

MINUTES OF MEETING
ROLLING HILLS
COMMUNITY DEVELOPMENT DISTRICT

The continued meeting of the Board of Supervisors of the Rolling Hills Community Development District was held Monday, November 20, 2023 at 5:00 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
David Church <i>by phone</i>	Supervisor
Helana Cormier	Supervisor
David Bauer	Supervisor
John Miller <i>joined late</i>	Supervisor

Also present were:

Marilee Giles	District Manager
Katie Buchanan <i>by phone</i>	District Counsel
Freddie Oca	Riverside Management
Jay Soriano	Operations Manager
Terry Glynn	GMS
Keith Hadden	District Engineer
Joe Schofield <i>by phone</i>	Alliant Engineer

The following is a summary of the actions taken at the November 20, 2023 meeting of the Board of Supervisors of the Rolling Hills Community Development District.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 5:00 p.m. and called the roll. Three Supervisors were in attendance constituting a quorum. Mr. Church participated by phone. Mr. Miller joined the meeting at 5:49.

SECOND ORDER OF BUSINESS

Audience Comments

There being no comments, the next item followed.

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THIRD ORDER OF BUSINESS

Consideration of Proposals for Pool Resurfacing

Ms. Giles stated this proposal is for pool resurfacing from Crown Pools. Ms. Jordan made a motion to approve.

Mr. Soriano explained the email confirmation from Crown for costs. He reviewed the LED lights were not in this quote and asked for a not to exceed to add the LED lights. Concerns were voiced on the lights and asked for a comparison. Discussion ensued on lights, expense, extra additional lights, nighttime swim, safety of the LED lights, LED lights are brighter, approval of the lights, nighttime swims, and longevity of LED light.

Further discussion on using Crown Pool and their history with pools, permit for lights, setting up as a not to exceed for the LED, surplus in budget, process on the transition of the lights, draining of the pool, maintenance issues, expense, installation later, replacement costs, completion of underwater installation costs, and color of lights. The process of getting the permit for the night swim was discussed and the option of adding the LED lights. The cost of the LED lights, labor and warranty were discussed.

Ms. Giles noted there was \$9,170 for lights in the budget currently.

On MOTION by Ms. Jordan, seconded by Mr. Church, with all in favor, the Proposal from Crown Pools for Pool Resurfacing with a Not to Exceed Amount of \$288,000 and Authorizing Staff to Negotiate the Price for LED Lights Within that Limit, was approved 4-0.

FOURTH ORDER OF BUSINESS

Consideration of Amenity Facility Policy Updates

Ms. Giles stated the changes on the policies are highlighted from the last meeting.

On MOTION by Ms. Jordan, seconded by Mr. Church, with all in favor, the Amenity Facility Policy Updates, were approved 4-0.

There was a question on liability. Ms. Buchanan added comments on potential lawsuits. It was noted there were no standards on items allowed in the pool. Discussion ensued on allowance of floats in the pool and warning notices. Ms. Jordan noted it should be stated in the policies that

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no large floats are allowed in the pool. Comments were made on fishing is not permitted behind homes.

FIFTH ORDER OF BUSINESS

Consideration of Conveyance of Tracts (A, B, C, D, (Parks) E (Future Right-of-Way) F, G, H (Retention Ponds) J, K, N (Open Spaces) L, M (Landscape Buffers) O (Sign Tract)

Ms. Buchanan reviewed the history of the tracts and the bond proceeds for improvements. She added there was a request to take ownership of the property. She noted this is a requirement to take the property due to the trust indenture requiring to have interest in all improvements. And she noted when finished we will be owners. Ms. Jordan asked for an update on landscaping requirement and budget. Mr. Soriano noted maps needed to be updated and there should not be a huge increase in expense. It was noted there is no additional projects. The improvements were reviewed. Ms. Buchanan noted there may be landscaping that will be required. Ms. Cormier asked about any contributions. Ms. Jordan noted that Garden street donation of benches and garbage cans. Other monetary amounts were discussed.

On MOTION by Ms. Jordan, seconded by Mr. Church, with all in favor, the Conveyance of Tracts A, B, C, D (Parks), E (Future Right of Way) F, G, H (Retention Ponds), J, K, N (Open Spaces), L, M. (Landscape Buffers) O (Sign Tract) was approved 4-0.

Ms. Jordan asked if this was being done earlier than normal. Ms. Buchanan noted it was not.

SIXTH ORDER OF BUSINESS

Supervisor's Requests

**Supervisor John Miller joined the meeting at 5:49 p.m.*

Mr. Bauer asked about the waterfall feature. The original plan was discussed. Ms. Jordan wanted it filled in with a raised area. Options were discussed to include trenching, budget, redevelopment, cost effectiveness repairs, obtaining quotes, covered area added, and using reserves.

Ms. Cormier commented on resumes and Board dismissal of an option. She apologized for voting yes. She hoped Mr. Gibbons would continue participation.

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Mr. Miller commented on playground park fence damage and installation of a gate. Discussion ensued on reaching out to the county, ownership of the area, having the Developers install a fence, getting quotes, and a not to exceed of \$2500.

It was noted the gate could be removed later if needed.

On MOTION by Mr. Miller, seconded by Ms. Jordan, with all in favor, to Install a Gate with a Not to Exceed Limit of \$2500 and Authorize Staff, was approved 5-0.

Mr. Miller discussed an incident of an intruder following a child. There was a recommendation to add a camera security system. He noted there were at least 5 units needed. He suggested the Board pursue with the sheriff’s office on getting a quote, and the specifics of the system.

There was an inquiry about the layouts for the parks. She asked about the structures, marking with signs, benches, and compliance concerns.

Comments were made on the open Board position and the consideration of Mr. Gibbons and his qualifications. Discussion ensued on the votes and the opinion of Mr. Gibbons and Mr. Church.

Comments on additional lots, phases, future development of the areas, CDD ownership, CDD purchasing of the area.

Ms. Buchanan commented on the District’s control of the property and discussion. Other discussion included the 761 homes developed, future development, and the process to annex homes.

SEVENTH ORDER OF BUSINESS

Audience Comments

There were continued comments on Mr. Gibbons, the open position, and how to add resumes for the opening and future openings. It was noted an email set from Mr. Oca was sent on the vacancies.

EIGHTH ORDER OF BUSINESS

Next Schedule Meeting: December 12, 2023 @ 6:00 p.m. at the Rolling Hills Amenity Center

Ms. Giles stated the next meeting is December 12, 2023 at 6:00 p.m. at this location. After discussion the Board made the decision to cancel the December meeting.

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On MOTION by Ms. Jordan, seconded by Ms. Cormier, with all in favor, to Cancel the December Board Meeting, was approved.

NINTH ORDER OF BUSINESS

Adjournment

Ms. Giles asked for a motion to adjourn.

On MOTION by Ms. Jordan, seconded by Mr. Church, with all in favor, the meeting was adjourned.

DocuSigned by:
Marilee Giles
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Secretary/Assistant Secretary

DocuSigned by:
John M. Miller
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Chairman/Vice Chairman