



Rizzetta & Company

Seven Oaks Community Development District

**Board of
Supervisors' Meeting
April 10, 2024**

**District Office:
5844 Old Pasco Road, Suite 100
Wesley Chapel, FL 33544
813-994-1001**

www.sevenoakscdd.com

**SEVEN OAKS
COMMUNITY DEVELOPMENT DISTRICT**

Seven Oaks Clubhouse, 2910 Sports Core Circle, Wesley Chapel, FL 33544

Board of Supervisors	Sean Grace	Chairman
	Jack Christensen	Vice Chairman
	Tom Graff	Assistant Secretary
	Jon Tomsu	Assistant Secretary
	Andrew Mendenhall	Assistant Secretary
District Manager	Scott Brizendine	Rizzetta & Company, Inc.
District Counsel	Kathryn Hopkinson	Straley Robin & Vericker
District Engineer	Greg Woodcock	Stantec Consulting

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 933-5571. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY), or 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

**SEVEN OAKS COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 5844 OLD PASCO RD, SUITE 100 • WESLEY CHAPEL, FL 33544
MAILING ADDRESS • 3434 COLWELL AVE, STE 200 • TAMPA, FL 33614**

WWW.SEVENOAKSCDD.COM

April 3, 2024

Board of Supervisors
**Seven Oaks Community
Development District**

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of Seven Oaks Community Development District will be held on **Wednesday, April 10, 2024 at 3:00 p.m.** at the Seven Oaks Clubhouse, located at 2910 Sports Core Circle, Wesley Chapel, FL 33544. The following is the agenda for this meeting.

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. REPORTS & PRESENTATIONS**
 - A. District Engineer
 1. Update on Milling and Resurfacing Project
 - B. District Counsel
 1. Update Regarding Parcel S-12
 - C. Field Operations Manager
 1. Presentation of Field Manager's Report..... Tab 1
 - D. Clubhouse Manager
 1. Presentation of Clubhouse Manager's Report Tab 2
 2. Discussion Regarding Non-Resident User Fees for Renting Gathering Room
 3. Discussion of Fax Line Tab 3
 - E. District Manager
 1. Review of District Manager's Report..... Tab 4
 2. Review of Financial Statements Tab 5
- 4. BUSINESS ITEMS**
 - A. None
- 5. CONSENT AGENDA/BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting held on March 13, 2024 and the March 2024 Tab 6
O&M Reports for the Enterprise and General Funds
(under separate cover)
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,

Scott Brizendine

Scott Brizendine
District Manager

Tab 1

Seven Oaks Field Operations Update

CDD Meeting 04/10/24

Clubhouse:

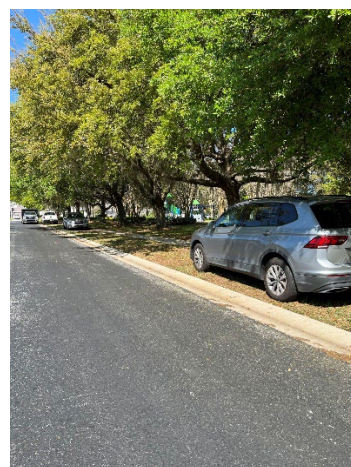
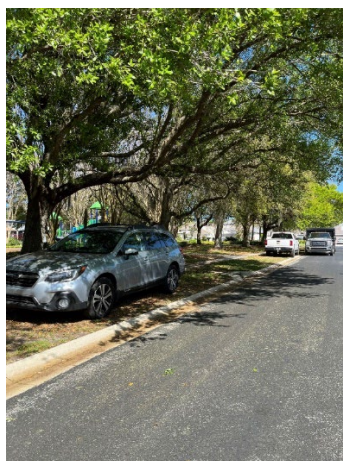
- Palm trees on the pool deck and around clubhouse are scheduled to be trimmed the last week of May, before school is out for the summer.

Playgrounds:

- Discussion on moving forward with the next three new playgrounds...
Grass Glen, Watermark, and Copperleaf.

Tree Trimming:

- Need to have the trees in the large park in Amberside trimmed. Vehicle parking around the park perimeter is always an issue. Will post project date on Facebook, though can we also send “No Parking” letters to surrounding homeowners?



Gates:

- Homeowner is decorating the gates for different holidays... is this something that the CDD or the HOA should address?



Overnight Truck/Vehicle Parking at HWY 56 Entrance:

- Have attempted to communicate with property owner.... called, sent email with attached image.... No response.



Tab 2

April 2024

Upcoming Community Events and Planning

Movie Showtimes, Trivia, Game Day, Cinco De Mayo, Music Bingo,
Memorial Day

Poolside Umbrellas and bases

Have arrived and placed on the pool deck

Jenn's Market Vendors

Scheduled for November 9th

Fax Line

Discussion and proposal on Agenda

Annual Fire Alarm Inspection

Has been completed. A few duct detectors will need new sensors and
are on order.

