



Rizzetta & Company

# **Seven Oaks Community Development District**

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**Board of Supervisors' Meeting  
July 12, 2023**

**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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July 5, 2023

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, July 12, 2023 at 6:30 p.m.** at the Seven Oaks Clubhouse, located at 2910 Sports Core Circle, Wesley Chapel, FL 33544. The call-in number for the meeting is 1-813-658-6070 and the guest code is 204047. The following is the agenda for this meeting.

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. REPORTS & PRESENTATIONS**
  - A. District Engineer
    1. Presentation of Sign Review Report..... Tab 1
    2. Review of Updated Reserve Study Funding Plan... Tab 2
  - B. District Counsel
  - C. Field Operations Manager Report..... Tab 3
  - D. Clubhouse Manager
    - a. Discussion Regarding Website Development for Reservations ..... Tab 4
    - b. Discussion Regarding Splash Pad Resurfacing.. Tab 5
    - c. Discussion Regarding Replacing Gathering Room Floor..... Tab 6
    - d. Discussion Regarding Clubhouse Salaries for Fiscal Year 2024
    - e. Proposal for Shade Structure Damage ..... Tab 7
  - E. District Manager
    1. Review of District Manager Report..... Tab 8
    2. Review of Financial Statements..... Tab 9
- 4. BUSINESS ITEMS**
  - A. Consideration of Resolution 2023-05, Setting a Public Hearing on Guest Policies and Fees..... Tab 10
  - B. Update on Parcel S-12 from Continued Meeting
  - C. Discussion Regarding Off-Duty Security Patrols (previously tabled)
  - D. Consideration of a Joint Workshop Between SOPOA and the CDD
- 5. CONSENT AGENDA/BUSINESS ADMINISTRATION**

- A. Consideration of Minutes of the Board of Supervisors'  
Meeting held on June 14, 2023, the June 2023 O&M  
for the Enterprise and General Funds ..... Tab 11

**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 Community Development District Sign Analysis



prepared by

Seven Oaks Community Development District  
11111 Old Pasco Road  
Suite 1111  
 Wesley Chapel 33555

prepared by

**Stantec**  
1111 Park Place Blvd  
Suite 1111  
Clearwater 34615

**June 2023**

DRAFT

## INTRODUCTION

This report was conducted at the request of the Seven Oaks Community Development District (CDD) to document the deficiencies of the existing signs within the various neighborhoods once the deficiencies are remedied and the signs comply with the *Manual on Uniform Traffic Control Devices* (MUTCD) the Pasco County Sheriff's Office will be able to enforce the signs on the Seven Oaks property.

This report includes a field inventory of the signs within the community to determine their compliance with the guidelines of the 2003 Edition of the MUTCD.

Field reviews were conducted by Stantec staff reviewing existing signs in the Seven Oaks CDD located on west of SR 500 between SR 500 and SR 500 in Pasco County, Florida.

The majority of the existing signs within Seven Oaks CDD are mounted on decorative poles bordered with decorative trim and have an 8-inch diameter concrete footer.



Excerpts from the MUTCD which apply to this inventory are noted below. The figure references of these text excerpts are from the MUTCD showing some of the standards reviewed for compliance.

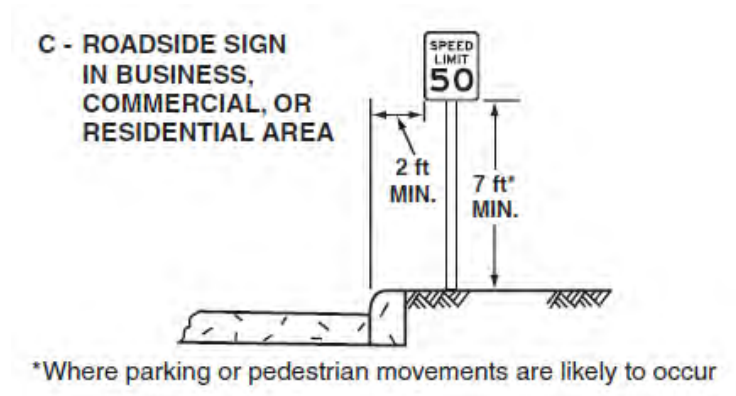
### Section 2A.18 Mounting Height

#### Standard:

The minimum height, measured vertically from the bottom of the sign to the top of the curb, or in the absence of curb, measured vertically from the bottom of the sign to the elevation of the near edge of the traveled way, of signs installed at the side of the road in business, commercial, or residential areas where parking or pedestrian movements are likely to occur, or where the view of the sign might be obstructed, shall be 7 feet (see Figure 2A-2).

#### Option:

The height to the bottom of a secondary sign mounted below another sign may be 1 foot less than the height specified in Paragraphs 4 and 5.



### Section 2B.03 Size of Regulatory Signs

#### Standard:

- Except as provided in Section 2A.11, the sizes for regulatory signs shall be as shown in Table 2B-1.

Table 2B-1. Regulatory Sign and Plaque Sizes (Sheet 1 of 4)

Sign or Plaque	Sign Designation	Section	Conventional Road		Expressway	Freeway	Minimum	Oversized
			Single Lane	Multi-Lane				
Stop	R1-1	2B.05	30 x 30*	36 x 36	36 x 36	—	30 x 30*	48 x 48
Yield	R1-2	2B.08	36 x 36 x 36*	48 x 48 x 48	48 x 48 x 48	60 x 60 x 60	30 x 30 x 30*	—
Speed Limit	R2-1	2B.13	24 x 30*	30 x 36	36 x 48	48 x 60	18 x 24*	30 x 36

### Section 2B.10 STOP Sign or YIELD Sign Placement

#### Guidance:

STOP or YIELD signs should not be placed farther than 50 feet from the edge of the pavement of the intersected roadway Guidance:

A sign that is mounted back-to-back with a STOP or YIELD sign should stay within the edges of the STOP or YIELD sign. If necessary, the size of the STOP or YIELD sign should be increased so that any

*other sign installed back-to-back with a STOP or YIELD sign remains within the edges of the STOP or YIELD sign.*

- ☐ *Stop lines that are used to supplement a STOP sign should be located as described in Section 3B.16. Yield lines that are used to supplement a YIELD sign should be located as described in Section 3B.16.*
- ☐ *Where there is a marked crosswalk at the intersection, the STOP sign should be installed in advance of the crosswalk line nearest to the approaching traffic.*
- ☐ *Where there is a marked crosswalk at the intersection, the STOP sign should be installed in advance of the crosswalk line nearest to the approaching traffic.*

### **Section 2B.13 Speed Limit Sign (R2-1)**

#### **Standard:**

- ☐ **The Speed Limit (R2-1) sign (see Figure 2B-3) shall display the limit established by law, ordinance, regulation, or as adopted by the authorized agency based on the engineering study. The speed limits displayed shall be in multiples of 5 mph.**

### **Section 3B.16 Stop and Yield Lines**

#### *Guidance:*

- ☐ *Stop lines should be used to indicate the point behind which vehicles are required to stop in compliance with a traffic control signal.*

#### **Option:**

- ☐ **Stop lines may be used to indicate the point behind which vehicles are required to stop in compliance with a STOP (R1-1) sign, a Stop Here For Pedestrians (R1-5b or R1-5c) sign, or some other traffic control device that requires vehicles to stop, except YIELD signs that are not associated with passive grade crossings.**

- ☐ **Stop lines shall consist of solid white lines extending across approach lanes to indicate the point at which the stop is intended or required to be made.**

#### *Guidance:*

- ☐ *Stop lines should be 12 to 24 inches wide.*
- ☐ *If used, stop and yield lines should be placed a minimum of 4 feet in advance of the nearest crosswalk line at controlled intersections, except for yield lines at roundabouts as provided for in Section 3C.04 and at midblock crosswalks. In the absence of a marked crosswalk, the stop line or yield line should be placed at the desired stopping or yielding point, but should not be placed more than 30 feet or less than 4 feet from the nearest edge of the intersecting traveled way.*

## INVENTORY

All existing signage that did not meet the MUTCD specifications were photographed and inventoried with designations of sign type, size, height and offset to edge of sign from the curb. These conditions were compared to the MUTCD minimum requirements previously mentioned to determine compliance and need to adjust, replace the regulatory signs to allow law enforcement to enforce the signs.

The following inventory tables are numbered sequentially based on the sign locations. Street names indicate the intersection and/or cross street where the sign was inventoried. Each table includes a photograph of the existing sign, location, type of sign, height and offset. The MUTCD guidelines, compliance and additional notes are provided for each sign. A *Regulatory Sign* gives notice to road users of traffic laws or regulations. A *Warning Sign* gives notice to road users of a situation that might not be readily apparent.

Below is an inventory of signage that requires modification to meet the MUTCD standards.

## A▯berside and Coventry Si▯n Review

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Silvermoss Dr.	KEEP RIGHT TRAFFIC(R4-7)	24"x30"	24"x30"	YES
		CAUTION	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-8"	7'-0"	NO
			4'-3"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			3'-3"	1'-6"	YES

NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
2	Redfern Way @ Bruce B Downs Blvd.	SPEED LIMIT (R2-1)	24"x30"	24"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-11"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-7"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
3	Silvermoss Dr.	Pedestrian Walking	36"x36"	36"x36"	YES
		Here Arrow	12"x18"	12"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			4'-11"	7'-0"	NO
			3'-9"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-4"	1'-6"	NO

**NOTES:**  
No Crosswalk



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
4	Willowstone Way south bound	Median Sign	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-1"	7'-0"	YES
			5'-7"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			0	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
5	Silvermoss Dr.	(SPEED LIMIT (R2-1)	24"x30"	24"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-10"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-7"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
6	Silvermoss Dr.	KEEP RIGHT TRAFFIC(R4-7)	24"x30"	24"x30"	YES
		CAUTION	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-6"	7'-0"	NO
			3'-11"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			6'-7"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
7	Silvermoss Dr. @Ancient Oaks Blvd	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			4'-6"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-9"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
8	Rosehaven Dr. @ Rosehaven Dr.	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-8"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-9"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
9	Amberside Way @Rosehaven Dr.	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-8"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-9"	1'-6"	YES

NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
10	Amberside Way @Summergeate Blvd	STOP (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-8"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-1"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
11	Amberside Way	KEEP RIGHT TRAFFIC(R4-7)	24"x30"	24"x30"	YES
		CAUTION	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-7"	7'-0"	NO
			3'-1"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			6'-4"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
12	Amberside Way	SPEED LIMIT (R2-1)	24"x30"	24"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-3"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-4"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
13	Summergate Blvd	Roundbout	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-2"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-11"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
14	Summergate Blvd	KEEP RIGHT TRAFFIC(R4-7)	24"x30"	24"x30"	YES
		CAUTION	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-2"	7'-0"	NO
			3'-8"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-8"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
15	Summergate Blvd	Pedestrian Walking	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-11"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-6"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
16	Summergate Blvd	Pedestrian Walking	36"x36"	36"x36"	YES
		Arrow	12"x18"	12"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-9"	7'-0"	NO
			3'-9"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-10"	1'-6"	YES

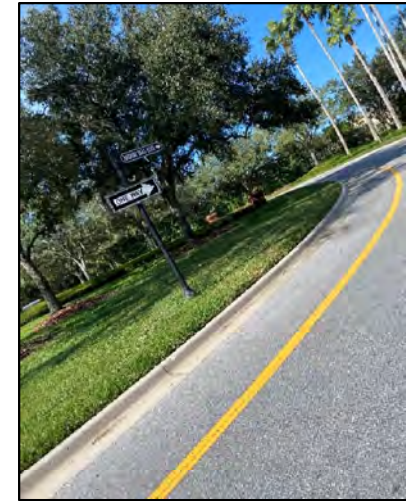
NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
17	Ancient Oaks Blvd	Oneway	36"x12"	36"x12"	YES
				MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-6"	1'-6"	YES

NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
18	Summergate Blvd	Pedestrian Walking	36"x36"	36"x36"	YES
		Arrow	12"x18"	12"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-10"	7'-0"	NO
			4'-7"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-1"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
19	Summergate Blvd	Median Sign	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-10"	7'-0"	NO
			4'-4"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-4"	1'-6"	YES

NOTES:



## Ancient ☐ aks ☐ lvd ☐ Si ☐ n Review

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Ancient Oaks Blvd	STOP (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-7"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-11"	1'-6"	YES

NOTES:

- No STOP BAR



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
2	Ancient Oaks Blvd	Must turn right	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-5"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-1"	1'-6"	YES

**NOTES:**

- No STOP BAR



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
3	Ancient Oaks Blvd	SPEED LIMIT	24"x30"	24"x30"	YES
		NO PARKING	24"x24"	24"x24"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-8"	7'-0"	NO
			7'-11"	7'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-11"	1'-6"	YES

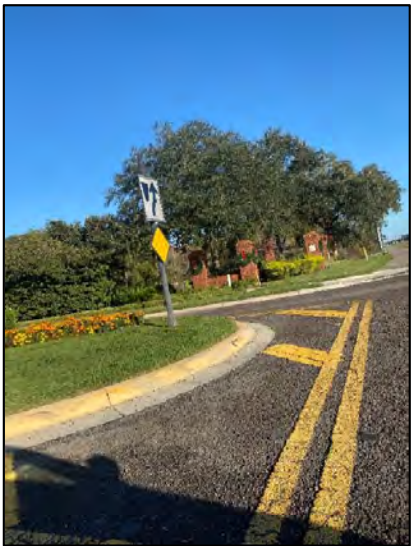
**NOTES:**

- Before entrance gate



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
4	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-2"	7'-0"	NO
			3'-8"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-8"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
5	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-6"	7'-0"	NO
			4'-0"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			3'-10"	1'-6"	YES



**NOTES:**

- Before entrance gate



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
6	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-10"	7'-0"	YES
			5'-4"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			4'-1"	1'-6"	YES



**NOTES:**

- Before entrance gate

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
7	Ancient Oaks Blvd	NO Thru Traffic	18"x24"	18"x24"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-0"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-1"	1'-6"	YES

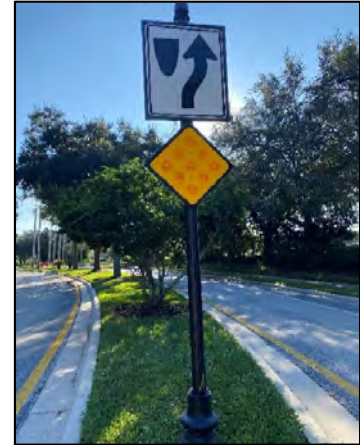
NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
8	Ancient Oaks Blvd	SPEED LIMIT (R2-1)	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			8'-2"	7'-0"	YES
			5'-10"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-8"	1'-6"	YES

**NOTES:**

- Before entrance gate



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
9	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-2"	7'-0"	NO
			3'-8"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-8"	1'-6"	YES



NOTES:

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
10	Cashford Cir @ Summergate Blvd	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-4"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-0"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
11	Cashford Cir @ Summergate Blvd	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-10"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-8"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
12	Ancient Oaks Blvd	Pedestrian Crossing	36"x36"	36"x36"	YES
		Arrow	12"x18"	12"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-10"	7'-0"	NO
			4'-4"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-10"	1'-6"	YES



**NOTES:**

- Before entrance gate

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
13	Ancient Oaks Blvd	Yeild	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-8"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-3"	1'-6"	YES

NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
14	Ancient Oaks Blvd	One Way	36"x12"	36"x12"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-6"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-7"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
15	Ancient Oaks Blvd	Pedestrian Crossing	36"x36"	36"x36"	YES
		Arrow	12"x18"	12"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-10"	7'-0"	NO
			4'-4"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-10"	1'-6"	YES



NOTES:

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
16	Ancient Oaks Blvd	Pedestrian Walking	36"x36"	36"x36"	YES
		Arrow	12"x18"	12"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-9"	7'-0"	NO
			4'-3"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-1"	1'-6"	YES



NOTES:

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
17	Ancient Oaks Blvd	No Thru Traffic	18"x24"	18"x24"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-0"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-10"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
18	Ancient Oaks Blvd	Pedestrian Crossing	36"x36"	36"x36"	YES
		Arrow	12"x18"	12"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-3"	7'-0"	NO
			5'-0"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-5"	1'-6"	YES



**NOTES:**

- Before entrance gate

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
19	Ancient Oaks Blvd	Pedestrian Crossing	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-11"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-8"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
20	Ancient Oaks Blvd	SPEED LIMIT	24"x30"	24"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-3"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-9"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
21	Ancient Oaks Blvd	Bi Directional Traffic	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-7"	1'-6"	YES

NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
22	Ancient Oaks Blvd	SPEED LIMIT	24"x30"	24"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-6"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-7"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
23	Ancient Oaks Blvd	Roundabout	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-7"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-3"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
24	Ancient Oaks Blvd	Speed Table	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			3'-6"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-7"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
25	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-2"	7'-0"	YES
			4'-8"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-1"	1'-6"	YES



**NOTES:**

- Before entrance gate

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
26	Ancient Oaks Blvd	No Outlet	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-0"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-11"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
27	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-5"	7'-0"	YES
			4'-0"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-2"	1'-6"	YES



**NOTES:**

- Before entrance gate

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
28	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-10"	7'-0"	NO
			4'-5"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			0	1'-6"	NO



**NOTES:**

- Before entrance gate

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
29	Brookforest Dr. @Ancient Oaks Blvd.	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-6"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-8"	1'-6"	YES

NOTES:





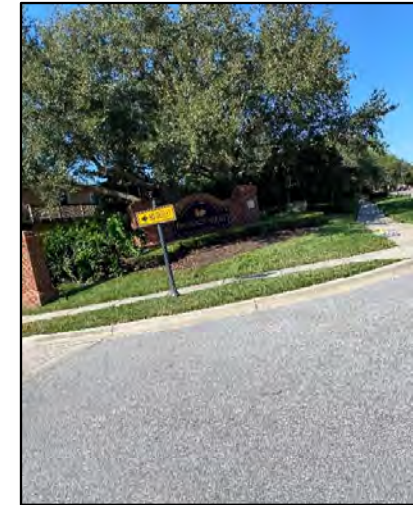
Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
30	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-0"	7'-0"	YES
			4'-0"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-4"	1'-6"	NO



NOTES:

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
31	Brookforest Dr. @Ancient Oaks Blvd.	No Outlet	36"x9"	36"x9"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-7"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
32	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-3"	7'-0"	NO
			3'-11"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-1"	1'-6"	YES



NOTES:

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
33	Ancient Oaks Blvd	Bi Directional Traffic	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-7"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
34	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-0"	7'-0"	YES
			4'-4"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-1"	1'-6"	YES



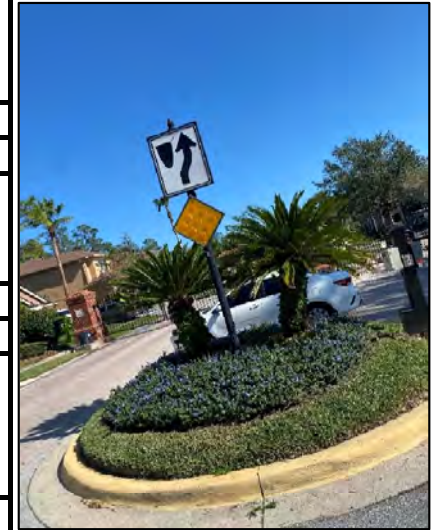
NOTES:

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
35	Water Ash Dr. @Ancient Oaks Blvd	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-1"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
36	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			8'-1"	7'-0"	YES
			5'-7"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			4'-7"	1'-6"	YES



NOTES:

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
37	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-0"	7'-0"	YES
			4'-7"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-7"	1'-6"	YES



NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
38	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-0"	7'-0"	YES
			4'-6"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-6"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
39	Ancient Oaks Blvd	Pedestrian Crossing	36"x36"	36"x36"	YES
		Arrow	12"x18"	12"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			8'-0"	7'-0"	YES
			6'-10"	6'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			0'-4"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
40	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	12"x18"	12"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-5"	7'-0"	NO
			3'-11"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-6"	1'-6"	YES



NOTES:

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
41	Laurel @Ancient Oaks Blvd	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-1"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
42	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-0"	7'-0"	YES
			4'-6"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			0	1'-6"	NO

NOTES:



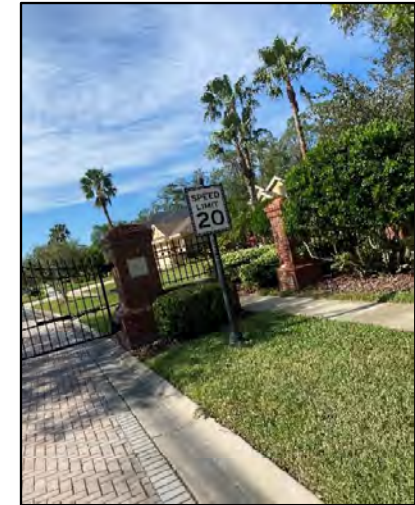
Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
43	Laurel @Ancient Oaks Blvd	No Outlet	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-0"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-1"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
44	Ancient Oaks Blvd	SPEED LIMIT	24"x30"	24"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-8"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-9"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
45	Ancient Oaks Blvd	Pedestrian Crossing	36"x36"	36"x36"	YES
		Ahead	12"x18"	12"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			8'-0"	7'-0"	YES
			6'-10"	6'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			0'-9"	1'-6"	NO

NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
46	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-7"	7'-0"	NO
			4'-2"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-11"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
47	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			8'-2"	7'-0"	YES
			6'-7"	6'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			0'-11"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
48	Palmetto Bend Dr @Ancient Oaks Blvd	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-2"	7'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-3"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
49	Ancient Oaks Blvd	Pedestrian Walking	36"x36"	36"x36"	YES
		Ahead	12"x18"	12"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-9"	7'-0"	YES
			7'-2"	6'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			0'-5"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
50	Shoregrass Dr@Ancient Oaks Blvd	SPEED LIMIT	24"x30"	24"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-0"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			0'-8"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
51	Winged Elm Dr@Ancient Oaks Blvd	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-7"	7'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-2"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
52	Shoregrass Dr.@Ancient Oaks Blvd	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-10"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-4"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
53	Shoregrass Dr@Ancient Oaks Blvd	SPEED LIMIT	24"x30"	24"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			4'-11"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-4"	1'-6"	NO

NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
54	Shoregrass Dr@Ancient Oaks Blvd	No Outlet	9"x36"	9"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-6"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-11"	1'-6"	YES

NOTES:



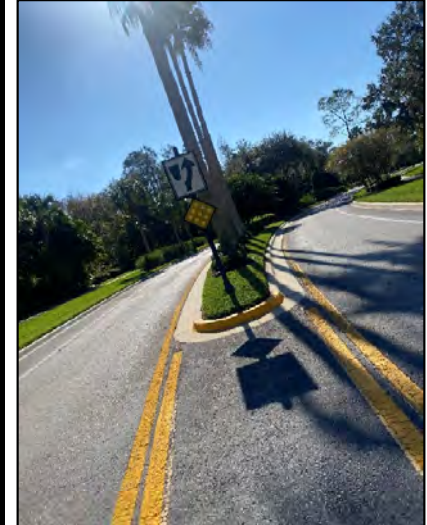
Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
55	happle Creek Cir @Ancient Oaks Blv	No Outlet	9"x36"	9"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-4"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-1"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
56	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-0"	7'-0"	YES
			5'-6"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			0'-10"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
57	Ancient Oaks Blvd	SPEED LIMIT	24"x30"	24"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-6"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-0"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
58	Mystic Oaks Blvd@Ancient Oaks Blv	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-8"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
59	Mystic Oaks Blvd@Ancient Oaks Blvd	No Outlet	9"x36"	9"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-8"	1'-6"	YES



NOTES:

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
60	Cooper Ridge Rd@Ancient Oaks Blv	No Outlet	9"x36"	9"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-6"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-8"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
61	Gental wind Ln@Ancient Oaks Blvd	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-7"	7'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-8"	1'-6"	YES

NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
62	Knollpoint Dr@Ancient Oaks Blvd	No Outlet	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-4"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-3"	1'-6"	YES



NOTES:

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
63	Knollpoint Dr@Ancient Oaks Blvd	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-3"	7'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-5"	1'-6"	YES

NOTES:



