



Rizzetta & Company

# **Seven Oaks Community Development District**

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## **Board of Supervisors' Meeting January 10, 2024**

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

**[www.sevenoakscdd.com](http://www.sevenoakscdd.com)**

**SEVEN OAKS  
COMMUNITY DEVELOPMENT DISTRICT**

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

<b>Board of Supervisors</b>	Sean Grace	Chairman
	Jack Christensen	Vice Chairman
	Tom Graff	Assistant Secretary
	Jon Tomsu	Assistant Secretary
	Andrew Mendenhall	Assistant Secretary
<b>District Manager</b>	Scott Brizendine	Rizzetta & Company, Inc.
<b>District Counsel</b>	Kathryn Hopkinson	Straley Robin & Vericker
<b>District Engineer</b>	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](http://WWW.SEVENOAKSCDD.COM)

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January 2, 2024

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

Dear Board Members:

The regular meeting of the Board of Supervisors of Seven Oaks Community Development District will be held on **Wednesday, January 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 final agenda for this meeting.

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. REPORTS & PRESENTATIONS**
  - A. District Engineer
    1. Review of Draft Documents of the Bid Package for Road Surfacing (under separate cover)
    2. Consideration of Proposals for Sign Repairs/Replacement – (tabled from last meeting) ..... Tab 1
  - B. District Counsel
    1. Update Regarding Parcel S-12
    2. Update Regarding Demand Letter Regarding Tennis Lessons Without an Agreement
  - C. Field Operations Manager Report
    1. Presentation of Field Manager's Report..... Tab 2
  - D. Clubhouse Manager
  - E. District Manager
    1. Review of District Manager's Report..... Tab 3
    2. Review of Financial Statements..... Tab 4
- 4. BUSINESS ITEMS**
  - A. Consideration of Establishment of Audit Committee
- 5. CONSENT AGENDA/BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of the Board of Supervisors' Meeting held on December 13, 2023 ..... Tab 5  
and the December 2023 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



6422 Harney Rd., Suite F  
Tampa FL 33610

accounting@creativemailboxdesigns.com

# PROPOSAL

Proposal #: 31712

Proposal Date: 10/31/23  
Customer #: CRM023878  
Page: 1 of 6

SOLD TO:	JOB LOCATION:
Seven Oaks Community Development District Stantec 5844 Old Pasco Road Suite 100 Wesley Chapel FL 33544	Seven Oaks Community Development District Stantec 5844 Old Pasco Road Suite 100 Wesley Chapel FL 33544

## SCOPE OF WORK

CREATIVE BUILDER SERVICES, INC. d/b/a CREATIVE MAILBOX DESIGNS (HEREINAFTER CALLED "CREATIVE") PROPOSES TO FURNISH THE MATERIALS AND PERFORM THE LABOR NECESSARY FOR THE COMPLETION OF:

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	* QUOTE #167242 Stantec / Seven Oaks Community Development District SIGNS / Contact 352 741 7699; greg.woodcock@stantec.com	\$0.00	\$0.00
1	* QUOTE #167242C Seven Oaks Community Development District SIGNS : Price includes material and installation of (129) signs as described below. REMOVAL IS NOT INCLUDED IN PRICE. : All signs will be comprised of 4" MBLK Fluted Sign posts of the necessary length and be adorned with A-4 Finials and SB-64 Decorative Bases. Subsequent sign faces will have Decorative Square Frames surrounding the sign faces. : Full sign count listed below : 30x30 Yield 12x36 One Way 1  24x30 Keep Right 18x18 Yellow Marker 33 24x30 Speed Limit 30MPH 4 36x36 Yel Ped Walking 12x18 Left Arrow 13 30" Stop 6x36 Oval Street 43 36x12 One Way Right Arrow 6 30" Stop 24x30 Right Turn Only 1 30"x30" Right lane must turn right 3 24x30 30MPH Speed 24x24 No Parking 1 18x24 No Thru traffic 2 30"x30" Yield 3 24x30 Speed Limit 20MPH 11 30"x30" Yield 36x6 oval street 2 24x30 Speed Limit 15 18x18 no parking 18x18 any street 1 36x36 School Speed Limit with up arrow 1 24x30 End School Zone 1 30x30 Triangle Top 2 Ped Walking 18x30 Ahead 1 36x36 No Outlet 1 30x30 Yield 12x36 one way 36x6 oval street 1	\$145,980.49	\$145,980.49

COMPANY INITIALS \_\_\_\_\_

CUSTOMER INITIALS \_\_\_\_\_

# PROPOSAL

## Proposal #: 31712

Proposal Date: 10/31/23  
Customer #: CRM023878  
Page: 2 of 6

SUB TOTAL: \$145,980.49

ESTIMATED SALES TAXES: \$0.00

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED, AND THE ABOVE TO BE IN ACCORDANCE WITH THE DRAWINGS AND OR SPECIFICATIONS SUBMITTED FOR THE ABOVE WORK AND COMPLETED IN A WORKMANLIKE MANNER FOR THE SUM OF:

**TOTAL PROPOSAL AMOUNT: \$145,980.49**

The labor, material and equipment required for this job will be furnished by **Creative** for the Total Proposal Amount listed above.

Payment to be made as follows: 50.0% Due Upon Receipt

All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above scope of work involving extra costs will become an extra charge in addition to the quoted price. Our workers are fully covered by Workmen's Compensation insurance. Unless otherwise specified, Contractor's work carries a one (1) year limited workmanship warranty. The Contract Documents consist of this proposal, the terms and conditions and all documents referenced therein are incorporated herein by reference.

**This proposal will be subject to withdrawal if not accepted within 30 days.**

**I HAVE READ AND UNDERSTAND THIS PROPOSAL, THE TERMS AND CONDITIONS AND ALL DOCUMENTS REFERENCED THEREIN AND AGREE TO BE BOUND BY THEIR TERMS.**

**ACCEPTANCE OF PROPOSAL:** The above prices, specifications and conditions are Satisfactory and are hereby accepted. Contractor is authorized to do the work as specified. By signing below, Customer acknowledges that Customer is the owner of the property where work is to be performed.

*Respectfully submitted,*

**CREATIVE BUILDER SERVICES, INC.**  
**d/b/a CREATIVE MAILBOX DESIGNS**

Signature: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

### TERMS AND CONDITIONS

- General.** This proposal is subject to change without notice and is automatically withdrawn on the 30<sup>th</sup> day following its date of issue if not accepted in writing and a copy of this proposal returned to **Creative Builder Services, Inc. d/b/a Creative Mailbox Designs** ("Contractor"). If Customer cancels the Agreement prior to the start of work, Customer is liable for 25% of the total Agreement price as liquidated damages, because Contractor is unable to accurately measure its damages for the cancellation of the Agreement. Customer and Contractor agree that this amount is not a penalty. Contractor reserves the right to withdraw this proposal at any time prior to its acceptance or cancel this Agreement prior to work start to be performed in the event the cost to complete the work varies from the initial standard pricing due to a typographical, mathematical or tax calculation error, or the proposal is marked "budget". As used in this Agreement, (a) the word "or" is not exclusive, (b) the word "including" is always without limitation, (c) "days" means calendar days and (c) singular words include plural and vice versa.
- Insurance.** Contractor shall carry worker's compensation, automobile liability, commercial general liability and any other insurance required by law.
- Access.** Customer agrees to provide Contractor with adequate access to electricity and other utilities as needed, the work site, and the work area adjacent to the structure.
- Consent to Use of Images.** Customer agrees to allow Contractor to use images of work product provided to customer in promotional materials.

COMPANY INITIALS \_\_\_\_\_

CUSTOMER INITIALS \_\_\_\_\_



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# PROPOSAL

## Proposal #: 31712

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5. **Site Conditions.** Should concealed or unknown conditions in an existing structure or installation site be at variance with conditions indicated in the description of the work to be performed from those ordinarily encountered and generally recognized as inherent in work of the character provided for in this Agreement, the Agreement price shall be equitably adjusted upon notice thereof from the Contractor to the Customer.
6. **Payment Terms.** Creative requires a deposit (as outlined above) to begin work. Payment of the balance is due upon completion of the scope of work, unless payment terms have been previously established. By signing this Agreement, Customer gives Contractor the right to obtain a credit check on the signatory. Contractor reserves the right to require a deposit of 50%, and Customer hereby agrees to waive the requirements of Florida Statute 489.126. Customer agrees to pay interest of 1 1/2 % per month (ANNUAL PERCENTAGE RATE OF 18%), unless otherwise required by law, on the balance of any unpaid amounts. Payments received shall be applied first to interest on all outstanding invoices and then to the principal amount of the oldest outstanding invoices. At Contractor's sole discretion, Contractor may accept payments over time. If payments are accepted over time, Customer agrees that Contractor may lien the property for the amounts unpaid as of the date the lien is recorded, and Customer is liable for all costs associated with the creation and filing of the lien. Once all amounts are paid in full, the lien shall be released. Customer shall not withhold any part of the Agreement amount for which payment is due under the Agreement. The total Agreement price, including the charges for changes/extras, shall be payable to Contractor in accordance with the agreed upon terms. If there is an increase in the price of the products charged to the Contractor in excess of 5% subsequent to making this proposal/contract, the price set forth in this proposal/contract shall be increased without the need for a written change order or amendment to the contract to reflect the price increase and additional direct cost to the Contractor. Contractor will submit written documentation of the increased charges to the Customer. The failure of Customer to make proper payment to Contractor when due shall entitle Contractor, at its discretion, to suspend all work, shipments and/or warranties until full payment is made or terminate this contract. The contract sum shall be increased by the amount of contractor's reasonable costs of shut-down delay and start-up.
7. **Restrictions and Requirements.** In the event that state, county, or municipal codes or regulations require work not expressly set forth in this Agreement or differ materially from that generally recognized as inherent in work of the character provided for in this Agreement, all extra cost for Contractor's labor and materials shall be the sole obligation of the Customer. It shall be the sole obligation of the Customer to determine the existence of restrictions contained in deeds, subdivision or neighborhood regulations which might relate to or restrict the improvements under this Agreement. Contractor shall have no liability or responsibility for any such non-conformity with such restrictions/requirements. Contractor shall be entitled to payment from Customer of all sums due hereunder notwithstanding any injunction/prohibition against the work as a result of any violation of such restriction/requirement.
8. **Customer Protection of Property.** Due to the nature of the construction to be done at Customer's request, the Customer takes sole responsibility for any damage done to curbs, walkways, driveways, structures, septic tanks, HVAC, utility lines, landscaping, appurtenances, person(s) or real or personal property at the job location. Contractor is not liable for damage to person or property caused by nails, and Customer agrees that it will take the appropriate precautions to avoid said damage. Unless otherwise specified, there is no specific completion date. However, Contractor will perform the work hereunder within a reasonable time and in a workmanlike manner. The cost for testing/abatement for asbestos is the sole responsibility of the Customer.
9. **Indemnification.** For and in consideration of \$10 given by Contractor to Customer and already reflected in the Agreement price, the Customer shall defend, indemnify, and hold the Contractor, its officers, directors, agents, and employees (individually "indemnitee," collectively, the "indemnitees") harmless from and against any and all claims, demands, losses, damages, liabilities, expenses, or costs, including reasonable attorney's fees, costs and expenses of investigation, penalties, interest and amounts paid in settlement (collectively "Losses") incurred or to be incurred by Contractor, arising out of, relating to, or resulting from (1) personal injury, (2) wrongful death, or (3) property damages; including claims for those damages caused partly or wholly as a result of the negligence or wrongful acts of any of the indemnitees if the damages claimed relate to or arise out of, or are connected with the Agreement or the actions necessary to perform same. The Customer's duty under this provision is limited to a total of ONE MILLION AND NO/100 (\$1,000,000) DOLLARS for all damages, including costs and attorney's fees per occurrence for any single claim or suit. The parties also agree that this provision satisfies the requirements of Florida Statute §725.06 so that the indemnification provisions are valid and binding upon Customer.
10. **Choice of Law, Venue and Attorney's Fees.** This Agreement shall be governed by the laws of the State of Florida. Venue of any proceeding arising out of this Agreement shall be **Hillsborough County, Florida**, unless the parties agree otherwise. Should Contractor employ an attorney to institute litigation or arbitration to enforce any of the provisions hereof, to protect its interest in any matter arising out of or related to this Agreement, Contractor shall be entitled to recover from the Customer all of its attorney's fees and costs/expenses incurred therein, including attorney's fees, and costs/expenses incurred at mediation, administrative, appellate or bankruptcy proceedings.
11. **Waiver of Jury Trial.** **THE PARTIES KNOWINGLY, VOLUNTARILY, IRREVOCABLY AND INTENTIONALLY WAIVE THE RIGHT TO A TRIAL BY JURY IN RESPECT TO ANY LITIGATION ARISING OUT OF OR PERTAINING TO THE AGREEMENT, OR ANY COURSE OF CONDUCT, COURSE OF DEALINGS, STATEMENTS (WHETHER VERBAL OR WRITTEN) OR ACTIONS OF ANY PERSON OR PARTY RELATED TO THIS AGREEMENT; THIS IRREVOCABLE WAIVER OF THE RIGHT TO A JURY TRIAL BEING A MATERIAL INDUCEMENT FOR THE PARTIES TO ENTER INTO THIS AGREEMENT.**
12. **Damage Limitation.** In no event, whether based on contract, warranty (express or implied), tort, federal or state statute or otherwise arising from or relating to the work and services performed under the Agreement, shall Contractor be liable for special, consequential, or indirect damages, including loss of use or loss of profits. Contractor and Customer agree to allocate certain of the risks so that, to the fullest extent permitted by law, Contractor's total aggregate liability to Customer is limited to the dollar amount of the Agreement for any and all injuries, damages, claims, expenses or claim expenses including attorneys' fees arising out of or relating to this Agreement regardless of whether it is based in warranty, tort, contract, strict liability, negligence, errors, omissions, or from any other cause or causes.
13. **Warranties.** Unless otherwise provided: **THERE ARE NO EXPRESS OR IMPLIED WARRANTIES WHATSOEVER INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.** All warranties/guarantees provided by Contractor, if any, shall be deemed null and void if Customer fails to strictly adhere to the payment terms contained in the Agreement. All warranties and guarantees if any, provided under the Agreement are solely for the original Customer and are non-transferable, unless otherwise agreed to by Customer and Contractor in writing. Any express warranty provided, if any, by Contractor is the sole and exclusive remedy for alleged construction defects, in lieu of all other remedies, implied or statutory.
14. **Claims.** It is Customer's duty to notify Contractor in writing within 3 days of the occurrence of any claim, defect or deficiency arising out of work, services or materials provided by Contractor under this Agreement ("Occurrence"). Failure of the Customer to provide written notice of the Occurrence shall result in the Customer waiving all claims that may be brought against Contractor arising out of or relating to the Occurrence, including claims arising in law, equity, contract, warranty (express or implied), tort or federal or state statutory claims.
15. **Acts of God.** Contractor shall not be liable for any damage, whether actual or consequential, or claim arising out of or relating to Acts of God, accidents, civil disturbances, delays in obtaining materials, delays in transportation, fires, weather conditions, strikes, war or other causes beyond Contractor's reasonable control, including delays caused

COMPANY INITIALS \_\_\_\_\_

CUSTOMER INITIALS \_\_\_\_\_



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# PROPOSAL

## Proposal #: 31712

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**Customer #:** CRM023878  
**Page:** 4 of 6

by any act or neglect of Customer, by any separate contractor employed by the Customer, or by changes ordered by the Customer in the work. Customer shall obtain prior to construction fire, tornado, flood, builder's risk and other necessary insurance for this project.

