIXTHE ORDER OF BUSINESS

Consideration of Proposal from Parry Pools for Pool Refurbishment

Ms. Jordan stated this one will have some discussion because we do not have the funds in reserve to pay this cost. The risk to holding off is there is a chance that the county could shut the amenity center down if we delay resolving it. We need to discuss this and I think we need to do a special assessment and have this funded.

Mr. Miller asked were you able to get more proposals or just this one?

Mr. Oca stated I just have the one right now to see where we are because if we get quotes now it is going to be different in September so he went high. He came out and did the repairs and I asked him to give me a quick estimate and it didn’t include half replacement of sand in the filtration system so he said the number would be higher. This is the company that built the pool. He cut us a good deal on the repairs.

Ms. Jordan asked if we did a special assessment it would be on all the lots including the unplatted lots, correct?

Ms. Rigoni stated I will have to look at the operations and maintenance methodology. In order to hold a one-time assessment you will have to follow the statutory timeline for an assessment hearing. Realistically the most difficult part of a one-time assessment would be the collection. Your district management would be the one to collect this one-time assessment off roll. One of the more practical ways to do this is to roll it into the next fiscal year’s budget and we collect accordingly. Freddie or the engineer can weigh in on whether the repairs can wait or if there is an

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immediate need. If we were to need to move immediately, maybe an alternate financing option could be a way to go because I do not believe we have the funds currently to cover this cost.

Ms. Giles stated that is correct, we currently have about \$62,000 in the capital reserve fund.

Ms. Rigoni asked Freddie, do we need this immediately or can it wait until the off season?

Mr. Oca stated the work is not going to be done until off season either way.

Ms. Jordan stated I want to keep the costs down for the residents as much as possible. While raising the CDD fee is something we are not going to be able to avoid, I think raising them to meet this cost is going to be very hard to do and hard to long term sustain. That is why I think a special assessment is a better route.

Mr. Miller asked can we start the special assessment process and then change our mind and come up with an idea to do it differently?

Ms. Rigoni stated we will have to draft a resolution about the public hearing first.

Mr. Soriano stated we haven't even gone through our budget side yet. You are talking about a special assessment to knock out one project, you still have the problem of no reserves whatsoever. The other projects in the capital projects study you had done last year, even though they are smaller you can't afford them, so you are still looking at a possible increase in assessments. We may want to go through the budget planning and present some of that to you and if you don't want to wait for this we can get that process going and you can make the decision to plan for the special assessment.

Ms. Giles asked Michelle, if the board goes with the special assessment, did you say that is going to be the resident just submitting a check?

Ms. Rigoni stated yes. Any one-time special assessment outside the fiscal year timeline will be direct collect by GMS's office. The problem of going off roll is the County is not the one enforcing the collection via uniform method as is typically done through the course of budget process, whenever somebody pays the tax bill they don't have the right to prorate whichever way they please. When they pay the tax bill we get our cut. Given that it is almost budget season and I believe Marilee has a draft budget proposed for next year for the next meeting it makes the most sense to propose a budget that includes a plan for this including possibly going back to the contractor to see whether he would consider other financing options and maybe perhaps finding alternate vendors.

Ms. Jordan asked if we delay starting this what is the realistic timeline on collections?

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Mr. Soriano stated I have seen a lot of pools that are worse than that.

Mr. Oca stated this pool is in pretty good shape as far as the bottom at the sides, that is where the issue is.

Mr. Soriano stated your biggest problem is it always happens on 4th of July or the day before the inspector does his top inspection and you have a giant piece or marcite that just pops off and he is going to say you have to close for a week and get this fixed. This pool is in much better shape than some others that I have seen that would get shut down. A special assessment is a big process. Imagine you have 150 rooftops that don't pay us in time, you have to go through enforcement, we have to collect the checks and do the work, we still don't have the money in the bank to pay the contractor to do the job.

Ms. Jordan asked if we put this on the tax bill, currently the unplatted lots pay 75% of the O&M, how do we make them pay 100% towards this?