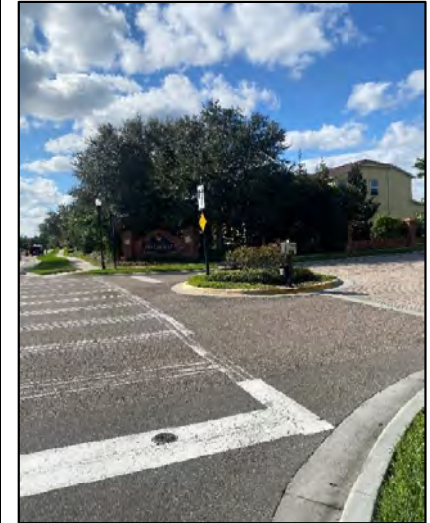
Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
64	Ancient Oaks Blvd	Pedestrian Crossing	36"x36"	36"x36"	YES
		Arrow	12"x18"	12"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			8'-4"	7'-0"	YES
			5'-6"	6'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-2"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
65	Ancient Oaks Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-10"	7'-0"	YES
			5'-7"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-2"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
66	Moonrise Way@Ancient Oaks Blvd	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-7"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-7"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
67	Eagleston Blvd@Ancient Oaks Blvd	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-4"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-1"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
68	Stonecreek Way@Windcrest Dr	No Outlet	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-8"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-8"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
69	Stonecreek Way@Windcrest Dr	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-4"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-8"	1'-6"	YES

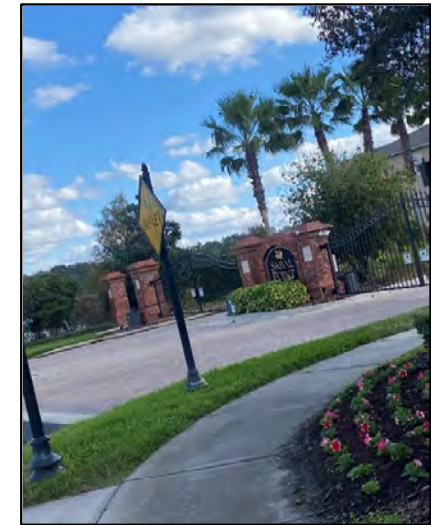
NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
70	Stonecreek Way@Windcrest Dr	No Outlet	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-10"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-11"	1'-6"	YES

NOTES:



## Brookforest Drive Sign Review

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Brookforest Dr.	Median Sign	24"x30"	24"x30"	YES
		Caution	18"x18"	18x"18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-4"	7'-0"	NO
			3'-10"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			3'-1"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
2	Fordham Dr.	Speed Limit	30"x24"	30"x24"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-2"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-9"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
3	Fordham Dr.@Brookforest Dr.	Stop Sign	30"x30"	30"x30"	YES
		frank	Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-7"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-1"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
4	Blue Spring Pl.@Water Ash Dr.	Stop Sign	30"x30"	30"x30"	YES
frank			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-8"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-11"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
5	Water Ash Dr.	Sharp Turn Ahead	30"x30"	30"x30"	YES
		Caution speed limit	18"x18"	18x"18"	YES
frank			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-5"	7'-0"	YES
			5'-3"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-6"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
6	Blue Spring Pl.@Water Ash Dr.	Stop Sign	30"x30"	30"x30"	YES
Frank			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-10"	1'-6"	YES

NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
7	Water Ash Dr.	Sharp Turn Ahead	30"x30"	30"x30"	YES
		Caution speed limit	18"x18"	18x"18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			8'-10"	7'-0"	YES
			6'-5"	6'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			0'-11"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
8	Water Ash Dr.	Yeild	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-1"	7'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			0'-11"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
9	Water Ash Dr.	Roundabout sign	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-10"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-3"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
10	Blue Spring Pl.@Water Ash Dr.	Stop Sign	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-0"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
11	Cedar Park Ct.@Pine Point Pl.	Stop Sign	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-10"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
12	Pine Point Pl.	Roundabout sign	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-8"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-6"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
13	Pine Point Dr.	Median Sign	24"x30"	24"x30"	YES
		Caution	18"x18"	18x"18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-10"	7'-0"	NO
			4'-4"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-0"	1'-6"	NO

NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
14	Water Ash Dr.@Pine Point Dr.	Yeild	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-7"	1'-6"	YES

NOTES:





## Copperleaf<sup>®</sup> Sign Review

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Copper Ridge Dr.	KEEP RIGHT TRAFFIC(R4-7)	24"x30"	24"x30"	YES
		CAUTION	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-11"	7'-0"	NO
			4'-5"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-10"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
2	Copper Ridge Dr.@ Sorrel Vine Dr.	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-8"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-9"	1'-6"	YES

**NOTES:**  
needs stop bar



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
3	Sorrel Vine Dr.@ Roseling Ct.	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-1"	7'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-0"	1'-6"	NO

**NOTES:**  
needs stop bar



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
4	Kalanchoe Pl@ Sorrel Vine Dr.	Stop Sign	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			4'-11"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-4"	1'-6"	NO

NOTES:



# Crosswinds of Seven Oaks Childstar Circle Moonrise Day Sign Review

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Moonrise Way@Wildstar Cir.	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-8"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-3"	1'-6"	YES



NOTES:

## Peer Run of Seven Oaks Gentlewinds Placation Review



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Gentlewinds Pl.	KEEP RIGHT TRAFFIC(R4-7)	24"x30"	24"x30"	YES
		CAUTION	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-10"	7'-0"	NO
			4'-4"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-8"	1'-6"	YES

NOTES:



# Fair Gate of Seven Oaks in the Elbow River Sign Review

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Winged Elm Dr.	Median Sign	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-0"	7'-0"	NO
			3'-3"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			3'-10"	1'-6"	YES

NOTES:



## Grass Glen Place Sign Review

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Grass Glen Pl.	KEEP RIGHT TRAFFIC(R4-7)	24"x30"	24"x30"	YES
		CAUTION	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-8"	7'-0"	NO
			4'-4"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-8"	1'-6"	YES

NOTES:



## Knollpoint Drive Sign Review

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Knollpoint Dr.	KEEP RIGHT TRAFFIC(R4-7)	24"x30"	24"x30"	YES
		CAUTION	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-4"	7'-0"	YES
			4'-9"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-3"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
2	Knollpoint Dr.	SPEED LIMIT (R2-1)	24"x30"	24"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-0"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-10"	1'-6"	YES

NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
3	Rustic Pine Pl.@ knollpoint Dr.	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-10"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-10"	1'-6"	YES

**NOTES:**  
needs stop bar



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
4	Knollpoint Dr. @Knollpoint Dr.	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-8"	7'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-0"	1'-6"	NO

**NOTES:**  
need stop bar



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
5	Knollpoint Dr. @Knollpoint Dr.	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-6"	1'-6"	YES

**NOTES:**  
needs stop bar



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
6	Whispering Birch Way@ Knoll point dr.	Stop Sign	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-1"	7'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-1"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
7	Knollpoint Dr.@ Knollpoint Dr.	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-4"	1'-6"	YES

NOTES:



Lakeside at Seven Oaks  
Cool Stream in Juniper Bay Drive Sign Review

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Juniper Bay Dr.	Speed Limit	24"x30"	24"x30"	YES
		No Parking	18"x18"	18"x18"	YES
		Any Street	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-9	7'-0"	YES
			6'-2"	6'-0"	YES
			4'-11"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			3'-3"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
2	Juniper Bay Dr.	Median Sign	24"x30"	24"x30"	YES
		Caution	18"x18"	18x"18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-7"	7'-0"	NO
			4'-3"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	6'-0"	YES
			1'-11"	1'-6"	YES

NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
3	Juniper Bay Dr.	Median Sign	24"x30"	24"x30"	YES
		Caution	18"x18"	18x"18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-1"	7'-0"	YES
			4'-7"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	6'-0"	YES
			2'-3"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
4	Cool Stream Ln	Dead End	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-5"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-1"	1'-6"	YES

NOTES:



Systemic risks involved in Review

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Mystic Oak Blvd	STOP (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-7"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-11"	1'-6"	YES

NOTES:



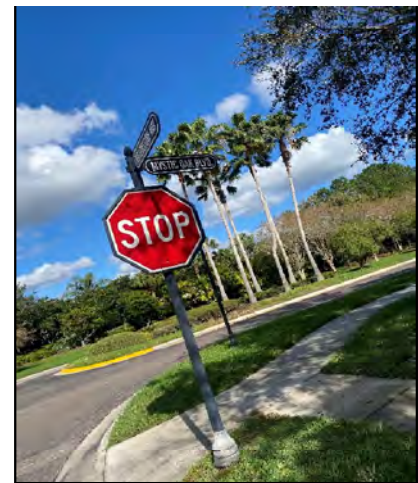
Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
2	Mystic Oak Blvd	No Outlet	9"x36"	9"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-7"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-2"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
3	Mystic Oak Blvd@Willowstone Way	STOP (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-6"	7'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-5"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
4	Mystic Oak Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			4'-5"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-8"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
5	Mystic Oak Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-10"	7'-0"	NO
			4'-5"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			0	1'-6"	NO

NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
6	Mystic Oak Blvd	Pedestrian Walking	36"x36"	36"x36"	YES
		Ahead	36"x24"	36"x24"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			8'-3"	7'-0"	YES
			5'-6"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-0"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
7	Mystic Oak Blvd	SCHOOL SPEED LIMIT	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-2"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-7"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
8	Mystic Oak Blvd	Pedestrian Walking	30"x30"	30"x30"	YES
		Ahead	18"x12"	12"x6"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			8'-3"	7'-0"	YES
			5'-7"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-8"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
9	Mystic Oak Blvd	Pedestrian Walking	30"x30"	30"x30"	YES
		Ahead	12"x24"	12"x6"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-6"	7'-0"	YES
			5'-5"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-9"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
10	Mystic Oak Blvd	Must turn right	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-8"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
11	Mystic Oak Blvd	Must turn right	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-8"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-6"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
12	Mystic Oak Blvd	Around Median	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-0"	7'-0"	YES
			5'-7"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-1"	1'-6"	NO



**NOTES:**

- Before entrance gate

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
13	Ancient Oaks Blvd	End School Zone	24"x30"	24"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-8"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-8"	1'-6"	YES

NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
14	Mystic Oak Blvd	Pedestrian Walking	30"x30"	30"x30"	YES
		Ahead	18"x30"	18"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-11"	7'-0"	NO
			5'-5"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-10"	1'-6"	YES



NOTES:

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
15	Mystic Oak Blvd	SPEED LIMIT	24"x30"	24"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-7"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
16	Mystic Oak Blvd	No Outlet	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-6"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			0'-11"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
17	Mystic Oak Blvd	No Outlet	9"x36"	9"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-6"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-0"	1'-6"	YES

NOTES:



## Pinecrest oaks Seven Oaks Si on Review

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Water Ash Dr.	Median Sign	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-10"	7'-0"	NO
			4'-4"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-6"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
2	Water Ash Dr.	One Way	12"x36"	12"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			4'-10"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-10"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
3	Water Ash Dr.	One Way	12"x36"	12"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			4'-7"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-9"	1'-6"	YES

NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
4	Pine Point Dr.	One Way	12"x36"	12"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			4'-7"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-9"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
5	Water Ash Dr.	Median Sign	24"x30"	24"x30"	YES
		Caution	18"x18"	18x"18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-6"	7'-0"	NO
			3'-11"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-6"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
6	Water Ash Dr.	Yeild	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-1"	7'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			0'-11"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
7	Water Ash Dr.	Roundabout sign	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-10"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-3"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
8	Lake Valley Pl.@Water Ash Dr.	Stop Sign	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-6"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-3"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
9	Blue Spring Pl.@Water Ash Dr.	Stop Sign	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-0"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
10	Cedar Park Ct.@Pine Point Pl.	Stop Sign	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-10"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
11	Pine Point Dr.	Median Sign	24"x30"	24"x30"	YES
		Caution	18"x18"	18x"18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-10"	7'-0"	NO
			4'-4"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-0"	1'-6"	NO

NOTES:





Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
12	Water Ash Dr.@Pine Point Dr.	Yeild	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-7"	1'-6"	YES

NOTES:



## Autumn Tree Circle Sign Review

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Autum Breeze Cir	No Outlet	9"x36"	9"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-1"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-0"	1'-6"	YES

NOTES:



## Shoregrass Drive Sign Review

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Shoregrass Dr.	Median Sign	24"x30"	24"x30"	YES
		Caution	18"x18"	18x"18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-11"	7'-0"	NO
			3'-4"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-2"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
2	Evening Breeze Lp@ Shoregrass Dr.	Stop Sign	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-6"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-0"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
3	Shoregrass Dr.	Median Sign	24"x30"	24"x30"	YES
		Caution	18"x18"	18x"18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-1"	7'-0"	YES
			3'-6"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			4'-0"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
4	Shoregrass Dr.Shoregrass Dr.	Yeild	30"x30"	30"x30"	YES
		One Way	12"x36"	12"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-2"	7'-0"	NO
			3'-8"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-6"	1'-6"	YES



NOTES:

Missing street sign



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
5	Shoregrass Dr.	Yeild	30"x30"	30"x30"	YES
		One Way	12"x36"	12"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-10"	7'-0"	NO
			5'-6"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-6"	1'-6"	YES

NOTES:

Missing street sign



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
6	Shoregrass Dr.	Median Sign	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-10"	7'-0"	NO
			3'-2"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			4'-8"	1'-6"	YES

NOTES:





## Stillbrook Drive Sign Review

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Cotton Key Ln	Roundabout Ahead	36"x36"	36"x36"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			3'-11"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-8"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
2	Stillbrook Dr@ Cotton Key Lane	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-8"	7'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-1"	1'-6"	YES

**NOTES:**  
needs stop bar



# The Laurels of Seven Oaks Laurel Chase In-Sight Review

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Laurel Chase Ln.	Median Sign	24"x30"	24"x30"	YES
		Caution	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-8"	7'-0"	NO
			5'-7"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-3"	1'-6"	YES

NOTES:

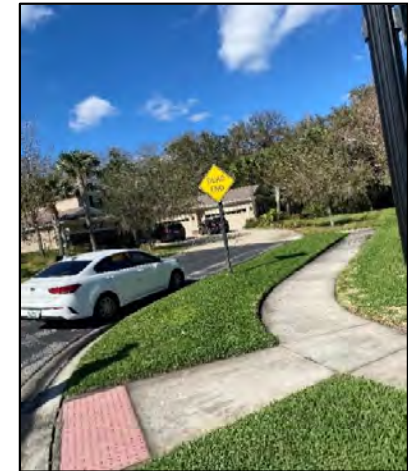


## Watermark Drive Sign Review



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Cobalt Ln	Dead End	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-6"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-2"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
2	Watermark Dr.	KEEP RIGHT TRAFFIC(R4-7)	30"x30"	30"x30"	YES
		CAUTION SPEED LIMIT	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-8"	7'-0"	NO
			5'-1"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-10"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
3	Watermark Dr.	KEEP LEFT TRAFFIC(R4-7)	30"x30"	30"x30"	YES
		CAUTION SPEED LIMIT	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-10"	7'-0"	NO
			4'-9"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-9"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
4	Boreal Loop	Loop	36"x36"	36"x36"	YES
		Caution Speed limit	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			5'-0"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-8"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
5	Boreal Loop	Loop	36"x36"	36"x36"	YES
		Caution Speed limit	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			5'-0"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-8"	1'-6"	YES

NOTES:



# Willowcreek of Seven Oaks Chapel Creek Circle Sign Review

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Chapel Creek Cir	(SPEED LIMIT (R2-1)	24"x30"	24"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-1"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-7"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
2	Chapel Creek Cir	Median Sign	24"x30"	24"x30"	YES
		Caution	18"x18"	18x"18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			5'-9"	7'-0"	NO
			3'-1"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-4"	1'-6"	YES

NOTES:





## Willowstone Day Sign Review

Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
1	Fiddlers Green Loop	SPEED LIMIT (R2-1)	24"x30"	24"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-2"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-10"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
2	Willowstone Way	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-6"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-10"	1'-6"	YES

NOTES:  
needs stop bar



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
3	Fiddler green loop	KEEP RIGHT TRAFFIC(R4-7)	24"x30"	24"x30"	YES
		CAUTION	18"x18"	18"x18"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-10"	7'-0"	NO
			4'-5"	6'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-3"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
4	Hickory Hammock Lp.	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
	Silver Thatch Dr.		Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-9"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-1"	1'-6"	NO

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
5	Fern Glade Ct.@ Fiddler Green LP.	Stop Sign	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-6"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			2'-3"	1'-6"	YES

NOTES:



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
6	Sorrel Vine Dr.@ Roseling Ct.	STOP SIGN (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			7'-1"	7'-0"	YES
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			1'-0"	1'-6"	NO

**NOTES:**  
needs stop bar



Inventory Sign Number	On Roadway	Sign	Size	MUTCD Minimum Sign Size	MUTCD Minimum Size Met
7	Kalanchoe Pl@ Sorrel Vine Dr.	STOP (R1-1)	30"x30"	30"x30"	YES
			Height to Bottom of Sign	MUTCD Minimum Height	MUTCD Minimum Height Met
			6'-10"	7'-0"	NO
			Offset from Face of Curb to Edge of Sign	MUTCD Minimum Offset	MUTCD Minimum Offset Met
			3'-3"	1'-6"	YES

NOTES:





## **Tab 2**

## RESERVE FUNDING PLAN

Open Funding Controls

**CASH FLOW ANALYSIS**  
**Seven Oaks**  
**Community Development District**  
**Wesley Chapel, Florida**

Community Development District		Individual Reserve Budgets & Cash Flows for the Next 30 Years															
Wesley Chapel, Florida		FY2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
Reserves at Beginning of Year	(Note 1)	4,553,748	4,314,572	5,446,320	4,411,349	3,142,413	3,271,105	3,558,938	4,504,464	5,155,440	4,612,171	5,426,961	5,355,108	6,305,186	7,143,164	8,253,733	9,610,206
Recommended Reserve Contributions		204,716	1,650,000	1,650,000	1,650,000	1,650,000	1,650,000	1,195,000	1,236,800	1,280,100	1,324,900	1,371,300	1,419,300	1,469,000	1,520,400	1,573,600	1,628,700
Additional Reserve Contributions			1,214,540														
Additional Assessment																	
Total Recommended Reserve Contributions	(Note 2)	204,716	2,864,540	1,650,000	1,650,000	1,650,000	1,650,000	1,195,000	1,236,800	1,280,100	1,324,900	1,371,300	1,419,300	1,469,000	1,520,400	1,573,600	1,628,700
Anticipated Interest Rate		2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Estimated Interest Earned, During Year	(Note 3)	51,432	96,642	97,601	74,790	63,500	67,624	79,836	95,643	96,709	99,397	106,753	115,448	133,152	152,445	176,871	198,338
Anticipated Expenditures, By Year		(495,325)	(1,829,434)	(2,782,572)	(2,993,726)	(1,584,808)	(1,429,791)	(329,310)	(681,467)	(1,920,078)	(609,507)	(1,549,906)	(584,670)	(764,174)	(562,276)	(393,998)	(1,015,352)
Anticipated Reserves at Year End		\$4,314,572	\$5,446,320	\$4,411,349	\$3,142,413	\$3,271,105	\$3,558,938	\$4,504,464	\$5,155,440	\$4,612,171	\$5,426,961	\$5,355,108	\$6,305,186	\$7,143,164	\$8,253,733	\$9,610,206	\$10,421,892
Predicted Reserves based on 2023 funding level of:	\$350,942	1,785,405	327,836	(2,121,554)	(4,833,197)	(NOTE 5)	(NOTE 5)	(NOTE 5)									

(continued)

		Individual Reserve Budgets & Cash Flows for the Next 30 Years, Continued														
		2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053
Reserves at Beginning of Year		10,421,892	11,955,573	11,709,994	12,421,845	13,532,022	14,352,097	13,182,337	11,427,256	7,593,990	7,055,331	6,728,314	6,658,940	7,756,911	5,315,230	6,119,648
Recommended Reserve Contributions		1,685,700	1,744,700	1,805,800	1,869,000	1,934,400	2,002,100	2,072,200	2,144,700	2,219,800	2,297,500	2,377,900	2,461,100	2,547,200	2,636,400	2,728,700
Additional Reserve Contributions																
Additional Assessment																
Total Recommended Reserve Contributions		1,685,700	1,744,700	1,805,800	1,869,000	1,934,400	2,002,100	2,072,200	2,144,700	2,219,800	2,297,500	2,377,900	2,461,100	2,547,200	2,636,400	2,728,700
Anticipated Interest Rate		2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Estimated Interest Earned, During Year		221,559	234,313	238,929	256,969	276,080	272,618	243,659	188,329	145,043	136,472	132,547	142,731	129,427	113,217	118,328
Anticipated Expenditures, By Year		(373,578)	(2,224,592)	(1,332,878)	(1,015,792)	(1,390,405)	(3,444,478)	(4,070,940)	(6,166,295)	(2,903,502)	(2,760,989)	(2,579,821)	(1,505,860)	(5,118,308)	(1,945,199)	(3,135,209)
Anticipated Reserves at Year End		\$11,955,573	\$11,709,994	\$12,421,845	\$13,532,022	\$14,352,097	\$13,182,337	\$11,427,256	\$7,593,990	\$7,055,331	\$6,728,314	\$6,658,940	\$7,756,911	\$5,315,230	\$6,119,648	\$5,831,467
														(NOTE 5)		(NOTE 4)

**Explanatory Notes:**

- 1) Year 2023 starting reserves are as of February 28, 2023; FY2023 starts October 1, 2022 and ends September 30, 2023.
- 2) Reserve Contributions for 2023 are the remaining budgeted; 2024 is the first year of recommended contributions.
- 3) 2.0% is the estimated annual rate of return on invested reserves; 2023 is a partial year of interest earned.
- 4) Accumulated year 2053 ending reserves consider the need to fund for asphalt pavement repaving shortly after 2053, and the age, size, overall condition and complexity of the property.
- 5) Threshold Funding Year (reserve balance at critical point).

## **Tab 3**

# Field Operations Update

**CDD Meeting 07/12/23**

## **Landscape:**

- Palm tree trimming underway
- Mulching of main roadways and parks to begin in September. Blowing vs Bagged
- Flower rotation will be in July
- Large oak tree removed on Summergate Blvd... 36" diameter



## **Clubhouse:**

- Replacement of clubhouse entrance pergola tentatively set for August
- New pool rules signs have been ordered

## **Playgrounds:**

- Construction, County inspections, and final concrete pour is complete. Final base prep work and ADA mulch installation will follow. New drainage and sidewalk repairs will first be completed before final mulching of Palmetto Bend.

## Tab 4



# Your Trusted Partner for Digital Marketing

Client: Seven Oaks CDD

Delivered on: June 7, 2023

Provided by: Dr. Pradnya Kulkarni



# About the Company

In today's digital business world, you need a partner who can help you take advantage of marketing opportunities across a variety of channels in real-time. We combine a data-driven approach with knowledge gained from years in digital marketing to deliver outstanding results to our clients.

WSI is a full-service digital marketing agency. Our Land O Lakes office is part of the larger WSI global network of digital marketing agencies. WSI has been in business for 25 years, and during that time has helped over 100,000 companies with their digital marketing strategies.

If you want to learn more about who we are, I encourage you to watch our short video.





# Observations & Goals

After learning more about Seven Oaks Community Development District, we understand that you want a digital marketing strategy that addresses the following challenges and reaches the following goals:

## Current Observations:

1. The Seven Oaks Community Development District (Seven Oaks CDD) was established in 2001. Seven Oaks CDD currently encompasses approximately six hundred fifty (650.369) acres of land located entirely within Pasco County, Florida. They provide an alternative means for planning, financing, constructing, operating and maintaining various public improvements and community facilities within its jurisdiction.
2. The CDD provides it's residents with high levels of public facilities and services that are managed and maintained through the CDD. At the Seven Oaks CDD, there are several facilities available for the residents through its Clubhouse. These include
  1. Pool Cabanas
  2. Gathering Room
  3. Theater Room
  4. Tennis Courts
  5. Basketball Courts
  6. Cafe
3. The CDD is looking to improve and provide the residents with easy digital means to be able to book the amenities, book events, pay for rentals, easy document management, and communication with the Clubhouse. Additionally, the CDD is also looking to include payment gateway to the website for the residents. The CDD is looking to achieve this through the website. CDD's current website has technical limitations preventing development of these capabilities.





