



**THOUSAND OAKS  
COMMUNITY DEVELOPMENT  
DISTRICT**

**PALM BEACH COUNTY  
REGULAR BOARD MEETING  
FEBRUARY 13, 2017  
5:00 P.M.**

Special District Services, Inc.  
The Oaks Center  
2501A Burns Road  
Palm Beach Gardens, FL 33410

[www.thousandoakscdd.org](http://www.thousandoakscdd.org)

561.630.4922 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile

**AGENDA**  
**THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT**  
Administrative Office  
Thousand oaks at Congress Master Association, Inc.  
1034 Center Stone Lane  
Riviera Beach, Florida 33404  
**REGULAR BOARD MEETING**  
February 13, 2017  
**5:00 p.m.**

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
  - 1. January 9, 2016 Regular Board Meeting Minutes.....Page 2
- G. Old Business
- H. New Business
  - 1. Discussion Regarding Preserve Area Maintenance.....Page 6
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

[Search Again](#) | [Archives](#)

Newest First  Oldest First  Keyword Relevance

[Sort](#)

Showing results 1 through 1 of 1  
(1 Pages)

Show results beginning at: [1](#)

**Palm Beach Post, The**

Feb. 1, 2017

Miscellaneous Notices

Notice of Change of Time of  
Regular Board Meeting of the  
Thousand Oaks Community  
Development District

The Board of Supervisors of the Thousand Oaks Community Development District will hold a Regular Board Meeting on February 13, 2017, at 5:00 p.m. in the Administrative Office of the Thousand Oaks at Congress Master Association, Inc. located at 1034 Center Stone Lane, Riviera Beach, Florida 33404, instead of at 4:15 p.m., as previously published.

The purpose of the Regular Board Meeting is for the Board to consider any other business which may properly come before it. A copy of the Agenda may be obtained from the District's website or at the offices of the District Manager, Special District Services, Inc., 2501A Burns Road, Palm Beach Gardens, Florida 33410, during normal business hours. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. Meetings may be continued as found necessary to a time and place specified on the record.

There may be occasions when one or more Supervisors will participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place.

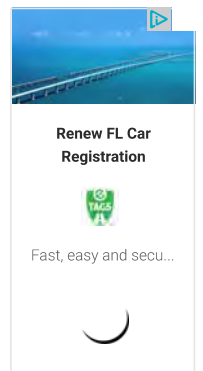
In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at these meetings should contact the District Manager at (561) 630-4922 and/or toll-free at 1-877-737-4922, at least seven (7) days prior to the date of the meetings.

If any person decides to appeal any decision made with respect to any matter considered at this Regular Board Meeting, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based.

Thousand Oaks Community  
Development District  
[www.thousandoakscdd.org](http://www.thousandoakscdd.org)

PUB: The Palm Beach Post  
2-1/ 2017 #701453

Show results beginning at: [1](#)




All States ▼



FloridaPublicNotices.com is a service of the Florida Press Service, a wholly-owned subsidiary of the Florida Press Association.

© 2015 Florida Press Service | Please be sure to read our [User Agreement](#).

THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
JANUARY 9, 2017

**A. CALL TO ORDER**

Vice Chairman Jeffrey Jackson called to order the January 9, 2017, Regular Board Meeting of the Thousand Oaks Community Development District at 4:15 p.m. at the Northern Palm Beach County Improvement District located at 359 Hiatt Drive, Palm Beach Gardens, Florida 33418.

**B. PROOF OF PUBLICATION**

Proof of publication was presented that notice of the Regular Board Meeting had been published in *The Palm Beach Post* on September 26, 2016, as part of the District's Fiscal Year 2016/2017 Regular Meeting Schedule, as legally required.

**C. ESTABLISH A QUORUM**

A quorum was established by the presence of Rance Gaede, Jeffrey Jackson, Kimberly Jackson and Randy Hicks.

Staff present were: District Managers Richard Ellington and Jason Pierman of Special District Services, Inc. and District Counsel Frank Palen of Caldwell Pacetti Edwards Schoech & Viator LLP.

Also present were Rickena Brown of the HOA; and Mrs. Gaede.

**D. ELECTION OF OFFICERS**

- **Chairman**

Mr. Jackson **nominated** himself as Chairman, Mr. Hicks seconded and when put to a vote, the **motion** carried 4 to 0.

Ms. Jackson asked Mr. Jackson if he would be present on time for the meetings in the future and Mr. Jackson replied that he would.

- **Vice Chairman**

Ms. Jackson then **nominated** Mr. Hicks as Vice Chairman, seconded by Mr. Jackson and when put to a vote, the **motion** carried 4 to 0.

At this point, Supervisor Corey Smith arrived at the meeting.