Ms. Rigoni stated we are required to go on roll as soon as they are platted lots. I will have to review the assessment methodology and will defer to Marilee's expertise, but generally speaking unplatted lots do not benefit as much from the recreational facilities and it is limited to mostly administrative costs.

Ms. Giles stated I will look at the assessment methodology and see if we have any option with the developers and let you know at the next meeting.

Mr. Soriano stated we will bring back a couple quotes for the work and some options on pricing and budgeting.

Ms. Giles stated we can schedule a special meeting before our June meeting to consider the options.

SEVENTH ORDER OF BUSINESS

Series 2020 Project

1. Update Regarding Series 2020 Project

Mr. Hadden stated the 2020 project is 139 lots, we are turning it over to LGI in six phases, there are six cul-de-sacs plus the main road. For the first cul-de-sac the curbing is in, lime rock is in, paving going down next week and also next week they are putting in electric. All the gravity sewer is in, all the water is in and the force main from the lift station is tied into the lift station complex on the other side of Bradley Creek. You are probably looking toward the end of May for the first 24 lot closings. It will be 24 lots per closing every quarter. In a year and a half all the

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homes will be purchased by new residents. The 247 lots next door is probably a three year build out.

2. Ratification of Requisitions 72-78

On MOTION by Ms. Jordan seconded by Mr. Miller with all in favor requisitions 72-78 were ratified.

EIGHTH ORDER OF BUSINESS Series 2022 Project

A. Update Regarding Series 2021 Project

Ms. Giles stated I emailed an update to you today.

B. Ratification of Requisitions 001-008

On MOTION by Ms. Jordan seconded by Mr. Miller with all in favor requisitions 001-008 were ratified.

C. Consideration of Work Authorization No. 1

Ms. Giles stated work authorization no. 1 is the engineer for Alliant will act as the purchasing Agent for the district with respect to the direct purchases for the construction material for 3B and 3C. We are already making that direct purchase because it saves on the taxes.

On MOTION by Ms. Jordan seconded by Mr. Church with all in favor work authorization no. 1 was approved.

NINTH ORDER OF BUSINESS Discussion on Stop Sign

Ms. Giles stated as a reminder at our last meeting the discussion concerned some residents speeding through the community and we talked about doing a traffic calming study and how that works. Then we talked about checking into putting in a stop sign at some of the intersections. That ended with someone on the board was going to send me that list of intersections and Keith and I were going to look at that with the county to see if that is an option and how to do that. If the board still wants us to check into that, just email the list of intersections.

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Mr. Miller stated I will do that.

Ms. Giles stated we need 51% of the owners to sign a petition saying they want the traffic calming survey before the county will do it.

Mr. Oca stated we had that done last year.

Mr. Hadden stated traffic calming would be a roundabout and we can't buy four lots from the developer to put that in. The cheapest easiest fix is to come up with where we want to put more stop signs.

TENTH ORDER OF BUSINESS

Ratification of Construction Contractor for Shadow Crest

Ms. Rigoni stated this is a formal contract we entered into after we reviewed the bids for the current phase 3B and 3C. This form of agreement was included as part of the project manual that was advertised. You had previously authorized the chair to sign off on it and we are looking for a motion to ratify.

On MOTION by Ms. Jordan seconded by Mr. Miller with all in favor the agreement between the district and Pipeline Construction, Inc. for Shadow Crest at Rolling Hills construction contract in the total amount of \$8,057,453 was ratified.

ELEVENTH ORDER OF BUSINESS

Consideration of Renewal of Pool Use Agreement with Clay High School

Ms. Giles stated you have had this in place for several years.

Ms. Jordan asked how do they come up with the funds to pay for fees?

Mr. Soriano stated that is actually done through the school and the fee is \$300. We charged at the YMCA \$2,000 for Ridgeview High back to 2012, Ridgeview High now swims in my pool along with Oakleaf. Clay came here when Mandalay Point Country Club shut its pool and that was the first year and they got away for quite a while with no charge. That is an outrageously small amount. Most of these schools have funds in their athletic department to do something like that. It shouldn't be \$300 anymore because at a minimum you are taking on liability.