## How We Can Help:

1. After learning about the current website and understanding CDD's goals for its residents, WSI recommends developing a new website for bookings that is
  1. ADA compliant
  2. Easy to navigate, and has all necessary booking capabilities for amenities as well as events
  3. Provides residents capabilities to pay via payment gateway
  4. Presents necessary information to the residents, freeing up Clubhouse staff time to invest in other initiatives
  5. Acts as one stop shop for all Clubhouse related matters
  6. Provides required meeting documentation and meeting information
  7. Provides portal for Clubhouse staff



# Recommended Strategy

Based on your current marketing needs, our recommended approach will focus on delivery Seven Oaks Community Development District a comprehensive digital marketing strategy that includes the following key strategies:

## KEY Strategy

1. Design and develop website with booking amenities
  1. detailed scope provided in attachment



# Website Development

Scope of Work	Price
<p>Including the following: (See attachment for detailed list for the scope)</p> <p>-- Detailed scope of work in attachment</p> <p>- CLIENT WILL PROVIDE ALL CONTENT and content creation isn't included in this scope of work</p> <p>- This cost does not include Plug-in and hosting domain costs which are paid directly by the client. A list of estimated costs is provided in attachment.</p>	\$15,525
Total	\$15,525

## Timeframe:

15 to 18 weeks



# Optional -Website Maintenance

1. Quarterly plug-in Updates (Only updates that will not conflict with the current site will be carried out)
2. Monthly Automated Backup
3. Quarterly Site Performance (Speed Checks)
4. Quarterly Security Checks
5. Uptime Monitoring
6. 3 hours/month for Website Updates (see inclusions below)
  1. Addition and deletion of text
  2. Addition and deletion and basic retouching of photos
  3. Addition and deletion using existing webpage design
  4. Basic navigational changes
  5. Addition and deletion of PDFs and other documents
  6. Insertion and deletion of pre-edited videos
  7. Color/background image changes
  8. Not included - new webpage designs, extensive changes to navigation, hours do not roll over, extensive photo retouching and video editing, sound editing

Description	Price
<input type="checkbox"/> Ongoing Monthly Maintenance (paid 6 months in advance)	\$275/month
<b>Total Per Month</b>	<b>\$0</b>
<b>Total Setup</b>	<b>\$0</b>



# Signature & Payment Terms

DEPOSIT DUE UPON SIGNING OF PROPOSAL: \$7,763 (50% OF WEBSITE COST DEPOSIT, 25% AT WEEK 8, 25% UPON COMPLETION)

PLEASE MAKE PAYMENTS TO: **INVOICE TO BE SENT**

Please read the terms and conditions on the following pages to make sure you understand all the details involved with us working together. It's really important to us that everything is transparent and understood from the beginning so that we lay a solid foundation for a great working relationship.

If you have any questions at all, please let us know. We're happy to clarify any points and there may be some items that we can sort out together. We're committed to finding the best way to work together.

Once we receive notification of your acceptance, we'll contact you shortly to sort out next steps and get the project rolling. If you'd like to speak to us by phone, don't hesitate to call 224 430 4125.

 **SIGNATURE**  
Pradnya Kulkarni

 **SIGNATURE**  
Jack Chirstensen

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Pradnya Kulkarni

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Seven Oaks Community Development District





# Terms & Conditions

These Terms and Conditions are intended to supplement those to which you and WSI("Consultant") agreed in connection with the forgoing Digital Marketing Proposal. Please read these terms and conditions carefully.

## TERM OF AGREEMENT AND PAYMENT OF FEES

This Agreement is for a term of 6 months and shall automatically renew thereafter on a month to month basis unless earlier terminated by either party in accordance with this Agreement. You and Consultant can renew the agreement each month on such changed terms as may be agreed to in writing at that time. Fees and charges for the services to be rendered by and through Consultant are as set forth in the foregoing Marketing Proposal, and payment is due within 20 days of receipt of invoices.

## THIRD PARTIES

If applicable, a significant portion of the work relating to the design, development, hosting, operating and support of your website and/or advertising campaign will be done by one of WSI's third party authorized suppliers. Such suppliers are independent contractors and are not agents of WSI or of the Consultant. You hereby indemnify and hold Consultant and WSI harmless for any claims, damages, costs or losses you may incur due to the work of any third parties.

## HOSTING AND WEBSITE SUPPORT

If applicable, an authorized WSI supplier will host your website at one of its business data centers and will provide you with support and reports as called for in the Marketing Proposal. While Consultant seeks to achieve a service level of better than 99%, neither Consultant nor WSI can guarantee that level of service at all times. You specifically understand and agree that neither Consultant nor WSI shall be liable for any costs incurred, or compensation for loss of earnings suffered, as a result of or related to the unavailability or malfunctioning of the website, its servers, software or operation, and you hereby indemnify Consultant and WSI and hold both harmless from and against any such claims, damages, costs or losses.

## WEBSITE DESIGN AND DEVELOPMENT

Consultant will make reasonable efforts to ensure that the website and any scripts or programs are free of errors. However, Consultant cannot warrant that result, and it shall not be liable for errors or malfunctions on or with the website. You understand and agree that the website and any graphics and programming code remain the property of Consultant until all outstanding accounts are paid in full. You represent and warrant to Consultant that any text, graphics, photos, designs, trademarks or other artwork furnished by you to Consultant for inclusion on the website are owned by you, or that you have permission from the rightful owner to use them, and you agree to indemnify and hold Consultant and WSI harmless against any and all claims, damages, costs or losses if you are in breach thereof.

## SEARCH ENGINE OPTIMIZATION

You are and shall remain responsible for the content of your search engine listings, including any Google Places (Maps) and all other search engine results listings. Consultant shall provide you with recommended content and work diligently to improve the position of your web site listing and maps listing in the search engine results, but it has not guaranteed and cannot guarantee that your listing will show up in the results. Furthermore, you acknowledge that the search engines control whether or not a map or other listing appears in the results and in what position. You specifically understand and agree that neither Consultant nor WSI shall be liable for any costs incurred, or compensation or loss of earnings suffered, as a result of or related to your listing moving lower on the results page or disappearing entirely from the search engine results, and you hereby indemnify Consultant and WSI and hold both harmless from and against any such claims, damages, costs or losses.

## ONLINE MARKETING AND ADVERTISING

You are and shall remain responsible for the content of any advertising, promotional and other materials displayed or used in connection with the services contemplated by this Agreement, and you agree to indemnify and hold Consultant and WSI harmless from and against any and all claims by regulatory or legal authorities or third parties arising under or relating to that content.

## TERMINATION BY CONSULTANT

If you default on any of your obligations undertaken in this Agreement or for any other reason, Consultant shall on one month's prior written notice have the right to terminate this Agreement and the Marketing Proposal, deliver all services paid for, and provide no further services.

### Miscellaneous

## ADDITIONAL PAYMENT TERMS

The terms of the attached proposal for the supply of all services contracted for herein and the proposed pricing for such services shall remain valid only for a period of 30 days from the date that such proposal was first made. Upon acceptance of proposal, the agreement to proceed as contained herein represents the complete order for all services and development costs. This Agreement shall have a term of {project\_duration\_in\_months} months or as in the attached proposal unless the parties have before expiration agreed in writing to a month by month extension or unless otherwise terminated by either party giving one month prior written notice to the other.

You shall pay for all solutions, services, and any other costs specified in this Agreement and as outlined in the attached proposal. You agree to pay a non-refundable deposit as set out in this proposal. Work on the Agreement will only begin upon payment of the deposit and other fees as listed in the attached proposal. Unless otherwise provided for, fees are due on the 1st day of each month during the term of this Agreement.

Any additions, changes, upgrades or enhancements outside the specifications of this Agreement and the attached proposal are subject to further charges.

Any third party advertising costs, for example, Google, Yahoo, and MSN ad spend, shall be in addition to the monthly package price as outlined in the attached proposal. You acknowledge that the third-party advertising cost is beyond Consultant's control and is Your responsibility to budget for such advertising spend with the input and recommendation of Consultant. You agree to pay Consultant the monthly advertising spend 1 month in advance.

Both parties agree that any additional consulting outside of that provided for in this Agreement will be billed at a rate of \$110/hour.

You further acknowledge and agree that the Consultant reserves the right to change monthly fees at any time providing 30 days prior written notice.

## DIGITAL MARKETING SOLUTION DEVELOPMENT, CONSULTING SERVICES AND MAINTENANCE TERMS

You acknowledge and agree that Consultant may provide services to other businesses including those in the same or similar line of business as Yours.

Consultant acknowledges that it may be furnished or may otherwise receive or have access to information which relates to past, present or future services provided to You, vendor lists, creative works, marketing strategies, pending projects and proposals, and other proprietary information (the "Proprietary Information") which gives an opportunity to acquire such Proprietary Information in order to gain an advantage over Your competitors who do not know or use it. Consultant agrees to preserve and protect the confidentiality of Proprietary Information and all physical forms thereof, whether disclosed to Consultant before this Agreement is signed or afterward. You acknowledge and agree to the same conditions with regards to Consultant's proprietary information.

Digital Marketing Strategies and website production timelines may vary due to many dependencies including but not exclusive to, delay of Your input and approvals at each stage of the development process. Changes during the development process will also delay timelines and will be subject to additional charges not outlined herein this Agreement. Consultant reserves the right to restrict all changes to the proposal until after this Agreement and the attached proposal have been fulfilled in order to deliver the Internet Marketing Solution to You in a timely manner.

With the exception of trademarked, copyrighted or other proprietary information regarding pictures, images or logos that directly identify You, You grant to Consultant an indefinite, irrevocable, royalty-free, unrestricted right to use, transfer, modify and maintain content prepared by Consultant.

Both parties agree that this Agreement and the attached proposal contains all requirements for the solution. Any customizations beyond the agreed components are subject to additional costs.

In no event shall Consultant or WSI, be liable to the client for lost profits, lost opportunity, or any damages, whether direct, indirect, consequential, exemplary, punitive, or otherwise, arising out of any service provided or arranged by Consultant. Consultant shall not be liable for any error, omission, defect, or deficiency in any service or solution, which may result from, but is not restricted to, Your failure to provide complete, accurate, and current information to Consultant.

Although Consultant shall have the right to approve the design, content, and links to and Your website, Consultant assumes no responsibility to do so. You agree to be solely responsible for the content of Your website and accuracy of all information provided. You further agree that Consultant will be deemed to have fulfilled the Digital Marketing Solution outlined in the proposal, upon Final Sign Off. The Client agrees to hold no ownership rights to web development code of leased or subscription Solutions or Services or any other web or Digital Marketing solution developed by Consultant for any other clients.

## WARRANTY

Consultant warrants the work product for thirty (30) days from the date the website or enhancements have been placed on-line (live), or have been completed and the client accepted the deliverables. The warranty shall be void if any modifications have been made by You or anyone on Your behalf to the deliverables (code, design, etc) the server, the hardware, or any technology related to any of them.

In no event shall Consultant or WSI, be liable to the client for lost profits, lost opportunity, or any damages, whether direct, indirect, consequential, exemplary, punitive, or otherwise, arising out of any service provided or arranged by Consultant. Consultant shall not be liable for any error, omission, defect, or deficiency in any service or solution, which may result from, but is not restricted to, Your failure to provide complete, accurate, and current information to Consultant.

Although Consultant shall have the right to approve the design, content, and links to and Your website, Consultant assumes no responsibility to do so. You agree to be solely responsible for the content of Your website and accuracy of all information provided. You further agree that Consultant will be deemed to have fulfilled the Digital Marketing Solution outlined in the proposal, upon Final Sign Off. The Client agrees to hold no ownership rights to web development code of leased or subscription Solutions or Services or any other web or Digital Marketing solution developed by Consultant for any other clients.

## HOSTING AND SOFTWARE AS A SERVICE (SAAS) SERVICES

Under no circumstances shall Consultant or WSI be liable to You for any network interruptions beyond Consultant's control, including without limitation, any downtime regarding computer servers or interruption of Internet Service Providers.

Consultant reserves the right to control and restrict any content on Your website and shall have sole discretion to terminate Hosting and or SaaS services, without advance notice due to any information deemed by Consultant as illegal, tortuous, false, misleading, fraudulent, libelous, immoral, offensive or otherwise not in conformity with the policies and style of Consultant or are unlawful or violates any applicable local, state, national or international law, ordinance or regulation having the force of law or by-law.

You acknowledge that Consultant may unilaterally write or re-write reasonable rules and regulations necessary for the orderly operation of Consultant and that the You will be bound accordingly to these terms and all other terms outlined in Consultant's Hosting SLA, if applicable.

If applicable, Consultant will ensure that you have reasonable levels of hosting resources, including disk storage and bandwidth. In the event that Consultant deems that resource utilization by You is in excess of what Consultant deems reasonable, Consultant reserves the right to terminate the hosting services component of this agreement or levy such additional hosting fees, as it deems appropriate upon providing You with 30 days advance written notice.

You agree to submit a written three (3) month service cancellation notice to terminate Hosting or SaaS Services.

You agree that Consultant reserves the right to terminate Hosting and or SaaS Services without advance notice if Yours web solution is detrimental to the Hosting environment including acts of Spam or if the web solution negatively affects server performance or other web solutions on the Hosting environment.



## COPYRIGHT WARRANTY

You represent and warrant that: (a) the use, as contemplated by this Agreement, of the material supplied by You as described in the attached proposal shall not infringe any copyright, trademark, trade secret or other third-party proprietary rights; and: (b) there is no impediment to Your performance of its obligations hereunder.

You do hereby grant to Consultant, an unlimited license to use all items described herein, in all Internet formats now known or devised in the future. Licensing rights for all items described herein, except those deemed proprietary to You, are assigned to Consultant. You also warrant that You will save and hold harmless Consultant and WSI from any and all copyright infringement judgments resulting from the unlawful use of images and property listed.

## CONFIDENTIALITY & PRIVACY

Efforts to be transparent should not violate Consultant's confidentiality agreements. Material posted on social media should not disclose confidential information. Confidential information should not be disclosed unless specific permission has been granted by the parties concerned.

## INTERPRETATION OF AGREEMENT TERMS

In the event of default under this Agreement, Consultant shall have the right to terminate this Agreement and to terminate hosting of Your website and any other services. You shall have no right to a refund of any kind and will be responsible for all costs and legal attorney fees incurred by Consultant in connection with Your breach of this Agreement.

You agree to hold Consultant or WSI harmless from and against any and all claims and damages, expenses or liability that arise from or in connection with Your website, content or activities, including but not limited to, any legal attorney fees incurred by Consultant or WSI. You, at Your own cost and expense, shall defend any and all actions, which may be brought against Consultant as a result of any action taken under this Agreement.

Neither Consultant nor WSI will be liable for lost profits, lost opportunities, indirect, incidental or consequential damages to You under any circumstance.

This Agreement shall be interpreted and construed under the laws of . The parties agree that any action brought by either party against the other shall be brought in and the parties do hereby waive all questions of personal jurisdiction or venue for the purpose of carrying out this provision.

No right or remedy conferred upon or reserved by Consultant is intended, and shall not be deemed, to be exclusive of any other right or remedy provided or permitted herein, by law or by equity, but each right or remedy shall be cumulative of every other right or remedy.

# Other Services We Provide

As your digital marketing partner, we are able to provide you a mix of digital marketing services, including:



COMPETITIVE ANALYSIS



MARKETING AUTOMATION



PERSONA DEVELOPMENT



SOCIAL MEDIA MARKETING



WEB DESIGN, UX &  
CONVERSION ARCHITECTURE



SEARCH ENGINE  
OPTIMIZATION



LANDING PAGE OPTIMIZATION



PAID SEARCH ADVERTISING



CONTENT MARKETING



EMAIL MARKETING



INBOUND MARKETING



MOBILE MARKETING



VIDEO MARKETING



WEB ANALYTICS





Thanks for considering our proposal!  
If you have any questions please email me personally at  
[p.kulkarni@wsiworld.com](mailto:p.kulkarni@wsiworld.com) or give me a call at 224 430 4125.

## **Tab 5**



State of Florida Pool Contractor, License # CPC1457968

# Custom Proposal Prepared For

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## Seven Oaks CDD Splash Pad Surface Refurbishment

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By  
Dawn Shanley  
The Pool Works of Florida  
May 23, 2023



Commercial Pool Construction, Renovation & Innovation

The Pool Works of Florida, Inc.  
9191 130th Avenue North | Largo, FL 33773  
Phone 727.938.8389 | Fax 727.938.5594 | [www.thepoolworks.com](http://www.thepoolworks.com)





State of Florida Pool Contractor, License # CPC1457968

## Company Profile

The Pool Works is a fully licensed and insured specializing in commercial pool construction, renovation and innovation. We've been in business since 1996. Donald Ball Sr., President & CEO is the State of Florida License holder for the company and has been in the industry since 1986. Our Company has a commitment to quality with every project and we are extremely proud of our reputation. A list of completed projects has been included with your proposal for your review. There are a number of quality companies in our area that we enjoy competing with every day. Unfortunately, there are an equal number of undesirable companies as well.

The Pool Works is one of the industry's finest pool renovation specialists. We continue to be recognized for our quality craftsmanship and design specialties. Customers choose us when they want a partner that offers excellence in quality workmanship, utilizing the best materials available. Our team is staffed with the top consultative experts, tradesmen and support staff, ensuring that your project is safe and professional from start to finish.



## Construction | Renovation | Repairs & Service | Pool Furniture

The following resources are available to verify licensing and business practices.

### Better Business Bureau



[www.bbbwestflorida.org](http://www.bbbwestflorida.org)  
727-535-5522

### Pinellas County Construction Licensing Board



[www.pcclb.com](http://www.pcclb.com)  
727-536-4720

The Pool Works of Florida, Inc.  
9191 130th Avenue North | Largo, FL 33773  
Phone 727.938.8389 | Fax 727.938.5594 | [www.thepoolworks.com](http://www.thepoolworks.com)



State of Florida Pool Contractor, License # CPC1457968

## PROPOSAL

**Submitted To:** Seven Oaks CDD

**Date:** May 23, 2023

**Work to be performed at:** 2910 Sports Core Circle | Wesley Chapel, FL 33544

**Point of Contact:** Theresa Flores | 954.592.3663 | clubhousemanager@sevenoakscdd.com

We hereby submit specifications and estimates for renovations of a swimming pool. We agree to furnish materials and labor to complete renovation. All work to be completed in compliance with attached specifications.

### Splash Pad Surface Refurbishment Only

Drain water level.

- Prep and prepare existing Splash Pad surface for resurface
- Chip Out existing surface
- Block in
- Set new Tile on the Center Island
- Resurface with Hydrazzo interior to the perimeter drain



PROPOSAL TOTAL

\$55,440.32

The Pool Works of Florida, Inc.  
9191 130th Avenue North | Largo, FL 33773  
Phone 727.938.8389 | Fax 727.938.5594 | [www.thepoolworks.com](http://www.thepoolworks.com)





State of Florida Pool Contractor, License # CPC1457968

## ACCEPTANCE OF CONTRACT TERMS AND CONDITIONS

**Submitted To:** Seven Oaks – Splash Pad Resurface & Equipment **Date:** May 23, 2023

1. Payment schedule as follows:

50% deposit	\$27,720.16
30% due upon Tile Set	\$22,176.13
10% due within 7 days of completion	\$ 5,544.03

2. Balance to be paid in full upon satisfactory completion of work.

3. Unpaid balance will incur service charges to the maximum extent allowable by law, as well as, any cost (s) of collections and attorney fees. Any and all disputes that arise during or after execution of this contract will be settled solely by the FSPA binding arbitration process.

Failure to make timely progress payments could result in delays of the project.

4. Any alterations or deviation from the enclosed specifications involving extra costs will only be executed upon written order and will become an extra charge over and above this contract.

5. **PRICING GOOD FOR 30 DAYS UNLESS SIGNED AND ACCEPTED.**

6. Projects won't begin without a deposit received 60 days prior to the start date.

All work to be in compliance with the Florida Building Code and the County Health Department.

### ACCEPTANCE

The prices, specification, terms and conditions contained in this bid package are hereby accepted. We authorize the renovation project to be done.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**NOTE: The pricing for this proposal may increase due to the ongoing cost increases for materials.**





We'll match a competitor's price on any exact project scope.



State of Florida Pool Contractor, License # CPC1457968

## Commercial Pool Furniture

Servicing Greater Tampa Bay's Commercial Properties



Commercial Pool Furniture and Umbrellas

The Pool Works is your one-stop resource for commercial pool furniture. We represent the leading American manufacturers in the industry. This brings diversity in design and style, while delivering on quality and performance.

Whether you are looking for something simple or resort-style elements, we have it all. Our prices can't be beat...let us quote your next project!

We are proud to represent the leading manufacturers of commercial pool furniture in the industry. Our pricing is so competitive, we aren't allowed to advertise it. Contact us for a quote or request an On-Site Consultation and experience incredible savings versus retail shopping!

Call Dawn Shanley 727.938.8389

Email Requests: [dshanley@thepoolworks.com](mailto:dshanley@thepoolworks.com)



### Furniture Refurbishment Services

If your frames are still in great shape and it's simply time to re-strap, re-sling or replace cushions... We can refurbish any manufacturers chairs, chaise, ottomans and tables with a great selection of powder coating colors, fabrics and vinyl. We deliver, unpack, assemble & set up.

- Re-Sling
- Re-Strap
- Powder Coat
- Replacement Cushions

Set up an appointment at our place or yours.

The Pool Works of Florida, Inc.  
9191 130th Avenue North | Largo, FL 33773  
Phone 727.938.8389 | Fax 727.938.5594 | [www.thepoolworks.com](http://www.thepoolworks.com)





State of Florida Pool Contractor, License # CPC1457968



## commercial construction

For nearly two decades we have developed a commercial portfolio with a wide range of solutions for new construction projects. We partner with manufacturers that share the same philosophy of supplying the best product and standing behind it.

Pools, Spas, Decks, Filtration Systems, Heating Solutions, Pavers, Splash Pads, Water Features, Custom-Cast Coping, Equipment Paks

## renovation

With a full line of renovation services, we'll review the status of your commercial environment and explore the options. Whether a simple renovation or scalable upgrades, we'll discuss changes to ensure compliance according to the Florida Administrative Codes.

- Pool & Spa Resurfacing, Equipment Upgrades, Tile Replacement
- Ladders, Handrails, Main Drain Grates Pavers, Equipment Paks
- Deck Resurfacing, Paver Installations
- Custom-Cast Coping, Water Features, Splash Pads
- Heating Solutions, Salt Chlorination Systems
- LED Lighting Solutions, Health Department Code Upgrades

## pool & spa finishes

With nearly twenty years of hands on industry experience, we can say that we work with the best manufacturer of commercial pool and spa finishes. We have been a partner with CL Industries for nearly 17 years. Their finishes come with a 10 year warranty, however due to our expertise they allow us to offer an exclusive Extended 10 Year Warranty.



**Hydrazzo Pool & Spa Finishes**



## repairs

The Pool Works has experienced teams prepared to address a wide range of challenges that may occur throughout the life of your commercial environment.

- Pool & Spa Pumps, Equipment Paks
- Heaters (Electric, Natural Gas, Propane, Solar)
- Filtration Systems, Salt Systems, Chlorinators, Plumbing, Leak Detection & Repair, Stain Removal, Pool & Spa Lighting, Pressure Testing inspections, Tile, Coping, Pavers, Deck Surfaces
- Repairs as a result of a Health Department Inspection

## service

Pools and Spas are complex and technical structures. If you add in the moving water, chemicals and swimmers using the facilities it takes its toll. A well planned maintenance program and procedures will extend the life of your pool, spa and deck.

- Pool, Spa, Equipment, Deck Evaluations, Equipment Maintenance
- Restoring Proper Paver Elevations, Deck Repair and Sealing, Coping and Tile Repair
- Paver Cleaning and Sealing, Health Department Inspection Report Review, Consultation Services

## energy efficient solutions

We offer award winning products by industry innovators and leaders that are energy efficient, eco-friendly – saving you a lot of money.

