



Rizzetta & Company

Seven Oaks Community Development District

**Board of Supervisors' Meeting
October 12, 2022**

**District Office:
2700 S. Falkenburg Rd. Suite 2745
Riverview, FL 335478
813-533-2950**

www.sevenoakscdd.com

**SEVEN OAKS
COMMUNITY DEVELOPMENT DISTRICT**

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

Board of Supervisors	Jack Christensen	Chairman
	Sean Grace	Vice Chairman
	Tom Graff	Assistant Secretary
	Lauren O'Donnell	Assistant Secretary
	Andrew Mendenhall	Assistant Secretary
District Manager	Taylor Nielsen	Rizzetta & Company, Inc.
District Counsel	Vanessa Steinerts	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
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WWW.SEVENOAKSCDD.COM

October 4, 2022

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, October 12, 2022 at 6:30 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. Field Operations Manager Report Tab 1
 - B. Clubhouse Manager
 1. Presentation of Clubhouse Report Tab 2
 - C. District Counsel
 - D. District Engineer
 - E. District Manager
 1. Review of District Manager Report..... Tab 3
 2. Review of Financial Statement..... Tab 4
- 4. BUSINESS ITEMS**
 - A. Update on S19 Parcel
 - B. Consideration of Second Cash Drawer Proposal Tab 5
 - C. Discussion of Café Table Replacement
- 5. CONSENT AGENDA/BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting held on September 14, 2022 Tab 6
 - B. Consideration of O&M, Enterprise Fund, August 2022 USC
 - C. Consideration of O&M, General Fund, August 2022 USC
- 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) 533-2950.

Sincerely,
Taylor Nielsen
District Manager

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, September 14, 2022 at 6:30 p.m.** at the Seven Oaks Clubhouse, located at 2910 Sports Core Circle, Wesley Chapel, FL 33544.

Present and constituting a quorum:

Jack Christensen	Board Supervisor, Chairman
Sean Grace	Board Supervisor, Vice Chairman
Lauren O'Donnell	Board Supervisor, Assistant Secretary
Tom Graff	Board Supervisor, Assistant Secretary
Andrew Mendenhall	Board Supervisor, Assistant Secretary

Also present were:

Taylor Nielsen	District Manager, Rizzetta & Co., Inc.
Jayna Cooper	District Manager, Rizzetta & Co., Inc.
Theresa DiMaggio	Clubhouse Manager
Vanessa Steinerts	Attorney, Straley, Robin & Vericker
Greg Woodcock	District Engineer, Stantec
Mike Jaques	Symbiont (via phone)

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 on golf carts, the fencing by the Laurels, the proposed library construction, S19 mediation, the development planned by Wells Fargo, community rule enforcement, pool lighting, and employee event budgeting.

THIRD ORDER OF BUSINESS

Staff & Landscape Reports

A. Field Operations Update

The Board was advised the pool heating estimated completion is by next meeting, and if not Mike Jaques will call in another update at the meeting.

On a Motion by Mr. Graff, seconded by Mr. Grace, with all in favor, the Board approved to move forward with the recycled benches proposed by Mr. Gentilella, for the Seven Oaks Community Development District.

B. Clubhouse Manager

Ms. DiMaggio advised she had no report.

On a Motion by Mr. Mendenhall, seconded by Mr. Christensen, with all in favor, the Board approved for the child who defaced the café table to be responsible for the replacement costs, for the Seven Oaks Community Development District.

C. District Counsel

Ms. Steinerts presented her report.

The Board requested an Insurance Certificate for the Life Skills in Action group to use the playground.

On a Motion by Mr. Graff, seconded by Mr. Grace, with all in favor, the Board approved for the Chairman to sign the agreement for Jammin' Carwash to connect to our stormwater system after District Engineer review, for the Seven Oaks Community Development District.

The Board requested an arborist review the tree in question uprooting a fence, to determine if cutting it off at the property line would kill the tree.

D. District Engineer

Mr. Woodcock updated the Board on his report.