Introducing New Items in the Café

Popping Boba,

A thin, gel-like skin with juice inside that bursts when
squeezed. The ingredients for popping boba generally
consist of water, sugar, fruit juice or other flavors.

Blue Spirulina

A dazzling blue drink blending FUL's blue spirulina with natural caffeine and a hint of cane sugar. Packed with antioxidants and nutrients, it's a healthful choice that surprises with a delightful wildberry flavor. Perfect for an energy boost without the crash, Synergy Base is your delicious pick-me-up for any moment, combining wellness and taste in every sip.

Next Level Functional Energy Base

The Next Level Zero Sugar Energy formula includes caffeine derived from green coffee, L-Theanine, L-Carnitine, and B Vitamins. It has zero sugar.



Donut Sundae



Tab 3

2664 Cypress Ridge Blvd | Suite 103
Wesley Chapel, FL. 33544
<https://completeit.io>
(813) 444-4355



Customer Contact Information:

Seven Oaks CDD
3434 Colwell Ave #200
Tampa, FL 33614

Estimate # 4266
Estimate Date 03-25-24
Sales Team Member

Total	\$217.50
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(Estimate Valid For 30-Days)

Item	Description	Unit Cost	Quantity	Line Total
Virtual Fax Line	Virtual FAX with HTTPS ATA (Monthly)	\$30.00	1.0	\$30.00
	- ATA rental is added at no additional cost to the monthly.			
Notes	Does not include applicable Federal and local taxes.	\$0.00	1.0	\$0.00
Tech Labor	Hourly Labor Service Remote configuration of the Virtual fax including the onsite installation of the HTTPS ATA to the desired printer.	\$125.00	1.5	\$187.50

Subtotal	\$217.50
Tax (if applicable)	\$0.00

THIS IS ONLY AN ESTIMATE

Estimate Total	\$217.50
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Please refer to contract or Complete I.T. Corp website for additional details including but not limited to warranty information.



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2664 Cypress Ridge Blvd | Suite 103
Wesley Chapel, FL. 33544
<https://completeit.io>
(813) 444-4355



Customer Contact Information:

Seven Oaks CDD
3434 Colwell Ave #200
Tampa, FL 33614

Estimate # 4278
Estimate Date 03-26-24
Sales Team Member

Total	\$92.50
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(Estimate Valid For 30-Days)

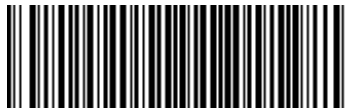
Item	Description	Unit Cost	Quantity	Line Total
Virtual Fax Line	Virtual FAX without HTTPS ATA (Monthly)	\$30.00	1.0	\$30.00
Notes	Does not include applicable Federal and local taxes.	\$0.00	1.0	\$0.00
Tech Labor	Hourly Labor Service Remote configuration of the Virtual fax for sending/receiving strictly through the web-portal.	\$125.00	0.5	\$62.50

Subtotal	\$92.50
Tax (if applicable)	\$0.00

THIS IS ONLY AN ESTIMATE

Estimate Total	\$92.50
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Please refer to contract or Complete I.T. Corp website for additional details including but not limited to warranty information.



Tab 4



UPCOMING DATES TO REMEMBER

- **Next Meeting:** May 8, 2024 @ 6:00 pm
- **Budget Workshop:** April 22, 2024 @ 6:00 pm
- **Proposed Budget Presented:** June 12, 2024
- **Candidate Qualifying Period:** June 10 – June 14, 2024 (Seats 2 – Sean, 4 – Tom & 5 – Jack)
- **Form 1 Financial Disclosure Submittal:** July 1, 2024

District
Manager's
Report

April 10

2024

FINANCIAL SUMMARY

2/29/2024

General Fund Cash & Investment Balance: \$3,620,213

Reserve Fund Cash & Investment Balance: \$4,545,351

Debt Service Fund Cash & Investment Balance: \$2,061,924

Enterprise Fund Cash Balance: \$41,568

Total Cash and Investment Balances: \$10,269,056

General Fund Expense Variance: \$145,438 Under Budget

Reserve Fund Expense Variance \$2,131,386 Under Budget

Enterprise Fund Expense Variance: \$ 10,428 Under Budget



- Through March, 96.44% of the assessment revenue has been collected. Through the same period last year, 96.23% was collected.