- **Variable Speed Pumps** Save up to 90%
- **LED Pool & Spa Lighting** reduces energy consumption up to 89%
- **Heating** - Air Source Heat Pumps can save you up to 75%
- **Salt Systems** save you 75-80% over standard chlorine solutions

The Pool Works of Florida, Inc.  
9191 130th Avenue North | Largo, FL 33773  
Phone 727.938.8389 | Fax 727.938.5594 | [www.thepoolworks.com](http://www.thepoolworks.com)



## Cooper Pools Remodeling & Resurfacing Inc

1723 Montgomery Bell Rd  
Wesley Chapel, FL 33543 US  
+1 8447665256  
info@cooperpoolsinc.com  
https://cooperpoolsinc.com



## Estimate

### ADDRESS

Seven Oaks Splash Pad  
2910 Sports core cr  
Wesley Chapel, Fl

ESTIMATE  
DATE

1268  
06/19/2023

DATE		DESCRIPTION	QTY	RATE	AMOUNT	
		Drain splash pad	drain water	1	295.00	295.00
		Splash pad Surface Demolition	Remove old surface to original concrete	1	4,200.00	4,200.00
		New Surface Splash pad	New surface Quartz Wet Edge Technologies 5 year Manufactures warranty	1	5,600.00	5,600.00
		Tile	Replace tile around center area	1	720.00	720.00
		Tile Installation Labor	Tile Installation Labor	1	1,620.00	1,620.00
		Supplies	Replacement fitting and covers	1	56.00	56.00
		Chemical Start Up	Chemical Start Up	1	225.00	225.00

TOTAL

**\$12,716.00**

Accepted By

Accepted Date



**GPS POOLS INC.**

23022 STATE RD 54  
 23022 State Rd 54  
 Lutz, FL 33549

# Proposal

**Proposal Date:** 7/5/2023**Proposal #:** Splash pad**Project:****Bill To:**

Seven Oaks CDD  
 5844 Old Pasco Rd #100  
 Wesley Chapel, FL 33544

Description	Est. Hours/Qty.	Rate	Total
A special process must be completed to delaminate a painted pool surface, pool with excessive hollow spots, or fiberglass coated concrete pool before any new surface can be applied.	1	3,000.00	3,000.00T
this quoted price can change after, GPS gets confirmation from subcontractor upon which GPS will advise customer			
3x6 cap tile for top of pool transition to deck textured blue cap tiles, non skid	45	23.50	1,057.50
SG640-4720 V 12"x12" WHITE SUCTION COVER W/ FRAME	4	192.87	771.48T
Hayward 4" white grate for pool floor returns (commercial application) FACE PLATE GRATE	15	15.00	225.00T
Resurface Pool: Bluestone Color: Premix Marbletite Corporation, Marquis Series. Warranty is provided by Premix Marbletite Corporation for a 5 year period from the install date for defects in the material for commercial pools. See <a href="http://www.premixmarbletite.com">www.premixmarbletite.com</a> for details on their warranty. (Water by nature is very corrosive and the pool balance needs to be taken care of and tested regularly) A one year labor warranty is provided by GPS Pools on workmanship of projects provided all invoices are paid in full once project is completed. A. Drain pool B. Remove hydrostatic plug in the main drain C. Saw cut line under existing water level tile (only if keeping old tile)	1	9,500.00	9,500.00

**Total**

Phone:

813-948-9091



**GPS POOLS INC.**

23022 STATE RD 54  
23022 State Rd 54  
Lutz, FL 33549

# Proposal

**Proposal Date:** 7/5/2023

**Proposal #:** Splash pad

**Project:**

**Bill To:**

Seven Oaks CDD  
5844 Old Pasco Rd #100  
Wesley Chapel, FL 33544

Description	Est. Hours/Qty.	Rate	Total
<p>E. Remove hollow spots in the old marcite finish (up to 15% of surface area)</p> <p>F. Apply bonding agent to pool area to insure proper adhesion of new finish (some areas by jets or tile line may not get covered all the way around)</p> <p>H. Hand trowel to a smooth finish (see Premix Marbletite for more info on dips, bumps and trowel marks on the finish.)</p> <p>I. Install new VGBA main drain(s)</p> <p>J. Install new remodel fittings for pool jet returns</p> <p>K. Refill from owners water supply, hoses need to be present and reach the pool (if on a well please alert us immediately so we can recommend chems for the initial fill up to reduce staining)</p> <p>Brushing the pool two times a day after the remodel is recommended. Chemical balance is very important to a new finish and should be checked regularly. Keep the pH low for the first month and brush the pool and spa if applicable to remove plaster residue/ haze and help with the exposure of the aggregate. Clean the filter weekly for the first month.</p> <p>Variation in this finish is normal as it can take up to 18 months for the finish to completely cure. Plaster/cream spots may also be noticeable as it is normal and common. They will hydrate and catch up and are also part of the normal curing process. Brushing combined with a low pH will help cure the finish and expose the cream spots if are noticeable as all hand troweled cement finishes are hand troweled/applied. Please look at Premix Marbletite website to understand variations in the finish, dips, ripples, etc on the floor and walls.</p> <p>Most remodel jobs can be messy. We will strive to be as clean as possible while we work on your property.</p>			
<b>Total</b>			

Phone:

813-948-9091

**GPS POOLS INC.**

23022 STATE RD 54  
23022 State Rd 54  
Lutz, FL 33549

# Proposal

**Proposal Date:** 7/5/2023

**Proposal #:** Splash pad

**Project:**

**Bill To:**

Seven Oaks CDD  
5844 Old Pasco Rd #100  
Wesley Chapel, FL 33544

Description	Est. Hours/Qty.	Rate	Total
<p>The scope of work in pool preparation and remodeling will have a lot of dusting throughout area. Please remove and or cover all objects in and on pool area or work area in general. Tile and Pavers are products that when cut, produce residue that gets on the screens, back of the house, or pool equipment. GPS will not be held liable for any sprinkler damage, grass damage, or drainage issues if they come up. We will mix marcite on the street and carry around to the pool. Sometimes grass will get small chunks of plaster/concrete in it as we delaminate areas of the pool or mix, this is also part of the process and cannot be avoided and they will eventually dissipate.</p> <p>**In order for us to work inside the pool, the water must be drained out of the pool. GPS or one of our contractors will drain the pool the day we start working on the pool. When the water is drained from the pool, we are not allowed to directly drain on a driveway, pond, street, or in a gutter or culvert. This is a city code requirement. We are required to drain the pool water into the grass so that it filters thru the grass to the street or pond. It is recommended to shut your chlorinator off a week before we start work on your pool. In the even you have chlorine or salt in your pool it only stresses the grass where some yellowing may take place. It is recommended to be at your house the day we drain the pool if this is a major concern for you and direct the person to where you want the water discharged. Again, we will not be held liable for stressed or yellowed grass.</p>			
<b>Total</b>			

Phone:

813-948-9091



**GPS POOLS INC.**

23022 STATE RD 54  
23022 State Rd 54  
Lutz, FL 33549

# Proposal

**Proposal Date:** 7/5/2023

**Proposal #:** Splash pad

**Project:**

**Bill To:**

Seven Oaks CDD  
5844 Old Pasco Rd #100  
Wesley Chapel, FL 33544

Description	Est. Hours/Qty.	Rate	Total
Out-of-state sale, exempt from sales tax		0.00%	0.00
<b>Total</b>			<b>\$14,553.98</b>

Phone:

813-948-9091

## **Tab 6**



## Estimate

Bast Floors & Staircases  
8506 Sunstate Street  
Tampa, FL 33634  
(813) 884-5793

Ashley Yanowitz  
ashley@bastcorp.com

**Contact:** Seven Oaks Clubhouse  
Job: 2910 Sports Core Cr\_Seven Oaks  
Clubhouse 2023  
2910 Sports Core Cr  
Wesley Chapel, FL 33544  
(813) 907-7987  
Clubhousemanager@sevenoakscdd.com

**Estimate No:** E-7600  
**Estimate Date:** 6/5/2023

Description	Amount
Gathering Room	\$58,319.00
<p>To remove and dispose of existing flooring in gathering room.</p> <p>Slab is to be flat, dry and ready for installation. Any slab prep is to be done at \$85/per man hour plus materials, if needed.</p> <p>To install crack suppression system and tile (Material Allowance of \$8.50/ft) in a straight-lay pattern with minimal grout joint.</p> <p>All settings materials are to be included. Grout color is to be determined.</p> <p>Installation of all transitions and primed shoe molding is to be included.</p> <p>Work is to be done in gathering room. This proposal is based off 1922 sq ft.</p> <p>Note: Movement of furniture &amp; appliances, all painting and paint touch-ups, application of caulk, cutting of doors, and final cleaning are to be done by others.</p> <p>Note: Pricing can change +/- upon final selection, design and site visit.</p> <p>Note: Bast makes every attempt to prevent the spread of dust through job site but cannot guarantee tape or plastic from peeling paint or wall finishes when protection is removed.</p>	
<p>Thank you for the opportunity to submit our proposal for your project.</p>	
<p><b>PLEASE BE AWARE:</b> COVID-19 and new Governmental regulations continue to cause ever-changing issues with materials in our industry. There may be unavoidable impacts to pricing, availability, &amp; delivery schedules. We do our best to hold pricing when quoted, but until a deposit is paid and materials are ordered, prices and material availability are subject to change. If material deliveries are delayed, your job schedule may be impacted. We work to schedule our projects as best possible, but these impacts are beyond our control. Thanks for your understanding.</p>	
<p>Please read the "Terms &amp; Conditions," "Warranty," and "What to Expect" sections detailed below. Areas for you initial, sign, and date indicating your acceptance are included.</p>	
<p>Unless specified otherwise, payment terms are 60% down with the balance due upon completion. Terms apply to each option individually.</p>	
<p>Please note, we accept checks, cash, and most major credit cards. Payments made with a credit card will have a 3% handling fee added.</p>	

Comments:

**Materials Clause:**

COVID-19 and new Governmental regulations continue to cause ever-changing issues with materials in our industry. There may be unavoidable impacts to pricing, availability, & delivery schedules. We do our best to hold pricing when quoted, but until a deposit is paid and materials are ordered, prices and material availability are subject to change. If material deliveries are delayed, your job schedule may be impacted. We work to schedule our projects as best possible, but these impacts are beyond our control.

I have read, understand, and agree to the Materials Clause listed above. Initial: \_\_\_\_\_

**Terms & Conditions:**

- Bast proposes only the work detailed above. If not detailed above, it is NOT considered part of the contract.
- Unless otherwise specified, finish on stair parts is NOT included and should be completed by others.
- Unless otherwise specified, baseboards and shoe mold are NOT included and should be completed by others.
- Unless otherwise specified, caulking and painting of trim (i.e.: shoe molding, baseboards, casings, skirtboards, risers, etc.) are NOT included and should be completed by others.
- This proposal is based on current prices and labor rates and is subject to change at any time or may be withdrawn by Bast if not accepted by you within (15) days.
- Estimates provided from blueprints or via phone are not final without an on-site measure and inspection.
- If material selections are required, final pricing cannot be calculated until material selections are made.
- Our flooring products are natural and variations in color, character, etc. may be noticed from a sample.
- Additional charges will be incurred if slab, existing subfloor, or surface prep work is required, or if any changes are needed to an existing stair frame or structure.
- If the proposal is accepted and materials are ordered, a re-stocking fee (imposed by the manufacturer) and return shipping charges, may be incurred if the contract is subsequently cancelled, or the materials are changed.
- If necessary and unless otherwise specified, all permits must be secured by the Owner or General Contractor.
- Time (plus Materials) charges are calculated per "man-hour" and will include "prep & travel" time.
- Due to unknown thickness of wood flooring veneers, non-flat substrates below flooring, and other unknown variables, it is always possible to sand through wear layers on existing wood flooring. If sanders go through a wear layer, the flooring may require additional repairs or possible total replacement at an additional cost.
- The Owner or Contractor authorizes Bast, its employees, agents, workers, and representatives to enter the premises for the performance of the work at such time and from time to time, as Bast deems necessary.
- Bast is an EPA Lead-Safe Firm and certified to perform renovation work in homes built prior to 1978 (40 CFR 745). Certificate #NAT-37123-1
- By accepting this contract, I hereby grant Bast permission to use photographs, videos, or other digital media ("Photos") taken in conjunction with the services rendered by Bast in any and all of its publications or advertisements including web-based publications or advertisements, without payment or other consideration.
- The Owner or Contractor agrees to pay Bast Floors & Staircases the amounts specified in all invoices specifying the work performed or to be performed. Unless otherwise specified above, the terms of the contract are as follows: 60% down with the balance due upon completion. Terms apply to each option individually. If you are not satisfied with the work completed, notify Bast in writing within five (5) days of the invoice date so the work can be taken care of in a professional and timely manner. Cash, Checks, and most major Credit Cards are accepted for payment. Credit card payments are subject to a 2.50% handling fee.
- The Owner or Contractor agrees that a default shall occur if an invoice is not paid within 7 days from the terms date issued and the Owner or Contractor agrees to pay reasonable attorney's fees and costs incurred or paid by Bast, whether suit is filed or not, until the account is paid in full. The unpaid balance on invoices shall bear interest at a rate of 1.5% per month. Any claim, controversy or dispute arising out of, or relating to this Proposal and Contract, or the breach thereof, shall be submitted to and decided exclusively in the courts of Hillsborough County, Florida.

I have read, understand, and agreed to the Terms & Conditions listed above. Initial: \_\_\_\_\_

**Warranty:**

Our warranty covers defects from faulty materials or workmanship on the part of Bast Floors & Staircases for one (1) year.

- Our warranty DOES NOT cover effects from water, moisture, or humidity at any time.
- Bast cannot guarantee wood flooring installed over a crawl space due to crawl space humidity level changes.
- All pre-finished materials are covered by the applicable manufacturer warranty.
- Bast assumes no liability for imperfections in subfloor and does NOT guarantee floors against the following: cupping, reverse cupping due to rough sanding, buckling, white or pickled floors, or expansion or shrinkage of materials due to causes beyond our control.
- If flooring is to be installed on a 2nd floor, Bast cannot guarantee against nail or screw pops on drywall ceilings below floor installation area.
- Bast makes every attempt to prevent the spread of dust through job site but cannot guarantee tape or plastic from peeling paint or wall finishes when protection is removed.
- Bast cannot guarantee the color, height, or sheen of a new floor to match an existing floor.
- Bast cannot guarantee the adhesion of topcoats due to the unknown use of cleaning products.
- Bast cannot guarantee not to burn-through and engineered floor during the sanding & refinishing process.
- Bast is not responsible for HVAC systems, security wires, icemaker leakage, damage caused by conditions such as faulty construction of the building, ordinary wear and tear, fire, water or chemical action, faulty maintenance, improper ventilation, excessive moisture or excessive dryness, separation of concrete or settling of walls.
- Bast does NOT recommend putting tape of any kind (including Painter's Tape/Blue Tape, etc.) to a finished floor. We cannot guarantee tape will not remove floor finish.
- For staircases: if the rough frame was constructed by others, Bast assumes no liability for and does not guarantee that the finished staircase will pass all building code(s).

I have read, understand, and agreed to the Warranty details listed above. Initial: \_\_\_\_\_

**What to Expect:**

Our projects will add value and beauty to your home, but with any home improvement project you should expect some disruption and inconvenience. We will employ our experience and the latest equipment to complete the work with the least possible disruption. However, you should be aware of the following factors:

- Prior to our arrival the Owner or Contractor is responsible for the following:
- The building should be completely closed in, with outside windows and doors in place.
  - All furniture and appliances/plumbing fixtures must be moved, including icemakers (if applicable).
  - Old floor coverings should be removed (unless otherwise specified) and the work area should be broom swept.
  - Furnish sufficient electrical current (220V, 30AMP) within 150 feet to operate equipment.

Following completion, the Owner or Contractor is responsible for the following:

- Replacement of all furniture fixtures and appliances.
- All touch-ups including paint, caulk, wallpaper, baseboards, trim, etc.
- Final site clean-up.
- Control the moisture content in and under the home.

Applicable to Sanding and Finishing/Refinishing only:



- Prior to our commencement - all other trades should have completed their work, and no other floor traffic should be allowed during the sanding and finishing process.
- HVAC systems should be operating. We advise you to have them serviced upon completion of your floors.
- The temperature and relative humidity should be at normal living conditions.
- There will be noise, dust, and some vapors during the sanding and finishing process.
- We seal the work area off from other rooms; however, fine sanding dust can infiltrate other areas of the house.
- Circumstances beyond our control (i.e., weather & humidity) contribute to the drying process of the finish – be prepared for extended job timelines if this occurs.
- The amount of time our crews are present at your project each day will vary based on the stage of the process. Consult our Office if you need specific time estimates each day.
- Due to unknown thickness of wood flooring veneers, non-flat substrates below flooring, and other unknown variables, it is always possible to sand through wear layers on existing wood flooring. If sanders go through a wear layer, the flooring may require additional repairs or possible total replacement at an additional cost.
- Species of wood take stain differently and can appear blotchy or uneven due to varying grain structures. This is a naturally occurring phenomenon and the effect on the sanding and finishing process and is considered normal.
- After the finishing process is complete, the floor may appear grainier due to grain fillers being removed during the sanding process.
- Although finishes may appear dry, they are not completely cured and will not support heavy foot traffic for 24 – 36 hours or the replacement of furniture for 36 – 48 hours (area rugs for 1 month) after the job is complete.
- DO NOT apply tape of any kind (including Painter's Tape/Blue Tape, etc.) to a finished floor. If covering the floor is necessary, tape paper to paper.
- Please consult our "Maintenance Care" card for proper care instructions.
- For specifications on specific finish types, please contact our office for a SDS sheet.

I have read, understand, and agree with the What to Expect section above. Initial: \_\_\_\_\_

**ACCORDING TO FLORIDA'S CONSTRUCTION LIEN LAW (SECTIONS 713.001-713.37, FLORIDA STATUTES) THOSE WHO WORK ON YOUR PROPERTY OR PROVIDE MATERIALS AND SERVICES ARE NOT PAID IN FULL HAVE A RIGHT TO ENFORCE THEIR CLAIM FOR PAYMENT AGAINST YOUR PROPERTY. THIS CLAIM IS KNOWN AS A CONSTRUCTION LIEN. IF YOUR CONTACTOR OR A SUBCONTRACTOR FAILS TO PAY SUBCONTRACTORS, SUB-SUBCONTRACTORS, OR MATERIAL SUPPLIERS, THOSE PEOPLE WHO ARE OWED MONEY MAY LOOK TO YOUR PROPERTY FOR PAYMENT, EVEN IF YOU HAVE ALREADY PAID YOUR CONTRACTORS IN FULL. IF YOU FAIL TO PAY YOUR CONTRACTOR, YOUR CONTRACTOR MAY ALSO HAVE A LIEN ON YOUR PROPERTY. THIS MEAN IF A LIEN IS FILED YOUR PROPERTY COULD BE SOLD AGAINST YOUR WILL TO PAY FOR LABOR, MATERIALS, OR OTHER SERVICES THAT YOUR CONTRACTOR OR SUBCONTRACTOR MAY HAVE FILED TO PAY TO PROTECT YOURSELF, YOU SHOULD STIPULATE IN THIS CONTRACT THAT BEFORE ANY APYMENT IS MADE, YOUR CONTRACTOR IS REQUIRED TO PROVIDE YOU WITH A WRITTEN RELEASE OF LIEN FROM ANY PERSON OR COMPANY THAT HAS PROVIDED TO YOU A "NOTICE TO OWNER." FLORIDA'S CONSTRUCTION LIEN LAW IS COMPLEX, AND IT IS RECCOMENDED THAT YOU CONSTULT AN ATTORNEY.**

ACCEPTANCE I hereby accept this proposal and contract as offered and understand/agree to the conditions associated:

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

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

## **Tab 7**



# Boulevard

## AWNING COMPANY

LICENSE # C-11031

**Proudly Serving the  
Greater Tampa Bay Area  
Since 1954**

### Standard Awning Proposal / Contract

June 29, 2023

7 oaks

Attn: Theresa

6 pool recovers and 2 kiddy pool recovers Phone: 813-907-7987

, Florida

*Revised Claim*  
*6/29/23*

We are pleased to submit our proposal to manufacture and install (7) pool recovers (1) kiddy pool recovers

### PROJECT SPECIFICATIONS:

#### Awning / Canopy Dimensions

#1 Approx Size : pools 15'x15' kiddy pool 20'x 6'

#### Valance

Size: 8"

Style

#### Straight Edge



#### Cover Material

"Sunbrella" Woven Acrylic Fabric (canvas style) which repels water and is resistant to rot, and mildew. Weight: 9.0 oz./sq. yard. Non Fire Retardant- Do not expose to extreme heat or fire.

**Fabric carries a manufacturers 10 year limited warranty.**

Fabric Color: match 2 new recovers

**Frame Material** (Frame- Life Time Warranty from Rusting) Fully welded construction using 1" x 1" and/or 1" x 2" aluminum standard wall extrusion.

**Posts:** Color: \_\_\_\_\_  
Spell out (#)- 2" x 2" / 3" x 3" / 4" x 4"

**Frame Finish** Color: \_\_\_\_\_

Unpainted frame with a standard natural mill finish (silver). Painted using 4 stages -Prep Frame, Chemically "Etch" Frame, Prime, and Paint.

**Graphics** Text: \_\_\_\_\_

Color: \_\_\_\_\_ Font: \_\_\_\_\_

Vinyl Graphics (sticker) / Painted on Graphics - primer coat and two (2) coats of finish color

#### Items Included in Scope of Work

- Job site field measurements and final design consultation
- BLVD produced shop drawings for construction purposes (if required)
- One (1) year limited warranty on BLVD installation
- Removal of all BLVD produced dirt or debris
- Standard Hours of Operation 7:30-4:00

#### Items Excluded in Scope of Work

- Signed and Sealed Engineered Plans
- Permits or Permit pulling services
- BLVD responsibility for job site accessibility
- Price changes due to the following (but not limited to):
  - Night time or weekend requirements
  - Job site inaccessibility or delays caused by others
  - Customer delays
  - Engineering calculation requirements (change from material specifications from bid process)
  - Customer scope of work changes
  - Actual undisclosed job site condition

#### On Site Stoppage of Work

We pride ourselves on working with our valuable customer's special circumstances and will accommodate them as much as possible. These special circumstances must be enumerated prior to final proposal. If there is an unscheduled on site work stoppage a \$250.00 per truck per stoppage charge will be assessed at project completion.



## **Permits and Fees**

All permits and fees are the responsibility of the building/home owner. / Boulevard Awning will provided Signed and Sealed Engineered Plans / Boulevard Awning will pull all necessary awning / canopy permits - Customer will be invoiced separately for all associated PERMIT FEES (support documentation will be provided)



## Miscellaneous

Standard terms are a 50% deposit with acceptance of this proposal with the balance due at the time of installation. The customer is also responsible for all attorney's fees and costs related to the enforcement of the terms and provisions of this contract.

Awning fabrics are covered by the manufacturer's warranty. These warranties do not include labor to remove, remake and install the fabric after a one (1) year period from the date of the original installation. Warranty begins at completion of installation, ownership of awnings transfers upon final payment.

New Awning / Canopy frames will be designed to meet the 2010 Florida Building Code. According to wind load map the general Tampa Bay area for fixed roof panel(s) and/or awning frame(s) are 145 mph. Removable Covers SHOULD be removed if sustained winds of 75 mph are reached.

**Proposal based on 145 mph wind loads respectively (new construction only).**

It is the sole responsibility of the customer to determine the suitability of the item(s) being purchased. Also, it is the customer's responsibility to insure that the structural integrity of the building/structure will adequately support the awnings or canopies as designed.

The work area will be left clean of all debris or material associated with the preparation and final installation of the awnings.

Boulevard Awning Company has been serving Floridians since 1954 and is a Fully Insured and Licensed Corporation.

**Base Proposal Amount: \$ 25,645.00.00**

50% Deposit:

Engineered Sign and Sealed Plans Add \$ .00

If Applicable: **Customer will be invoiced separately for all associated PERMIT FEES (support documentation will be provided)**

Standard lead-time: Twelve (12) PLUS Weeks - adjust for special circumstances, weather, engineering, etc.