16. **Disclaimer.** Contractor disclaims all liability for all claims, disputes, rights, losses, damages, causes of action or controversies ("Claims") pertaining to Mold, including Claims arising out or relating to the detection, removal, disposal, or remediation of Mold, whether those Claims arise in law, equity, contract, warranty, tort, or federal or state statutory claims, and whether those Claims are based on the acts or omissions of Contractor or individuals or entities under Contractor's control. The Customer is solely liable and responsible for all damages, whether actual or consequential, caused by Mold and incurred by Customer, Contractor or third parties.
17. **Working Hours.** The proposal is based upon the performance of all work during Contractor's regular working hours, excluding weekends and National holidays. Extra charges will be made for overtime and all work performed other than during Contractor's regular working hours if required by Customer.
18. **Materials.** All materials and work shall be furnished in accordance with normal industry tolerances for color, variation, thickness, size, weight, amount, finish, texture and performance standards. Contractor is not responsible for the actual verification of technical specifications of product manufacturers, i.e., R value, ASTM or UL compliance, but rather the materials used are represented as such by the manufacturer.
19. **Construction and Interpretation.** Each provision of the Agreement shall be construed as if both parties mutually drafted this Agreement. If a provision of this Agreement (or the application of it) is held by a court or arbitrator to be invalid or unenforceable, that provision will be deemed separable from the remaining provisions of the Agreement, will be reformed/enforced to the extent that it is valid and enforceable, and will not affect the validity or interpretation of the other provisions or the application of that provision to a person or circumstance to which it is valid and enforceable. Headings are for convenience only and do not affect interpretation. This Agreement records the entire agreement of the parties and supersedes any previous or contemporaneous agreement, understanding, or representation, oral or written, by the parties. All documents/exhibits referred to in this Agreement are an integral part of the Agreement and are incorporated by reference. Customer acknowledges that it has read/agreed to all incorporated documents and exhibits.

ACCEPTED BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

SALESPERSON: Corey Tappan

DATE: \_\_\_\_\_

Creative Mailbox Designs  
6422 Harney Rd, Suite F  
Tampa, Florida 33610  
Phone - 813.818.7100  
Fax - 813.330.3309

COMPANY INITIALS \_\_\_\_\_

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# DEPOSIT INVOICE

Invoice #: DP31712

Inv Date: 10/31/23  
Customer #: CRM023878  
Page: 5 of 6

SOLD TO:	JOB LOCATION:
Seven Oaks Community Development District Stantec 5844 Old Pasco Road Suite 100 Wesley Chapel FL 33544	Seven Oaks Community Development District Stantec 5844 Old Pasco Road Suite 100 Wesley Chapel FL 33544

ORDERED BY	PO NUMBER	SALESPERSON	ORDER DATE	PAYMENT TERMS	DUE DATE
		Corey Tappan	10/31/23	50.0% Due Upon Receipt	02/01/24

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	* QUOTE #167242 Stantec / Seven Oaks Community Development District SIGNS / Contact 352 741 7699; greg.woodcock@stantec.com	\$0.00	\$0.00
1	* QUOTE #167242C Seven Oaks Community Development District SIGNS : Price includes material and installation of (129) signs as described below. REMOVAL IS NOT INCLUDED IN PRICE. : All signs will be comprised of 4" MBLK Fluted Sign posts of the necessary length and be adorned with A-4 Finials and SB-64 Decorative Bases. Subsequent sign faces will have Decorative Square Frames surrounding the sign faces. : Full sign count listed below : 30x30 Yield 12x36 One Way 1  24x30 Keep Right 18x18 Yellow Marker 33 24x30 Speed Limit 30MPH 4 36x36 Yel Ped Walking 12x18 Left Arrow 13 30" Stop 6x36 Oval Street 43 36x12 One Way Right Arrow 6 30" Stop 24x30 Right Turn Only 1 30"x30" Right lane must turn right 3 24x30 30MPH Speed 24x24 No Parking 1 18x24 No Thru traffic 2 30"x30" Yield 3 24x30 Speed Limit 20MPH 11 30"x30" Yield 36x6 oval street 2 24x30 Speed Limit 15 18x18 no parking 18x18 any street 1 36x36 School Speed Limit with up arrow 1 24x30 End School Zone 1 30x30 Triangle Top 2 Ped Walking 18x30 Ahead 1 36x36 No Outlet 1 30x30 Yield 12x36 one way 36x6 oval street 1	\$145,980.49	\$145,980.49
PLEASE PAY THIS DEPOSIT AMOUNT:			Continued



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Page: 6 of 6

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ORDERED BY	PO NUMBER	SALESPERSON	ORDER DATE	PAYMENT TERMS	DUE DATE
		Corey Tappan	10/31/23	50.0% Due Upon Receipt	02/01/24

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
		SUB TOTAL	\$145,980.49
	* INDICATES TAXABLE ITEM	ESTIMATED SALES TAXES	\$0.00
	TOTAL PROPOSAL AMOUNT		\$145,980.49
	*** FINAL INVOICE AMOUNT MAY VARY UPON COMPLETION ***		
PLEASE PAY THIS DEPOSIT AMOUNT:			\$72,990.25

## **Tab 2**



# Seven Oaks Field Operations Update

CDD Meeting 01/10/24

## Clubhouse:

- Cabana frames are rusted out. Gathering proposals to have them replaced.  
New cabana cover installation has been put on hold for now.



## **Tab 3**



### UPCOMING DATES TO REMEMBER

- **Next Meeting:** February 14, 2023 @ 6:00 pm
- **Candidate Qualifying Period:** June 10 – June 14, 2024
- **Form 1 Financial Disclosure Submittal:** July 1, 2024

## District Manager's Report

January 10

# 2024

### FINANCIAL SUMMARY

11/30/2023

General Fund Cash & Investment Balance: \$1,628,685

Reserve Fund Cash & Investment Balance: \$4,548,947

Debt Service Fund Cash & Investment Balance: \$990,192

Enterprise Fund Cash Balance: \$52,215

**Total Cash and Investment Balances: \$7,220,039**

**General Fund Expense Variance: \$8,031 Over Budget**

## Tab 4



Rizzetta & Company

# **Seven Oaks Community Development District**

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**Financial Statements  
(Unaudited)**

**November 30, 2023**

**Prepared by: Rizzetta & Company, Inc.**

[sevenoakscdd.com](http://sevenoakscdd.com)

[rizzetta.com](http://rizzetta.com)

**Seven Oaks Community Development District**

Balance Sheet

As of 11/30/2023

(In Whole Numbers)

	General Fund	Reserve Fund	Debt Service Fund	Enterprise Fund	Total Gvmnt Fund	Fixed Assets Group	Long-Term Debt
<b>Assets</b>							
Cash In Bank	652,696	330,676	142,843	52,215	1,178,430	0	0
Investments	975,989	4,218,271	847,349	0	6,041,609	0	0
Accounts Receivable	2,983,366	0	1,120,593	0	4,103,958	0	0
Refundable Deposits	35,321	0	0	0	35,321	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	2,110,785
Amount To Be Provided Debt Service	0	0	0	0	0	0	11,449,215
<b>Total Assets</b>	<b>4,648,391</b>	<b>4,548,947</b>	<b>2,110,785</b>	<b>52,215</b>	<b>11,360,337</b>	<b>63,067,564</b>	<b>13,560,000</b>
<b>Liabilities</b>							
Accounts Payable	214,700	31,379	0	0	246,079	0	0
Accrued Expenses	25,479	0	0	0	25,479	0	0
Other Current Liabilities	0	0	0	324	324	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
<b>Total Liabilities</b>	<b>240,179</b>	<b>31,379</b>	<b>0</b>	<b>1,343</b>	<b>272,901</b>	<b>0</b>	<b>13,560,000</b>
<b>Fund Equity &amp; Other Credits</b>							
Beginning Fund Balance	1,519,380	4,300,097	820,155	29,544	6,669,176	0	0
Investment In General Fixed Assets	0	0	0	0	0	63,067,564	0
Net Change in Fund Balance	2,888,832	217,472	1,290,630	21,327	4,418,260	0	0
<b>Total Fund Equity &amp; Other Credits</b>	<b>4,408,212</b>	<b>4,517,569</b>	<b>2,110,785</b>	<b>50,871</b>	<b>11,087,436</b>	<b>63,067,564</b>	<b>0</b>
<b>Total Liabilities &amp; Fund Equity</b>	<b>4,648,391</b>	<b>4,548,947</b>	<b>2,110,785</b>	<b>52,215</b>	<b>11,360,337</b>	<b>63,067,564</b>	<b>13,560,000</b>

See Notes to Unaudited Financial Statements

**Seven Oaks Community Development District**

## Statement of Revenues and Expenditures

As of 11/30/2023

(In Whole Numbers)

	Year Ending 09/30/2024	Through 11/30/2023	Year To Date 11/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	65,000	65,000	6,228	58,772
Special Assessments				
Tax Roll	3,583,529	3,583,529	3,598,731	(15,202)
Other Misc. Revenues				
Event Rental	48,000	48,000	15,499	32,501
<b>Total Revenues</b>	<b>3,696,529</b>	<b>3,696,529</b>	<b>3,620,458</b>	<b>76,071</b>
<b>Expenditures</b>				
Legislative				
Supervisor Fees	15,000	2,500	1,800	700
<b>Total Legislative</b>	<b>15,000</b>	<b>2,500</b>	<b>1,800</b>	<b>700</b>
Financial & Administrative				
Accounting Services	28,500	4,750	4,750	0
Administrative Services	9,700	1,617	1,617	0
Arbitrage Rebate Calculation	1,000	166	1,000	(833)
Assessment Roll	5,250	5,250	5,250	0
Auditing Services	4,950	0	0	0
Disclosure Report	2,000	0	0	0
District Engineer	32,000	5,333	7,194	(1,861)
District Management	44,025	7,338	7,337	0
Dues, Licenses & Fees	2,245	374	261	113
Financial & Revenue Collections	5,250	875	875	0
Legal Advertising	3,000	500	150	350
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	810	522	288
<b>Total Financial &amp; Administrative</b>	<b>157,273</b>	<b>36,956</b>	<b>38,632</b>	<b>(1,675)</b>
Legal Counsel				
District Counsel	65,000	10,834	9,186	1,646
Litigation / Mediation	25,000	4,166	0	4,167
<b>Total Legal Counsel</b>	<b>90,000</b>	<b>15,000</b>	<b>9,186</b>	<b>5,813</b>
Law Enforcement				
Off Duty Deputy	2,400	400	544	(144)
<b>Total Law Enforcement</b>	<b>2,400</b>	<b>400</b>	<b>544</b>	<b>(144)</b>
Security Operations				

See Notes to Unaudited Financial Statements

## Seven Oaks Community Development District

## Statement of Revenues and Expenditures

As of 11/30/2023

(In Whole Numbers)

	Year Ending 09/30/2024	Through 11/30/2023	Year To Date 11/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Security Monitoring Services	4,000	667	663	4
Total Security Operations	4,000	667	663	4
Electric Utility Services				
Utility - Irrigation & Landscape Lightin	50,000	8,333	6,029	2,304
Utility - Recreation Facilities	75,000	12,500	12,859	(359)
Utility - Street Lights	260,000	43,333	40,732	2,601
Total Electric Utility Services	385,000	64,166	59,620	4,546
Gas Utility Service				
Utility Services	650	109	83	26
Total Gas Utility Service	650	109	83	26
Garbage/Solid Waste Control Services				
Garbage - Recreation Facility	8,500	1,416	1,544	(127)
Solid Waste Assessment	8,750	8,750	9,473	(724)
Total Garbage/Solid Waste Control Services	17,250	10,166	11,017	(851)
Water-Sewer Combination Services				
Utility - Fountains	1,000	167	141	26
Utility - Reclaimed	30,000	5,000	4,373	627
Utility Services	32,000	5,333	4,220	1,113
Total Water-Sewer Combination Services	63,000	10,500	8,734	1,766
Stormwater Control				
Aquatic Maintenance	54,204	9,034	9,034	0
Lake/Pond Bank Maintenance & Repair	50,000	8,333	0	8,333
Stormwater Assessments	6,000	6,000	5,864	136
Stormwater System Maintenance	10,000	1,667	0	1,667
Total Stormwater Control	120,204	25,034	14,899	10,136
Other Physical Environment				
Clock Tower Maintenance	2,000	333	347	(14)
Community Park Equipment	25,000	4,167	9,810	(5,643)
Employee - Payroll Taxes	20,000	3,333	3,350	(17)
Employee - Salaries	255,000	42,500	43,794	(1,294)
Employee - Workers Comp	21,000	21,000	9,760	11,240
Entry & Walls Maintenance & Repair	4,000	667	0	666
General Liability & Property Insurance	40,365	40,365	38,583	1,782
Holiday Decorations	40,000	40,000	17,200	22,800
Irrigation Maintenance & Repair	50,000	8,333	14,603	(6,270)
Landscape - Annuals/Flowers	275,000	45,834	20,050	25,783
Landscape Maintenance	838,803	139,800	139,083	718
Landscape Replacement Plants, Shrubs, Tr	150,000	25,000	27,740	(2,740)
Miscellaneous Expense	10,000	1,667	558	1,109