Tab 5



Rizzetta & Company

Seven Oaks Community Development District

**Financial Statements
(Unaudited)**

February 29, 2024

Prepared by: Rizzetta & Company, Inc.

sevenoakscdd.com

rizzetta.com

Seven Oaks Community Development District

Balance Sheet

As of 02/29/2024

(In Whole Numbers)

	General Fund	Reserve Fund	Debt Service Fund	Enterprise Fund	Total Gvmnt Fund	Fixed Assets Group	Long-Term Debt
Assets							
Cash In Bank	856,123	(86,407)	34,514	41,568	845,797	0	0
Investments	2,764,090	4,631,758	2,027,410	0	9,423,258	0	0
Accounts Receivable	180,832	0	67,923	0	248,755	0	0
Prepaid Expenses	907	0	0	0	908	0	0
Refundable Deposits	35,321	0	0	0	35,320	0	0
Due From Other	1,019	0	0	0	1,019	0	0
Fixed Assets	0	0	0	0	0	63,067,564	0
Amount Available in Debt Service	0	0	0	0	0	0	2,129,847
Amount To Be Provided Debt Service	0	0	0	0	0	0	11,430,153
Total Assets	3,838,292	4,545,351	2,129,847	41,568	10,555,058	63,067,564	13,560,000
Liabilities							
Accounts Payable	44,474	27,240	0	364	72,078	0	0
Accrued Expenses	12,164	0	0	0	12,164	0	0
Other Current Liabilities	0	0	0	791	791	0	0
Due To Other	0	0	0	1,019	1,019	0	0
Revenue Bonds Payable-Long Term	0	0	0	0	0	0	13,560,000
Total Liabilities	56,638	27,240	0	2,174	86,052	0	13,560,000
Fund Equity & Other Credits							
Beginning Fund Balance	1,544,859	4,300,097	820,155	29,544	6,694,655	0	0
Investment In General Fixed Assets	0	0	0	0	0	63,067,564	0
Net Change in Fund Balance	2,236,795	218,014	1,309,692	9,849	3,774,350	0	0
Total Fund Equity & Other Credits	3,781,654	4,518,111	2,129,847	39,393	10,469,005	63,067,564	0
Total Liabilities & Fund Equity	3,838,292	4,545,351	2,129,847	41,568	10,555,058	63,067,564	13,560,000

See Notes to Unaudited Financial Statements

Seven Oaks Community Development District

Statement of Revenues and Expenditures

As of 02/29/2024

(In Whole Numbers)

	Year Ending 09/30/2024	Through 02/29/2024	Year To Date 02/29/2024	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	65,000	65,000	44,330	20,670
Special Assessments				
Tax Roll	3,583,529	3,583,529	3,602,407	(18,878)
Other Misc. Revenues				
Event Rental	48,000	48,000	44,595	3,405
Miscellaneous Revenue	0	0	14,050	(14,050)
Total Revenues	3,696,529	3,696,529	3,705,382	(8,853)
Expenditures				
Legislative				
Supervisor Fees	15,000	6,250	4,600	1,650
Total Legislative	15,000	6,250	4,600	1,650
Financial & Administrative				
Accounting Services	28,500	11,875	11,875	0
Administrative Services	9,700	4,042	4,042	0
Arbitrage Rebate Calculation	1,000	416	1,000	(583)
Assessment Roll	5,250	5,250	5,250	0
Auditing Services	4,950	0	0	0
Disclosure Report	2,000	2,000	2,000	0
District Engineer	32,000	13,333	30,475	(17,142)
District Management	44,025	18,344	18,343	0
Dues, Licenses & Fees	2,245	936	390	546
Financial & Revenue Collections	5,250	2,187	2,187	0
Legal Advertising	3,000	1,250	151	1,100
Miscellaneous Fees	0	0	100	(100)
Public Officials Liability Insurance	4,343	4,343	4,086	257
Tax Collector/Property Appraiser Fees	150	0	0	0
Trustees Fees	10,000	5,600	5,590	10
Website Hosting, Maintenance, Backup & E	4,860	2,025	1,305	720
Total Financial & Administrative	157,273	71,601	86,793	(15,192)
Legal Counsel				
District Counsel	65,000	27,084	30,569	(3,485)
Litigation / Mediation	25,000	10,416	0	10,416
Total Legal Counsel	90,000	37,500	30,569	6,931
Law Enforcement				
Off Duty Deputy	2,400	1,000	544	456

See Notes to Unaudited Financial Statements

Seven Oaks Community Development District

Statement of Revenues and Expenditures

As of 02/29/2024

(In Whole Numbers)

