
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 10, 2021 at 6:30 p.m.** at the Seven Oaks Clubhouse, located at 2910 Sports Cove Circle, Wesley Chapel, FL 33544.

Present and constituting a quorum:

Jack Christensen	Board Supervisor, Chairman
Joshua Green	Board Supervisor, Vice Chairman
Andrew Mendenhall	Board Supervisor, Assistant Secretary
Sean Grace	Board Supervisor, Assistant Secretary
Tom Graff	Board Supervisor, Assistant Secretary

Also present were:

Taylor Nielsen	District Manager, Rizzetta & Co., Inc.
Matthew Huber	District Manager, Rizzetta & Co., Inc.
Vivek Babbar	District Counsel, Straley, Robin & Vericker
Tonja Stewart	District Engineer, Stantec (by conference call)
Theresa Flores	Clubhouse Manager
Jerry Mejia	Representative, Down to Earth

Audience	Present
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FIRST ORDER OF BUSINESS**Call to Order**

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

SECOND ORDER OF BUSINESS**Audience Comments**

The Board heard audience comments requesting for the addition of a dog park and heating the pool.

THIRD ORDER OF BUSINESS

Staff & Landscape Reports

A. Field Operations Update

Mr. Gentilella was not present, but his report was presented under Tab 1 on the agenda.

Mr. Vivek updated the Board regarding the asphalt work RFP should be out in a few weeks.

B. Clubhouse Manager

Ms. Flores presented her report. She advised the pool opened on March 10th.

The Board authorized Ms. Flores to work with the Chairman on selecting a vendor for finishing the Construction inside the Clubhouse, with a Not to Exceed amount of \$87,000.00.

On a Motion by Mr. Mendenhall, seconded by Mr. Green, with all in favor, the Board of Supervisors authorized Ms. Flores to work with the Chairman on selecting vendor for finishing construction inside the Clubhouse, with a NTE amount of \$87,000.00, for the Seven Oaks Community Development District.

The Board also approved the ATS Agreement, for the fire alarms.

On a Motion by Mr. Green, seconded by Mr. Graff, with all in favor, the Board of Supervisors approved the ATS Agreement, for the fire alarms, for the Seven Oaks Community Development District.

C. District Counsel

Mr. Babbar presented his report and the E-Verify Memorandum to the Board.

On a Motion by Mr. Christensen, seconded by Mr. Green, with all in favor, the Board of Supervisors approved the E-Verify Memorandum, and authorized District Staff to enroll the District in E-Verify, for the Seven Oaks Community Development District.

D. District Engineer

Ms. Stewart had no report.

The Board requested the District Engineer, District Manager and Maintenance Manager work to address resident concerns regarding pond bank erosion at the end of their yard, caused by drain lines.

E. District Manager

Mr. Nielsen informed the Board the next regular meeting will be held on Wednesday, April 14, 2021 at 6:30 p.m. at the Seven Oaks Clubhouse.

The Board requested a Budget Workshop meeting to be held on March 31, 2021 at 6:30 p.m. to discuss the FY 21-22 Budget.

The Board also requested District Counsel to send a cease and desist order to the resident who engaged the Down to Earth Landscape employee.

FOURTH ORDER OF BUSINESS

Consideration of Bond Financing Agreement

Mr. Nielsen presented the Financing Agreement to the Board. There were no comments.

On a Motion by Mr. Green, seconded by Christensen, with all in favor, the Board of Supervisors ratified the Financing Agreement, for the Seven Oaks Community Development District.

FIFTH ORDER OF BUSINESS

Update on Workers Comp Audit

Mr. Nielsen opened a discussion regarding the Workers Comp Audit with the Board. There were no comments.

On a Motion by Mr. Grace, seconded by Mr. Mendenhall, with all in favor, the Board of Supervisors approved the Workers Comp Audit for FY 19-20, and to update the current policy for 20-21, for the Seven Oaks Community Development District.

SIXTH ORDER OF BUSINESS

Discussion of S12 and S19

Mr. Green provided an update to the Board regarding the S12 and S19. There were no comments.

SEVENTH ORDER OF BUSINESS

Presentation of Financial Statement

Mr. Nielsen presented the Financial Statement for February 2021 to the Board. He advised they are currently under budget in the amount of \$265,664.00. There were no comments from the Board.

EIGHTH ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors Regular
Meeting held on February 10, 2021**

Mr. Nielsen presented the meeting minutes for the Board of Supervisors' regular meeting held on February 10, 2021. There were no changes made to the meeting minutes.

On a Motion by Mr. Graff, seconded by Mr. Christensen, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on February 10, 2021, as presented for the Seven Oaks Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Enterprise Fund
Operation and Maintenance
Expenditures for January 2021**

Mr. Nielsen presented the Enterprise Fund Operation and Maintenance Expenditures for January 2021.

On a Motion by Mr. Grace, seconded by Mr. Mendenhall, with all in favor, the Board of Supervisors approved the Enterprise Fund Operation and Maintenance Expenditures for January 2021 (\$3,059.91) as presented for the Seven Oaks Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of General Fund
Operation and Maintenance
Expenditures for January 2021**

Mr. Nielsen presented the General Fund Operation and Maintenance Expenditures for January 2021.

On a Motion by Mr. Green, seconded by Mr. Christensen, with all in favor, the Board of Supervisors approved the General Fund Operation and Maintenance Expenditures for January 2021 (\$233,856.13) as presented for the Seven Oaks Community Development District.

Mr. Nielsen requested a motion from the Board to adjourn the meeting.

On a Motion by Mr. Green, seconded by Mr. Mendenhall, with all in favor, the Board of Supervisors adjourned the meeting at 7:58 p.m. for Seven Oaks Community Development District.

Assistant Secretary

Chairman/Vice Chairman