Ms. Jordan stated I am happy to have them here but I think we need to raise the fees.

Mr. Soriano stated you can approve this pending some increase in the payment.

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On MOTION by Ms. Jordan seconded by Mr. Miller with all in favor the agreement with Clay High School for use of the pool was approved in substantial form and staff will work with Clay County High School on the fees.

TWELFTH ORDER OF BUSINESS Other Business

Ms. Rigoni stated as part of the Shadow Crest, the Phase 3 work there is going to be needed some electrical work as well. Due to the timing of the project in relation to the construction of master improvements in Phase 3B and 3C, staff consulted with Chair and placed the advertisement for the request for proposals for this work. Bids are due back on May 2, 2022 and the plan is to meet sometime in May probably at a special meeting and award that bid so we can get moving on the construction. This will get paid out of construction funds that we have. Whatever doesn't get funded by bond proceeds will be completed by the developer under its completion obligation.

On MOTION by Ms. Jordan seconded by Mr. Church with all in favor the publishing of the notice of request for proposal was ratified.

Ms. Giles stated we have one more item under other business and Jay will go over some discretionary amounts.

Mr. Soriano stated this is to get it on the public record for Freddie. I am trying to give him a little more responsibility to do this work, much of which he has helped out with in the years past, but I want him to feel comfortable that under the board's direction he can do those things. One is the discretionary amount, you have the ability to set limits on what he can approve and what he can spend, whether you have a budget that has a lot of money or a little money it is still a good idea for you to do that to control your staff and say we don't want you to spend \$5,000 on a piece of equipment that none of us would want. You don't want to sit around for 60-days to get something fixed so it is a good idea to have a discretionary amount set. There is also a rule with CDDs that allows us to spend money under emergency spending so even though that discretionary amount wasn't there for something like those gutters we would have considered emergency because that could have shut your pool down. Most of my operations people get between \$1,500 to \$2,500.

Ms. Bock left the meeting at this time.

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Ms. Rigoni stated the chair has been authorized to approve outside a board meeting additional expenses that do not exceed a certain percentage above the line item.

Mr. Soriano stated this is for onsite staff, this is not chair approval.

On MOTION by Mr. Church seconded by Ms. Jordan with all in favor a discretionary amount of \$2,500 was set for Mr. Oca.

THIRTEENTH ORDER OF BUSINESS Staff Reports

3. Attorney

Ms. Rigoni stated a couple meetings ago the board approved a development agreement with CCUA for the construction of utilities on Phase 3B and 3C that is supposed to be filed and we are going to move forward with that as soon as we are ready to sign.

On MOTION by Ms. Jordan seconded by Mr. Church with all in favor the CCUA agreement was approved in substantial form with authority to Chair to sign the final form.

B. Engineer – Draft Stormwater Needs Analysis

Mr. Hadden stated the State wants every government in the State of Florida to look forward the next 20-years as to what major needs are going to be needed in the stormwater system that they own and maintain. This is due to the state the end of June so for your next meeting I am going to take this information and include it in a dissertation. With the new developments and everything under construction right now you will own and maintain a total of 13 ponds, 13 control structures, once a pipe reaches a city or county road then it becomes a county pipe. I have listed all the pipe you own or will own when the new development is done. They want me to list what we have paid on pond maintenance and that will include Lake Doctors and Tree Amigos for the last five years and extrapolate that over the next 20-years to make sure you have enough in ongoing budgets, which is what you have been doing anyway. This report will be wrapped up with the Clay County report.

4. Manager – Qualifying Period for Seats 2, 4, and 5

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Ms. Giles stated as a reminder the seats coming up on the general election are seats 2, 4 and 5 and the qualifying period starts at noon on June 13th through noon June 17th.

We talked about board guidance for the FY23 proposed budget and we will approve that budget on June 14th. We will set up that special meeting to go over the RFP bid opening for the electrical conduit and discussion of the pool.