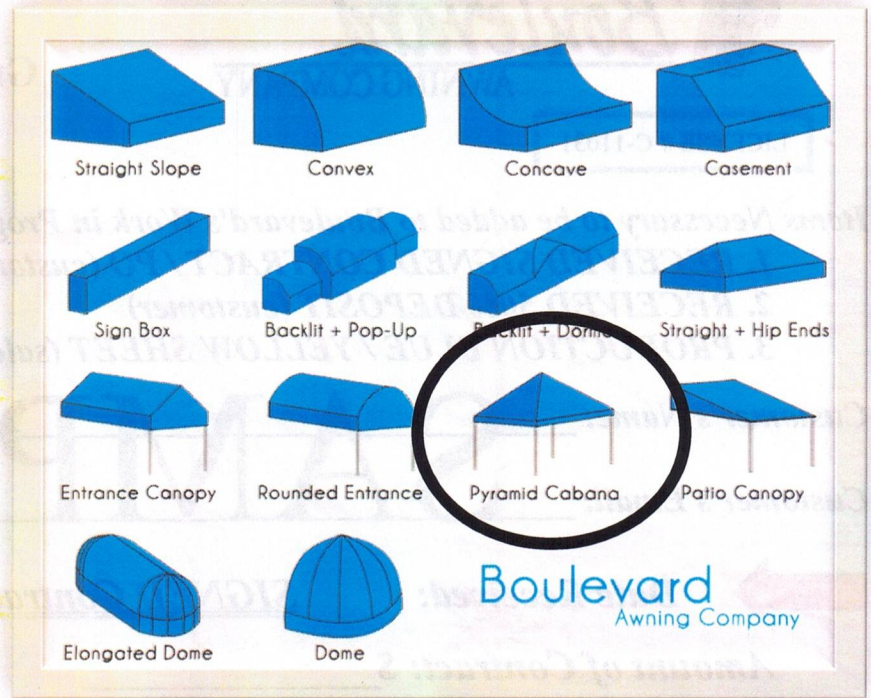
Due to shortages of labor and materials, we have increased of standard lead time - Our historical goal is 6 -8 weeks and will continue to strive to achieve that goal but please expect longer delays.

Respectfully Submitted: Mike Vannetta Date: 6/29/2023

**Mike Vannetta – Special Project Director**

Customer Acceptance: \_\_\_\_\_ Date: \_\_\_\_\_  
Note: Boulevard Awning Company may use pictures of this project for promotional items and on their web page.

**NOTE: The fabrication process will not begin until: 1- Received Signed Contract; 2- Received a 50% Deposit; 3- a final**



Thank You for Your Business.

Visit us on the Web at [boulevardawning.com](http://boulevardawning.com).



[facebook.com/blvdawning](https://www.facebook.com/blvdawning)



[twitter.com/blvdawning](https://twitter.com/blvdawning)



[wordpress.blvdawning.com](https://www.wordpress.blvdawning.com)

1750 Calumet Street • Clearwater, FL 33765

(727) 461-5530 • Fax: (727) 446-9282

[www.boulevardawning.com](http://www.boulevardawning.com)





LICENSE # C-11031

field measurement (if necessary) - completed by a  
Boulevard Awning Company representative.

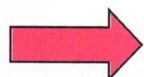
Proudly Serving the  
Greater Tampa Bay Area  
Since 1954

*Items Necessary to be added to Boulevard's Work in Progress (WIP)*

- 1. RECEIVED SIGNED CONTRACT / PO (customer)**
- 2. RECEIVED 50% DEPOSIT (customer)**
- 3. PRODUCTION BLUE / YELLOW SHEET (sales rep)**

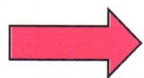
Customer's Name: SAMPLE

Customer's Email: SAMPLE



**Date Received:** SIGNED Contract: \_\_\_\_ / \_\_\_\_ / 2021

**Amount of Contract:** \$ \_\_\_\_\_

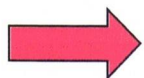


**Date Received:** 50% Deposit: \_\_\_\_ / \_\_\_\_ / 2021

**Amount Received:** \$ \_\_\_\_\_

**Check / PO #:** \_\_\_\_\_

**Balance Due upon Completion:** \$ \_\_\_\_\_



**Date Received:** Production Blue Sheet: \_\_\_\_ / \_\_\_\_ / 2021

Lead-Time: Twelve (12) PLUS Weeks -

Adjust for special circumstances- weather, engineering, permitting, etc.

Due to shortages of labor and materials, we have increased of standard lead time -

Our historical goal is 6 - 8 weeks and will continue to strive to achieve that goal but please expect longer delays.

**NOTICE**

**ESTIMATED DATE OF INSTALLATION WILL BE  
CALCULATED FROM LATEST DATE OF CONTRACT OR  
50% DEPOSIT PLUS 12 WEEKS,  
PLEASE ADJUST FOR SPECIAL CIRCUMSTANCES**

Copies of this Notice will be sent to:  
Customer

1750 Calumet Street • Clearwater, FL 33765  
(727) 461-5530 • Fax: (727) 446-9282  
[www.boulevardawning.com](http://www.boulevardawning.com)

*Sales Representative*  
*BLVD's Owner*

1750 Calumet Street • Clearwater, FL 33765  
(727) 461-5530 • Fax: (727) 446-9282  
**[www.boulevardawning.com](http://www.boulevardawning.com)**

## **Tab 8**



## UPCOMING DATES TO REMEMBER

- **Next Meeting:** August 08, 2023 08:00 p.m.
- **FY 2024 Budget Public Hearing:** August 08, 2023 08:00 p.m.
- **Series 2016 Bonds:** Maturity on May 01, 2023
- **Series 2021 Bonds:** Maturity on May 01, 2023

# District Manager's Report

July 12

# 2023

### FINANCIAL SUMMARY

05/31/2023

General Fund Cash & Investment Balance

00000000

Reserve Fund Cash & Investment Balance

00000000

Debt Service Fund Cash & Investment Balance

00000000

Enterprise Fund Cash Balance

00000000

**Total Cash and Investment Balances:**

**\$7,836,760**

**General Fund Expense Variance:**

**\$121,363 Under Budget**





**Misc. Items:**

- Property insurance claim for damaged pool deck cabanas was submitted for processing. Final paperwork was received for signature on June 11<sup>th</sup>. However, additional damage was discovered and a revised claim will be submitted.
- Incorporated Reserve Advisors of the \$100 million transfer into the Reserve Fund and requested the to run a new cash flow.

## Tab 9



Rizzetta & Company

# **Seven Oaks Community Development District**

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**Financial Statements  
(Unaudited)**

**May 31, 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 05/31/2023

(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	961,143	(165,937)	89,406	30,460	915,072	0	0
Investments	1,597,813	4,587,576	736,299	0	6,921,688	0	0
Accounts Receivable	31,633	0	11,877	0	43,510	0	0
Prepaid Expenses	4,321	0	0	0	4,321	0	0
Refundable Deposits	44,446	0	0	0	44,446	0	0
Due From Other	34,608	0	0	0	34,608	0	0
Fixed Assets	0	0	0	0	0	62,243,517	0
Amount Available in Debt Service	0	0	0	0	0	0	802,974
Amount To Be Provided Debt Service	0	0	0	0	0	0	12,762,026
<b>Total Assets</b>	<b>2,673,964</b>	<b>4,421,639</b>	<b>837,582</b>	<b>30,460</b>	<b>7,963,645</b>	<b>62,243,517</b>	<b>13,565,000</b>
<b>Liabilities</b>							
Accounts Payable	39,667	29,200	0	935	69,803	0	0
Accrued Expenses	25,479	0	0	0	25,479	0	0
Other Current Liabilities	0	0	0	1,378	1,377	0	0
Due To Other	168	0	34,608	0	34,776	0	0
Revenue Bonds Payable-Long Term	0	0	0	0	0	0	13,565,000
<b>Total Liabilities</b>	<b>65,314</b>	<b>29,200</b>	<b>34,608</b>	<b>2,313</b>	<b>131,435</b>	<b>0</b>	<b>13,565,000</b>
<b>Fund Equity &amp; Other Credits</b>							
Beginning Fund Balance	3,631,524	1,942,348	824,908	31,819	6,430,600	0	0
Investment In General Fixed Assets	0	0	0	0	0	62,243,517	0
Net Change in Fund Balance	(1,022,875)	2,450,091	(21,934)	(3,672)	1,401,609	0	0
<b>Total Fund Equity &amp; Other Credits</b>	<b>2,608,649</b>	<b>4,392,439</b>	<b>802,974</b>	<b>28,147</b>	<b>7,832,209</b>	<b>62,243,517</b>	<b>0</b>
<b>Total Liabilities &amp; Fund Equity</b>	<b>2,673,964</b>	<b>4,421,639</b>	<b>837,582</b>	<b>30,460</b>	<b>7,963,645</b>	<b>62,243,517</b>	<b>13,565,000</b>

See Notes to Unaudited Financial Statements

**Seven Oaks Community Development District**

## Statement of Revenues and Expenditures

As of 05/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 05/31/2023	Year To Date 05/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	83,338	(83,338)
Special Assessments				
Tax Roll	3,583,529	3,583,529	3,600,154	(16,625)
Other Misc. Revenues				
Miscellaneous Revenue	0	0	13,592	(13,592)
Event Rental	0	0	71,607	(71,607)
Total Revenues	<u>3,583,529</u>	<u>3,583,529</u>	<u>3,768,691</u>	<u>(185,162)</u>
<b>Expenditures</b>				
Legislative				
Supervisor Fees	15,000	10,000	9,200	800
Total Legislative	<u>15,000</u>	<u>10,000</u>	<u>9,200</u>	<u>800</u>
Financial & Administrative				
Administrative Services	9,700	6,467	6,467	0
District Management	44,025	29,350	29,472	(123)
District Engineer	32,000	21,333	13,431	7,903
Disclosure Report	2,000	2,000	2,000	0
Trustees Fees	10,000	5,600	8,822	(3,222)
Assessment Roll	5,250	5,250	5,250	0
Financial & Revenue Collections	5,250	3,500	3,500	0
Tax Collector/Property Appraiser Fees	150	150	150	0
Accounting Services	28,500	19,000	19,000	0
Auditing Services	4,950	0	0	0
Arbitrage Rebate Calculation	1,000	667	1,350	(684)
Public Officials Liability Insurance	4,408	4,408	3,948	460
Legal Advertising	3,000	2,000	335	1,665
Dues, Licenses & Fees	2,000	1,333	2,070	(736)
Website Hosting, Maintenance, Backup & Email	3,158	2,618	2,443	174
Total Financial & Administrative	<u>155,391</u>	<u>103,676</u>	<u>98,239</u>	<u>5,437</u>
Legal Counsel				
District Counsel	50,000	33,333	40,117	(6,784)
Litigation / Mediation	50,000	33,334	10,144	23,189
Total Legal Counsel	<u>100,000</u>	<u>66,667</u>	<u>50,261</u>	<u>16,405</u>
Law Enforcement				
Off Duty Deputy	4,664	3,109	3,145	(35)

See Notes to Unaudited Financial Statements

## Seven Oaks Community Development District

## Statement of Revenues and Expenditures

As of 05/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 05/31/2023	Year To Date 05/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Total Law Enforcement	4,664	3,109	3,145	(35)
Security Operations				
Security Monitoring Services	4,000	2,667	2,601	66
Total Security Operations	4,000	2,667	2,601	66
Electric Utility Services				
Utility - Recreation Facilities	70,000	46,666	47,565	(899)
Utility - Street Lights	250,000	166,667	167,357	(690)
Utility - Irrigation & Landscape Lighting	40,000	26,666	27,852	(1,185)
Total Electric Utility Services	360,000	239,999	242,774	(2,774)
Gas Utility Service				
Utility Services	600	400	375	24
Total Gas Utility Service	600	400	375	24
Garbage/Solid Waste Control Services				
Solid Waste Assessment	9,000	9,000	8,501	499
Garbage - Recreation Facility	5,000	3,333	5,441	(2,108)
Total Garbage/Solid Waste Control Services	14,000	12,333	13,942	(1,609)
Water-Sewer Combination Services				
Utility Services	37,000	24,667	16,801	7,867
Utility - Reclaimed	30,000	20,000	17,696	2,303
Utility - Fountains	1,000	667	429	238
Total Water-Sewer Combination Services	68,000	45,334	34,926	10,408
Stormwater Control				
Aquatic Maintenance	53,400	35,600	40,385	(4,785)
Lake/Pond Bank Maintenance & Repair	50,000	33,333	12,330	21,003
Stormwater Assessments	6,000	6,000	6,080	(80)
Stormwater System Maintenance	10,000	6,667	0	6,667
Total Stormwater Control	119,400	81,600	58,795	22,805
Other Physical Environment				
Employee - Salaries	274,494	182,996	128,296	54,700
Employee - Payroll Taxes	20,000	13,333	9,813	3,520
Employee - Workers Comp Insurance	26,000	26,000	10,601	15,399
General Liability & Property Insurance	30,481	30,481	30,135	346
Entry & Walls Maintenance & Repair	4,000	2,667	0	2,667
Landscape Maintenance	838,803	559,202	588,429	(29,227)
Irrigation Maintenance & Repair	15,000	10,000	33,343	(23,344)
Ornamental Lighting & Maintenance	4,000	2,667	0	2,667
Pressure Washing	53,000	35,333	52,500	(17,167)
Tree Trimming Services	200,000	133,333	173,455	(40,121)

See Notes to Unaudited Financial Statements

**Seven Oaks Community Development District**

## Statement of Revenues and Expenditures

As of 05/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 05/31/2023	Year To Date 05/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Landscape Replacement Plants, Shrubs, Trees	150,000	100,000	98,670	1,330
Landscape - Annuals/Flowers	220,000	146,667	53,525	93,141
Community Park Equipment	25,000	16,666	18,247	(1,580)
Holiday Decorations	30,000	20,000	31,056	(11,056)
Clock Tower Maintenance	30,000	20,000	28,186	(8,186)
Miscellaneous Expense	10,000	6,667	2,837	3,829
Total Other Physical Environment	1,930,778	1,306,012	1,259,094	46,919
Road & Street Facilities				
Sidewalk Maintenance & Repair	50,000	33,334	5,550	27,783
Street Sign Repair & Replacement	10,000	6,666	2,566	4,101
Roadway Repair & Maintenance	50,000	33,334	53,834	(20,501)
Total Road & Street Facilities	110,000	73,334	61,949	11,383
Parks & Recreation				
Employee - Salaries	323,247	215,498	171,461	44,037
Employee - Payroll Taxes	20,000	13,333	13,115	219
Telephone, Internet, Cable	7,000	4,667	8,758	(4,092)
Pest Control	750	500	375	125
Furniture Repair & Replacement	15,000	10,000	6,225	3,775
Slide Maintenance Contract	9,800	6,533	1,300	5,233
Facility Supplies	6,000	4,000	5,514	(1,514)
Pool Service Contract	89,829	59,886	54,505	5,381
Fountain Service Repair & Maintenance	10,000	6,667	9,700	(3,033)
Maintenance & Repairs	40,000	26,666	45,137	(18,470)
Vehicle Maintenance	10,000	6,667	4,662	2,004
Clubhouse Janitorial Services	45,000	30,000	28,568	1,432
Pool Repair & Maintenance	15,000	10,000	11,428	(1,428)
Access Control Maintenance, Repair, Sup- plies	1,806	1,204	5,128	(3,924)
Storage Shed	3,264	2,176	2,176	0
Tennis Court Maintenance & Supplies	45,000	30,000	19,071	10,929
Athletic Court/Field/Playground Maint.	14,000	9,333	17,864	(8,531)
Miscellaneous Expense	12,000	8,000	19,503	(11,502)
Fitness Equipment Maintenance & Repair	3,000	2,000	5,023	(3,024)
Office Supplies	6,000	4,000	3,057	943
Total Parks & Recreation	676,696	451,130	432,570	18,561
Special Events				
Special Events	25,000	16,667	23,694	(7,027)
Total Special Events	25,000	16,667	23,694	(7,027)
Total Expenditures	3,583,529	2,412,928	2,291,566	121,363

See Notes to Unaudited Financial Statements

**Seven Oaks Community Development District**

## Statement of Revenues and Expenditures

As of 05/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 05/31/2023	Year To Date 05/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>1,170,601</u>	<u>1,477,125</u>	<u>(306,524)</u>
Total Other Financing Sources(Uses)				
Interfund Transfer (Expense)				
Interfund Transfer	<u>0</u>	<u>0</u>	<u>(2,500,000)</u>	<u>2,500,000</u>
Total Other Financing Sources(Uses)	<u>0</u>	<u>0</u>	<u>(2,500,000)</u>	<u>2,500,000</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>3,631,524</u>	<u>(3,631,524)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>1,170,601</u>	<u>2,608,649</u>	<u>(1,438,048)</u>

**Seven Oaks Community Development District**

## Statement of Revenues and Expenditures

As of 05/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 05/31/2023	Year To Date 05/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	73,466	(73,466)
Special Assessments				
Tax Roll	350,942	350,942	350,942	0
Total Revenues	<u>350,942</u>	<u>350,942</u>	<u>424,408</u>	<u>(73,466)</u>
<b>Expenditures</b>				
Contingency				
Capital Reserve	350,942	350,942	477,369	(126,427)
Total Contingency	<u>350,942</u>	<u>350,942</u>	<u>477,369</u>	<u>(126,427)</u>
Total Expenditures	<u>350,942</u>	<u>350,942</u>	<u>477,369</u>	<u>(126,427)</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>(52,961)</u>	<u>52,961</u>
<b>Total Other Financing Sources(Uses)</b>				
Interfund Transfer (Revenue)				
Interfund Transfer	0	0	2,500,000	(2,500,000)
Other Costs				
Unrealized Gain/Loss on Investments	0	0	3,052	(3,052)
Total Other Financing Sources(Uses)	<u>0</u>	<u>0</u>	<u>2,503,052</u>	<u>(2,503,052)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>1,942,348</u>	<u>(1,942,348)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>4,392,439</u>	<u>(4,392,439)</u>

**Seven Oaks Community Development District**

## Statement of Revenues and Expenditures

As of 05/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 05/31/2023	Year To Date 05/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	7,234	(7,234)
Special Assessments				
Tax Roll	564,087	564,087	565,880	(1,793)
Total Revenues	<u>564,087</u>	<u>564,087</u>	<u>573,114</u>	<u>(9,027)</u>
<b>Expenditures</b>				
Debt Service				
Interest	116,087	116,087	118,975	(2,889)
Principal	448,000	448,000	452,000	(4,000)
Total Debt Service	<u>564,087</u>	<u>564,087</u>	<u>570,975</u>	<u>(6,889)</u>
Total Expenditures	<u>564,087</u>	<u>564,087</u>	<u>570,975</u>	<u>(6,889)</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>2,139</u>	<u>(2,139)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>167,443</u>	<u>(167,443)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>169,582</u>	<u>(169,582)</u>



**Seven Oaks Community Development District**

## Statement of Revenues and Expenditures

As of 05/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 05/31/2023	Year To Date 05/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	19,600	(19,600)
Special Assessments				
Tax Roll	925,434	925,434	929,315	(3,881)
Total Revenues	<u>925,434</u>	<u>925,434</u>	<u>948,915</u>	<u>(23,481)</u>
<b>Expenditures</b>				
Debt Service				
Interest	325,434	325,434	317,988	7,446
Principal	600,000	600,000	655,000	(55,000)
Total Debt Service	<u>925,434</u>	<u>925,434</u>	<u>972,988</u>	<u>(47,554)</u>
Total Expenditures	<u>925,434</u>	<u>925,434</u>	<u>972,988</u>	<u>(47,554)</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>(24,073)</u>	<u>24,073</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>657,465</u>	<u>(657,465)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>633,392</u>	<u>(633,392)</u>

**Seven Oaks Community Development District**

## Statement of Revenues and Expenditures

As of 05/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 05/31/2023	Year To Date 05/31/2023	
	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	60,000	60,000	31,262	28,738
Total Revenues	91,100	91,100	62,362	28,738
<b>Expenditures</b>				
Parks & Recreation				
Supplies	3,300	2,200	3,001	(801)
Employee - Salaries	40,000	26,667	24,408	2,259
Employee - Payroll Taxes	3,750	2,500	1,867	633
Employee - Workers Comp Insurance	3,750	3,750	0	3,750
Cafe Miscellaneous Expense	1,600	1,067	427	639
Maintenance & Repairs	1,700	1,133	1,413	(279)
Food	23,000	15,333	14,344	989
Beverages	11,000	7,334	7,071	263
Equipment	3,000	2,000	13,503	(11,503)
Total Parks & Recreation	91,100	61,983	66,034	(4,050)
Total Expenditures	91,100	61,983	66,034	(4,050)
Total Excess of Revenues Over(Under) Expenditures	0	29,117	(3,672)	32,789
Fund Balance, Beginning of Period	0	0	31,819	(31,820)
Total Fund Balance, End of Period	0	29,117	28,147	969

**Seven Oaks CDD**  
**Investment Summary**  
**May 31, 2023**

<u>Account</u>	<u>Investment</u>	<u>Balance as of</u> <u>May 31, 2023</u>
FLCLASS	Average Monthly Yield 5.14%	\$ 1,597,813
<b>Total General Fund Investments</b>		<b>\$ 1,597,813</b>
FLCLASS	Average Monthly Yield 5.14%	\$ 3,551,787
FLCLASS Enhanced Cash	Average Monthly Yield 4.90%	1,035,789
<b>Total Reserve Fund Investments</b>		<b>\$ 4,587,576</b>
US Bank Series 2016A Revenue	First American Government Obligation Fund Class Y	\$ 43,144
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	13,375
US Bank Series 2016A-2 Prepayment	First American Government Obligation Fund Class Y	4,039
US Bank Series 2016B Revenue	First American Government Obligation Fund Class Y	81,249
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	71,938
US Bank Series 2016B-2 Prepayment	First American Government Obligation Fund Class Y	2,424
US Bank Series 2021 Revenue	First American Government Obligation Fund Class Y	33,243
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	663
<b>Total Debt Service Fund Investments</b>		<b>\$ 736,299</b>

**Seven Oaks Community Development District**  
**Summary A/R Ledger**  
**From 05/01/2023 to 05/31/2023**

<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	AR00000310	12110	10/01/2022	31,632.56
<b>Sum for 730, 2677</b>						<b>31,632.56</b>
<b>730, 2679</b>						
730-200	730 Debt Service Fund S2011 & S2021	Pasco County Tax Collector	AR00000310	12110	10/01/2022	2,104.92
730-200	730 Debt Service Fund S2011 & S2021	Pasco County Tax Collector	AR00000310	12110	10/01/2022	2,390.15
<b>Sum for 730, 2679</b>						<b>4,495.07</b>
<b>730, 2680</b>						
730-202	730 Debt Service Fund S2016	Pasco County Tax Collector	AR00000310	12110	10/01/2022	2,876.21
730-202	730 Debt Service Fund S2016	Pasco County Tax Collector	AR00000310	12110	10/01/2022	4,505.82
<b>Sum for 730, 2680</b>						<b>7,382.03</b>
<b>Sum for 730</b>						<b>43,509.66</b>
<b>Sum Total</b>						<b>43,509.66</b>

See Notes to Unaudited Financial Statements

**Seven Oaks Community Development District**  
**Summary A/P Ledger**  
**From 05/1/2023 to 05/31/2023**

	Fund Name	GL posting date	Vendor name	Document number	Description	Balance Due
<b>730, 2677</b>						
	730 General Fund	05/15/2023	Discovery Golf Cars	78914	Golf Cart Repairs 05/23	1,686.20
	730 General Fund	05/30/2023	Haskell Termite & Pest Control, Inc.	50473823	Pest Control Club-house EOM 05/23	75.00
	730 General Fund	05/23/2023	Joes Tree Service & Landscaping, Inc.	052323	Palm Tree Trimming 05/23	10,030.00
	730 General Fund	05/30/2023	Joes Tree Service & Landscaping, Inc.	053023	Tree Removal 05/23	3,900.00
	730 General Fund	05/25/2023	Juniper Landscaping of Florida, LLC	214748	Maintenance Contract 05/23	16,953.00
	730 General Fund	05/02/2023	Pasco County Property Appraiser	060123	Property Appraiser Annual Fee 06/23	150.00
	730 General Fund	05/19/2023	Pasco County Utilities	Pasco Water Summary 05/23 730	Pasco Water Summary 05/23	40.02
	730 General Fund	05/19/2023	Pasco County Utilities	Pasco Water Summary 05/23 730	Pasco Water Summary 05/23	3,612.00
	730 General Fund	05/19/2023	Pasco County Utilities	Pasco Water Summary 05/23 730	Pasco Water Summary 05/23	2,512.16
	730 General Fund	05/22/2023	TECO Peoples Gas	211003718858 05/23	2910 Sports Core Circle 05/23	42.21
	730 General Fund	05/18/2023	Verizon Wireless	9935156472	Account # 242034931-00001 Monthly Charge for John G. 05/23	49.38
	730 General Fund	05/20/2023	Waste Connections of Florida	1409421W426	2910 Sports Core Circle 06/23	617.49
	<b>Sum for 730, 2677</b>					<b>39,667.46</b>
<b>730, 2678</b>						
	730 Reserve Fund	05/23/2023	Advanced Drainage Solutions	1042	Sidewalk Maintenance & Repairs 05/23	20,200.00
	730 Reserve Fund	05/26/2023	Site Masters of Florida, LLC	052623-2	50% Deposit - Playground Demolition 05/23	9,000.00
	<b>Sum for 730, 2678</b>					<b>29,200.00</b>
<b>730, 2682</b>						
	730 Enterprise Fund	05/23/2023	Coffee International, Inc	39606	Beverages 05/23	145.95
	730 Enterprise Fund	05/25/2023	Sysco Food Services West Coast Florida, Inc.	537461870	Food/Beverages/Fuel 05/23	298.13
	730 Enterprise Fund	05/25/2023	Sysco Food Services West Coast Florida, Inc.	537461870	Food/Beverages/Fuel 05/23	65.95
	730 Enterprise Fund	05/25/2023	Sysco Food Services West Coast Florida, Inc.	537461870	Food/Beverages/Fuel 05/23	7.10
	730 Enterprise Fund	05/25/2023	Sysco Food Services West Coast Florida, Inc.	537461870	Food/Beverages/Fuel 05/23	418.29
	<b>Sum for 730, 2682</b>					<b>935.42</b>
	<b>Sum for 730</b>					<b>69,802.88</b>
	<b>Sum Total</b>					<b>69,802.88</b>

**Seven Oaks Community Development District**  
**Notes to Unaudited Financial Statements**  
**May 31, 2023**

**Balance Sheet**

1. Trust statement activity has been recorded through 5/31/23.
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 FY22-23 Assessment Resolution adopted by the Board of Supervisors, (b) pursuant to Florida Statutes, Chapter 197 for assessments levied via the county tax roll.