	Year Ending	Through	Year To Date	
	09/30/2024	02/29/2024	02/29/2024	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Total Law Enforcement	2,400	1,000	544	456
Security Operations				
Security Monitoring Services	4,000	1,667	1,326	341
Total Security Operations	4,000	1,667	1,326	341
Electric Utility Services				
Utility - Irrigation & Landscape Lightin	50,000	20,833	15,040	5,793
Utility - Recreation Facilities	75,000	31,250	36,498	(5,248)
Utility - Street Lights	260,000	108,333	101,781	6,552
Total Electric Utility Services	385,000	160,416	153,319	7,097
Gas Utility Service				
Utility Services	650	271	298	(27)
Total Gas Utility Service	650	271	298	(27)
Garbage/Solid Waste Control Services				
Garbage - Recreation Facility	8,500	3,542	3,768	(226)
Solid Waste Assessment	8,750	8,750	9,473	(724)
Total Garbage/Solid Waste Control Services	17,250	12,292	13,241	(950)
Water-Sewer Combination Services				
Utility - Fountains	1,000	417	199	218
Utility - Reclaimed	30,000	12,500	6,886	5,615
Utility Services	32,000	13,333	8,019	5,314
Total Water-Sewer Combination Services	63,000	26,250	15,104	11,147
Stormwater Control				
Aquatic Maintenance	54,204	22,585	22,947	(362)
Lake/Pond Bank Maintenance & Repair	50,000	20,833	1,792	19,041
Stormwater Assessments	6,000	6,000	5,864	136
Stormwater System Maintenance	10,000	4,167	867	3,300
Total Stormwater Control	120,204	53,585	31,470	22,115
Other Physical Environment				
Clock Tower Maintenance	2,000	833	347	486
Community Park Equipment	25,000	10,417	24,552	(14,135)
Employee - Payroll Taxes	20,000	8,333	7,000	1,333
Employee - Salaries	255,000	106,250	91,503	14,747
Employee - Workers Comp	21,000	21,000	9,760	11,240
Entry & Walls Maintenance & Repair	4,000	1,667	0	1,667
General Liability & Property Insurance	40,365	40,365	39,853	511
Holiday Decorations	40,000	40,000	34,400	5,600
Irrigation Maintenance & Repair	50,000	20,833	26,886	(6,053)
Landscape - Annuals/Flowers	275,000	114,584	34,360	80,223

See Notes to Unaudited Financial Statements

Seven Oaks Community Development District

Statement of Revenues and Expenditures

As of 02/29/2024

(In Whole Numbers)

	Year Ending	Through	Year To Date	
	09/30/2024	02/29/2024	02/29/2024	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Landscape Maintenance	838,803	349,501	330,922	18,580
Landscape Replacement Plants, Shrubs, Tr	150,000	62,500	60,665	1,834
Miscellaneous Expense	10,000	4,167	2,372	1,796
Ornamental Lighting & Maintenance	4,000	1,666	9,250	(7,584)
Pressure Washing	53,000	22,084	26,500	(4,417)
Tree Trimming Services	200,000	83,333	106,625	(23,292)
Total Other Physical Environment	1,988,168	887,533	804,996	82,537
Road & Street Facilities				
Roadway Repair & Maintenance	50,000	20,833	7,300	13,533
Sidewalk Maintenance & Repair	50,000	20,834	16,250	4,584
Street Sign Repair & Replacement	10,000	4,166	5,456	(1,290)
Total Road & Street Facilities	110,000	45,833	29,006	16,827
Parks & Recreation				
Access Control Maintenance & Repair	9,364	3,902	2,403	1,498
Athletic Court/Field/Playground Maintena	15,000	6,250	3,969	2,281
Clubhouse Janitorial Services	48,915	20,381	16,238	4,144
Employee - Payroll Taxes	25,000	10,417	8,945	1,471
Employee - Salaries	337,330	140,554	116,935	23,620
Facility Supplies	6,600	2,750	2,647	102
Fitness Equipment Maintenance & Repair	15,000	6,250	646	5,604
Fountain Service Repair & Maintenance	7,500	3,125	3,501	(375)
Furniture Repair & Replacement	7,500	3,125	7,825	(4,701)
Maintenance & Repairs	50,000	20,833	33,798	(12,965)
Miscellaneous Expense	15,000	6,250	18,285	(12,034)
Office Supplies	3,000	1,250	1,530	(280)
Pest Control	750	313	225	88
Pool Repair & Maintenance	16,305	6,793	3,592	3,202
Pool Service Contract	94,320	39,300	24,932	14,368
Storage Shed	2,000	833	1,360	(527)
Telephone, Internet, Cable	10,000	4,167	2,388	1,779
Tennis Court Maintenance & Supplies	45,000	18,750	18,015	735
Vehicle Maintenance	10,000	4,167	3,149	1,018
Total Parks & Recreation	718,584	299,410	270,382	29,028
Special Events				
Special Events	25,000	10,417	26,939	(16,522)
Total Special Events	25,000	10,417	26,939	(16,522)
Total Expenditures	3,696,529	1,614,025	1,468,586	145,438
Total Excess of Revenues Over(Under) Expen- ditures	0	2,082,504	2,236,796	(154,292)