1. Proposed Repairs

Mr. Woodcock presented the Proposed Repair proposals to the Board.

On a Motion by Mr. Mendenhall, seconded by Mr. Grace, with all in favor, the Board approved the Finn Outdoor proposal for \$70,175.00, for stormwater structure repairs, for the Seven Oaks Community Development District.

2. Operation Report

Mr. Woodcock reviewed the Operation Report with the Board.

E. District Manager

Mr. Nielsen informed the Board the next regular meeting will be held on Wednesday, October 12, 2022 at 6:30 p.m. at the Seven Oaks Clubhouse.

1. Review of District Management Report

Mr. Nielsen presented the District Management Report to the Board.

On a Motion by Mr. Mendenhall, seconded by Mr. Graff, with all in favor, the Board approved the EGIS Renewal, for the Seven Oaks Community Development District.

2. Presentation of Financial Statement

Mr. Nielsen presented the Financial Statement for August 2022 to the Board.

FOURTH ORDER OF BUSINESS

Update on S19 Parcel

Mr. Grace updated the Board on the S19 parcel. There were no comments or questions from the Board.

FIFTH ORDER OF BUSINESS

Discussion on Golf Cart Policies

Mr. Nielsen opened a discussion on Golf Cart Policies with the Board.

On a Motion by Mr. Grace, seconded by Mr. Christensen, with four in favor, and Mr. Mendenhall opposed, the Board approved to maintain the current CDD policy forbidding golf carts, and permitting legal LSV use as governed by the County, for the Seven Oaks Community Development District.

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On a Motion by Mr. Mendenhall, seconded by Mr. Christensen, with all in favor, the Board approved a \$15k Annual Budget for Sheriff enforcement of the golf carts in the community, for the Seven Oaks Community Development District.

The Board requested District Counsel see if the CDD could ban LSV's with the exception of our maintenance carts.

On a Motion by Mr. Christensen, seconded by Ms. O'Donnell, with all in favor, the Board approved for installation of the Ballard poles previously proposed at the bridges, for the Seven Oaks Community Development District.

SIXTH ORDER OF BUSINESS

Discussion on Hiring Policies for the Clubhouse

Mr. Nielsen opened a discussion on Hiring Policies for the Clubhouse with the Board.

On a Motion by Mr. Mendenhall, seconded by Mr. Graff, with all in favor, the Board approved to remove restrictions on residents applying for positions at the Clubhouse, for the Seven Oaks Community Development District.

SEVENTH ORDER OF BUSINESS

Discussion on Street Trees at Subdivision Entrances

Mr. Nielsen opened a discussion on Street Trees at the Subdivision Entrances with the Board. The Board decided to table this discussion at this time.

EIGHTH ORDER OF BUSINESS

Consideration of Minutes of the Board Supervisors' Meeting held on August 10, 2022 and O&M Enterprise Fund for July 2022 & O&M General Fund for July 2022

Mr. Nielsen presented the Minutes of the Board of Supervisors' Meeting held on August 10, 2022 and the O&M Enterprise Fund for July 2022 and the O&M General Fund for July 2022 to the Board to the Board.

On a Motion by Mr. Mendenhall, seconded by Ms. O'Donnell, with all in favor, the Board approved the Minutes of the Board Supervisors' Meeting held on August 10, 2022 and the O&M Enterprise Fund for July 2022 (\$9,956.39) and the O&M General Fund for July 2022 (\$297,413.15), for the Seven Oaks Community Development District.

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NINTH ORDER OF BUSINESS

Supervisor Requests

On a Motion by Mr. Graff, seconded by Mr. Mendenhall, in favor, and Mr. Grace opposed, the Board approved to reinstate the 2 drawer system to accept cash at the Clubhouse, for the Seven Oaks Community Development District.

TENTH ORDER OF BUSINESS

Adjournment

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

On a Motion by Mr. Grace, seconded by Mr. Graff, with all in favor, the Board of Supervisors adjourned the meeting at 9:09 p.m. for Seven Oaks Community Development District.

Assistant Secretary

Chairman/Vice Chairman