See Notes to Unaudited Financial Statements



## Seven Oaks Community Development District

## Statement of Revenues and Expenditures

As of 11/30/2023

(In Whole Numbers)

	Year Ending 09/30/2024	Through 11/30/2023	Year To Date 11/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Ornamental Lighting & Maintenance	4,000	666	6,777	(6,110)
Pressure Washing	53,000	8,834	26,500	(17,667)
Tree Trimming Services	200,000	33,333	57,375	(24,042)
Total Other Physical Environment	1,988,168	415,832	415,530	302
Road & Street Facilities				
Roadway Repair & Maintenance	50,000	8,334	0	8,333
Sidewalk Maintenance & Repair	50,000	8,333	15,000	(6,667)
Street Sign Repair & Replacement	10,000	1,667	5,306	(3,639)
Total Road & Street Facilities	110,000	18,334	20,306	(1,973)
Parks & Recreation				
Access Control Maintenance & Repair	9,364	1,560	1,757	(196)
Athletic Court/Field/Playground Maintena	15,000	2,500	3,939	(1,439)
Clubhouse Janitorial Services	48,915	8,153	6,494	1,659
Employee - Payroll Taxes	25,000	4,166	4,540	(374)
Employee - Salaries	337,330	56,222	59,355	(3,133)
Facility Supplies	6,600	1,100	1,469	(369)
Fitness Equipment Maintenance & Repair	15,000	2,500	491	2,009
Fountain Service Repair & Maintenance	7,500	1,250	900	350
Furniture Repair & Replacement	7,500	1,250	4,349	(3,099)
Maintenance & Repairs	50,000	8,333	15,626	(7,293)
Miscellaneous Expense	15,000	2,500	8,528	(6,027)
Office Supplies	3,000	500	512	(12)
Pest Control	750	125	75	50
Pool Repair & Maintenance	16,305	2,718	1,305	1,413
Pool Service Contract	94,320	15,720	12,466	3,254
Storage Shed	2,000	333	544	(211)
Telephone, Internet, Cable	10,000	1,667	964	704
Tennis Court Maintenance & Supplies	45,000	7,500	15,081	(7,582)
Vehicle Maintenance	10,000	1,667	2,426	(759)
Total Parks & Recreation	718,584	119,764	140,820	(21,056)
Special Events				
Special Events	25,000	4,166	9,792	(5,625)
Total Special Events	25,000	4,166	9,792	(5,625)
Total Expenditures	3,696,529	723,595	731,626	(8,031)
Total Excess of Revenues Over(Under) Expen- ditures	0	2,972,934	2,888,832	84,102
Fund Balance, Beginning of Period	0	0	1,519,380	(1,519,379)

See Notes to Unaudited Financial Statements

Seven Oaks Community Development District

Statement of Revenues and Expenditures

As of 11/30/2023

(In Whole Numbers)

	Year Ending 09/30/2024	Through 11/30/2023	Year To Date 11/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Total Fund Balance, End of Period	0	2,972,934	4,408,212	(1,435,277)

**Seven Oaks Community Development District**

## Statement of Revenues and Expenditures

As of 11/30/2023

(In Whole Numbers)

	Year Ending 09/30/2024	Through 11/30/2023	Year To Date 11/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	50,000	50,000	38,942	11,058
Special Assessments				
Tax Roll	350,942	350,942	350,942	0
Total Revenues	<u>400,942</u>	<u>400,942</u>	<u>389,884</u>	<u>11,058</u>
<b>Expenditures</b>				
Contingency				
Capital Outlay	69,000	69,000	0	69,000
Capital Reserve	2,297,862	2,297,862	173,474	2,124,388
Total Contingency	<u>2,366,862</u>	<u>2,366,862</u>	<u>173,474</u>	<u>2,193,388</u>
Total Expenditures	<u>2,366,862</u>	<u>2,366,862</u>	<u>173,474</u>	<u>2,193,388</u>
Total Excess of Revenues Over(Under) Expenditures	<u>(1,965,920)</u>	<u>(1,965,920)</u>	<u>216,410</u>	<u>(2,182,330)</u>
<b>Total Other Financing Sources(Uses)</b>				
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	1,061	(1,062)
Total Other Financing Sources(Uses)	<u>1,965,920</u>	<u>1,965,920</u>	<u>1,061</u>	<u>1,964,859</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>4,300,098</u>	<u>(4,300,098)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>4,517,569</u>	<u>(4,517,569)</u>

**Seven Oaks Community Development District**

## Statement of Revenues and Expenditures

As of 11/30/2023

(In Whole Numbers)

	Year Ending 09/30/2024	Through 11/30/2023	Year To Date 11/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	1,440	(1,440)
Special Assessments				
Tax Roll	564,087	564,087	566,250	(2,163)
Total Revenues	<u>564,087</u>	<u>564,087</u>	<u>567,690</u>	<u>(3,603)</u>
<b>Expenditures</b>				
Debt Service				
Interest	111,087	111,087	56,444	54,642
Principal	453,000	453,000	0	453,000
Total Debt Service	<u>564,087</u>	<u>564,087</u>	<u>56,444</u>	<u>507,642</u>
Total Expenditures	<u>564,087</u>	<u>564,087</u>	<u>56,444</u>	<u>507,642</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>511,246</u>	<u>(511,246)</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>685,194</u>	<u>(685,194)</u>

**Seven Oaks Community Development District**

## Statement of Revenues and Expenditures

As of 11/30/2023

(In Whole Numbers)

	Year Ending 09/30/2024	Through 11/30/2023	Year To Date 11/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	5,351	(5,351)
Special Assessments				
Tax Roll	925,434	925,434	928,982	(3,549)
Total Revenues	<u>925,434</u>	<u>925,434</u>	<u>934,333</u>	<u>(8,900)</u>
<b>Expenditures</b>				
Debt Service				
Interest	310,434	310,434	149,950	160,484
Principal	615,000	615,000	5,000	610,000
Total Debt Service	<u>925,434</u>	<u>925,434</u>	<u>154,950</u>	<u>770,484</u>
Total Expenditures	<u>925,434</u>	<u>925,434</u>	<u>154,950</u>	<u>770,484</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>779,383</u>	<u>(779,383)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>646,207</u>	<u>(646,207)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>1,425,590</u>	<u>(1,425,590)</u>

**Seven Oaks Community Development District**

## Statement of Revenues and Expenditures

As of 11/30/2023

(In Whole Numbers)

	Year Ending 09/30/2024	Through 11/30/2023	Year To Date 11/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Special Assessments				
Tax Roll	31,100	31,100	31,100	0
Club Revenues				
Cafe Revenue	63,704	63,704	4,654	59,050
Total Revenues	94,804	94,804	35,754	59,050
<b>Expenditures</b>				
Parks & Recreation				
Beverages	11,000	1,833	2,034	(201)
Cafe Miscellaneous Expense	1,500	250	70	179
Employee - Payroll Taxes	3,288	548	602	(53)
Employee - Salaries	43,266	7,211	7,861	(650)
Employee - Workers Comp	3,750	3,750	0	3,750
Equipment	3,000	500	0	500
Food	23,000	3,833	2,938	895
Maintenance & Repairs	2,000	334	500	(166)
Supplies	4,000	666	422	244
Total Parks & Recreation	94,804	18,926	14,427	4,498
Total Expenditures	94,804	18,926	14,427	4,498
Total Excess of Revenues Over(Under) Expenditures	0	75,878	21,327	54,551
Fund Balance, Beginning of Period	0	0	29,544	(29,544)
Total Fund Balance, End of Period	0	75,878	50,871	25,007

**Seven Oaks CDD**  
**Investment Summary**  
**November 30, 2023**

<u>Account</u>	<u>Investment</u>	<u>Balance as of</u> <u>November 30, 2023</u>
FLCLASS	Average Monthly Yield 5.53%	\$ 975,989
<b>Total General Fund Investments</b>		<b>\$ 975,989</b>
FLCLASS	Average Monthly Yield 5.53%	\$ 3,155,049
FLCLASS Enhanced Cash	Average Monthly Yield 5.36%	1,063,222
<b>Total Reserve Fund Investments</b>		<b>\$ 4,218,271</b>
US Bank Series 2016A Revenue	First American Government Obligation Fund Class Y	\$ 78,203
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	11,438
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	102,032
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	70,812
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	93,436
US Bank Series 2021 Reserve	First American Government Obligation Fund Class Y	112,611
US Bank Series 2021 Prepayment	First American Government Obligation Fund Class Y	679
<b>Total Debt Service Fund Investments</b>		<b>\$ 847,349</b>

**Seven Oaks Community Development District**  
**Summary A/R Ledger**  
**From 11/01/2023 to 11/30/2023**

	<b>Fund_ID</b>	<b>Fund Name</b>	<b>Customer</b>	<b>Invoice Number</b>	<b>AR Account</b>	<b>Date</b>	<b>Balance Due</b>
<b>730, 2677</b>							
	730-001	730 General Fund	Pasco County Tax Collector	AR00001179	12110	10/01/2023	2,983,366.00
<b>Sum for 730, 2677</b>							<b>2,983,366.00</b>
<b>730, 2679</b>							
	730-200	730 Debt Service Fund S2011 & S2021	Pasco County Tax Collector	AR00001179	12110	10/01/2023	424,372.34
<b>Sum for 730, 2679</b>							<b>424,372.34</b>
<b>730, 2680</b>							
	730-202	730 Debt Service Fund S2016	Pasco County Tax Collector	AR00001179	12110	10/01/2023	424,957.12
	730-202	730 Debt Service Fund S2016	Pasco County Tax Collector	AR00001179	12110	10/01/2023	271,262.92
<b>Sum for 730, 2680</b>							<b>696,220.04</b>
<b>Sum for 730</b>							<b>4,103,958.38</b>
<b>Sum Total</b>							<b>4,103,958.38</b>

See Notes to Unaudited Financial Statements



**Seven Oaks Community Development District**  
**Summary A/P Ledger**  
**From 11/1/2023 to 11/30/2023**

<b>Fund Name</b>	<b>GL posting date</b>	<b>Vendor name</b>	<b>Document number</b>	<b>Description</b>	<b>Balance Due</b>
<b>730, 2677</b>					
730 General Fund	11/30/2023	Amazing Colors Paint- 182 ing Inc.		Repairs conference Room 11/23	1,200.00
730 General Fund	11/10/2023	Amazing Colors Paint- 180 ing Inc.		Exterior Paint 11/23	2,626.00
730 General Fund	11/10/2023	Amazing Colors Paint- 180 ing Inc.		Exterior Paint 11/23	5,300.00
730 General Fund	11/27/2023	Cintas Corporation	1904453034	Cleaning Supplies 11/23	373.89
730 General Fund	11/30/2023	Cintas Corporation	1904464709	Cleaning Supplies 12/23	37.94
730 General Fund	11/30/2023	Cintas Corporation	4175687234	Cleaning Supplies 11/23	164.37
730 General Fund	11/29/2023	Cintas Corporation	1904458822	Cleaning Supplies 11/23	370.00
730 General Fund	11/27/2023	Cintas Corporation	1904453034	Cleaning Supplies 11/23	5,028.64
730 General Fund	11/15/2023	CMH Exteriors LLC	108189	Community Clean up 11/23	1,850.00
730 General Fund	11/30/2023	Conleys Drinking Fountains LLC	4350	Service Drinking Fountains 11/23	364.98
730 General Fund	11/01/2023	Cooper Pools Inc.	7556	Monthly Commercial Pool Service 11/23	15.00
730 General Fund	11/01/2023	Cooper Pools Inc.	7556	Monthly Commercial Pool Service 11/23	6,233.00
730 General Fund	11/15/2023	Events Done Right Tampa Bay, LLC	002308	DJ Services 03/30/24	250.00
730 General Fund	11/29/2023	Ewing Irrigation Products Inc.	012097702	Irrigation Supplies 11/23	51.30
730 General Fund	11/22/2023	Ewing Irrigation Products Inc.	21123089	Irrigation Supplies 11/23	163.75
730 General Fund	11/22/2023	Ewing Irrigation Products Inc.	21123058	Irrigation Supplies 11/23	653.73
730 General Fund	11/16/2023	Expert Security Professionals, LLC	14270	Adjusted Camera/replaced Wires 11/23	1,087.35
730 General Fund	11/01/2023	Florida Patio Furniture, Inc.	73618B	Added Restrap Lounge- Difference 10/23	400.00
730 General Fund	11/09/2023	Frontier Florida, LLC	813-994-3055-060923-5 11.23 ACH	Telephone, Internet Cable 11/23	109.98
730 General Fund	11/21/2023	Home Theater Connection	INV2182	Service call 11/23	320.00
730 General Fund	11/01/2023	Juniper Landscaping of Florida, LLC	237285	Plant Material 11/23	20,050.00
730 General Fund	11/01/2023	Juniper Landscaping of Florida, LLC	237292	Fertilization/Pest Control 10/23	7,091.00
730 General Fund	11/01/2023	Juniper Landscaping of Florida, LLC	237197	Landscape Maintenance 11/23	59,700.00
730 General Fund	11/27/2023	Juniper Landscaping of Florida, LLC	239500	Palm Fertilization November - 11/23	3,675.00
730 General Fund	11/30/2023	Juniper Landscaping of Florida, LLC	240540	Plant Material 11/23	2,475.00
730 General Fund	10/23/2023	Juniper Landscaping of Florida, LLC	234943	Maintenance Contract 10/23	8,060.00
730 General Fund	11/30/2023	Juniper Landscaping of Florida, LLC	240541	Added Irrigation at Clubhouse 11/23	1,949.88
730 General Fund	11/30/2023	Juniper Landscaping of Florida, LLC	240546	Plant Material 11/23	994.88
730 General Fund	11/30/2023	Juniper Landscaping of Florida, LLC	240543	Plant Material 11/23	13,190.50
730 General Fund	11/30/2023	Juniper Landscaping of Florida, LLC	240544	Plant Material 11/23	5,066.62
730 General Fund	11/30/2023	Juniper Landscaping of Florida, LLC	240542	Plant Material 11/23	2,533.31
730 General Fund	11/10/2023	Lee Electric, Inc.	230605	Commercial Service 11/23	2,106.00
730 General Fund	11/13/2023	Lee Electric, Inc.	230727	Commercial Service 11/23	3,201.00
730 General Fund	11/10/2023	Lee Electric, Inc.	230604	Commercial Service 11/23	2,052.00