See Notes to Unaudited Financial Statements

730 General Fund

Seven Oaks Community Development District

Statement of Revenues and Expenditures

As of 02/29/2024

(In Whole Numbers)

	Year Ending 09/30/2024	Through 02/29/2024	Year To Date 02/29/2024	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>1,544,858</u>	<u>(1,544,858)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>2,082,504</u>	<u>3,781,654</u>	<u>(1,699,150)</u>

See Notes to Unaudited Financial Statements

Seven Oaks Community Development District

Statement of Revenues and Expenditures

As of 02/29/2024

(In Whole Numbers)

	Year Ending 09/30/2024	Through 02/29/2024	Year To Date 02/29/2024	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	50,000	50,000	100,430	(50,430)
Special Assessments				
Tax Roll	350,942	350,942	350,942	0
Total Revenues	400,942	400,942	451,372	(50,430)
Expenditures				
Contingency				
Capital Outlay	69,000	69,000	0	69,000
Capital Reserve	2,297,862	2,297,862	235,477	2,062,385
Total Contingency	2,366,862	2,366,862	235,477	2,131,386
Total Expenditures	2,366,862	2,366,862	235,477	2,131,386
Total Excess of Revenues Over(Under) Expenditures	(1,965,920)	(1,965,920)	215,895	(2,181,815)
Total Other Financing Sources(Uses)				
Carry Forward Fund Balance				
Carry Forward Fund Balance	1,965,920	1,965,920	0	1,965,920
Other Costs				
Unrealized Gain/Loss on Investments	0	0	2,118	(2,118)
Total Other Financing Sources(Uses)	1,965,920	1,965,920	2,118	1,963,802
Fund Balance, Beginning of Period	0	0	4,300,098	(4,300,098)
Total Fund Balance, End of Period	0	0	4,518,111	(4,518,111)

Seven Oaks Community Development District

Statement of Revenues and Expenditures

As of 02/29/2024

(In Whole Numbers)

	Year Ending 09/30/2024	Through 02/29/2024	Year To Date 02/29/2024	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	0	0	6,702	(6,702)
Special Assessments				
Tax Roll	564,087	564,087	566,773	(2,686)
Total Revenues	<u>564,087</u>	<u>564,087</u>	<u>573,475</u>	<u>(9,388)</u>
Expenditures				
Debt Service				
Interest	111,087	111,087	56,444	54,643
Principal	453,000	453,000	0	453,000
Total Debt Service	<u>564,087</u>	<u>564,087</u>	<u>56,444</u>	<u>507,643</u>
Total Expenditures	<u>564,087</u>	<u>564,087</u>	<u>56,444</u>	<u>507,643</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>517,031</u>	<u>(517,031)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>173,948</u>	<u>(173,948)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>690,979</u>	<u>(690,979)</u>

Seven Oaks Community Development District

Statement of Revenues and Expenditures

As of 02/29/2024

(In Whole Numbers)

	Year Ending 09/30/2024	Through 02/29/2024	Year To Date 02/29/2024	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	0	0	17,771	(17,771)
Special Assessments				
Tax Roll	925,434	925,434	929,840	(4,407)
Total Revenues	925,434	925,434	947,611	(22,178)
Expenditures				
Debt Service				
Interest	310,434	310,434	149,950	160,484
Principal	615,000	615,000	5,000	610,000
Total Debt Service	925,434	925,434	154,950	770,484
Total Expenditures	925,434	925,434	154,950	770,484
Total Excess of Revenues Over(Under) Expenditures	0	0	792,661	(792,661)
Fund Balance, Beginning of Period	0	0	646,207	(646,207)
Total Fund Balance, End of Period	0	0	1,438,868	(1,438,868)

Seven Oaks Community Development District

Statement of Revenues and Expenditures

As of 02/29/2024

(In Whole Numbers)

	Year Ending 09/30/2024	Through 02/29/2024	Year To Date 02/29/2024	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Special Assessments				
Tax Roll	31,100	31,100	31,100	0
Club Revenues				
Cafe Revenue	63,704	63,704	10,010	53,694
Total Revenues	<u>94,804</u>	<u>94,804</u>	<u>41,110</u>	<u>53,694</u>
Expenditures				
Parks & Recreation				
Beverages	11,000	4,583	3,842	741
Cafe Miscellaneous Expense	1,500	625	78	547
Employee - Payroll Taxes	3,288	1,370	1,368	2
Employee - Salaries	43,266	18,028	17,889	139
Employee - Workers Comp	3,750	3,750	0	3,750
Equipment	3,000	1,250	220	1,030
Food	23,000	9,583	6,156	3,427
Maintenance & Repairs	2,000	834	850	(16)
Supplies	4,000	1,666	858	809
Total Parks & Recreation	<u>94,804</u>	<u>41,689</u>	<u>31,261</u>	<u>10,428</u>
Total Expenditures	<u>94,804</u>	<u>41,689</u>	<u>31,261</u>	<u>10,428</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>53,115</u>	<u>9,849</u>	<u>43,266</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>29,544</u>	<u>(29,544)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>53,115</u>	<u>39,393</u>	<u>13,722</u>