## **Tab 10**

## RESOLUTION 2023-05

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SEVEN OAKS COMMUNITY DEVELOPMENT DISTRICT ADOPTING REVISED AMENITY FACILITY RATES/FEES AND AMENDED RULES/POLICIES FOR USE OF DISTRICT AMENITY FACILITIES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Seven Oaks Community Development District (the “**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes;

**WHEREAS**, the District owns, maintains, and operates certain recreational amenity facilities including but not limited to its Gathering Room, Theater, Soccer Field, Cabanas, Swimming Pool, Fitness Center, Tennis Courts, and Small Conference Room;

**WHEREAS**, the Board of Supervisors of the District (the “**Board**”) is authorized by Sections 190.011(15) and 190.035, Florida Statutes, to establish policies and adopt rate and fee schedules for its recreational amenity facilities;

**WHEREAS**, the Board held a public hearing on July 12, 2023, to receive public comment on the revised “CDD Grounds and Amenities Usage Policies” and the revised “Gathering Room & Theater Usage Agreement;” and,

**WHEREAS**, after hearing and considering public comment, the Board has determined that the proposed revised “CDD Grounds and Amenities Usage Policies” and revised “Gathering Room & Theater Usage Agreement” should both be adopted.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SEVEN OAKS COMMUNITY DEVELOPMENT DISTRICT:**

1. **Adoption**. The Board hereby adopts the CDD Grounds and Amenities Usage Policies as finalized in the form attached hereto as **Exhibit “A.”**
2. **Adoption**. The Board hereby adopts the Gathering Room & Theater Usage Agreement as finalized in the form attached hereto as **Exhibit “B.”**
3. **Conflicts**. All District resolutions or parts thereof or other adopted policies in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.
4. **Severability**. If any section or part of a section of this Resolution is declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.
5. **Effective Date**. This Resolution shall become effective upon adoption.



**PASSED AND ADOPTED THIS 12th DAY OF JULY, 2023.**

**Attest:**

**Seven Oaks Community  
Development District**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Name: Sean Grace  
Title: Chair of the Board of Supervisors

**Exhibit A: CDD Grounds and Amenities Usage Policies**

**Exhibit B: Gathering Room & Theater Usage Agreement**



## CDD GROUNDS AND AMENITIES USAGE POLICIES

**The Seven Oaks Clubhouse is monitored by Security. Images and Video are recorded for the purpose of loss prevention and property preservation. Surveillance footage is not a guarantee of personal or public safety.**

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# 1. Introduction

- 1.1. This guide has been prepared to inform users of CDD property of the rules and policies, that are in effect. At the time this guide was published by the Rules Committee, it was meant to be as complete as possible, but might not include all situations and conditions that may occur in the future. The Seven Oaks CDD reserves the right to amend or change these rules and policies at any time, without notice. The most current version of this guide can be found on the Official Community website at [www.SevenOaksCDD.com](http://www.SevenOaksCDD.com).
- 1.2. The following terms are defined as they are to be interpreted in this guide. The definition list is not all inclusive, and does not limit the Districts ability to amend, revise or interpret the guide.
  - 1.2.1. **Access Card:** A card with an RFID chip in it that is issued by the District Staff to persons who meet the criteria for proof of residency as outlined in this guide.
  - 1.2.2. **Mobile Pass:** An App that can be downloaded to enter the clubhouse to persons who meet the criteria for proof of residency as outlined in this guide.
  - 1.2.3. **Access Card Holder:** Any person who has a valid access card that meets the requirements of this guide and owns or rents real residential/commercial property in the District.
  - 1.2.4. **CDD Board:** Community Development District Board of Supervisors.
  - 1.2.5. **District Manager:** Person or company currently employed by the CDD Board to manage the District's assets and facilities.
  - 1.2.6. **District Staff:** Any person who is currently employed by the Seven Oaks Community Development District.
  - 1.2.7. **District property:** Any and all property that is owned or operated by the Seven Oaks Community Development District or maintained for community use. This includes but is not limited to clubhouse, pools, parks, playgrounds, parking lots, wetlands, lakes, common areas, nature trail, streets etc.
  - 1.2.8. **District amenities:** Includes but is not limited to; the clubhouse, pools, tennis courts, playground, soccer field, volleyball and basketball courts, parking lot, etc.
  - 1.2.9. **Guide:** The guide of rules and regulations that is written by the Rules Committee and approved by the CDD Board and published on the community website.
  - 1.2.10. **Guest(s):** Any person who is on district property that does not have proof of residency in Seven Oaks on file with club management or any person without a valid access card.

This person must be in the presence of a resident as defined in this guide unless issued a Guest Pass.

- 1.2.11. **Hour of Operations:** The hours of which the District Board of Supervisors has designated the amenities to be open for use. These hours vary from time to time and can be found in the Community Newsletter.
- 1.2.12. **Household:** All the persons who live or have lived in the same individual residence or property at a given time.
- 1.2.13. **Loitering:** To be in a place, to stand about idly; to linger; or to hang around at a time or in a manner not usual for law-abiding individuals, under circumstances that warrant a justifiable concern for the safety of persons or property in the vicinity.
- 1.2.14. **Community Newsletter:** The Seven Oaks newsletter officially authorized by the Seven Oaks CDD Board of Supervisors.
- 1.2.15. **Official Community Website:** [www.SevenOaksLife.com](http://www.SevenOaksLife.com), the website officially authorized by the Seven Oaks CDD Board of Supervisors.
- 1.2.16. **Private Function:** Any function or gathering of persons on district property that does not appear to be open to the residents of Seven Oaks as deemed by District Staff.
- 1.2.17. **Resident:** Any person who resides in Seven Oaks.
- 1.2.18. **Weapons:** Any tool, device, firearm, rifle, explosive, knife, or other item that may be used to cause harm intentionally, or otherwise to any person or property.

## 2. Conduct Code:

- 2.1. The interpretation and enforcement of all rules is solely at the discretion of District Staff and may be amended at any time.
- 2.2. Improper conduct, obscenities, verbal or physical threats by residents and/or guests will not be tolerated anywhere on common areas or in the district amenities. Actions by any person which may be dangerous, create a health or safety concern, create a hostile environment, or disturb others, are not permitted. This includes, but is not limited to, intoxication, quarreling, threatening, fighting, and offensive/abusive language or behavior. Residents are also responsible for family and guests and their conduct while on District property.
- 2.3. All residents are expected to conduct themselves properly with due consideration for each other as well as District Staff and patrol volunteers. The Board of Supervisors and District authorize Clubhouse Staff to discipline any person for conduct, which in their opinion,

endangers the welfare or interests of the District or for violations of specific rules and regulations of the District as defined in Section 11.

- 2.4. Persons shall wear modest clothing of such style and design as shall be consistent with community standards as determined by District Staff. All clothing shall be worn appropriately; e.g., pants shall be worn securely at the waist.
- 2.5. District Staff have the right to ask any person(s) to cease their conduct and/or leave the premises as a result of their conduct if it is deemed to interfere with the ability of others to enjoy the districts amenities.
  - 2.5.1. If the person(s) causing or participating in inappropriate behavior refuses to cease their activities and/or leave the premises promptly when directed. The person(s) will be advised that failure to do so immediately may result in a loss of community privileges and/or Law Enforcement involvement.
- 2.6. At the discretion of the Staff, District Manager dealing with the situation, the assistance of the local Law Enforcement agency may be sought to maintain order. A copy of the official Law Enforcement report of the incident shall be obtained and delivered to the District Manager within five (5) business days for possible action. If the person(s) asked to leave refuses to do so and Law Enforcement is called, community facility privileges may be revoked.
- 2.7. Any person who verbally threatens the physical well-being of another person or who engages in behavior that may be dangerous, create a health/safety concern, create a hostile environment, or otherwise disturb others and cause them to fear for their physical well being may be reported to the local Law Enforcement Agency.
- 2.8. Any resident who observes a violation of these rules and regulations shall bring the matter to the attention of any staff on duty. Residents are discouraged from trying to enforce the rules on their own.
- 2.9. Staff, as well as fellow residents and their guests, are to be treated in a courteous and considerate manner at all times. Staff shall NOT be reprimanded or harassed in any way by a resident or their family or guests. Any cursing/profanity, sexual innuendoes, or other behavior as well as any unwarranted physical contact (pushing, shoving, grabbing, etc...) may result in the revoking of community facility privileges. All complaints regarding services rendered by a Staff member should be addressed to a clubhouse manager, the District Manager, or a Board Supervisor.



- 2.10. Residents shall not engage or direct Staff on any private business. District Staff shall not be used for the individual benefit of a resident, nor shall any resident direct, supervise, or in any manner attempt to assert control over any Staff members.

## 3. Community Access Cards

### 3.1. Access Cards & Mobile Passes

- 3.1.1. In order to visit or use the CDD's clubhouse, persons must have an active "Access Card" and/or Mobile Pass or meet the other criteria as outlined in this guide. Access cards, Mobile Passes, or guest passes, must be made available to District Staff upon request or persons will be required to leave the CDD's property or pay a non-resident access fee. Access cards & Mobile Passes are issued to individuals who meet the criteria in this guide and the card or pass will display a photo of that individual. Access cards and mobile passes may not be given/loaned to another individual, and those who do so, will be subject to the "Infraction Policy" in Section 11.
- 3.1.2. In the event a home is sold, access cards are to be returned to the clubhouse manager for deactivation and Mobile Passes will be deactivated.
- 3.1.3. The following individuals are permitted to apply for an access card or Mobile Pass**
- 3.1.3.1. Seven Oaks homeowners and their family members who are at least 15 years of age, that can provide proof of residency as defined in this guide.
- 3.1.3.2. Renters of a home in Seven Oaks and their family members, who are at least 15 years of age, who can provide proof of residency as defined in this guide. In order to obtain an access card, the homeowner/landlord must sign a "Seven Oaks Access Card Relinquish Form".
- 3.1.3.3. Individuals who rent an apartment at Windsor Club or Colonial Grand Apartments, who are listed on the lease as the lessee or as an occupant, who are at least 15 years of age.
- 3.1.3.4. Commercial Property Owners are permitted to obtain a maximum of two access cards or mobile passes per address. If the commercial property owner would like to forfeit their rights to use of the District's facilities to a tenant, they must complete and sign a "Seven Oaks Access Card Relinquish Form".

- 3.1.3.5. **Youth access cards or mobile pass** can be issued to individuals who are between the ages of 12-14. Youth access cards/mobile pass require proof of age by any of the following; state issued identification, birth certificate or passport. Youth ages 12-14 have limited access to clubhouse amenities and certain restriction will apply. Youth forms must be filled out and signed by a parent or guardian. Youths will also be required to show “proof of residency” as defined in this guide. Youth access cards will automatically expire at the age of 15. At this time the cardholder must verify residency to re-activate their access card.
- 3.1.3.6. **Resident non owner** access card can be issued to individuals who reside in Seven Oaks, but are not listed as property owners. They will be required to show “proof of residency” as defined in this guide. Resident non owners’ access cards/mobile passes will automatically expire every two years from the date of issue. At this time the cardholder must verify residency to re-activate their access card/mobile pass and it will be re-activated in two (2) year increments.

4.

#### **4.1. Transfer of Access Privileges**

- 4.1.1. Property Owners may transfer their privileges for use of the District amenities to their tenants. The “Seven Oaks Access Card Relinquish Form” must be completed. Upon transfer of privileges to a tenant, the owner no longer has any privileges to use of District facilities until such time as a clubhouse manager has been notified of termination of transfer.
- 4.1.2. A tenant is not authorized to transfer privileges to another person.

5.

#### **5.1. Resident Non-owner**

- 5.1.1. An access card/mobile pass can be issued to individuals who reside in Seven Oaks, but are not listed as property owners. They will be required to show “proof of residency” as defined in this guide. Resident non owners’ access cards/mobile pass will automatically expire every two years from the date of issue. At this time the cardholder must verify residency to re-activate their access card and it will be re-activated in two (2) year increments.

## 5.2. Guests and Guest Passes

- 5.2.1. A guest is defined as a person who is utilizing the District property, but does not possess an access card in their name.
- 5.2.2. Each household is permitted to have the following number of guests:
  - 5.2.2.1. All District amenities: Maximum of 5 guests.
  - 5.2.2.2. Fitness Center: Maximum of 2 guests.
  - 5.2.2.3. Tennis: Maximum of 3 guests.
- 5.2.3. Guests are required to adhere to the same rules, policies and guidelines as residents and residents are responsible for their guests.
- 5.2.4. Guests or persons on guest passes are not entitled to bring any additional guests with them to the amenities.
- 5.2.5. Residents may obtain a guest pass for their Guest(s).
- 5.2.6. **ONLY RESIDENTS 18 YEARS OF AGE OR OLDER ARE ALLOWED TO BRING GUESTS.**

## 6. Proof of Residency

- 6.1. To verify proof of residency the following is required:
  - 6.1.1. An unexpired Florida ID or Drivers License displaying the individual's name, photo, and Seven Oaks address.
  - 6.1.2. A HUD settlement statement or lease displaying the name and Seven Oaks address of the individual/occupant.

## 7. Tennis Courts

- 7.1. Tennis courts hours of operation are 7:30am-9:30pm Monday through Saturday and 7:30am-8:30pm on Sunday.
- 7.2. When obtaining and returning your tennis court key, do so by using the café window.
- 7.3. Shoes worn on the clay tennis courts are not permitted inside the clubhouse.
- 7.4. All persons using the tennis facilities do so at their own risk.
- 7.5. There is one 90-minute maximum reservation time permitted per person per day.
- 7.6. Court reservations may be made up to 3 days in advance. Residents reserving a tennis court **MUST** be a player on the court at the reserved time.

- 7.7. Your reservation will be cancelled if you and your party do not arrive within 10 minutes of the beginning of your reserved time.
- 7.8. Residents must cancel their reservation 24 hours in advance. If a Residents name appears on the no-show list more than twice, per calendar year, tennis court reservation privileges may be suspended up to six months. This policy has been approved to ensure all residents can utilize the tennis courts.
- 7.9. Play is on a reservation basis, if the court is not reserved play is on a first-come, first-serve basis unless an event has been planned using these areas or reservations have been made.
- 7.10. Proper attire is required while on the courts, including sportswear and tennis shoes.
- 7.11. You must present your access card or mobile pass to obtain a key to the tennis courts.
- 7.12. In the event a key or lock is lost or damaged, a replacement fee in the mount of \$25.00 will be charged to the person who was using the court at the time the lock or key was lost.
- 7.13. Improper conduct, obscenities, and verbal or physical threats by residents and/or guests will not be tolerated on or around the tennis court facilities. Actions by any person which may be dangerous, create a health or safety concern, create a hostile environment, or disturb others, are not permitted. This includes, but is not limited to, intoxication, quarreling, threatening, fighting, and offensive/abusive language or behavior. Residents are also responsible for family and guests.
- 7.14. No rollerblades, skateboards, bicycles, motorized vehicles, or similar equipment is permitted on the tennis courts.
- 7.15. Portable radios and/or “boom boxes” are not permitted in the tennis courts or surrounding areas.
- 7.16. Pets, except for service animals as permitted by law, are not permitted on the tennis courts.
- 7.17. Any resident who observes a violation of these rules and regulations shall bring the matter to the attention of any staff on duty. Residents are discouraged from trying to enforce the rules on their own.
- 7.18. Residents must accompany their guests at all times.
- 7.19. Residents and their guests must follow the instructions of the Clubhouse Staff at all times.
- 7.20. Guests are required to adhere to the same rules, policies, and guidelines as residents.
- 7.21. The interpretation and enforcement of all rules is solely at the discretion of District Staff and may be amended at any time.
- 7.22. Residents are advised that tennis courts are equipped with closed-circuit television.

- 7.23. There is a fee for non-resident usage of the courts.
- 7.24. The teaching of lessons is not permitted except for the tennis instructor approved by the District.
- 7.25. District Staff has the right to close any facility due to weather/health/safety reasons. It is entirely under the management's purview as to when the facilities are to be reopened.
- 7.26. Alcohol or glass containers are not permitted on the tennis courts or surrounding areas.

## 8. Basketball Courts

Residents have the option to make a reservation up to 3 days in advance, one time per week. Otherwise, the court can be used on a first come, first serve basis. Residents must sign in with the Clubhouse Staff and present their access card or mobile pass. In return the Clubhouse staff will issue the resident a key to unlock the basketball court. The resident/s and guests can utilize the court for 1 ½ hours. Once your playtime is up, you must clean up any garbage left behind, lock up the court and return the key to the Clubhouse Staff. Your reservation will be cancelled if you and your party do not arrive within 10 minutes of the beginning of your reserved time. Management reserves the right to suspend reservation privileges if there are multiple no shows/cancellations.

You must lock up the basketball court when finished. The key can be returned to the Café Staff by swiping the access card on the keychain at the pool gate striker and ring the doorbell on the Café Window.

- 8.1. District amenities are for the use of residents and their guests. Residents ages 12 and over can utilize the Basketball Court.
- 8.2. Improper conduct, obscenities, and verbal or physical threats by residents and/or guests will not be tolerated, on or around District property. Actions by any person which may be dangerous, create a health or safety concern, create a hostile environment, or disturb others, are not permitted. This includes, but is not limited to, intoxication, quarreling, threatening, fighting, and offensive or abusive language or behavior.
- 8.3. All District amenities are used at the risk and responsibility of the user and the user shall hold the District harmless from damage or claims by virtue of such use.
- 8.4. Specific portions of the District amenities, or specific times of community schedules may be reserved, or priority given, to certain groups, tournaments, league play, meetings, etc. Such reservations and scheduling shall be done by the District Staff.



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- 8.5. District Staff, District Manager, Board of Supervisors, and Authorized District Personnel have the right to require any person to leave the premises as a result of conduct which in their opinion, endangers the welfare or interests of the District, or for violations of specific rules and regulations of the District as outlined in this guide and in the Seven Oaks Community
- 8.6. No person shall commit any nuisance, vandalism, boisterous or improper behavior on the common areas or within the District amenities that interferes with or limits the enjoyment of these areas by residents.
- 8.7. The District Staff has the right to close any community facility for weather/safety/health reasons. Any community facility closed by the District Staff shall not be used in any manner until it is reopened.
- 8.8. Any resident who observes a violation of these rules and regulations shall bring the matter to the attention of any District Staff on duty. Residents are discouraged from trying to enforce the rules on their own.
- 8.9. The teaching of lessons is **STRICTLY PROHIBITED** on any CDD facilities/properties except as approved by the Board of Supervisors.
- 8.10. Loitering or standing on community property after closing hours is not permitted.
- 8.11. The hours for the Basketball Courts are as follows: Monday-Saturday the court will open at 7:30am, except for any approved Vendor Class, and will close at 9:30pm. Sunday, the court will open at 7:30am, except for any approved Vendor class and close at 8:30pm.
- 8.12. Weapons of any kind are not permitted on District property unless authorized by the District.
- 8.13. Illegal drugs and paraphernalia are prohibited on District property.
- 8.14. District amenities and property shall be used only for the purpose for which they are designed and intended.
- 8.15. Climbing gates, fences, or gaining access to the facilities through non-traditional or unorthodox means is not permitted.
- 8.16. Residents must accompany their guests at all times.
- 8.17. Violations of the rules, damaged equipment and unsafe conditions are to be reported to District Staff. Any person found to be disregarding this rule may be required to leave immediately and may incur charges for any damages/cleaning required due to their mistreatment of clubhouse facilities. Residents are responsible for any damage caused by their family or guests.
- 8.18. Residents and their guests must follow the instructions of the District staff at all times and are required to adhere to the all the rules and policies stated in the guidelines.

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Revised 12/27/20

- 8.19. All persons using the clubhouse facilities do so at their own risk.
- 8.20. In the event that a key, lock or access card is lost or damaged, a replacement fee of \$25.00 will be charged to the person who was using the court at the time the lock or key was lost.
- 8.21. Hanging from the Basketball Rim is not permitted
- 8.22. Skateboards, scooters, roller blades, skates, bicycles, ATVs or other wheeled equipment are not permitted on the basketball courts
- 8.23. Portable radios and/or "boom boxes" are not permitted on the basketball courts or surrounding areas.
- 8.24. Residents and their guests must follow the instructions of the Clubhouse Staff at all times.
- 8.25. The interpretation and enforcement of all rules is solely at the discretion of District Staff and may be amended at any time.
- 8.26. Residents are advised that basketball courts are equipped with closed-circuit television.
- 8.27. District Staff has the right to close any facility due to weather/health/safety reasons. It is entirely under the management's purview as to when the facilities are to be reopened.
- 8.28. Alcohol or glass containers are not permitted on the basketball courts or surrounding areas.
- 8.29. All other rules and policies can be found on the Community Website [www.SevenOaksLife.com](http://www.SevenOaksLife.com).

## 9. Use of Clubhouse Facilities

- 9.1. District amenities are for the use of residents and their guests.
- 9.2. Improper conduct, obscenities, and verbal or physical threats by residents and/or guests will not be tolerated on or around District property. Actions by any person which may be dangerous, create a health or safety concern, create a hostile environment, or disturb others, are not permitted. This includes, but is not limited to, intoxication, quarreling, threatening, fighting, and offensive or abusive language or behavior. Residents are also responsible for family and guests.
- 9.3. Staff may ask to inspect access card/proper identification at any time. Residents or guests that are unable to provide such identification may be required to leave.
- 9.4. All District amenities are used at the risk and responsibility of the user and the user shall hold the District harmless from damage or claims by virtue of such use.
- 9.5. Specific portions of the District amenities, or specific times of community schedules may be reserved, or priority given, to certain groups, tournaments, league play, meetings, etc... Such

reservations and scheduling shall be done by the District Staff with authorization granted by or with prior approval of the CDD Board of Supervisors.