D. Operations/Amenity Manger

1. Report

Mr. Oca stated we discussed the repairs to the pool with the marcite grinding, also the additional \$5,000 for the partial sand replacement. A lot of forecasting for the new year. Lake Doctors is going up \$40 on their monthly fees and there is a \$5 surcharge from Orange Environmental services and a 4% surcharge from Southeast Fitness Equipment and a 5% increase that will start in October with Tree Amigos.

Mr. Soriano stated this is a letter that went out to every client they have for increases and big part of it is field costs. We asked for letters like this to get ready for October because most of the vendors think about their planning at January 1st. We start our fiscal year October 1st. They can always ask for an increase but that doesn't mean we will approve it. I can go back to them and let them know they are still within that 3-year initial contract and it says they can come back the fourth year and ask for an increase.

Ms. Giles asked do they need to be made aware of the areas they will assume in FY23?

Mr. Soriano stated we will have to add that on and do a walk through so we can get a price for those to add to their current contract.

Mr. Oca stated we had some repairs at the pool, the flow meter and we replaced the valve for the autofill.

2. Monthly Quality Inspection Report

Ms. Giles stated Doug Hill from Tree Amigos is here tonight and part of the agreement with them is every month they do a quality inspection report and they ride the property and this one was with Jay and Freddie.

Mr. Doug Hill stated as far as the quality of the landscaping most of the turf is in pretty good shape, the juniper is getting old and woody and not as good as it should be. It will be a huge

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improvement doing the front entrance. As far as turf and palm trees will be done around the pool in May and we will have the mulch done on the property by the end of April. On the ride around we didn't see a whole lot that was in bad shape, we do need some more detail done as far as plant material it was fertilized two weeks ago. The turf on the main drag is yellowing and we put fungicide on that last week. The irrigation system is in good shape.

5. Tree Amigos Increase Letter

This item discussed earlier in the meeting.

6. Tree Amigos Landscape Enhancement at Entrance Sign

Mr. Soriano stated most of the juniper are dead and woody and they are original plants. Tree Amigos put together a quote to replace everything for a total of \$9,800. We did a drive through with Doug Hill and talked about this last week. It is a large amount, but it is your entry sign. That is what people see when they drive into the neighborhood. We may be able to adjust this but it depends on timing. You have \$15,000 in landscape contingency and we can spend \$10,000 and save the other \$5,000 and that will go into your reserves.

On MOTION by Ms. Jordan seconded by Mr. Miller with all in favor the proposal from Tree Amigos to enhance the entrance sign in an amount not to exceed \$9,800 was approved.

7. Tree Amigos Landscape Enhancement at Flag Pole Island

Mr. Soriano stated a few years ago Freddie and our maintenance men swapped out the mulch at your palm trees out here and used the rubber mulch and we have a lot of that pour in mulch left. I have to get new epoxy and we can take care of that island. It is going to be mulched, before you had two rocks in there.

Mr. Church stated I would like to see plants in that area.

Mr. Soriano stated we can put a couple plants in there and mulch.

FOURTEENTH ORDER OF BUSINESS Supervisors Requests

Ms. Jordan stated at the beginning of the meeting you talked about the projection to have multiple entry points. Do we have a timeline of when that could potentially be done?

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Mr. Hadden stated it is a county road and I know the county wants to build it by the time those 247 lots have finished. That will also tie into the 53 lots. Right now Garden Street is using that as their construction entrance. I know from the county's projection list they want to have that road for the people from Sandridge can get to the next interchange.

Ms. Jordan asked is there a way to expedite this as residents or CDD?

Mr. Hadden responded talk to your county commissioner.

Ms. Jordan stated residents can talk to the county commissioner but as a CDD can we make a request?

Mr. Giles stated I can send them another letter.

Ms. Jordan stated let's do that. Along that back road a couple residents said the trucks are close to their houses, but you said they have moved further away. Is that recent?

Mr. Hadden stated the old road has grass in it now.

Ms. Jordan asked does the county have plans to extend the sound wall?

Mr. Hadden responded I don't know. I have asked that question and was told it was a state project. I really think that sound wall was built to help the people in Rolling Hills.

Ms. Jordan asked would that also be the county commission?

Mr. Hadden responded that would be better through Jennifer Bradley.