**Seven Oaks CDD
Investment Summary
February 29, 2024**

<u>Account</u>	<u>Investment</u>	<u>Balance as of February 29, 2024</u>
FLCLASS	Average Monthly Yield 5.43%	\$ 2,764,090
Total General Fund Investments		\$ 2,764,090
FLCLASS	Average Monthly Yield 5.43%	\$ 3,553,245
FLCLASS Enhanced Cash	Average Monthly Yield 5.33%	1,078,513
Total Reserve Fund Investments		\$ 4,631,758
US Bank Series 2016A Revenue	First American Government Obligation Fund Class Y	\$ 364,499
US Bank Series 2016A-1 Prepayment	First American Government Obligation Fund Class Y	21
US Bank Series 2016A-1 Reserve	First American Government Obligation Fund Class Y	165,222
US Bank Series 2016A-2 Reserve	First American Government Obligation Fund Class Y	11,437
US Bank Series 2016A-2 Prepayment	First American Government Obligation Fund Class Y	977
US Bank Series 2016B Revenue	First American Government Obligation Fund Class Y	550,337
US Bank Series 2016B-1 Prepayment	First American Government Obligation Fund Class Y	360
US Bank Series 2016B-1 Reserve	First American Government Obligation Fund Class Y	208,009
US Bank Series 2016B-2 Reserve	First American Government Obligation Fund Class Y	70,813
US Bank Series 2016B-2 Prepayment	First American Government Obligation Fund Class Y	3,549
US Bank Series 2021 Revenue	First American Government Obligation Fund Class Y	538,886
US Bank Series 2021 Reserve	First American Government Obligation Fund Class Y	112,612
US Bank Series 2021 Prepayment	First American Government Obligation Fund Class Y	688
Total Debt Service Fund Investments		\$ 2,027,410

**Seven Oaks Community Development District
Summary A/R Ledger
From 02/1/2024 to 02/29/2024**

Fund_ID	Fund Name	Customer	Invoice Number	AR Account	Date	Balance Due	
730, 2677	730-001	730 General Fund	Pasco County Tax Collector	AR00001179	12110	10/01/2023	180,832.08
Sum for 730, 2677							180,832.08
730, 2679	730-200	730 Debt Service Fund S2011 & S2021	Pasco County Tax Collector	AR00001179	12110	10/01/2023	25,722.65
Sum for 730, 2679							25,722.65
730, 2680	730-202	730 Debt Service Fund S2016	Pasco County Tax Collector	AR00001179	12110	10/01/2023	25,758.10
	730-202	730 Debt Service Fund S2016	Pasco County Tax Collector	AR00001179	12110	10/01/2023	16,442.17
Sum for 730, 2680							42,200.27
Sum for 730							248,755.00
Sum Total							248,755.00

See Notes to Unaudited Financial Statements

**Seven Oaks Community Development District
Summary A/P Ledger
From 02/1/2024 to 02/29/2024**

Fund Name	GL posting date	Vendor name	Document number	Description	Balance Due
730, 2677					
730 General Fund	02/22/2024	CMH Exteriors LLC	108362	Stump Grinding 02/24	650.00
730 General Fund	02/29/2024	Conleys Drinking Fountains LLC	4581	Service Drinking Fountains 02/24	200.00
730 General Fund	02/27/2024	Dymond Heating & Cooling, Inc.	489473	A/C Service Call 02/24	826.20
730 General Fund	02/29/2024	Edge Information Management, Inc.	Man-216953	SSN/W2/Criminal Verification & Drug Screening 02/24	197.97
730 General Fund	02/28/2024	Integrated Irrigation Services	1468	February Maintenance 02/24	2,000.00
730 General Fund	02/28/2024	Integrated Irrigation Services	1469	Irrigation Repairs 02/24	400.00
730 General Fund	02/01/2024	Joel Ellis	6001	DJ Services 05/24	400.00
730 General Fund	02/26/2024	Juniper Landscaping of Florida, LLC	251793	Pest & Fertilizer 02/24	8,893.00
730 General Fund	02/21/2024	TECO Peoples Gas	211003718858	02/24 2910 Sports Core Cir 02/24	59.74
730 General Fund	02/26/2024	Withlacoochee River Electric Cooperative, Inc.	WREC Summary 02/24 730	Electric Summary 02/24	2,919.31
730 General Fund	02/26/2024	Withlacoochee River Electric Cooperative, Inc.	WREC Summary 02/24 730	Electric Summary 02/24	7,576.92
730 General Fund	02/26/2024	Withlacoochee River Electric Cooperative, Inc.	WREC Summary 02/24 730	Electric Summary 02/24	20,350.85
Sum for 730, 2677					44,473.99
730, 2678					
730 Reserve Fund	02/22/2024	Custom Canvas Structures Inc.	2362	Awning Repairs 02/24	9,600.00
730 Reserve Fund	02/29/2024	Site Masters of Florida, LLC	022924-1	Remianing Balance Playground Demolition- 02/24	3,400.00
730 Reserve Fund	02/29/2024	Site Masters of Florida, LLC	022924-2	Surafce Water Drainage system 02/24	14,240.00
Sum for 730, 2678					27,240.00
730, 2682					
730 Enterprise Fund	02/26/2024	Sweetheart Ice Cream, Inc.	15014775	Cafe Food 02/24	364.27
Sum for 730, 2682					364.27
Sum for 730					72,078.26
Sum Total					72,078.26