**Seven Oaks Community Development District  
Summary A/P Ledger  
From 11/1/2023 to 11/30/2023**

<b>Fund Name</b>	<b>GL posting date</b>	<b>Vendor name</b>	<b>Document number</b>	<b>Description</b>	<b>Balance Due</b>
730 General Fund	11/22/2023	Lee Electric, Inc.	230735	Commercial Service 11/23	1,874.00
730 General Fund	11/17/2023	Pasco County Utilities	Pasco Water Summary 11/23 ACH	Pasco Water Summary 11/23	2,254.98
730 General Fund	11/17/2023	Pasco County Utilities	Pasco Water Summary 11/23 ACH	Pasco Water Summary 11/23	1,879.36
730 General Fund	11/17/2023	Pasco County Utilities	Pasco Water Summary 11/23 ACH	Pasco Water Summary 11/23	37.33
730 General Fund	11/22/2023	PH Bell and Clock Company	2020114	Clock Tower Maintenance 11/23	347.50
730 General Fund	11/27/2023	Sheila Valdez	112723 Valdez	Reimburse for CPR Training 11/23	12.95
730 General Fund	11/29/2023	Skyway Supply, Inc.	61097	Cleaning supplies 11/23	86.86
730 General Fund	11/21/2023	Skyway Supply, Inc.	61050	Monk EPA Wipes 11/23	344.85
730 General Fund	11/01/2023	Solitude Lake Management, LLC	PSI026488	Annual Maintenance 11/23	4,517.00
730 General Fund	10/26/2023	Stantec Consulting Services, Inc.	2153215	Engineering Services - 10/23	2,078.00
730 General Fund	11/30/2023	Stantec Consulting Services, Inc.	2163948	Engineering Services 10/23 & 11/23	4,249.52
730 General Fund	11/21/2023	Treetop Products, Inc.	SOTRE120886	Champion Bench Premium Wood & Liftgate Fees 11/23	7,799.62
730 General Fund	11/27/2023	Withlacoochee River Electric Cooperative, Inc.	WREC Summary 11/23 730	Electric Summary 11/23 730	3,064.92
730 General Fund	11/27/2023	Withlacoochee River Electric Cooperative, Inc.	WREC Summary 11/23 730	Electric Summary 11/23 730	7,054.13
730 General Fund	11/27/2023	Withlacoochee River Electric Cooperative, Inc.	WREC Summary 11/23 730	Electric Summary 11/23 730	20,353.85
<b>Sum for 730, 2677 730, 2678</b>					<b>214,699.99</b>
730 Reserve Fund	10/25/2023	Juniper Landscaping of Florida, LLC	235283	Plant Material 10/23	22,235.38
730 Reserve Fund	11/16/2023	The Pool Works of Florida, Inc.	400027	Completion Paver Project 11/23	4,571.64
730 Reserve Fund	11/01/2023	The Pool Works of Florida, Inc.	400012	50% Contract Deposit 11/23	4,571.65
<b>Sum for 730, 2678</b>					<b>31,378.67</b>
<b>Sum for 730</b>					<b>246,078.66</b>
<b>Sum Total</b>					<b>246,078.66</b>

**Seven Oaks Community Development District**  
**Notes to Unaudited Financial Statements**  
**November 30, 2023**

**Balance Sheet**

1. Trust statement activity has been recorded through 11/30/23.
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 – Payments for Invoice AR00001179 totaling \$2,630,023.16 were received in December 2023.
6. Debt Service Fund 200 – Payments for Invoice AR00001179 totaling \$374,110.70 were received in December 2023.
7. Debt Service Fund 202 – Payments for Invoice AR00001179 totaling \$613,761.39 were received in December 2023.

## **Tab 5**

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, December 13, 2023, at 6:02 p.m.** at the Seven Oaks Clubhouse, located at 2910 Sports Core Circle, Wesley Chapel, FL 33544.

Present and constituting a quorum:

Sean Grace	<b>Board Supervisor, Chairman</b>
Jack Christensen	<b>Board Supervisor, Vice Chairman</b>
Andrew Mendenhall	<b>Board Supervisor, Assistant Secretary</b>
Jon Tomsu	<b>Board Supervisor, Assistant Secretary</b>
Tom Graff	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Scott Brizendine	<b>District Manager, Rizzetta &amp; Co., Inc.</b>
Whitney Sousa	<b>District Counsel, Straley, Robin &amp; Vericker</b> <i>(via phone)</i>
Greg Woodcock	<b>District Engineer, Stantec</b> <i>(via phone)</i>
Theresa DiMaggio	<b>Clubhouse Manager</b>
John Gentilella	<b>Field Ops Manager.</b>
Charlie Hemelgarn	<b>Representative, Juniper Landscape</b>

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**

A representative from Sassine's spoke regarding two possible options for a community newsletter that include buying or leasing of a binder/printing machine, monthly costs for leasing depending on size and various leasing terms. No Board action was taken at this time.

**THIRD ORDER OF BUSINESS****Staff & Landscape Reports****A. District Engineer****1. Consideration of Proposal for Road Resurfacing**

Mr. Woodcock led discussions regarding the road resurfacing project that included a cost estimate of \$460,267.50 and does not include plans for brick paver replacements. The Board asked that a bid alternative for brick pavers be added to the project for the north round-a-bout, as well as including the Village entrances to the scope of services. They would like to have the plans 100% completed by the next meeting.

**2. Consideration of Proposal for Sign Repairs/ Replacement**

Mr. Woodcock stated that he met with On Site Industries and should have a proposal in early January.

**B. District Counsel****1. Update Regarding Parcel S-12**

Ms. Hopkinson has been notified that SB Associates and Pasco County have filed a joint motion to strike in response to the CDD's filing of the amended appendix and petition. A brief discussion ensued with no Board action being taken.

**2. Update Regarding Demand Letter Regarding Tennis Lessons Without an Agreement**

It was stated that counsel is still working on this with Ms. DiMaggio.

**3. Update Regarding the New Gate Agreement**

Discussion was held regarding the new gate agreement with Mr. Tomsu asking that language be added to include replacement of gates not just repairs.

On a Motion by Mr. Mendenhall, seconded by Mr. Graff, with four in favor and one against (Mr. Tomsu), the Board of Supervisors approved the new gate agreement with changes and subject to review by counsel, for the Seven Oaks Community Development District.

**C. Field Operations Update****1. Presentation of Field Manager's Report**

Mr. Gentilella presented and reviewed his Field Manager's report, noting that the fungus in the turf is being treated and that it is something that happens every year.

Mr. Hemelgarn proposed changing the number of installments for annuals from three to four. He stated that they could space out the flowers and use fewer plants per installation at the same cost as the current three installations. The Board agreed with this plan. Mr. Hemelgarn stated that a virus is attacking Floratam St. Augustine sod, and it may be necessary to install different varieties when/if the sod needs to be replaced.

**2. Continued Discussion of Clubhouse Playground Replacement**

On a Motion by Mr. Mendenhall, seconded by Mr. Graff, with all in favor, the Board of Supervisors ratified the agreement with Topline Recreation, Inc. to replace the playgrounds in Lakeside (\$67,932.77), Stonecreek (\$68,610.09), and Willowstone (\$79,964.03), for the Seven Oaks Community Development District.

**D. Clubhouse Manager**

**1. Presentation of Clubhouse Report**

Ms. DiMaggio reviewed the report with the Board. She informed the Board that she was approached by a resident regarding holding a book signing event. Mr. Mendenhall voiced concern regarding the precedent this could be setting.

On a Motion by Mr. Tomsu, seconded by Mr. Graff, with four in favor and one against (Mr. Mendenhall), the Board of Supervisors approved the book signing event and directed Ms. DiMaggio to work with the resident to schedule the event, for the Seven Oaks Community Development District.

**2. Discussion Regarding Movie License**

Ms. DiMaggio reviewed the options for showing movies in the theater and also when the CDD holds “movies on the lawn” events. She recommended the 12-month option with MPLC and asked for the board’s consideration.

On a Motion by Mr. Mendenhall, seconded by Mr. Graff, with all in favor, the Board of Supervisors approved the movie license agreement with MPLC, for the Seven Oaks Community Development District.

**3. Discussion Regarding Holiday Schedule**

It was stated that this was addressed previously, and no further discussion was needed.

**D. District Manager**

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

**a. Review of District Management Report**

Mr. Brizendine presented the District Management Report to the Board. There were no questions regarding the report.

**b. Review of Financial Statements**

Mr. Brizendine presented the Financial Statements to the Board. There were no questions regarding the report.

**SEVEN OAKS COMMUNITY DEVELOPMENT DISTRICT**

**December 13, 2023 – Meeting Minutes**

**Page 4**

**FOURTH ORDER OF BUSINESS**

**Consideration of Solitude's Contract  
Renewal**

Mr. Brizendine reviewed the contract prices over the past six years, noting that while the increase for 2024 is a 4% increase the company has averaged less than a 1% increase over the past six years. Mr. Gentilella stated that he is happy with their performance.

On a Motion by Mr. Mendenhall, seconded by Mr. Graff, with all in favor, the Board of Supervisors approved the renewal of the Solitude Contract with a 4% increase, for the Seven Oaks Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Minutes of the  
Board Supervisors' Meeting held on  
November 8, 2023, and O&M  
Enterprise Fund and General Fund  
Expenditures for November 2023**

On a Motion by Mr. Grace, seconded by Mr. Tomsu, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Meeting held on November 8, 2023, and the O&M General Fund Expenditures (\$267,070.60) and the O&M Enterprise Fund (\$11,081.61) for November 2023, as presented, for the Seven Oaks Community Development District.

**SIXTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Mendenhall stated there are reports on social media of a trainer providing lessons in the fitness room. Ms. DiMaggio stated that she will investigate it. He also stated that tractor trailers are causing property damage in parcel S-19 and according to the agreement in place with Sam's and the future apartment parcel they are to maintain their property.

Mr. Tomsu asked that Management follow-up with the Board on the investigation of the possibility of installing a sound barrier wall along Interstate 75. Mr. Brizendine stated Mr. Woodcock has researched the issue and that he would distribute an email from Mr. Woodcock on the topic.

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

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

On a Motion by Mr. Tomsu, seconded by Mr. Graff, with all in favor, the Board of Supervisors adjourned the meeting at 7:55 p.m. for Seven Oaks Community Development District.



158

159

160

\_\_\_\_\_  
Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

DRAFT

# Exhibit A

SEVEN OAKS COMMUNITY DEVELOPMENT DISTRICT  
Engineers Estimate - 2024 Paving Rehabilitation Project



ITEM NO.	DESCRIPTION	UNIT	EST. QTY.	UNIT PRICE	TOTAL
<b>1</b>	<b>Amberside, Coventry and Roundabout Pavement Improvements</b>				
1.1	Contractor Mobilization	LS	1	\$ 5,000.00	\$ 5,000.00
1.2	Maintenance of Traffic	LS	1	\$ 5,000.00	\$ 5,000.00
1.3	Inlet Protection System	EA	33	\$ 200.00	\$ 6,600.00
1.4	Subsoil Excavation	CY	34	\$ 30.00	\$ 1,020.00
1.5	Type B Stabilization 12"	SY	900	\$ 12.00	\$ 10,800.00
1.6	Crushed Concrete Base 8"	SY	900	\$ 30.00	\$ 27,000.00
1.7	Milling Existing Asphalt Pavement, 2" Depth	SY	16273	\$ 3.50	\$ 56,955.50
1.8	Superpave Asphaltic Concrete, Traffic B	TN	1932	\$ 150.00	\$ 289,800.00
1.9	Manhole, Adjust	EA	33	\$ 1,000.00	\$ 33,000.00
1.10	Valve Boxes, Adjust	EA	2	\$ 500.00	\$ 1,000.00
1.11	Detectable Warnings	EA	96	\$ 33.00	\$ 3,168.00
1.12	Raised Pavement Markers (Blue)	EA	5	\$ 5.00	\$ 25.00
1.13	Painted Pavement Markings, Standard, Yellow, Island Nose	SF	43	\$ 5.00	\$ 215.00
1.14	Thermoplastic, Standard, White, Solid, 6"	LF	121	\$ 8.00	\$ 968.00
1.15	Thermoplastic, Standard, White, Solid, 12" for Stop Line and Crosswalk	LF	208	\$ 9.00	\$ 1,872.00
1.16	Thermoplastic, Standard, White, Solid, 24" for Stop Line and Crosswalk	LF	374	\$ 11.00	\$ 4,114.00
1.17	Thermoplastic, Standard, Yellow, Solid, 6"	LF	705	\$ 8.00	\$ 5,640.00
1.18	Thermoplastic, Standard, Yellow, Solid, 18" for Diagonal or Chevron	LF	89	\$ 10.00	\$ 890.00
1.19	Removal of Existing Pavers, Concrete Apron	SY	900	\$ 8.00	\$ 7,200.00
	<b>Total Pavement Rehabilitation Costs</b>				<b>\$ 460,267.50</b>

# SEVEN OAKS COMMUNITY DEVELOPMENT DISTRICT

## PAVEMENT REHABILITATION PROJECT

### AMBERSIDE AND COVENTRY COMMUNITIES

PLANS PREPARED FOR:

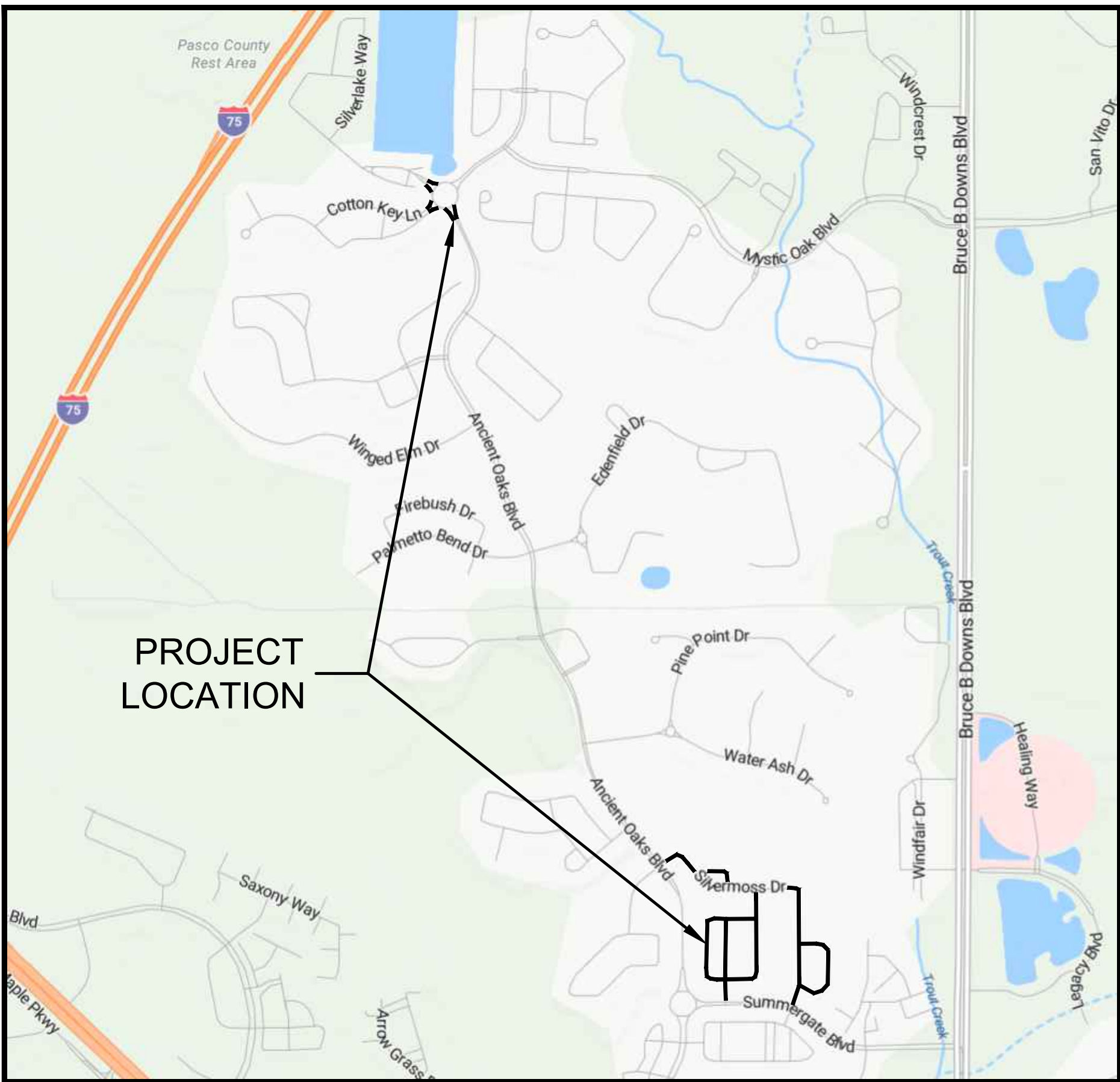


5844 OLD PASCO ROAD, SUITE 100  
WESLEY CHAPEL, FLORIDA 33544

PLANS PREPARED BY:



Stantec Consulting Services Inc.  
380 Park Place Blvd. Suite 300  
Clearwater, Florida  
33759  
Tel. 727.531.3505  
www.stantec.com  
Certificate of Authorization #27013



**PROJECT LOCATION**

SECTION 24,25, TOWNSHIP 26 S, RANGE 19 E  
WESLEY CHAPEL, PASCO COUNTY, FLORIDA

**LOCAL UTILITY PROVIDERS**

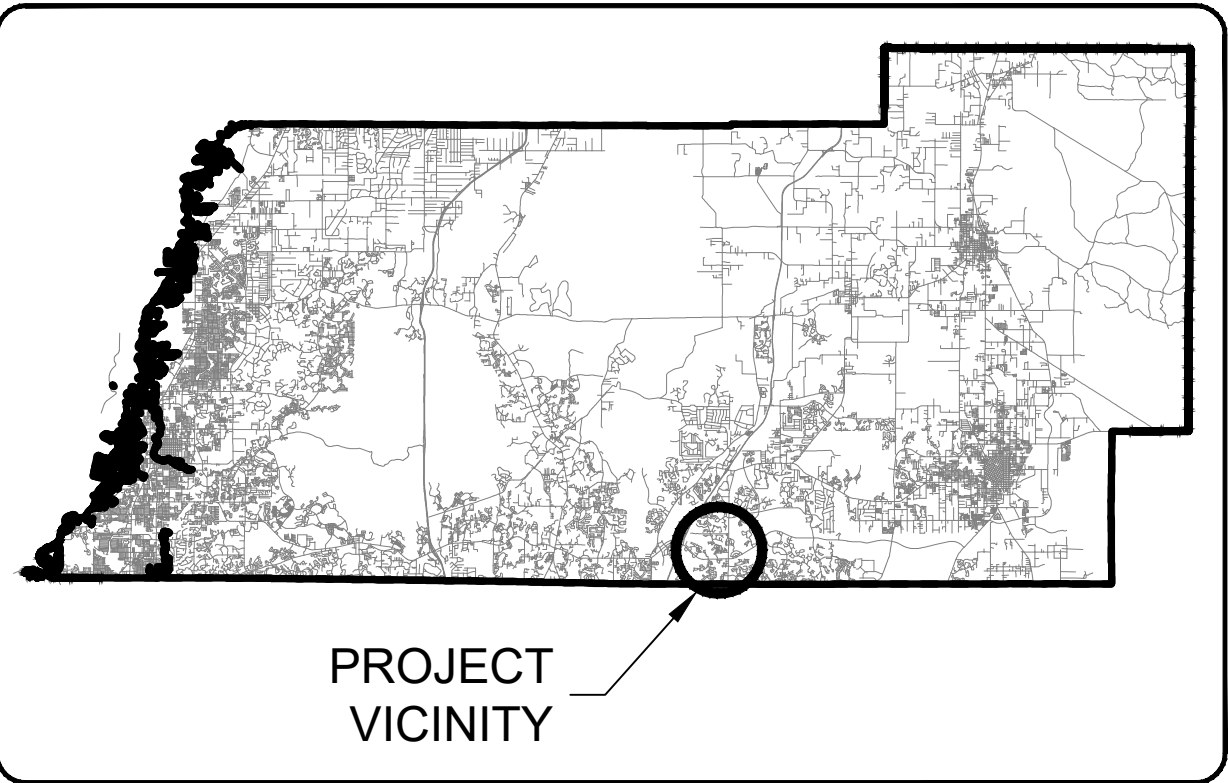
**COMPANY**  
FRONTIER COMMUNICATIONS  
PASCO COUNTY UTILITIES  
TECO PEOPLES GAS - TAMPA  
WITHLACOOCHEE RIVER ELECTRIC COOPERATIVE

**UTILITY SERVICE**  
CATV, COMMUNICATION LINES  
WATER, SEWER, RECLAIMED WATER  
GAS  
ELECTRIC

**CONTACT**  
USIC DISPATCH  
RACHAEL BROWN  
ROGER ROSELLO  
GEO POINT SURVEYING INC.

**PHONE NUMBER**  
(800) 778-9140  
(813) 601-1009  
(813) 422-2805  
(813) 601-1009

PLANS FOR PRELIMINARY USE ONLY	<input checked="" type="checkbox"/>
PLANS RELEASED FOR CONSTRUCTION	<input type="checkbox"/>



**INDEX OF ROADWAY PLANS**

SHEET NO.	SHEET DESCRIPTION
1	KEY SHEET
2	SUMMARY OF PAY ITEMS
3	TYPICAL SECTIONS
4-5	PROJECT LAYOUT
6	GENERAL NOTES
7-10	ROADWAY PLANS
11-14	PAVEMENT MARKING PLANS

PROJECT SURVEYOR	PROJECT MANAGER GREG WOODCOCK	PROJECT DESIGNER FRANK NOLTE
CHECKED BY	DATE	
Copyright Reserved The Contractor shall verify and be responsible for all dimensions. DO NOT scale the drawing - any errors or omissions shall be reported to Stantec without delay. The Copyrights to all designs and drawings are the property of Stantec. Reproduction or use for any purpose other than that authorized by Stantec is forbidden.		ENGINEER OF RECORD VASILI G. KOSTAKIS, PE LICENSE NO: 86613

DECEMBER 2023

Project Number: 215612049

SHEET  
NO.

1



\\US0705-PFESS01\shared\_projects\215612049\Seven Oaks\Projects\Mill And Resurface\2024 Mill And Resurface\GENERAL NOTES.dwg 2023/12/12 8:35 AM By: Nolte, Frank



**stantec**

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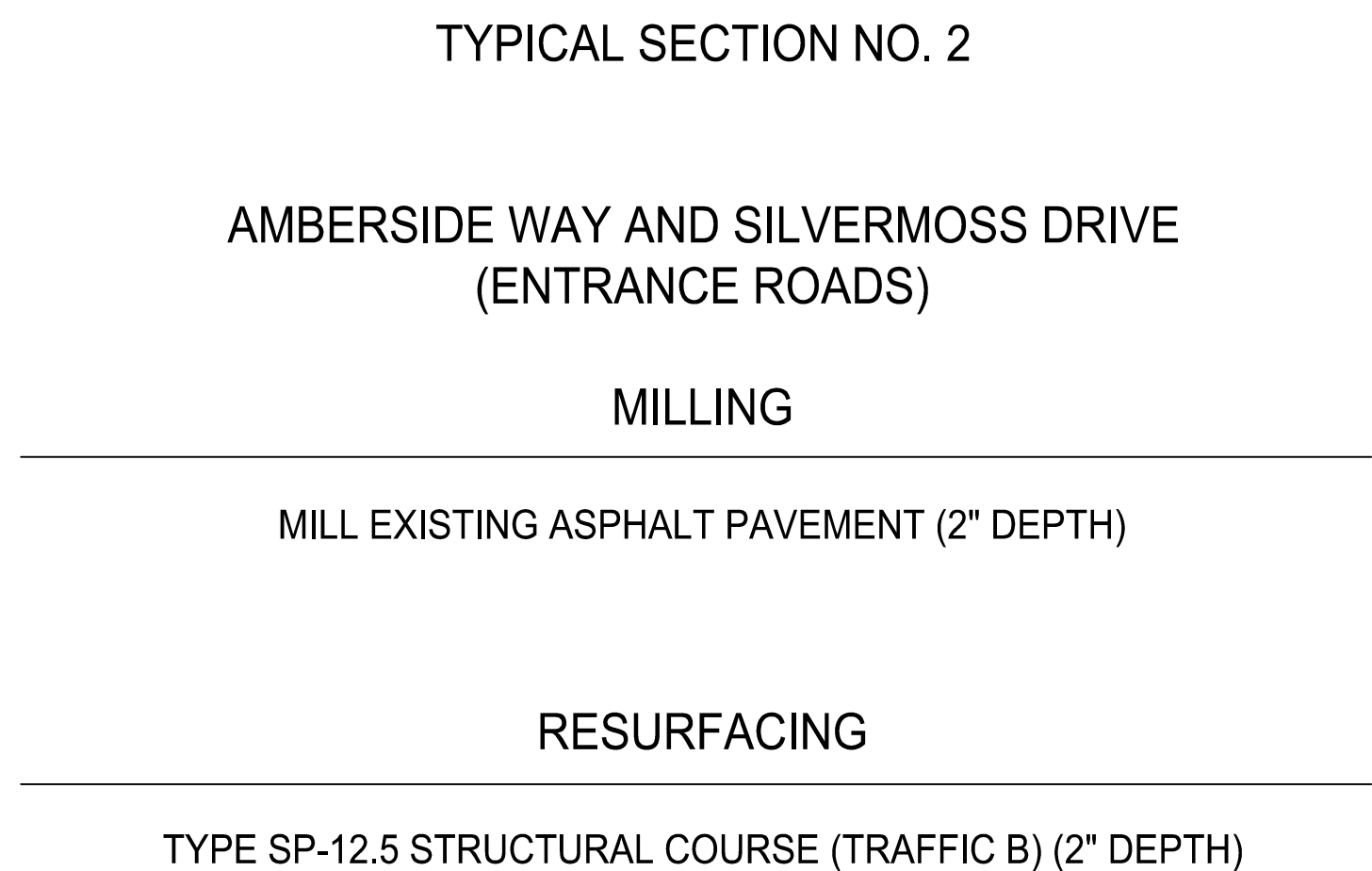
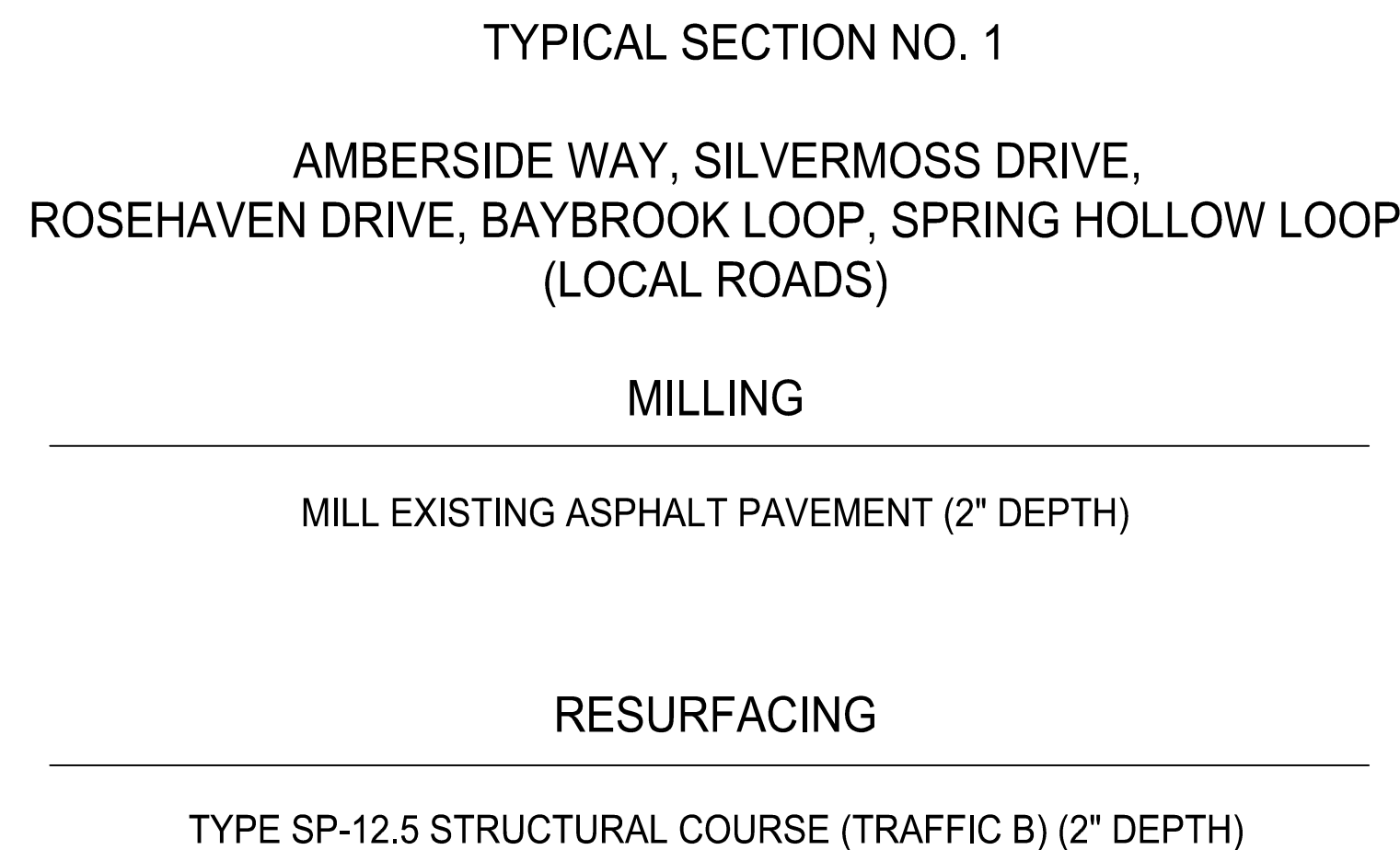
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SEVEN OAKS CDD  
PAYMENT REHABILITATION PROJECT  
AMBERSIDE AND COVENTRY COMMUNITIES  
WESLEY CHAPEL, PASCO COUNTY FLORIDA  
SUMMARY OF PAY ITEMS