Ms. Jordan asked can we do a letter to them too about a sound barrier between the residents and that road?

Mr. Hadden stated I think they stopped it because they thought that was the end of Rolling Hills.

Ms. Giles stated we should probably understand those rules before we send her a letter. We haven't researched that. I hate to send her a letter when the information is on the FDOT website.

Ms. Jordan stated as an explanation of easements, an easement is a right of use, it means that if you as a property owner want to let Jay use part of your property you can grant an easement and Jay is the only one who can use that property, he has the right to go on that property to do anything he needs to on that property. In our community we have multiple easements, the easement between you and the CDD, which is by the ponds and an easement between you and the county, which is going to be the parcel your mailbox is on, means if the county needs to tear up the front of your yard they will do it and if the CDD needs to tear up the backyard to do anything

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in reference to the pond, we have the right to do it. It does not mean that you are not responsible for maintaining those portions of your property, you are still responsible to maintain the grass, whatever is on that front lot. It is also not public access.

Ms. Rigoni stated I think that is very on point. I will add that a lot of these easements are for maintenance of the community and they are platted or provided to the district via some form of easement agreement with the understanding that they are necessary for the proper functioning, operations, continued maintenance of these public facilities.

Ms. Jordan stated some of the bills we receive are in a hand written format.

Mr. Soriano stated that is not in a hand written format, that is for our accountant to go through. The bills have a total but we are going to have people writing on them so the accountant knows if it is \$1,000 bill we want to apply \$200 to the repair and replace line, \$300 to the contingency, \$400 for something else, depending on what those items might be for in that bill and we will do that for everything. Let's say Lake Doctor's worked on a fountain, many times we class that under repair and replacement because they are actually doing a repair, we are not going to put that with the normal chemical treatment of a pond and we will write that on there for the accountant.

Ms. Jordan stated can we have a little more clarification on them, just a line at the top that says accounting breakdown or something like that.

Mr. Soriano stated that is a code that correlates to a budget line.

Ms. Jordan stated I think it is fine, then. I don't want to add more time to anybody's task list.

Ms. Giles stated at any time if there is an invoice that the board has a question about we can definitely answer that.

Mr. Jordan stated we recently added some trash cans. Can we look at beautification for the aesthetics of those?

Mr. Oca stated I think we can get something to wrap around them.

Ms. Jordan stated a couple years ago there was a volleyball coach doing volleyball on the sand court. I don't know how busy that sand court is but they would like to come back and bring their kids. I did ask if they were insured and if they could provide us a certificate of insurance with a waiver of subrogation and he said they would be able to do that. There would be no more than 10-12 girls Monday nights from 5-8. I think this is something you should allow.

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Mr. Oca stated you may want to make it 5-7 since it is from dawn to dusk and if you allow it on the volleyball court then people will want to swim at the same time. At this time I'm not looking to charge 10-12 girls.

Mr. Miller and Mr. Church had no objection.

Ms. Jordan stated I will reach out to them and let them know.

Mr. Church stated a couple residents reached out to me they would like to Zoom because they can't make it to the meeting. I got an email back saying there was a cost to that. I don't know what that cost is but you probably have a lot of residents who can't make the meeting.

Ms. Jordan stated a resident could facetime the meeting but the CDD would have to buy equipment and the call in line used by our lawyers is something we pay for and any video option would also be a cost to the CDD.

Ms. Giles stated it is a public meeting but if that is what the board is leaning towards I will check with district counsel on where the camera is facing, if Helena or whoever is going to do that, there may be some limits to that as to who you are pointing that camera towards. The conference line is for staff use, as soon as I open that line there is a charge and when a staff member calls in there is a charge, if another staff member calls in that is another charge.

Mr. Soriano stated I have been here for 16 years and this is a big group even in a neighborhood of 30,000 residents and we have 4-6 people who attend the meetings. Everybody can argue about the time of day, whether it is 2 p.m., 4 pm. they still don't show, whether it is an HOA meeting that is later they still don't show until it is time to have a special assessment then the whole room will be packed.