- 9.6. Proof of adequate insurance coverage, appropriate license, and execution of an Indemnification Agreement of the CDD may be required for use of District amenities.
- 9.7. Rental fees are charged to reserve some areas of District amenities for private functions.
- 9.8. District Staff, District Manager, Board of Supervisors, and Authorized District Personnel have the right to require any person to leave the premises as a result of conduct which in their opinion, endangers the welfare or interests of the District, or for violations of specific rules and regulations of the District as outlined in this guide.
- 9.9. Community property may not be removed from any community facility or common area without written consent of the CDD Board of Supervisors or District Manager.
- 9.10. Storage or accumulation of any items or materials is not permitted on District property/common areas.
- 9.11. No person shall commit any nuisance, vandalism, boisterous or improper behavior on the common areas or within the District amenities that interferes with or limits the enjoyment of these areas by residents.
- 9.12. Anyone damaging community property, District amenities or the common areas must reimburse the District for all costs associated with its repair or replacement. Residents are also responsible for damages caused by their family and guests.
- 9.13. In accordance with the Florida Indoor Clean Air Act, smoking is prohibited in the clubhouse. The District amenities have a no-smoking policy except for designated smoking areas.
- 9.14. The District Staff has the right to close any community facility for weather/safety/health reasons. Any community facility closed by the District Staff shall not be used in any manner until it is reopened.
- 9.15. Any resident who observes a violation of these rules and regulations shall bring the matter to the attention of any District Staff on duty. Residents are discouraged from trying to enforce the rules on their own.
- 9.16. The teaching of lessons is **STRICTLY PROHIBITED** on any CDD facilities/properties except as approved by the Board of Supervisors.
- 9.17. If a resident's access card or cell phone is lost, stolen, or misplaced, they should contact the District Staff immediately so the card/mobile pass can be deactivated to avoid fraudulent use.
- 9.18. Replacement access cards/mobile pass will be issued at an additional charge to the resident.
- 9.19. Loitering or standing on community property after closing hours is not permitted.

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- 9.20. The hours of use for the District amenities are posted in the Community Newsletter. Hours of Operation can be amended at anytime.
- 9.21. Proper attire, including shirt and shoes, are to be worn in the clubhouse facilities at all times.
- 9.22. Wet bathing suits or bare feet are not permitted inside the clubhouse, other than the locker room/restroom areas.
- 9.23. Anyone under the age of 12 must be accompanied by a resident access cardholder at least fifteen (15) years-of-age while using district amenities. Management can also issue guest passes to babysitters and guests 15 years of age or older. Youth ages 12-14 have limited access as defined in this guide.
- 9.24. No one under the age of 15 may enter or use the fitness center.
- 9.25. Weapons of any kind are not permitted on District property unless authorized by the District.
- 9.26. No one under the age of 21 is allowed to bring, consume, or possess alcoholic beverages within District amenities or on community property.
- 9.27. Illegal drugs and paraphernalia are prohibited on District property.
- 9.28. Pets (except for service animals as defined by Florida law) will not be permitted in the clubhouse, the swimming pool area, or tennis courts. All pets must be on a leash and under owner control when on district property.
- 9.29. District amenities and property shall be used only for the purpose for which they are designed and intended.
- 9.30. Climbing gates, fences, or gaining access to the facilities through non-traditional or unorthodox means is not permitted.
- 9.31. Skateboards, rollerblades, bicycles, or any motorized vehicles are not permitted in the clubhouse, on the pool deck, or on any athletic court or field. Use of skateboards, rollerblades, bicycles, or unauthorized motor vehicles (such as dirt bikes or ATV's) is not permitted in the clubhouse parking lot.
- 9.32. ATV's, dirt bikes, motorcycles or any unauthorized motor vehicles are not permitted on utility easements or other CDD property.
- 9.33. All residents are required to swipe their own access card/mobile pass to gain entry to clubhouse facilities. DO NOT hold doors/gates open for others entering the facilities behind you.
- 9.34. Residents must accompany their guests at all times.
- 9.35. Grilling, barbecuing, or open flames are prohibited.

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Revised

06/08/2022

- 9.36. Violations of the rules, damaged equipment, and unsafe conditions are to be reported to the District Manager.
- 9.37. Residents can only enter the clubhouse by using their access card/mobile pass. Staff are prohibited from assisting entry to residents without their access cards.
- 9.38. The Gathering Room will be open to all residents during normal clubhouse business hours except when reserved for a private event.
- 9.39. At times, the Gathering Room and Theatre will be closed for a private event.
- 9.40. The Clubhouse furniture and furnishings are to be treated with care. There is to be no walking, standing, sleeping, or jumping on any furniture. There is to be no moving of furniture or accessories without prior approval of club management. Any person found to be disregarding this rule may be required to leave immediately and may incur charges for any damages/cleaning required due to their mistreatment of clubhouse facilities.
- 9.41. Residents and their guests must follow the instructions of the District staff at all times.
- 9.42. Guests are required to adhere to the same rules, policies and guidelines as residents.
- 9.43. The interpretation and enforcement of all rules is solely at the discretion of District Staff and may be amended at any time.
- 9.44. Parking overnight is prohibited at the clubhouse unless a parking pass is obtained from clubhouse management. Unauthorized vehicles may be towed at owner's expense.

## 10. Pools and Water Slide

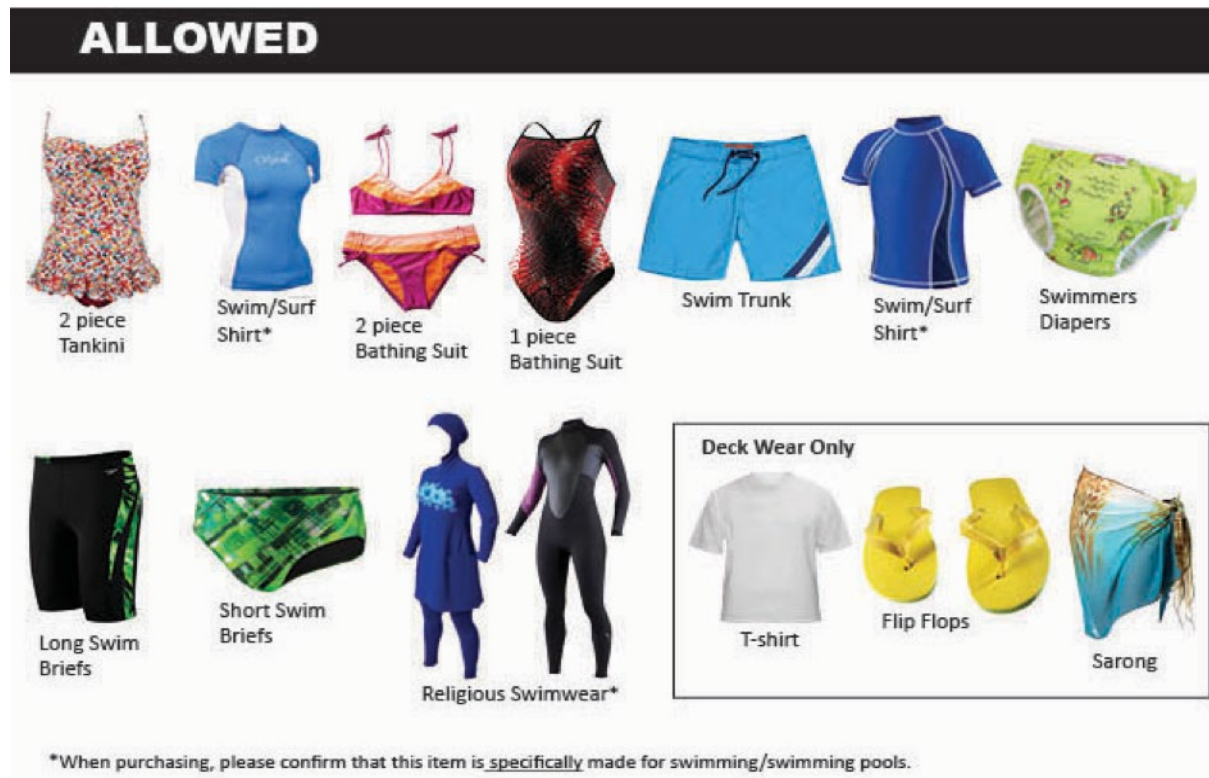
### 10.1. Pool Rules

- 10.1.1. Per Florida Statute, the swimming pools open ½ hour after sunrise and close ½ hour before sunset. Dawn to dusk, weather permitting
- 10.1.2. Residents and their guests must follow the instructions of the pool attendants and District Staff at all times.
- 10.1.3. Guests are required to adhere to the same rules, policies, and guidelines as residents.
- 10.1.4. Residents must accompany their guests at all times.
- 10.1.5. Access cards/mobile passes must be readily available for District Staff to view upon request.
- 10.1.6. Lifeguards will not be present at the pool facilities. All persons using the pool and other facilities do so at their own risk. Children under the age of fifteen (15) must be

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accompanied by a resident access card holder while using the pool facilities. Management can also issue guest passes to babysitters and guests 15 years of age or older.

- 10.1.7. All persons using the pool facilities shall obey the capacity requirements posted, which are defined by Pasco County and the State of Florida.
- 10.1.8. Proper swimming attire must be worn while using the pool facilities. (Bathing suits and rashguards/swimshirts only) Thongs, jeans, cutoffs, etc, are not considered proper swimming attire.



- 10.1.9. Smoking is ONLY permitted in designated smoking areas. No smoking on the pool deck. Please ask a Staff member to inquire about designated smoking areas.
- 10.1.10. Diving or flips of any kind into the pool are not permitted.
- 10.1.11. Incontinent persons, including children who are not toilet-trained, must wear swim diapers or other protective pants designed for use in a swimming environment when using the pool or water features.

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06/08/2022

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- 10.1.12. Changing of diapers must be done in the restrooms only.
- 10.1.13. Large rafts or inflatables are not permitted.
- 10.1.14. Footballs, basketballs, baseballs, tennis balls, volleyballs, and other toys not designed for pool use are prohibited. The use of these toys may be limited by District Staff.
- 10.1.15. Alcoholic beverages are not permitted in the pool facilities at any time.
- 10.1.16. Glass containers of any kind are not permitted in the pool facilities.
- 10.1.17. Coolers, cups, bags, backpacks, and such, are subject to inspection at any time by District Staff.
- 10.1.18. Radios and “boom boxes” may not be played at the pool. Personal listening devices with headset/earphones are permissible on the pool deck
- 10.1.19. No food or drink is permitted within ten (10) feet of any pool per Florida Statute.
- 10.1.20. Pool furniture shall not be removed from the pool deck area or placed into the swimming pool.
- 10.1.21. Items left in the pool facilities after closing will be kept in lost and found for one week. If the item(s) are not claimed, the item(s) will be discarded or donated to charity.
- 10.1.22. Each residential household may bring up to five (5) guests for use of the pool facilities but the cardholder MUST accompany their guests at all times
- 10.1.23. Any person swimming after the facility is closed may be suspended from the amenities and is subject to trespassing charges.
- 10.1.24. Call 911 in the event of an emergency.
- 10.1.25. Improper conduct, obscenities, and verbal or physical threats by residents and/or guests will not be tolerated in the swimming pool facilities. Actions by any person which may be dangerous, create a health or safety concern, create a hostile environment, or disturb others, are not permitted. This includes, but is not limited to, intoxication, quarreling, threatening, fighting, and offensive or abusive language or behavior. Residents are also responsible for family and guests.
- 10.1.26. All residents are required to swipe their own access card/mobile pass to gain entry to clubhouse facilities. DO NOT hold doors/gates open for others entering the facilities behind you.
- 10.1.27. Residents are responsible for ensuring the pool area remains in a clean and sanitary condition at all times. Place trash in proper receptacles.
- 10.1.28. Residents should return chairs to the upright position in their original location.

- 10.1.29. Wet bathing suits or bare feet are not permitted inside the clubhouse, other than the locker room/restroom areas.
- 10.1.30. To maintain proper hygiene, showering is required prior to entering the pool.
- 10.1.31. The teaching of lessons in the swimming pool facilities is STRICTLY PROHIBITED except as approved by the Board of Supervisors.
- 10.1.32. Violations of the rules, damaged equipment, and unsafe conditions are to be reported to the District Staff.

## **10.2. Slide Rules**

- 10.2.1. The hours of operation for the water slide may vary. No guarantee is made as to the availability of the slide and the slide may be closed due to low attendance, poor weather, or for other reasons without notice.
- 10.2.2. All persons using the slide and all other club facilities do so at their own risk. Riders must be in good general health. Persons with heart or back conditions should not ride. It is not recommended that pregnant women ride. Do not ride while under the influence of alcohol or drugs. Exit the slide quickly.
- 10.2.3. All persons using the water slide MUST meet the height requirement of 42 inches. A child may not ride down the slide with an adult.
- 10.2.4. Only one rider at a time is permitted on the slide. Riders must lay down, feet first, ankles crossed, arms crossed or hands interlocked behind head all the way down the slide. No standing, spinning or stopping on the slide surface.
- 10.2.5. The water slide may only be used when the pool and water slide are being monitored by an attendant.
- 10.2.6. Proper attire is required on the water slide, as defined in 10.1.8. This includes swim trunks and bathing suits. Standard swimwear only (rash guards – form-fitting shirts for use in water – are also permitted.) Loose articles of clothing, including, hats, scarves, headwear is not permitted.
- 10.2.7. Form fitted Jewelry only, no metal zippers, combs, ornamental metals, food, jeans, t-shirts, cut-offs, shoes, sunglasses, eyeglasses are not permitted on the slide.
- 10.2.8. Inflatables, rafts, and life jackets of any kind are not permitted on the water slide. This includes arm inflatables.
- 10.2.9. Maximum Weight is 300lbs
- 10.2.10. Guests are required to adhere to the same policies and guidelines as residents.
- 10.2.11. Call 911 for emergencies.

- 10.2.12. Any resident who observes a violation of these rules and regulations shall bring the matter to the attention of any staff on duty. Residents are discouraged from trying to enforce the rules on their own.
- 10.2.13. The interpretation and enforcement of all rules is solely at the discretion of District Staff and may be amended at any time.
- 10.2.14. Residents and their guests must follow the instructions of the pool/water slide attendants and District Staff at all times. Failure to follow the rules may result in suspension or loss of access right privileges to the clubhouse.
- 10.2.15. Failure to follow the rules may result in serious injuries or death.
- 10.2.16. Guests are required to adhere to the same rules, policies and guidelines as residents.

## 11. Fitness Room

- 11.1. The fitness room will be accessible to residents with their access card or mobile pass during hours of operation. The Fitness Center is open 24 hrs per day. After hours access is through the pool gate and the door across from the pool gate.
- 11.2. Access cards or mobile passes must be readily available for District Staff to view when using the facility.
- 11.3. Each access holder may bring up to two (2) guests to the fitness room.
- 11.4. Residents and their guests must follow the instructions of the District Staff at all times.
- 11.5. Guests are required to adhere to the same rules, policies and guidelines as residents.
- 11.6. You must be at least 15 years of age to enter or use the fitness center.
- 11.7. All persons using the fitness equipment do so at their own risk.
- 11.8. Proper workout attire must be worn while using the facilities. Shirts and athletic shoes are mandatory.
- 11.9. All persons using the fitness room are to be considerate of others. Usage is on a first come, first serve basis. During peak periods, use of the treadmill, bikes, and elliptical machines is limited to 30 minutes.
- 11.10. Fitness center equipment shall not be removed from the fitness room.
- 11.11. Personal listening devices with headset/earphones are permissible. Portable radios and/or "boom boxes" are not permitted in the fitness room.

- 11.12. Cell phone usage is not permitted in the fitness room. Set cell phone on vibrate and take all calls in the lobby.
- 11.13. All persons using the fitness equipment are required to wipe down the equipment with disinfectant wipes before and after each use.
- 11.14. Improper conduct, obscenities, and verbal or physical threats by residents and/or guests will not be tolerated in the fitness room. Actions by any person which may be dangerous, create a health or safety concern, create a hostile environment, or disturb others, are not permitted. This includes, but is not limited to, intoxication, quarreling, threatening, fighting, and offensive or abusive language/behavior. Residents are also responsible for family and guests.
- 11.15. The dropping of free weights is not permitted.
- 11.16. Skateboards, rollerblades, basketballs, etc. are not permitted in the fitness room.
- 11.17. The television volume is to be kept to an acceptable level so as not to disturb others.
- 11.18. Food and or glass are not permitted.
- 11.19. Lights, fans, and the television are to be turned off upon leaving the fitness room.
- 11.20. The interpretation and enforcement of all rules is solely at the discretion of District Staff and may be amended at any time.
- 11.21. Call 911 for emergencies.
- 11.22. All residents are required to swipe their own access card or mobile pass to gain entry to clubhouse facilities. DO NOT hold doors/gates open for others entering the facilities behind you.
- 11.23. Any resident who observes a violation of these rules and regulations shall bring the matter to the attention of any District Staff on duty or email [clubhousemanager@sevenoakscdd.com](mailto:clubhousemanager@sevenoakscdd.com). Residents are discouraged from trying to enforce the rules on their own.
- 11.24. The teaching of lessons in the fitness room facilities is STRICTLY PROHIBITED except as approved by the Board of Supervisors
- 11.25. Violations of the rules, damaged equipment, and unsafe conditions are to be reported to the District Staff.

## 12. Rentals

### 12.1. Reservation Policies

- 12.1.1. The District would like to accommodate the usage of community facilities by all residents, however usage by groups of multiple families and their guests is subject to availability and possible fees at the discretion of District Staff.
- 12.1.2. Prior to renting any area of the District amenities, the rental applicant must sign a rental agreement.
- 12.1.3. Payment in full is required at the time a reservation is made.
- 12.1.4. Cancellations within the 14 days prior to a reserved date are not permitted will not be eligible for any refund.
- 12.1.5. Cancellations prior to 14 days before a reserved date are subject to a fee as stated on the rental agreement.
- 12.1.6. The renter must be present to sign in prior to any guests being allowed access to reserved areas. They must also be present at the function during the **entire** reservation period or the function will be charged at the non-resident rate as stated on the rental agreement.
- 12.1.7. Setup and cleanup must be completed within the maximum time frame specified. The renter is provided with a cleaning list that must be completed by your check out time. Any cleaning left undone, will incur a cleaning fee that will be billed to the reserving renter.
- 12.1.8. Renter agrees to pay any additional fees for damages that may occur.
- 12.1.9. All guests and children under the age of 15 must be supervised at all times.
- 12.1.10. Furniture may only be moved in the presence and with approval of District Staff.
- 12.1.11. All functions must be contained within the area reserved. The use of the restrooms is included.
- 12.1.12. Approval of all events is subject to the discretion of the Board of Supervisors. The Board reserves the right to reduce or waive rental fees for community service or other functions. The Clubhouse Manager may waive rental fees, or a portion thereof, when warranted due to issues with the rental facility or clubhouse staffing that affect the renter's use of the rental facility.



## **12.2. Gathering Room**

- 12.2.1. Maximum Guests - Sixty (60)
- 12.2.2. Please verify with club management in advance for availability.
- 12.2.3. Reservations may be placed on hold for up to two (2) days. Payment must be made in full after 2 days or the reservation will be deleted.
- 12.2.4. Rental rates, and any additional charges or fees which may apply are doubled for non-residents.
- 12.2.5. Furniture may only be moved in the presence and with approval of District Staff.
- 12.2.6. All exterior doors must remain closed.

## **12.3. Theater**

- 12.3.1. The Theater may be used to play power point presentations, legal store-bought DVD movies, or watch television.
- 12.3.2. Reservations may be placed on hold for up to two (2) days. Payment must be made in full after 2 days or the reservation will be deleted.
- 12.3.3. Pirated or otherwise illegal copies of movies are not to be viewed/played anywhere in the clubhouse or Theater.
- 12.3.4. Use of the Theater requires the signing of the "Theater Usage Agreement".
- 12.3.5. Subject to availability, there is no charge for using the Theater for access card holders and up to 5 guests.
- 12.3.6. Reservations for more than five guests, are considered rentals/private functions.
- 12.3.7. Theater rentals do not include use of the Gathering Room and/or kitchen area and the maximum amount of persons attending may not exceed 30.
- 12.3.8. Please contact Club Management in advance for availability.
- 12.3.9. All exterior doors must remain closed.

## **12.4. Pool Cabana Rentals**

- 12.4.1. Individuals renting Cabanas are entitled to a maximum of 18 total people per cabana rented.
- 12.4.2. Reservations may be placed on hold for up to two (2) days. Payment must be made in full after 2 days or the reservation will be deleted.
- 12.4.3. Furniture may only be moved in the presence and with approval of District Staff.
- 12.4.4. In the case of inclement weather, the party will not be permitted to move guests inside.

- 12.4.5. In the event that District Staff closes the pool for any reason during a reservation, a rain-check with no cash value will be issued for the amount of time remaining on the rental at the time of closure.

## **13. CDD Common Areas, Nature Trail, and Parks**

- 13.1. Neighborhood parks close at dusk.
- 13.2. Children under the age of 12 must be supervised by an adult at all times. Management can issue babysitter passes and guest passes for individuals 15 years of age or older. Youth ages 12-14 can utilize the playground areas with a valid access card.
- 13.3. Glass containers are not permitted.
- 13.4. Alcoholic beverages are not permitted.
- 13.5. Dog waste is to be picked up and disposed of in a proper receptacle.
- 13.6. No loitering after hours. Unauthorized persons may not occupy the District's property after hours. This includes but is not limited to, the Clubhouse, Parking lot, Parks, common areas, trails, etc.
- 13.7. No Fishing, No swimming, No Boating is permitted in any of the ponds or waterways. Fishing is permitted in Pond #15 as the District's Designated Fishing Area (see Resolution 2012-08, as amended).
- 13.8. No Motorized Vehicles are permitted on the nature trail
- 13.9. Violations of the rules, damaged equipment, and unsafe conditions are to be reported to the District Manager.
- 13.10. Grilling, barbecuing, or fires of any kind on CDD property is prohibited.
- 13.11. Use of fireworks are not permitted on district property.
- 13.12. Improper conduct, obscenities, loud and disruptive behavior, and verbal or physical threats by residents and/or guests will not be tolerated in community parks or on CDD property. Actions by any person which may be dangerous, create a health or safety concern, create a hostile environment, or disturb others, are not permitted. This includes, but is not limited to, intoxication, quarreling, threatening, fighting, and offensive/abusive language or behavior.

### **13.13. Clubhouse Parking Lot, and Common Areas**

- 13.13.1. For the safety of residents, the clubhouse parking lot, common areas, and playgrounds are closed at 10:00PM every night and re-open at 4:30AM every morning unless

otherwise posted. During this time, **only** authorized personnel are permitted to be in these areas.

- 13.13.2. All common areas that are not lit by overhead lighting close at dusk.
- 13.13.3. Use of skateboards, rollerblades, bicycles, or unauthorized motor vehicles (such as dirt bikes or ATV's) is not permitted in the clubhouse parking lot.
- 13.13.4. Unauthorized vehicles may be towed at owner's expense and risk.
- 13.13.5. In order to park over night, individuals must obtain a parking pass from clubhouse managers. The pass is authorized for the duration of 2 days for guest parking only, based upon availability.
- 13.13.6. Unauthorized persons may be cited for trespassing.
- 13.13.7. Unauthorized vehicles are not permitted to park or drive upon areas of CDD property that are not intended for vehicular parking or driving.

#### **13.14. Soliciting In the Community**

- 13.14.1. No unauthorized solicitation or door to door sales on CDD property is permitted at any time.
- 13.14.2. In order to use District property for the purpose of soliciting or to move about the community for the purpose of soliciting, one must obtain written consent from the CDD Board of Supervisors.
- 13.14.3. District Staff may require that persons suspected of unauthorized soliciting leave District property immediately.
- 13.14.4. If the person(s) refuse to leave, the District Staff may contact Law Enforcement and request that a permanent trespass be issued by the Sheriff on behalf of the District.

## **14. CDD Rule Infraction Policy**

### **14.1 Enforcement procedures**

- 14.2 District staff will take into account the circumstances of each infraction and assign a level of severity accordingly.