Project Number: 215612049			
File Name: GENERAL NOTES.DWG			
RFN	GJW	RFN	12.31.23
Dwn.	Chkd.	Dsgn.	YY.MM.DD

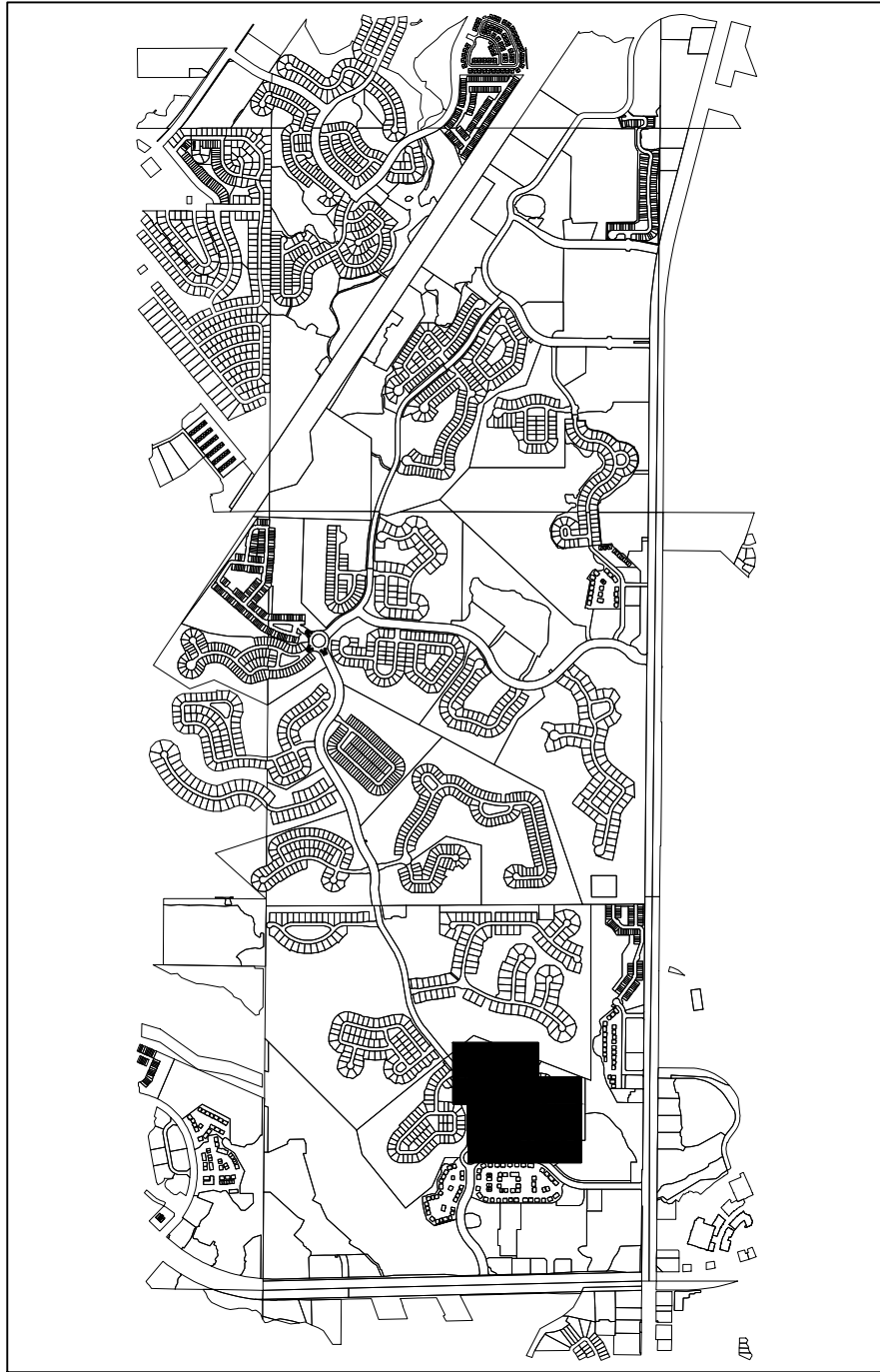
2 of 14



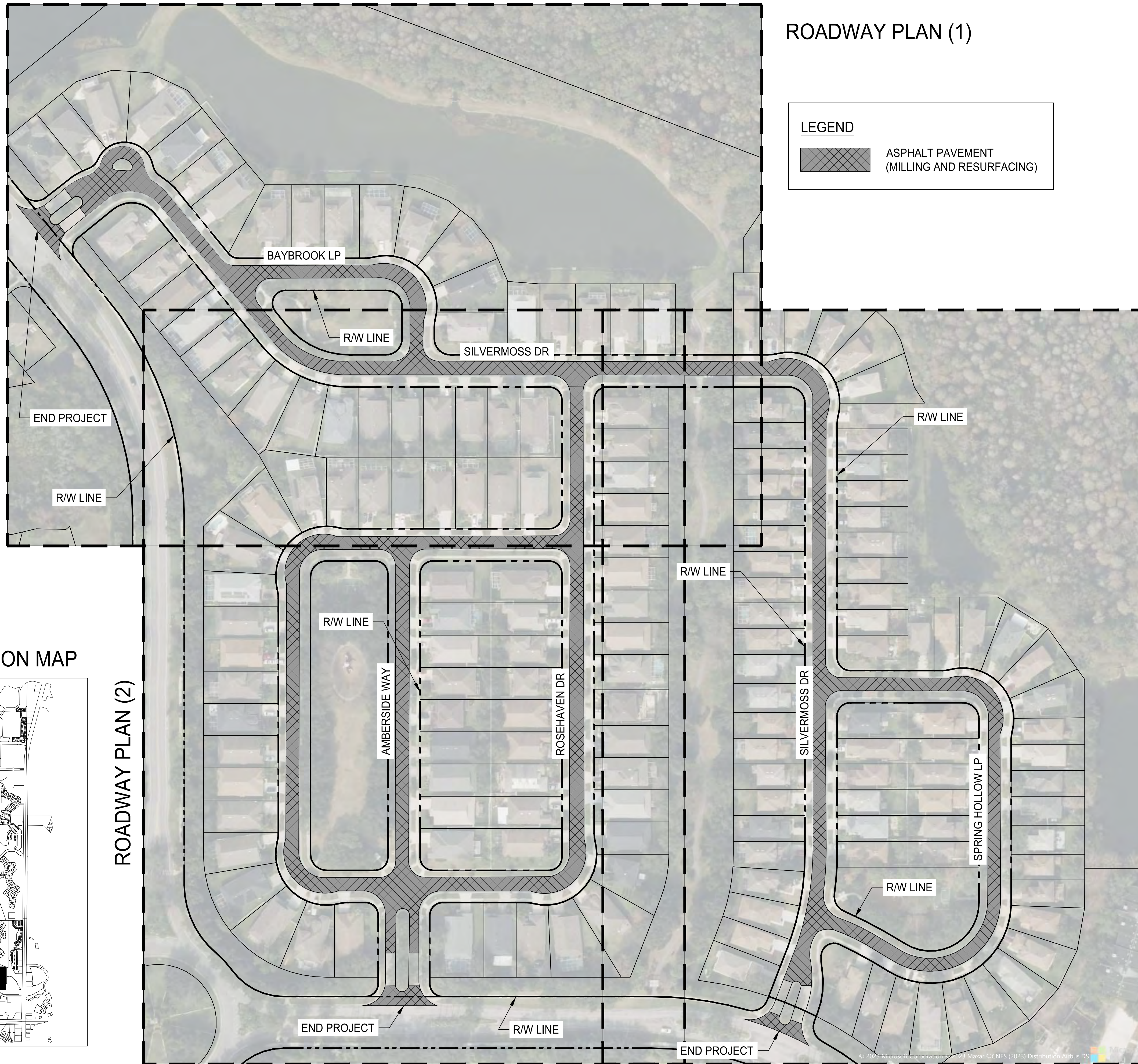
NOTES:

1. LIMEROCK OR OTHER EXISTING BASE MATERIAL MAY BE ENCOUNTERED DURING MILLING OPERATIONS.
2. IT IS PREFERRABLE TO MILL OUT PAVEMENT CRACKS TO AVOID REFLECTIVE CRACKING IN OVERLAYS. IF NOT PRACTICAL TO MILL OUT MOST OF THE CRACKED PAVEMENT, A 1-INCH CRACK RELIEF LAYER AND/OR ADDITIONAL OVERLAY THICKNESS SHOULD BE CONSIDERED. AN ARMI LAYER MAY ALSO BE USED TO DELAY REFLECTIVE CRACKING.
3. STATIC COMPACTION ONLY.
4. A MINIMUM STRUCTURAL NUMBER OF 2.46 IS REQUIRED.






## ROADWAY PLAN (2)

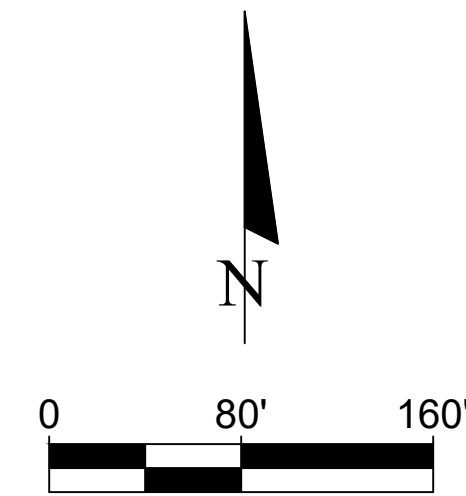


## ROADWAY PLAN (3)

## ROADWAY PLAN (1)

**LEGEND**

 ASPHALT PAVEMENT  
(MILLING AND RESURFACING)

[illegible]

SEVEN OAKS CDD

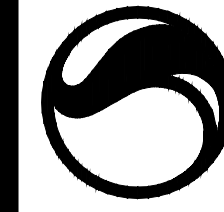
PAVEMENT REHABILITATION PROJECT  
AMBERSIDE AND COVENTRY COMMUNITIES  
WESLEY CHAPEL, PASCO COUNTY FLORIDA

## PROJECT LAYOUT (1)

Permit-Seal

Project Number:		215612049	
File Name:		ROADWAY PLANS.DWG	
RFN	GJW	RFN	23.12.31
Dwn.	Chkd.	Dsgn.	YY.MM.DD