FIFTEENTH ORDER OF BUSINESS

Audience Comments

Ms. Achos stated I love the tennis program that I see happening but I'm curious to know if the tennis instructor paid anything to use the facility?

Mr. Oca stated he does not. We set it up because we weren't sure how it was going to go. I have been here eight years and saw two people play tennis.

Ms. Achos stated I only asked because we have tennis coming in to use our facilities and they are not paying and now we will have volleyball using the facilities and not paying. The swim team was here for a short period of time and I understand they paid and I am not opposed to that

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or potentially raising that fee. In Clay County the schools are all self-funded. That is different than a lot of high schools in the county. A lot of their programs are solely covered by parents. I'm not opposed to the fees being raised but there is not money coming from Clay County. If it is going from \$300 to \$800 that is a lot.

Mr. Soriano stated we will work with Carol. We can do other things too. We had agreements with Ridgeview and Middleburg where their kids had to provide so many volunteer hours for the district. You really should at least ask the school to fund it. The hope is that if you build these programs there should be some kind of offset to the operations.

A resident stated one of the things I asked about before was the dirt in the front, but that dirt was from all the construction and it still piled up and in front of our entrance.

Ms. Jordan stated I will send another email.

Mr. Hadden stated it is the responsibility of the contractor and he still has dump trucks coming in and out all day long. I have seen him sweeping it but it might be once a week and the next day it is back again.

A resident stated ultimately that is going to affect our community and it is going to affect our drainage.

Ms. Giles asked Keith, is that something you can follow-up on with the contractor?

Ms. Jordan stated I will call and include you and maybe you can add to it. I have already emailed her once and she said she was fixing it.

A resident stated with the road that got addressed and people asked about this road and the second entrance, as a realtor and dealing with different things with the county and speaking with the county constantly, I was on the phone with Jodie Seagal and I have spoken with Bud and that road cannot get developed until the original developer, the developer who holds all of that, gives it to the county. As much as you want the residents to send a letter to the county, they cannot build it until the developers turn it over.

Mr. Hadden stated I went down and sat in front of Beth Carson and told her what you said and I explained to her how wrong she was and I brought out my files and my documentation and she said, I did not know we agreed to that. I gave her a copy and said the developer that owns that strip, whenever the county wants it, I can give it to you, but the county doesn't want it. Right now if someone gets hurt back there it doesn't fall on the CDD, it doesn't fall on the county, it falls on Waltham Development because Waltham owns that. The county doesn't want it until they want

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to build a road there. They are using that as an excuse. Talk to the county attorney. As soon as she wants it, Waltham will give it to them at no cost.

A resident asked the GMS and RMS, is Freddie going to be moved to the GMS portion?

Mr. Soriano stated Freddie is getting a little more responsibility and authority. We are not adding to any of the other RMS roles.

A resident asked is he going to become a GMS employee?

Mr. Soriano responded no. Because one retired we are not changing RMS, they handle the hourly people, the maintenance when you have those individual contracts, a janitor, that is what they handle. That goes through RMS, GMS doesn't have any of those employees at this time.

A resident stated with Riverside Management is there a way that you can address the job descriptions of those employees that RMS hires? Because when I asked questions before and I wanted to know what was going on and the differences between the two and I requested job descriptions to see what the janitor's job description or to see different information, they are still minimal on the job descriptions.

Mr. Soriano stated you have a work authorization and we can put more detail in there but you have access to a work authorization as a scope for the janitor, scope for general maintenance. Work authorizations go into the agendas when you agree to them. It is minimal so you just want a better detail of that, we can add to it.

A resident stated the scope of work of the employees that RMS has hired other than Freddie because Freddie probably does so much more than what is in his job description.

Mr. Soriano stated you only have three types of positions out here, you have a janitorial position, general maintenance position and you have an aquatics position and monitors that watch the pool and lifeguards. You don't have a lot of staff out here and they are limited by hours.

A resident stated the quality of work that this community pays for and what we paid for over time, we don't get what we pay for. That is my complaint.

Ms. Jordan asked is there something specific at this time?