Seven Oaks Community Development District
Notes to Unaudited Financial Statements
February 29, 2024

Balance Sheet

1. Trust statement activity has been recorded through 02/29/24.
2. See EMMA (Electronic Municipal Market Access) at <https://emma.msrb.org> for Municipal Disclosures and Market Data.
3. For presentation purposes, the Reserves are shown in a separate fund titled Reserve Fund.

Summary A/R Ledger – Payment Terms

4. Payment terms for landowner assessments are (a) defined in the FY23-24 Assessment Resolution adopted by the Board of Supervisors, (b) pursuant to Florida Statutes, Chapter 197 for assessments levied via the county tax roll.

Summary A/R Ledger – Subsequent Collections

5. General Fund – Payment for Invoice AR00001179 in the amount of \$39,609.15 was received in March 2024.
6. Debt Service Fund 200 – Payment for Invoice AR00001179 in the amount of \$5,634.25 was received in March 2024.
7. Debt Service Fund 202 – Payment for Invoice AR00001179 in the amount of \$9,243.48 was received in March 2024.

Tab 6

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

SEVEN OAKS COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of Seven Oaks Community Development District was held on Wednesday, March 13, 2024, at 6:00 p.m. at the Seven Oaks Clubhouse, located at 2910 Sports Core Circle, Wesley Chapel, FL 33544.

Present and constituting a quorum:

- Sean Grace Board Supervisor, Chairman
Jack Christensen Board Supervisor, Vice Chairman
Tom Graff Board Supervisor, Assistant Secretary
Andrew Mendenhall Board Supervisor, Assistant Secretary
Jon Tomsu Board Supervisor, Assistant Secretary

Also present were:

- Scott Brizendine District Manager, Rizzetta & Co., Inc.
Kathryn Hopkinson District Counsel, Straley, Robin & Vericker (via phone)
Greg Woodcock District Engineer, Stantec (Via Phone)
Theresa DiMaggio Clubhouse Manager
John Gentilella Field Ops Manager.

Audience Present

FIRST ORDER OF BUSINESS

Call to Order

Mr. Brizendine called the meeting to order and performed roll call confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

Audience Comments

Audience comments were entertained regarding posting congratulatory signs around the clock tower and a request to submit proposals for holiday lighting and any pressure washing needs the district might have.

On a Motion by Mr. Tomsu, seconded by Mr. Christensen, with all in favor, the Board of Supervisors authorized the posting of congratulatory signs around the clock tower for the Cypress Creek Cheerleaders, who just won a national championship, for the Seven Oaks Community Development District.

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THIRD ORDER OF BUSINESS

Reports & Presentations

A. District Engineer

1. Update Regarding RFP for Road Resurfacing

Mr. Woodcock updated the Board on the status of the milling and resurfacing project, noting that Kearney Construction was the only firm to attend the pre-bid meeting. A lengthy discussion was held regarding the best way to proceed with District Counsel and District Engineer recommending that Kearny be allowed to submit their proposal and then have the Board compare it to the budget for the project before deciding whether to start the process over. It was noted that the April meeting could be continued until April 22, 2024, to review the submittal. Mr. Kearny stated that Kearny did request an extension of the construction timeline to 90 days due to the length of time it takes to obtain the maintenance of traffic permit.

B. District Counsel

On a Motion by Mr. Grace, seconded by Mr. Tomsu, with all in favor, the Board of Supervisors approved adding the Revised Gate Agreement to the agenda, for the Seven Oaks Community Development District.

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1. Update Regarding Parcel S-12

Ms. Hopkinson informed the Board that Special Counsel submitted a response to Pasco County and SB Associates relative to the certiorari. She stated that it should take a couple of weeks for the judge to respond to rule or request a hearing.