SEVERITY	EXAMPLES	CONSEQUENCES
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SEVERITY	EXAMPLES	CONSEQUENCES
Level 1	Basic rule infractions, obscenities, misuse of property, intoxication, etc.	Immediate loss of right to access district amenities for 24 hours.
Level 2	Failure to comply with staff instructions, loaning/passing of access cards, unauthorized means of entry, etc.	Immediate loss of right to access district amenities for 7 days.
Level 3	Bringing weapons/drugs on district property, vandalism, fighting, trespassing, or repeated violations.	Immediate loss of right to access district amenities pending review by District Manager.

### 14.3 Appeals Process

- 14.3.1 The violator may appeal the infraction in writing by emailing/mailling it to the District Manager.
- 14.3.2 The Board of Supervisors will conduct an appeals hearing at the next regularly scheduled monthly CDD meeting from the date the appeal was received.

### 15. PENALTY GUIDELINES

- 15.1.1. In all cases if the offender is under eighteen (18), the parent/guardian will be called immediately if not present. A copy of the written warning and/or suspension notice will be mailed to the parent or guardian. In all cases of suspension, a written notice will be provided to the offender by District Management upon request.
- 15.1.2. If a warning is ignored or a person displays blatant disregard for following the rules, a penalty may be upgraded.
- 15.1.3. The waiver by District Staff or the CDD board of an infraction(s) does not constitute a waiver of subsequent infraction(s). Depending upon individual circumstances, consequences of an infraction(s) may vary from instance to instance.
- 15.1.4. In addition to penalties and reimbursement for damages, the Board of Supervisors may take additional legal action against persons who do not comply with the rules and regulations.

- 15.1.5. ALL suspension of privileges and decisions made by the District Staff allow for the violator to protest the suspension at a regular CDD meeting and appeal the decisions of the District Staff, however the suspension will remain in effect until review by the CDD Board.
- 15.1.6. If the severity of a violation of any of the Rules and Regulations is deemed to endanger the welfare of any individuals or property, the District Staff will retain the right to contact the Pasco County Sheriff's Office and/or adjust the consequences to fit the violation at any time.
- 15.1.7. At the discretion of District Staff, infractions of the rules may result in immediate suspension of access privileges.

## 16. Revisions, Errata, and Waivers

- 16.1. The materials appearing in this guide may include technical, factual, typographical, or other errors. In any case where this may have occurred, the CDD board should be consulted to determine the desired meaning of the policy or rule. The CDD Board may make changes to the materials contained in this guide at any time without notice. The most current version of this guide will be available on the official community website, [www.SevenOaksLife.com](http://www.SevenOaksLife.com).
- 16.2. Headings and section titles are inserted for the convenience of the reading parties only and are not to be considered when interpreting this guide book.
- 16.3. When applicable, words in the singular mean and include the plural and vice versa. Words in the masculine mean and include the feminine and vice versa.
- 16.4. In the event that any of the provisions of this guide are held to be invalid or unenforceable in whole or in part, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from the remainder of this agreement.
- 16.5. The waiver by District Staff or the CDD Board of a breach, default, delay or omission of any of the provisions of this guide by the other party will not be construed as a waiver of any subsequent breach of the same or other provisions.



SEVEN OAKS COMMUNITY DEVELOPMENT DISTRICT  
2910 Sports Core Circle Wesley Chapel FL 33544  
Email: [Clubhouseinfo@sevenoakscdd.com](mailto:Clubhouseinfo@sevenoakscdd.com)  
Website: [www.SevenOaksCDD.com](http://www.SevenOaksCDD.com)  
Phone: 813-907-7987 ext. 2 Fax: 813-907-0660

**Seven Oaks Community Development District (CDD)**  
**Gathering Room & Theater Usage Agreement**

Reservation Date: \_\_\_\_\_ Day: \_\_\_\_\_

Time Reserved: \_\_\_\_\_ \* No rentals between 4pm and 5pm on Saturdays and Sundays.

Type of Party: \_\_\_\_\_

Resident: \_\_\_\_\_ Non-Resident: \_\_\_\_\_

Resident Rate: (3 hour minimum on Saturdays and Sundays) ~~\$120~~ **\$145** for the first 3 hours. \$30 each additional hour, during Clubhouse operational hours.

Non-Resident Rate: (3 hour minimum on Saturdays and Sundays) ~~\$240~~ **\$265** for the first 3 hours. \$60 each additional hour during Clubhouse operational hours.

Maximum Number of Guests Permitted: **Sixty (60)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Payment Received on: \_\_\_\_\_ Amount: \_\_\_\_\_

**OPERATIONAL RENTAL HOURS**

**Monday – Saturday 7:00am – 10:00pm**

**Sunday 7:00am – 9:00pm**

By signing page 6 of the Gathering Room and Theater Rental Agreement, I certify that I have read and understand all policies and agree to all the terms and conditions outlined in this agreement. Please contact Clubhouse Management to determine availability and/or if there will be any changes to the Gathering Room or Theater at (813) 907-7987 extension 2.



- **The renter reserving the Clubhouse must be present at the function during the entire period.**
- I have read, fully understand, and agree to the "Facility Reservation Policies".
- I have read, fully understand, and agree to the "Release of Liability and Indemnification".
- I understand that the above "Time Reserved" includes both set up and clean up time. The CDD District Staff reserves the right to offer you a 30-minute set up time **ONLY** if there are no other rentals before you.
- No glitter, confetti, candles, or open flames permitted. (Birthday candles are fine).
- ~~Arrangements regarding the furniture movement policy needs management approval prior to your rental date. The moving of any furniture, excluding the pub tables, will incur a \$25.00 fee. The Pub/Cocktail tables are NOT to be moved at all. The renter will be charged an additional \$100.00 if these tables are moved.~~
- Other residents and guests will still be permitted to utilize the pool and fitness center during any rental.
- Check-in/Check-out documentation is required with on-site District Staff.
- Seven Oaks supports a non-alcohol policy. Any renter who provides or allows consumption of alcoholic beverages shall bear sole responsibility for their guests. Clubhouse Management reserves the right to limit or prohibit alcohol consumption.
- I agree to give written notice of cancellation at least **14** days prior to the reservation date. Failure to do so will result in forfeiting the entire rental amount paid.
- Any Resident renting the Gathering Room must have an active Access Card at the time of their rental. Failure to have proper access to the amenities may result in cancellation of your event.

**The Seven Oaks Clubhouse is monitored by CCTV Security. Images and Video are recorded for the purpose of loss prevention and property prevention. Surveillance footage is not a guarantee of personal or public safety.**

The Gathering Room and Theater is available for rent by Seven Oaks Residents, Seven Oaks Businesses, Non-Residents, and Non-Resident Businesses. Payment of rental fees and deposits may be paid by Visa, Mastercard, Discover, Debit Card, American Express, Apple Pay, Google Pay or Samsung Pay only. Cash, Check, or Money Orders payments are **NOT** accepted since we do not have the means to issue cash refunds in the event a refund is required. Refunds can only be issued to the same card that was used for the payment. **Payment and deposit are due in full at the time you book your reservation.**

### **Cancellation and Date Change Policy**

If a rental is cancelled up to 14 days prior to the reservation date, you will receive a refund subtracting a \$25 administration fee. If you fail to cancel within the allotted time frame, you will forfeit the **full** rental amount paid. If you change your date at any time, for any reason, you will incur a \$25.00 administration fee. Date changes may only be requested up to 14 days prior to the reserved date. Any change requested after that time frame may not be honored.

There is a 3-hour minimum for rentals on Saturdays and Sundays. The Maximum number of guests must NOT exceed **60** people in the Gathering Room & **30** people in the Theater but not to exceed 60 people total at any given time. Number of people subject to change without further notice.  

### **Seven Oaks Community Development District Facility Reservation Policies**

- The renter reserving the Clubhouse must be present at the function during the entire period. If the resident is renting the Clubhouse for a non-resident and the resident is not present to sign in and/or be present for the entire function, the resident will be charged a \$25.00 fee and the



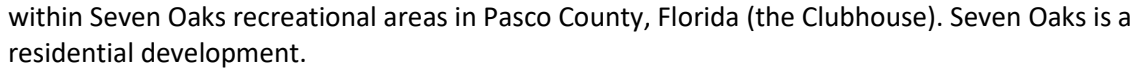
rental agreement will automatically terminate.

- Setup and Cleanup must be done within your reserved time. You are provided with a cleaning form which must be completed by your check out time. Any cleaning left undone will incur a cleaning fee that will be billed to the reserving renter. Renter agrees to pay any additional fees for cleaning, moving furniture or damages.
- All guests and children under the age of 15 must be supervised at all times.
- Furniture may not be moved without prior approval of management. Moving the furniture will result in a fee.
- No tape, push pins, hooks, nails, or any other attachments to ceiling, floors, or walls are permitted. Use of any of these items will result in a fee. The only tape permissible is blue painter's tape.
- The usage of sternos is permitted with careful supervision. However, in the event of any damages caused by such sternos, including fire to the facility, the renter assumes full responsibility and cost of any and all repairs.
- Swimsuits or bare feet are not allowed inside the Clubhouse at any time.
- Vehicles are not permitted to park on any grassy or landscaped areas or remain overnight. Vehicles are not permitted to park in the roundabout other than for drop-off, pick-up, loading or unloading.
- All functions must be contained within the area reserved.
- Approval of all events are subject to the discretion of the Board of Supervisors. The Board reserves the right to reduce or waive rental fees for community services or other functions.
- The main double doors will be left unlocked during the event for your guests to enter the Clubhouse.
- The entire Clubhouse is a non-smoking facility. Smoking is not permitted.
- No pets should be allowed at any time. (Only Service Animals).
- No function or function attendees shall interfere with the right, comforts, conveniences, or peaceful enjoyment of any adjoining areas within the community. Specifically, no person may use the facility in such a manner that creates excessive noise, profanity, boisterous action, etc.
- The interpretation and enforcement of all rules is solely at the discretion of management and may be amended at any time.
- District staff reserves the right to remind patrons of the time constraints and cleaning obligations associated with renting any space on Clubhouse grounds.
- Events are booked within strict timelines to accommodate multiple bookings within the same day.
- The Movie Theater is considered a bonus feature to enhance your venue. There may be times when audio and visual may not be available. The Seven Oaks CDD is not responsible for any audio or visual issues. Therefore, refunds will not be given.
- Rentals are not available on Holidays that the Clubhouse is closed. Seven Oaks CDD Staff reserves the right to change/modify any furniture or décor at any given time without notice.

#### **Permission to use Clubhouse and Release of Liability and Indemnification Agreement**

1. Seven Oaks Community Development District ("CDD") is the owner of the Clubhouse located





- ## Cleaning Expectations and Guidelines

Management reserves the right to charge you a cleaning fee, if cleaning obligations are not fulfilled at the time of check-out. It is expected for the room to be left in the condition that it was received. In the event that Clubhouse decorations are present due to seasonal events, it is understood that those decorations are not to be disturbed or removed by anyone for any reason.

**DISTRICT STAFF RESERVES THE RIGHT TO COME INTO THE GATHERING ROOM AND ISSUE YOU A 30 MINUTE REMINDER TO BE CLEANED UP AND OUT BY YOUR RESERVED TIME, HOWEVER, THIS IS NOT MANDATORY. THE RENTER MAY GO INTO THE CAFÉ AND SPEAK TO A DISTRICT STAFF MEMBER WHEN READY TO CHECK OUT. IF A STAFF MEMBER IS NOT PRESENT, YOU MAY LEAVE AND A MANAGER WILL**

Revised 7-12-23



**INSPECT THE GATHERING ROOM THE FOLLOWING DAY. BY INITIALING THIS PAGE, YOU ACKNOWLEDGE THAT YOU UNDERSTAND THE CONDITIONS OF YOUR RENTAL AND CLEANING EXPECTATIONS.**

### **Rental Deposit Information**

In order to secure the date, Seven Oaks must receive a \$200 deposit for residents and a \$400 deposit for non-residents. Residents must make the payment in full at the time of booking and provide a credit card authorization form for the deposit. Non-residents payment and deposit will be due in full at the time of booking. Deposits will be returned the following day by District Staff assuming that there are no extenuating circumstances. Any charges resulting from exceeding the rental time are to be paid to the staff by the end of the event. Any disputes regarding additional charges can be discussed with management. Any damages will be billed at the cost estimated for repairs. Estimates will be determined by management, or a qualified professional based on the extent of damage. Any damages in question will be reviewed by management to determine the cost associated. Any damages in excess of the deposit amount will be billed to the renter. Charges may include time spent investigating validity of additional charges. Please make sure to keep the Clubhouse clean to defray Personal and CDD costs.

I understand as the renter of the Clubhouse, that all cleaning must be completed within my reserved rental time. Any damages to the Clubhouse will be charged to the renter or taken from the deposit credit card authorization form. If damages are more than that amount, it will be billed to my home address. Payment is required within 15 days of receiving the bill.

- ❖ Coffee Service is available for a fee of \$10 per urn. Each coffee urn serves approximately five (5) 16-ounce cups. Ground coffee, cups, creamers, and sugars are included with this service. Renters are responsible for preparing their own coffee.

Please check box **ONLY** if you would like to pay for this service.

☐

**If District Staff reasonably believes an outside vendor is performing services without providing the requisite policy (for example branded materials, uniforms, vehicles, or advertisements are visible), then District Staff may shut down the function and no refunds will be issued. The CDD reserves the right to not permit any outside vendor from providing a service on CDD property if the renter of the facility**



**does not provide a Certificate of Insurance to management prior to the reserved date. Management must also approve any vendor's Certificate of Insurance prior to the rental. In the event District Staff suspects services on CDD property, the renter will incur a \$200 fee. Any outside vendors include but not limited to: Caterers, DJ's, Bands, Costume Characters, Decorators, Face Painters, Balloon Twisters, Bounce Houses, Photo Booths, Magicians, Photographer or Videographer, etc.**

Any outside vendor (including friends or family members who own or operate a business) performing a service at your function, regardless of whether they are compensated, must provide the Seven Oaks Community Development District with a Liability Insurance Policy listing \$1,000,000 per occurrence and \$2,000,000 general aggregated. No Insurance Policy is required for simple delivering pre-made food to the Clubhouse (with no other services being provided such as serving the food). The policy must also name the District as an additional insured as follows:

Seven Oaks Community Development District  
5844 Old Pasco Road Suite 100  
Wesley Chapel FL, 33544

By Signing this form, you acknowledge that fully understand the conditions of this rental agreement and cleaning expectations.

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Renter's Signature

---

Print Name

---

Date

---

CDD Representative Signature

---

Print Name

---

Date



## Authorization for Credit Card Use

COMPLETE THIS AUTHORIZATION AND RETURN.  
All information will remain confidential.

Name on Card: \_\_\_\_\_

Billing Address: \_\_\_\_\_

\_\_\_\_\_

Credit Card Type: \_\_\_\_\_ VISA \_\_\_\_\_ Mastercard \_\_\_\_\_ Discover \_\_\_\_\_ American Express

Credit Card Number: \_\_\_\_\_

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

Card Identification Number: \_\_\_\_\_ (last 3 digits located on the back of the credit card)

Amount to Charge: \$ \_\_\_\_\_ (USD)

I authorize Seven Oaks Community Development District to charge the amount listed above to the credit card provided herein. The date of the Venue is \_\_\_\_\_. I authorize Seven Oaks Community Development District to charge my credit card any additional fees that may apply if the rental time exceeds operational hours as stated in the signed rental agreement. **Residents:** I authorize Seven Oaks Community Development to charge my credit card up to \$200.00 worth of damages caused by me or my guests. If damages exceed \$200.00, the renter will be billed an additional invoice. **Non-Residents:** I authorize Seven Oaks Community Development to charge my credit card a \$400 refundable deposit. If damages exceed \$400.00, the renter will be billed an additional invoice.

Cardholder – Please Sign and Date

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

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

Print Name: \_\_\_\_\_

## **Tab 11**

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, June 14, 2023, at 6:31 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>
Greg Woodcock	<b>District Engineer, Stantec</b>
Theresa DiMaggio	<b>Clubhouse Manager</b>
John Gentilella	<b>Maintenance Manager</b>
Kathryn Hopkinson	<b>District Counsel, Straley, Robin &amp; Vericker</b>
Judy Scavino	<b>Clubhouse Asst. Manager</b>

Audience	<b>Present</b>
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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

The Board heard audience comments and questions related to an appeal on S-19, parcel S12-B, construction of a main event center, the reserve study, pool heating, sidewalks, the timing of repaving streets, assessment level increase, benefits for part-time employees, and the possibility of repurposing the swing sets once removed from playgrounds.

**THIRD ORDER OF BUSINESS**

**Staff & Landscape Reports**

**A. District Engineer**

Mr. Woodcock spoke about the paver location map, the maintenance of traffic during repairs, and other options , such as stamped concrete or asphalt rather than replacing the pavers. He stated that he was meeting on June 28th with Faulkner Engineering to discuss Geotech borings as part of the evaluation process.

**B. District Counsel**

Ms. Hopkinson spoke regarding the ethics training requirement for the Board and touched on the process for disposing of district assets.

**C. Field Operations Update**

Mr. Gentilella presented and reviewed his Field Manager's report and noted that palm tree trimming is scheduled to begin on June 26th.

A discussion ensued regarding proposals to replace the pergola ranging from \$23,000 to \$45,000. It was stated that \$35,000 was included in the FY 2024 budget.

On a Motion by Mr. Mendenhall, seconded by Mr. Grace, with all in favor, the Board of Supervisors approved a not-to-exceed amount of \$24,000 to replace the pergola with funding to come from the reserve account for the Seven Oaks Community Development District.

Mr. Gentilella informed the Board that the reconstruction of the approved playgrounds is in process.

**D. Clubhouse Manager**

Ms. DiMaggio reviewed her report with the Board.

**a. Consideration of Proposal for Splash Park**

Ms. DiMaggio reviewed a proposal from Pool Works to install a splash park as the project is scheduled for 2024 in the Reserve Study. She stated that the proposal came in at \$55,440.32. Following a brief discussion, the Board tabled action until next month.

**b. Consideration of Proposal for Organization of Wires**

Ms. DiMaggio presented a proposal from Complete I.T. to organize the wires associated with the computer equipment.

On a Motion by Mr. Tomsu, seconded by Mr. Grace, with all in favor, the Board of Supervisors approved the proposal from Complete I.T. in the amount of \$4,300, for the Seven Oaks Community Development District.

**c. Discussion Regarding Pool Rules Sign**

Ms. DiMaggio asked that the Board consider replacing the signage for the pool rules at a cost of \$1,121.86.

On a Motion by Mr. Tomsu, seconded by Mr. Grace, with all in favor, the Board of Supervisors failed to approve the replacement of the pool Rules signage, for the Seven Oaks Community Development District.

**d. Discussion Regarding Temperature of Lap Pool**

Ms. DiMaggio stated that based on complaints from homeowners she raised the pool temperature to 85° and a brief discussion ensued.

On a Motion by Mr. Graff, seconded by Mr. Grace, with three in favor and two against (Mr. Mendenhall and Mr. Grace), the Board of Supervisors approved setting the temperature of the lap pool and resort pools at 85° and allow the resort pool to warm up with mother nature, for the Seven Oaks Community Development District.

**e. Discussion Regarding Part-Time Employee Benefits**

Ms. DiMaggio stated that full-time employees receive three days of bereavement pay. A brief discussion was held about offering the same benefit to part-time employees with two years of service, along with holiday pay for New Years, Veterans Day, Martin Luther Kings Day, President's Day, Thanksgiving, and Christmas.

On a Motion by Mr. Graff, seconded by Mr. Mendenhall, with four in favor and one abstaining (Mr. Grace), the Board of Supervisors approved three days of bereavement and holiday pay for part-time employees with two years' service, for the Seven Oaks Community Development District.

**f. Discussion Regarding Holiday Schedule**

It was stated that this was included in the previous motion.

**g. Discussion Regarding Liability Insurance**

It was explained that Egis is looking into possibly including blanket event insurance with the District's policy, but has not provided options yet.

**h. Discussion Regarding Gathering Room Furniture**

Following a brief discussion, it was decided to add this matter to next month's agenda so that a resolution setting a Public Hearing can be included.

**i. Discussion Regarding Guest Policy for 14-year-olds**

The possibility of allowing 15 + year-olds to bring up to 5 guests to the pool was discussed.



On a Motion by Mr. Graff, seconded by Mr. Mendenhall, with four in favor and one against (Mr. Tomsu), the Board of Supervisors temporarily approved allowing individuals 18 and older to bring 5 guests to the pool, for the Seven Oaks Community Development District.

**j. Discussion Regarding Non-Resident Fee for Field**

It was stated that a public hearing will need to be held before the Board can approve or change fees. A resolution setting up the public hearing will be included in next month's agenda.

Confirmation was provided regarding unused sponsorship monies in the events budget carrying over to the next year.

Ms. DiMaggio reported that many of the awnings were damaged in recent hailstorms, so she obtained a proposal to replace the awnings at a cost of \$19,275. This includes the undamaged ones as well.

On a Motion by Mr. Mendenhall, seconded by Mr. Tomsu, with all in favor, the Board of Supervisors approved replacing the awnings at a cost of \$19,275 for the Seven Oaks Community Development District.

**E. District Manager**

Mr. Brizendine informed the Board the next regular meeting will be held on Wednesday, July 12, 2023, at 6:30 p.m. at the Seven Oaks Clubhouse.

**1. Review of District Management Report**

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

**2. Review of Financial Statements**

Mr. Brizendine presented the Financial Statements to the Board.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-04,  
Approving Fiscal Year 2023/2024  
Proposed Budget and Setting the  
Public Hearing on the Final Budget**

Mr. Brizendine presented Resolution 2023-04 and the proposed budget for FY 2023-2024. He stated that there were no changes made to the proposed budget and reminded the Board of the mandatory 60-day waiting period between approval of the proposed budget and holding the public hearing to finalize it. Based on that he asked if the Board would be okay with moving the August meeting to the 16th at 3:00 p.m.

**SEVEN OAKS COMMUNITY DEVELOPMENT DISTRICT**

**June 14, 2023 – Meeting Minutes**

**Page 5**

On a Motion by Mr. Grace, seconded by Mr. Graff, with three in favor and two against (Mr. Tomsu and Mr. Christensen), the Board of Supervisors approved Resolution 2023-04, approving the FY 2023/2024 Proposed general fund budget totaling \$3,681,528 and setting the public hearing for August 16, 2023, at 3:00 p.m. at the Seven Oaks Clubhouse, located at 2910 Sports Core Circle, Wesley Chapel, FL 33544, for the Seven Oaks Community Development District.

**FIFTH ORDER OF BUSINESS**

**Discussion Regarding Off-Duty Security Detail**

The Board tabled this item.

**SIXTH ORDER OF BUSINESS**

**Discussion Regarding RZ-7497 and Counsel/Representation and Remaining Budget Related to S-12 and Impact on 2024 Budget**

Mr. Grace will act as liaison to discuss with District Counsel and former litigation counsel and bring back an estimated cost and thoughts to the Board to the continued meeting.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Minutes of the Budget Workshop Meeting Held on May 2, 2023, the Minutes of Board Supervisors' Meeting held on May 10, 2023, and O&M Enterprise Fund and General Fund Expenditures for May 2023**

Mr. Brizendine presented the minutes of the Board of Supervisors' Budget Workshop on May 2, 2023, the Board of Supervisors Meeting held May 10, 2023. He also presented the Enterprise Fund Operation and Maintenance Expenditures and the General Fund Operation and Maintenance Expenditures for May 2023

On a Motion by Mr. Mendenhall, seconded by Mr. Graff, with all in favor, the Board of Supervisors approved the Minutes of the Budget Workshop held on May 2, 2023, the Minutes of the Board of Supervisors' Meeting held on May 10, 2023 and the O&M General Fund Expenditures (\$6,908.85) and the O&M Enterprise Fund (\$466,042.22) for May 2023 as presented for the Seven Oaks Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Brizendine asked if there were any Supervisor requests. There were none.

**NINTH ORDER OF BUSINESS**

**Continuation**

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

On a Motion by Mr. Grace, seconded by Mr. Tomsu, with all in favor, the Board of Supervisors continued the meeting at 9:26 p.m. until June 28, 2023, at 2:00 p.m. at the Seven Oaks Clubhouse, located at 2910 Sports Core Circle, Wesley Chapel, FL 33544, for Seven Oaks Community Development District.

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

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

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