Sheet



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EUI is #10 C000170

PL Lic. # LC-C000170







## CONSTRUCTION NOTES

1. ALL WORK PERFORMED WITHIN THE PROJECT LIMITS SHALL CONFORM TO THE MOST CURRENT EDITION OF THE FOLLOWING FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) AND PASCO COUNTY PUBLICATIONS.
  - PASCO COUNTY ENGINEERING SERVICES DEPARTMENT TESTING SPECIFICATIONS FOR CONSTRUCTION OF ROADS, STORM DRAINAGE, AND UTILITIES
  - FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION
  - FDOT STANDARD PLANS FOR ROAD CONSTRUCTION
  - FDOT DESIGN MANUAL
  - FDOT FLEXIBLE PAVEMENT DESIGN MANUAL (FOR NEW CONSTRUCTION AND PAVEMENT REHABILITATION)
2. COMPLY WITH ALL STATE, COUNTY, AND LOCAL ORDINANCES AND OBTAIN NECESSARY WORK PERMITS THAT ARE REQUIRED PRIOR TO CONSTRUCTION.
3. VERIFY THE LOCATION, ELEVATION, AND DIMENSIONS OF ALL EXISTING UTILITIES, STRUCTURES, AND OTHER FEATURES AFFECTING THE WORK.
4. EXISTING DRAINAGE STRUCTURES ARE TO REMAIN UNLESS OTHERWISE NOTED. ALL EXISTING DRAINAGE PATTERNS SHALL BE MAINTAINED.
5. ALL BROKEN OR CRACKED DRIVEWAYS AND SIDEWALKS DAMAGED DURING CONSTRUCTION WITHIN THE PROJECT LIMITS SHALL BE REMOVED AND REPLACED IN KIND.
6. EXISTING SIDEWALK IS TO REMAIN UNLESS OTHERWISE NOTED.
7. ANY PRIVATE OR PUBLIC PROPERTY OR EXISTING FACILITIES AFFECTED BY THIS WORK SHALL BE RESTORED TO A CONDITION EQUAL TO OR BETTER THAN EXISTING CONDITIONS AT NO ADDITIONAL COST.
8. ALL DISTURBED AREA WILL BE RESTORED TO ORIGINAL OR BETTER CONDITION BY GRADING AND SODDING THE AREA DISTURBED.
9. ERECT EROSION CONTROL DEVICES PRIOR TO LAND ALTERATIONS, MAINTAIN THEM DURING CONSTRUCTION, AND REMOVE THEM FOLLOWING SOIL STABILIZATION AND FINAL DRESSING. INSTALL AND MAINTAIN EROSION CONTROL DEVICES AS REQUIRED BY ACTUAL SITE CONDITIONS TO REFLECT PROJECT PHASING REQUIREMENTS.
10. EROSION AND SEDIMENTATION CONTROL IS THE RESPONSIBILITY OF THE CONTRACTOR, INCLUDING THE PREPARATION AND FILING OF ANY REQUIRED STORMWATER POLLUTION PREVENTION PLANS, PERMITS, NPDES NOTICE OF INTENT, PERMIT FEES, ETC. ALL COSTS ASSOCIATED WITH EROSION AND SEDIMENT CONTROL AND ASSOCIATED PERMITTING (IF REQUIRED) SHALL BE INCLUDED IN THE CONTRACTOR'S BID.
11. THE CONTRACTOR SHALL COMPLY WITH ALL FEDERAL AND STATE REQUIREMENTS REGARDING ENDANGERED AND THREATENED SPECIES AND STATE LISTED SPECIES OF SPECIAL CONCERN THAT COULD INHABIT OR MIGRATE THROUGH THE CONSTRUCTION AREA.
12. THE CONTRACTOR SHALL CONTACT SEVEN OAKS COMMUNITY DEVELOPMENT DISTRICT AND THE PROPERTY OWNER 96 HOURS PRIOR TO ANY CLEARING AND GRUBBING.
13. ANY DAMAGE TO STATE, COUNTY, OR LOCAL ROADS CAUSED BY HAULING OR EXCAVATION EQUIPMENT MUST BE REPAIRED AT THE CONTRACTOR'S EXPENSE.
14. ANY U.S.C. & C.S. MONUMENT WITHIN LIMITS OF CONSTRUCTION IS TO BE PROTECTED. IF IN DANGER OF DAMAGE, PROJECT ENGINEER SHOULD NOTIFY:
  - DIRECTOR, NATIONAL GEODETIC SURVEY
  - 1315 EAST - WEST HIGHWAY
  - SILVER SPRING, MARYLAND, 20910-3282
  - PHONE: (301) 713-3242
15. PAVEMENT MARKINGS AND SIGNS SHALL BE IN ACCORDANCE WITH FDOT STANDARD PLANS AND THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS, LATEST EDITIONS.
16. ALIGNMENT OF PROPOSED PAVEMENT MARKINGS SHALL MATCH EXISTING PAVEMENT MARKINGS AT PAVEMENT MARKING LIMITS OF CONSTRUCTION.
17. EXISTING SIGNS AND PAVEMENT MARKINGS WITHIN CONSTRUCTION LIMITS SHALL REMAIN, UNLESS OTHERWISE NOTED. ALL EXISTING TRAFFIC SIGNS MUST BE MAINTAINED DURING CONSTRUCTION.
18. STAGING OR OTHER ACTIVITIES FOR THIS PROJECT WILL BE ALLOWED BY DIRECTION OF THE SEVEN OAKS COMMUNITY DEVELOPMENT DISTRICT OR THE ENGINEER OF RECORD.

## UTILITY NOTES

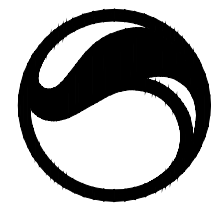
1. EXISTING UTILITIES ARE TO REMAIN, UNLESS OTHERWISE NOTED.
2. PROVIDE TWO WORKING DAYS NOTICE TO UTILITY AGENCY/OWNER IN ORDER TO LOCATE AND IDENTIFY THEIR EXISTING UNDERGROUND FACILITIES PRIOR TO CONSTRUCTION, AS ESTABLISHED BY THE "UNDERGROUND FACILITY DAMAGE PREVENTION AND SAFETY ACT"

UTILITY/AGENCY OWNERS ARE:

<u>COMPANY</u>	<u>CONTACT</u>	<u>PHONE NUMBER</u>
FRONTIER COMMUNICATIONS	USIC DISPATCH	(800) 778-9140
PASCO COUNTY UTILITIES	RACHAEL BROWN	(813) 601-1009
TECO PEOPLES GAS - TAMPA	ROGER ROSELLO	(813) 422-2805
WITHLACOOCHEE RIVER ELECTRIC COOPERATIVE	GEO POINT SURVEYING INC.	(813) 601-1009

## TRAFFIC CONTROL NOTES

1. MAINTENANCE OF TRAFFIC MUST BE IN ACCORDANCE WITH FDOT STANDARD PLANS AND SPECIFICATIONS, LATEST EDITION. USE THE FOLLOWING INFORMATION IN DEVELOPING A MAINTENANCE OF TRAFFIC PLAN:
  - MAINTAIN THE EXISTING SPEED LIMIT (THROUGHOUT PROJECT LIMITS)
  - MAINTAIN THE EXISTING NUMBER OF LANES AND 2-WAY TRAFFIC AT ALL TIMES.
  - PROVIDE TEMPORARY TRAFFIC CONTROL FOR BICYCLISTS AND PEDESTRIANS WHEN EXISTING BICYCLE AND PEDESTRIAN FACILITIES ARE IMPACTED.
2. THE SUPERVISOR OR FOREMEN CONTROLLING THE WORK FOR THE CONTRACTOR ON THE PROJECT SHALL HAVE A WORK ZONE TRAFFIC CONTROL SAFETY CERTIFICATION OR TRAFFIC SUPERVISOR CERTIFICATION FROM THE FLORIDA DEPARTMENT OF TRANSPORTATION. THE CERTIFIED SUPERVISOR SHALL SIGN AND SEAL ANY MOT PLANS DEVELOPED BY THE CONTRACTOR AND BE ON THE PROJECT SITE AT ALL TIMES WHILE WORK IS BEING CONDUCTED.
3. THE CONTRACTOR SHALL PROVIDE A PEDESTRIAN DETOUR FOR CLOSURE OF EXISTING SIDEWALK. A 4 FT. WIDE TEMPORARY PEDESTRIAN WAY SHALL BE PROVIDED, AS NECESSARY, AROUND THE WORK ZONE AND DELINEATED WITH PEDESTRIAN LONGITUDINAL CHANNELING DEVICES IN ACCORDANCE WITH FDOT INDEX 102-075.
4. THE EXACT LOCATION OF ALL TEMPORARY SIGNS AND BARRICADES MUST BE DETERMINED IN THE FIELD AND APPROVED BY THE ENGINEER TO ENSURE MINIMUM SIGHT DISTANCES ARE MET.
5. MAINTAIN EXISTING WARNING, GUIDE, AND REGULATORY SIGNS AT ALL TIMES.
6. ALL LANES MUST BE RE-OPENED WITHIN 12 HOURS FOR TRAFFIC DURING AN EVACUATION NOTICE OF A HURRICANE OR OTHER EMERGENCY EVENT AND SHALL REMAIN OPEN FOR THE DURATION OF THE EVACUATION OR EVENT.



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# SEVEN OAKS CDD

PAVEMENT REHABILITATION PROJECT  
AMBERSIDE AND COVENTRY COMMUNITIES  
WESLEY CHAPEL, PASCO COUNTY FLORIDA

## GENERAL NOTES

Permit-Seal

Project Number: 215612049			
File Name: GENERAL NOTES.DWG			
RFN	GJW	RFN	12.31.23
Dwn.	Chkd.	Dsgn.	YY.MM.DD

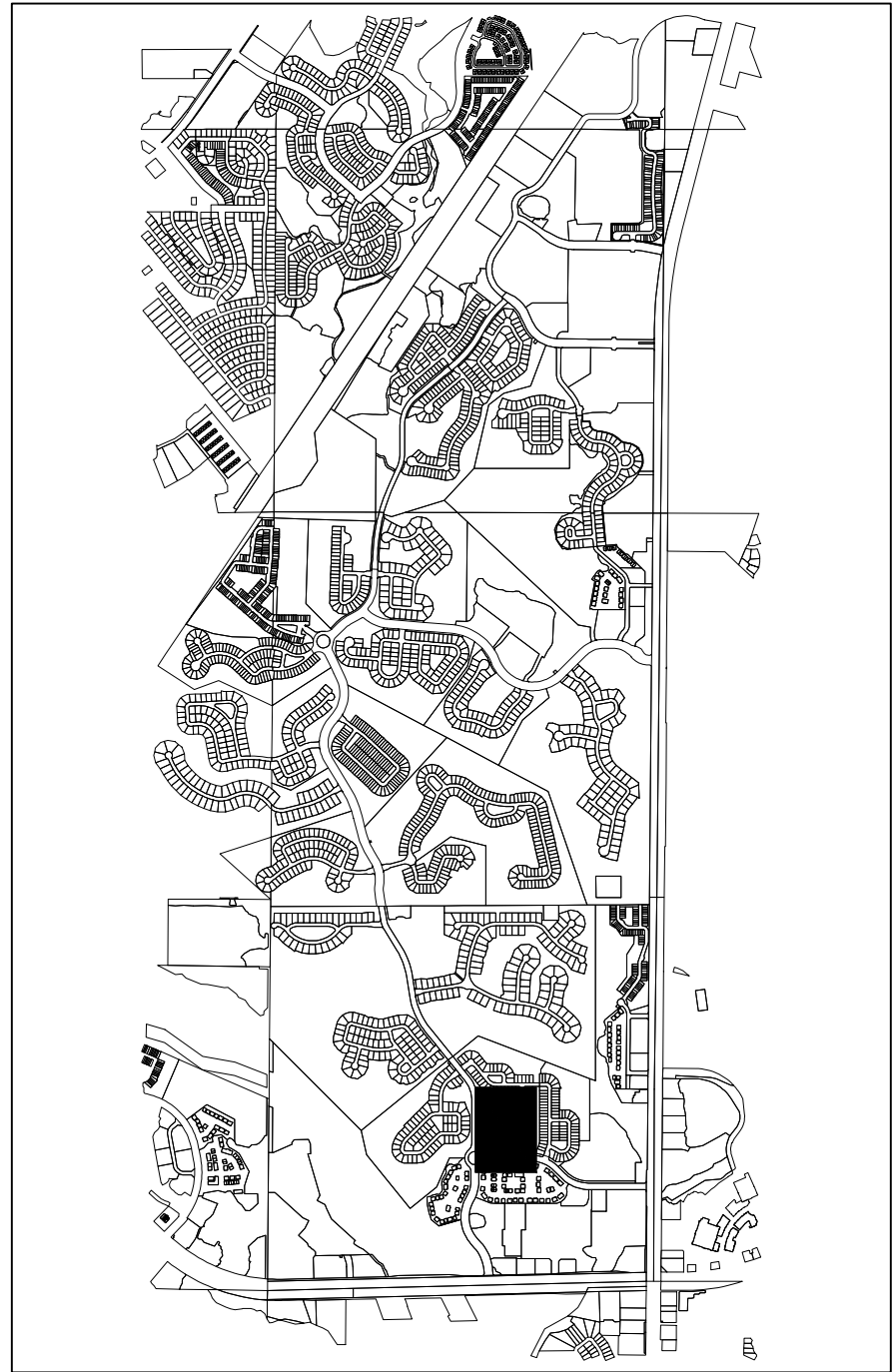
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# SHEET LOCATION MAP



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[illegible]

# SEVEN OAKS CDD

PAVEMENT REHABILITATION PROJECT  
AMBERSIDE AND COVENTRY COMMUNITIES  
WESLEY CHAPEL, PASCO COUNTY FLORIDA

## ROADWAY PLAN (2)

Permit-Seal

Project Number: 215612049  
File Name: ROADWAY PLANS.DWG

RFN	GJW	RFN	23.12.31
Dwn.	Chkd.	Dsgn.	YY.MM.DD

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## SEVEN OAKS CDD

Permit-Seal

PAVEMENT REHABILITATION PROJECT  
AMBERSIDE AND COVENTRY COMMUNITIES  
WESLEY CHAPEL, PASCO COUNTY FLORIDA

## ROADWAY PLAN (3)

Project Number:		215612049	
File Name:		ROADWAY PLANS.DWG	
RFN	GJW	RFN	23.12.31
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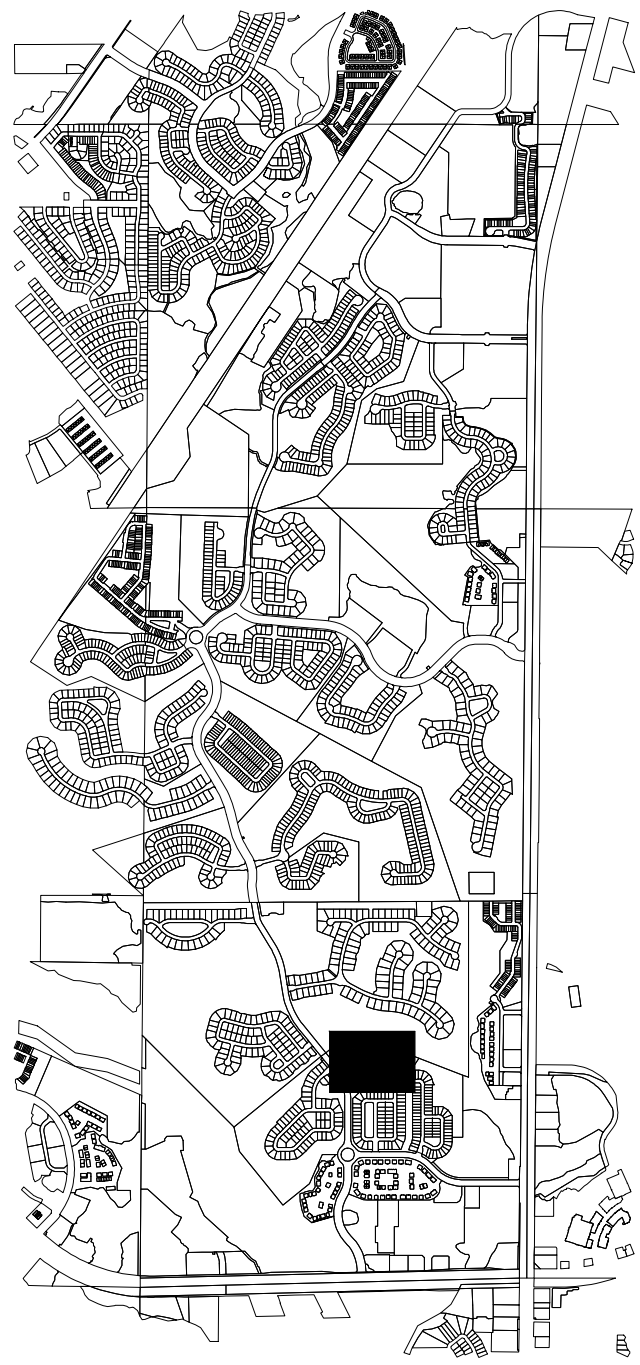