2. Consideration of Driveway Apron Agreement

Ms. Hopkinson reviewed the revised agreement and asked if there were any questions. Discussion was held regarding the process of obtaining signatures and how to address prior improvements. Ms. Hopkinson recommended that the agreements be brought to the CDD meetings for the Chair to execute and that signatures be obtained from those who have already completed work on their sidewalk aprons.

On a Motion by Mr. Tomsu, seconded by Mr. Mendenhall, with all in favor, the Board of Supervisors approved the revised driveway Apron Agreement, for the Seven Oaks Community Development District.

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3. Consideration of Gate Agreement

Ms. Hopkins reviewed the updated gate agreement and a brief discussion ensued.

On a Motion by Mr. Grace, seconded by Mr. Mendenhall, with all in favor, the Board of Supervisors approved the Gate Agreement between the POA and CDD, for the Seven Oaks Community Development District.

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C. Field Operations Update

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Mr. Gentilella presented and reviewed his Field Manager’s report, informing the Board on the status of the sod replacement project for the roadway medians and the Lakeside, Stone Creek , and Willowstone playground replacements. He stated that he received a request from a resident asking that “slow down” and “ Dogs on Leash” signs be posted on the Nature Trail (the Board opted not to take any action at this time).

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Mr. Gentilella recommended that a second dumpster be added at the clubhouse. He will work on possible placement locations to present to the Board at a future meeting.

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D. Clubhouse Manager

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Ms. DiMaggio presented her report.

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2. Consideration of Agreement for Fall Festival

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Ms. DiMaggio presented a proposal from Jen’s Markets and Events to set up the Fall Festival. Discussion was held regarding concerns with how to address overflow parking. Mr. Gentilella will contact Duke Energy regarding possibly using the “Powerline Road”. If permission is granted, the project can move forward if safety measures are put in place for those using this parking option.

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3. Discussion Regarding Trivia Night

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Ms. DiMaggio stated that the vendor hosting this event does not carry liability insurance and only needs to plug a microphone into the TV. He would be willing to sign a waiver stating that he would replace TV if it is damaged. Ms. Hopkinson will prepare the waiver. The Board indicated that it would allow the event providing the waiver is signed.

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Ms. DiMaggio stated that she would like to revisit the non-resident user fees for renting the Gathering Room and would be providing her requested changes at the next meeting for Board Consideration of setting the Public Hearing.

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E. District Manager

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Mr. Brizendine informed the Board the next regular meeting will be held on Wednesday, April 10, 2024, at 3:00 p.m. at the Seven Oaks Clubhouse.

124 **a. Review of District Management Report**
 125 Mr. Brizendine presented the District Management Report to the Board and
 126 provided an update on what was budgeted this year for the Capital Reserve
 127 Projects as well as the status/cost of current projects. Mr. Tomsu spoke
 128 regarding House Bill 1203, which could impact changes to HOA's and
 129 ultimately websites. He will stay on top of this and restart the website project if
 130 necessary.

131 **b. Review of Financial Statements**
 132 Mr. Brizendine presented the Financial Statements to the Board. There were
 133 no questions put forward.
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 136 **FOURTH ORDER OF BUSINESS** **Update Regarding Proposal for**
 137 **Reserve Study**
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139 Mr. Brizendine informed the Board of his discussions with Reserve Advisors
 140 regarding completing an updated reserve study, explaining that the contract included a
 141 complimentary revision with six months of issuance of the final report, which was issued
 142 on 5/1 and a revision was requested, and they provided on 8/23. He stated that if the
 143 Board requested another revision in 2024, it would be an update without a site visit at a
 144 cost of about \$2,500, There were no questions, nor action taken.
 145

146 **FIFTH ORDER OF BUSINESS** **Consideration of Minutes of the**
 147 **Board Supervisors' Meeting held on**
 148 **February 7, 2024, and O&M Enterprise**
 149 **Fund and General Fund Expenditures**
 150 **for February 2024**
 151

On a Motion by Mr. Tomsu, seconded by Mr. Christensen, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Meeting held on February 7, 2024, and the O&M General Fund Expenditures (\$163,176.25) and the O&M Enterprise Fund (\$423.06) for February 2024, as presented, for the Seven Oaks Community Development District.

152 **SIXTH ORDER OF BUSINESS** **Supervisor Requests**

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 155 There were no Supervisor requests put forward at this time.
 156

157 **SEVENTH ORDER OF BUSINESS** **Adjournment**

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 159 Mr. Brizendine requested a motion from the Board to adjourn the meeting.
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On a Motion by Mr. Graff, seconded by Mr. Mendenhall, with all in favor, the Board of Supervisors adjourned the meeting at 7:34 p.m. for Seven Oaks Community Development District.

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Assistant Secretary

Chairman/Vice Chairman

DRAFT