A resident stated we already addressed the feces on the floor from September through whatever I called and let you know. We knew it was feces and we also know it wasn't cleaned for months. It was there, then the pool closed down and when we came back it was still there. I told Shannon and she addressed it.

April 12, 2022

Rolling Hills CDD

Ms. Jordan stated if you bring an issue to me and I take it to them and they resolve it then they are meeting the requirements.

Mr. Soriano stated you also don't have a janitorial service every day. You are limited by hours, twice a week and in summer they are three or more. Janitorial is capped because in winter they may only be here once a week and more in the summer. But something like that, Freddie should be getting on them. Share with us when those incidents happen and we will address it.

Mr. Jordan stated I prefer it come to the board so we know if residents have repetitive complaints and I will contact staff.

Mr. Soriano stated his role is to take as much work away from the board, however, that is why their contact information is out there. It is helpful when you see things just let us know so that Freddie or I can make those changes. Even though you have a miniscule amount for things like janitorial it doesn't mean I don't want you to get the best for that \$12,000 that you can.

A resident stated thank you for your comment on that. I don't think people understand how much we pay the management companies to manage us and it is supposed to take the burden off them to a certain degree to where we pay the management companies to manage all these different things. We expect the board to do their part on different things but that is why we pay management companies.

Ms. Jordan stated as someone sitting on the board who deals with people saying things on Facebook or calling me why something this way, well I didn't know. We are held accountable for our lack of knowledge because people aren't coming to us.

Mr. Oca stated Facebook does not help me at all. If you call me or email me that is all it takes. I don't see Facebook, just call me and I will knock it out that day but if I don't know about it and hear about a screenshot three days later on Facebook I can't solve the problem.

Ms. Jordan stated they are here to manage for us but we take the brunt of residents' opinions of what we are doing because we are not informed. I'm just asking that we be informed.

Mr. Soriano stated you have to let us know if a vendor is not doing his job and you have to be specific then I can look at it and see.

A resident stated if the pool is going to be affected by the swimmers coming in you should think of the residents first and maybe rethink about Clay coming in.

Mr. Soriano stated everything you do here should always be residents first.

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Mr. deMacho stated I'm okay with using the facilities don't charge a Pastor to use the bound ball courts, it is fun seeing it being used and seeing the youth in here. How soon will we know of an increase?

Ms. Jordan stated we are going to have a special meeting to get all the details and then we have to do a formal notice before we can approve it.

Ms. Giles stated we will have that special meeting probably in May to go along with the RFP bid opening and we will approve the budget at the June 14th meeting and adopt the budget August 16th. All the meeting dates are on the CDD website.

Mr. Ryan stated I saw today that Tree Amigos parked on our only exit again.

Mr. Oca stated I will talk to them.

A resident asked how are you building your reserves?

Ms. Giles stated through your assessments. The budget, the minutes of meetings are all on the website and you can go to the documents, agenda and there are budget lines for everything. If we budget \$15,000 for landscape contingency and don't use that \$15,000 it rolls over. If they want to put up playground equipment in a common area and the cost is \$60,000 we will create a budget line that says 2023 capital improvement project playground equipment. We create budget lines within there and we know what it is going to cost for Lake Doctors to maintain your ponds and Tree Amigos for your landscaping and when there is money left over in each of those lines it rolls over to the next year. The staff and supervisors are here during the week if you have questions. Normally, these meetings are not three hours, they are normally about an hour, but it is great to have residents here. We encourage you to email the staff during the week.

SIXTEENTH 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

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

SEVENTEENTH ORDER OF BUSINESS Next Meeting Scheduled for June 14, 2022 @ 6:00 p.m. at Rolling Hills Amenity Center

Ms. Giles stated the next meeting is June 14, 2022 at 6:00 p.m. at the same location and I will send out information about the special meeting.

On MOTION by Ms. Jordan seconded by Mr. Miller with all in favor the meeting adjourned at 9:00 p.m.

DocuSigned by:
Marilee Giles
3B3269E1043B484
Secretary/Assistant Secretary

DocuSigned by:
Shannon Jordan
85131D1FE04E4CB...
Chairman/Vice Chairman