\\US0705-PFSS01\shared\_projects\215612049\Seven Oaks\Projects\Mill And Resurface\2024 Mill And Resurface\Sheets\ROADWAY PLANS.dwg 2023/12/04 5:00 PM By: Nolte, Frank

## SHEET LOCATION MAP



18 LF 24" WHITE  
THERMOPLASTIC  
STOP BAR

25 LF YELLOW FDOT  
SAFETY PAINT  
CURB STRIPE

15 LF 18" YELLOW  
THERMOPLASTIC STRIPE

7 LF 24" WHITE  
THERMOPLASTIC  
STOP BAR

54 LF 6" DOUBLE YELLOW  
THERMOPLASTIC STRIPE

44 LF 6" DOUBLE YELLOW  
THERMOPLASTIC STRIPE

16 LF 18" YELLOW  
THERMOPLASTIC STRIPE

16 L  
THE

ANCIENT OAKS BLVD

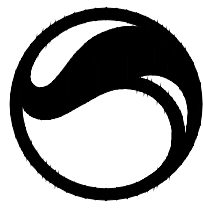
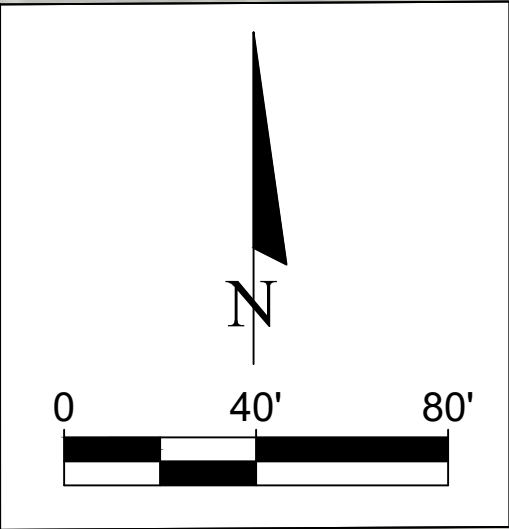
10 LF 24" WHITE  
THERMOPLASTIC  
STOP BAR

10 LF 24" WHITE  
THERMOPLASTIC  
STOP BAR

REPLACE BLUE RPM

MATCH LINE - SEE PAVEMENT MARKING PLAN (2)

MATCH LINE - SEE PAVEMENT MARKING PLAN (2)



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SEVEN OAKS CDD

PAVEMENT REHABILITATION PROJECT  
AMBERSIDE AND COVENTRY COMMUNITIES

WESLEY CHAPEL, PASCO COUNTY FLORIDA

PAVEMENT MARKING PLAN (1)

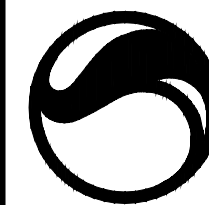
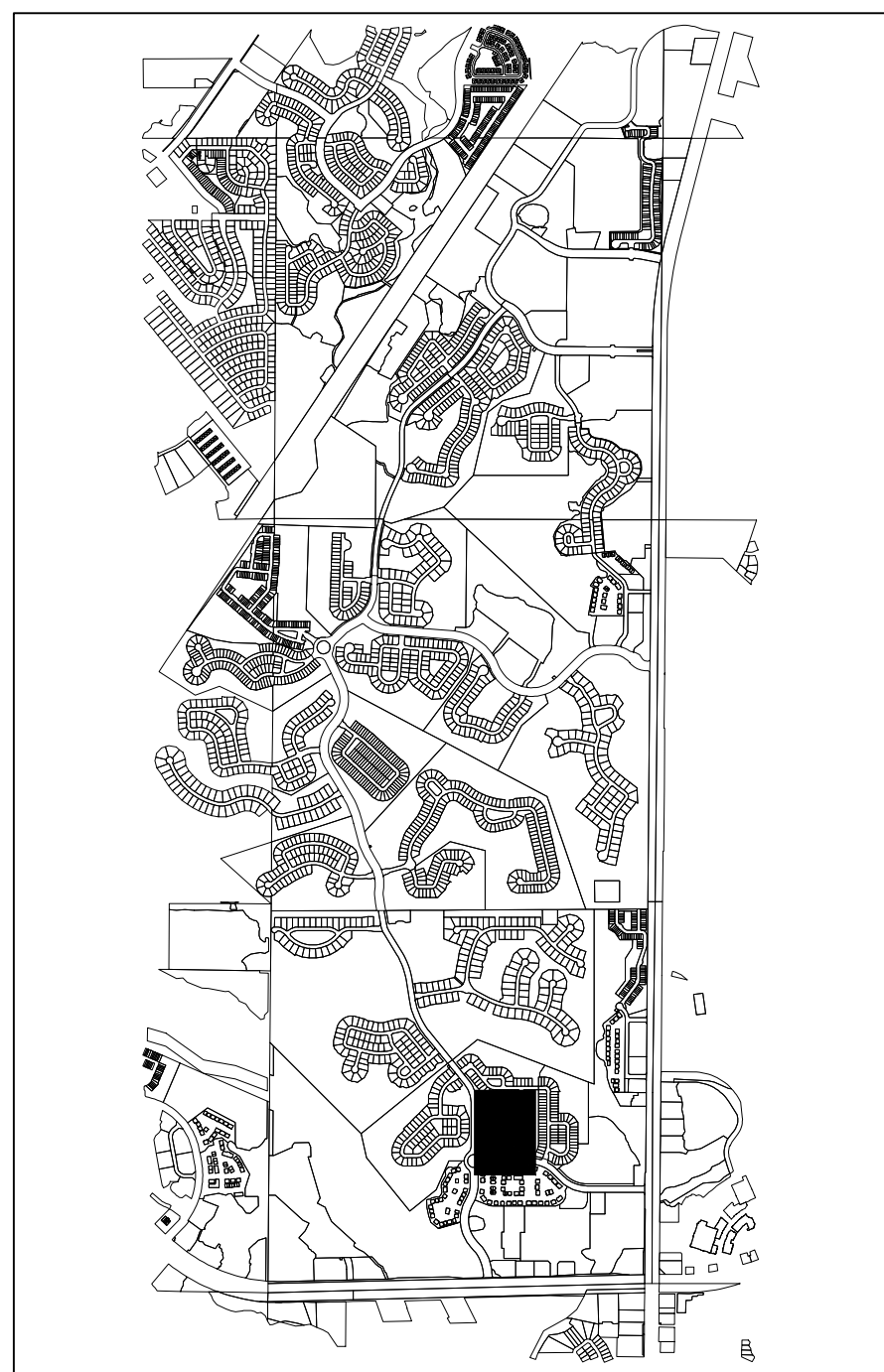
Permit-Seal

Project Number: 215612049	
File Name: ROADWAY PLANS.DWG	
RFN	GJW
Dwn.	Chkd.
RFN	23.12.31
Dsgn.	YY.MM.DD

Sheet



\\US0705-PFESS01\shared\_projects\215612049\Seven Oaks\Projects\Mill And Resurface\2024 Mill And Resurface\Sheets\ROADWAY PLANS.dwg 2023/12/04 5:11 PM By: Nolte, Frank



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[illegible]

## SEVEN OAKS CDD

PAVEMENT REHABILITATION PROJECT  
AMBERSIDE AND COVENTRY COMMUNITIES  
WESLEY CHAPEL, PASCO COUNTY FLORIDA

## PAVEMENT MARKING PLAN (2)

Permit-Seal

Project Number: 215612049			
File Name: ROADWAY PLANS.DWG			
RFN	GJW	RFN	23.12.31
Dwn.	Chkd.	Dsgn.	YY.MM.DD

Sheet



\\US0705-PFSS01\\shared\_projects\\215612049\\Seven Oaks\\Projects\\Mill And Resurface\\2024 Mill And Resurface\\Sheets\\ROADWAY PLANS.dwg 2023/12/04 5:12 PM By: Nalte, Frank

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SUMMERGATE BOULEVARD

46 LF 6" DOUBLE YELLOW  
THERMOPLASTIC STRIPE

16 LF 18" YELLOW  
THERMOPLASTIC STRIPE

20 LF 24" WHITE  
THERMOPLASTIC  
STOP BAR

10 LF 18" YELLOW  
THERMOPLASTIC STRIPE

## 34 LF 6" DOUBLE YELLOW THERMOPLASTIC STRIPE

30 LF YELLOW FDOT  
SAFETY PAINT  
CURB STRIPE

10 LF 24" WHITE  
THERMOPLASTIC  
STOP BAR

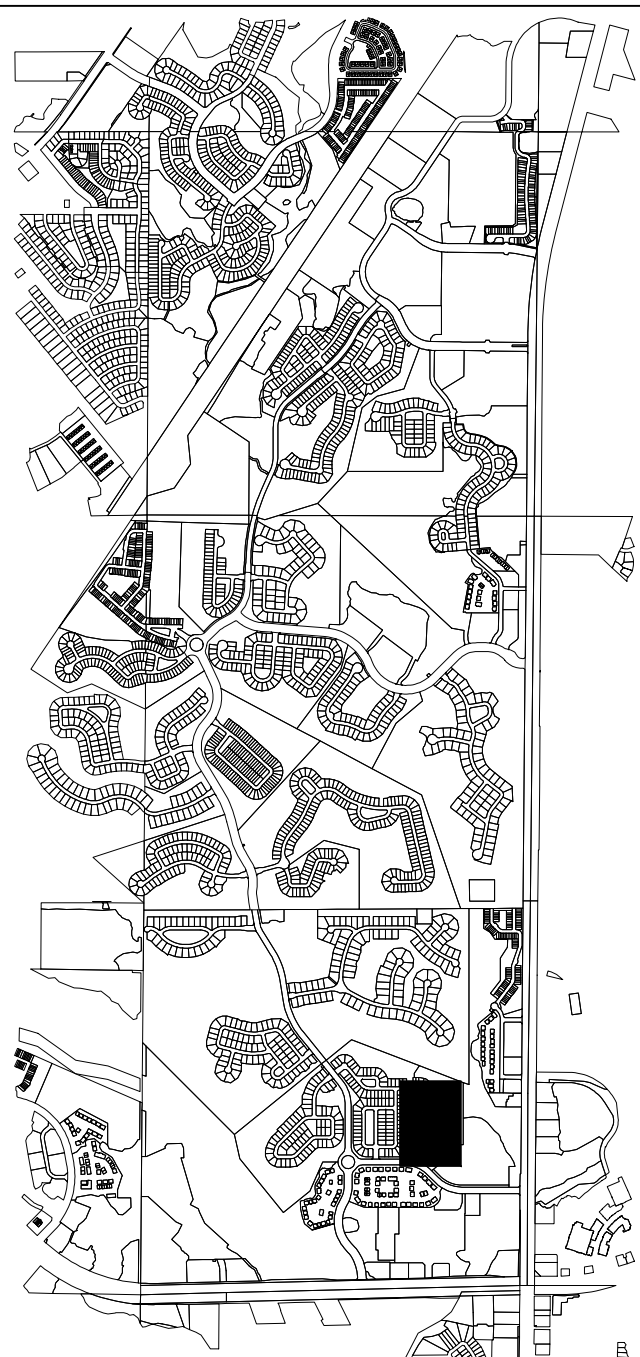
SILVERMOSS DR

10 LF 24" WHITE  
THERMOPLASTIC  
STOP BAR

REPLACE BLUE RPM

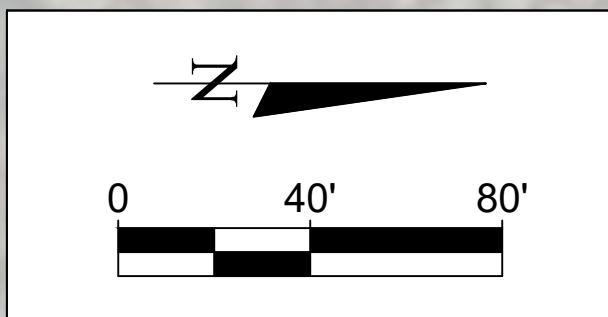
MATCH LINE - SEE PAVEMENT MARKING PLAN (1)

## SHEET LOCATION MAP



SPRING HOLLOW LP

REPLACE BLUE RPM



SEVEN OAKS CDD

PAVEMENT REHABILITATION PROJECT  
AMBERSIDE AND COVENTRY COMMUNITIES  
WESLEY CHAPEL, PASCO COUNTY FLORIDA

PAVEMENT MARKING PLAN (3)

Permit-Seal

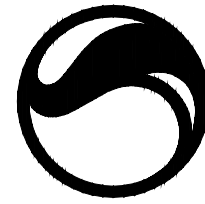
Project Number: 215612049

File Name: ROADWAY PLANS.DWG

RFN	GJW	RFN	23.12.3
Dwn.	Chkd.	Dsgn.	YY.MM.D

Sheet

13 of 14



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