- **Secretary/Treasurer**

THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
JANUARY 9, 2017

Mr. Ellington suggested that the Board nominate and elect Jason Pierman as the Secretary/Treasurer since he would be taking over the District upon Mr. Ellington's retirement. Mr. Jackson **moved** that Mr. Pierman be nominated Secretary/Treasurer, Mr. Hicks seconded and the **motion** carried 5 to 0.

- **Assistant Secretaries**

Mr. Jackson then **nominated** Mr. Gaede, Ms. Jackson and Mr. Smith and Mr. Ellington as Assistant Secretaries, seconded by Mr. Smith and the **motion** carried 5 to 0.

**E. ADDITIONS OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

**F. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

There were no comments from the public for items not on the agenda.

**G. APPROVAL OF MINUTES**

**1. December 12, 2016, Regular Board Meeting**

Mr. Ellington presented the minutes of the December 12, 2016, Regular Board Meeting. Mr. Jackson **moved** approval, Mr. Hicks seconded, and without discussion, the **motion** carried 5 to 0 approving the December 12, 2016, Regular Board Meeting minutes, as presented.

**H. OLD BUSINESS**

There were no Old Business items to come before the Board.

**I. NEW BUSINESS**

**1. Discussion Regarding Preserve Area Trimming**

Mr. Ellington presented a Memo that he had prepared to the Board regarding the preserve area maintenance. Mr. Ellington indicated that the South Florida Water Management District (SFWMD) had approved a modification to the permit whereby the CDD could maintain the growth to within 2-feet of the ground cover. Mr. Ellington noted that he thought with the ground cover growth that had occurred over the last several months, because of the light that has been able to shine through after the trimming of the trees earlier in 2016, that this suggestion for maintenance was a positive move. Mr. Ellington also reported that he and Kena Brown had met with Todd Warren from SFWMD on this matter on site and Mr. Warren indicated that he agreed that this was a positive maintenance step for the preserve. Mr. Ellington indicated that he thought the work could be done for under

THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
JANUARY 9, 2017

\$20,000 and requested that the Board authorize up to \$20,000 for this maintenance to be done; therefore, in the future, it would not cost as much. In conjunction with this maintenance and the recommendation in the “Higgins Report” that the Board do nothing for 3 years and then do additional cross sections, Mr. Ellington recommended that the Board consider these in conjunction with each other. Following Mr. Ellington’s presentation, the Board asked several questions and agreed that the recommendation by Mr. Ellington was a good one. A **motion** was made by Mr. Smith, seconded by Ms. Jackson that the District Manager be authorized to go out and solicit quotes for the maintenance that had been outlined and upon being put to a vote, the **motion** carried 5 to 0.

**2. Discussion Regarding Joint Workshop with the HOA**

Mr. Ellington indicated that if the Board continued to want to hold a Workshop with the HOA Board that he and Ms. Brown had spoken of the date of February 13, 2017, at 5:00 p.m. Ms. Jackson indicated that she thought the Workshop should be scheduled so that people could get the proper information and that the CDD Board was addressing the issue. Ms. Jackson then **moved** and Mr. Hicks seconded that the Board set its February 13, 2017, Regular Board Meeting for 5:00 p.m. in the office of the HOA on site and that it be a joint meeting with HOA. Upon being put to a vote, the **motion** carried 5 to 0.

**J. ADMINISTRATIVE MATTERS**

There were no Administrative Matters to come before the Board.

**K. BOARD MEMBER COMMENTS**

Ms. Jackson asked about the maintenance of the Villa Rosa berm. Mr. Ellington indicated that he had received e-mails in the early part of December from the landscaper, indicating that the landscaper knew that water was not getting to the landscaping on the berm and he had no way to get access to the water because the pump house that supplies the water was inside the gate of the community and the landscaper had no access thereto. Mr. Ellington indicated that he would work with the landscaper to try to resolve this issue.

Mr. Hicks asked that the trees that are overhanging the sidewalk be trimmed and Mr. Ellington indicated he would also mention this to the landscaper.

**L. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Mr. Smith, seconded by Mr. Hicks to adjourn the meeting at 4:35 p.m. That **motion** carried 5 to 0.

THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
JANUARY 9, 2017

---

Secretary/Assistant Secretary

---

Chair/Vice Chair

**THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT**

c/o Special District Services, Inc.  
2501 Burns Road, Suite A  
Palm Beach Gardens, Florida 33410  
(561) 630-4922  
Fax: (561) 630-4923

**M E M O R A N D U M**

TO: Thousand Oaks CDD Board of Supervisors  
FROM: Richard R. Ellington, District Manager  
DATE: December 29, 2016  
RE: Preserve Maintenance

---

As the Board has been advised, the District has been granted a permit modification from the South Florida Water Management District (“SFWMD”). The permit modification allows the District to maintain the growth around the preserve area to two feet above ground level. Not all of the native growth would be trimmed to that level at one time.

On December 8, 2016, Kena Brown and I met with Todd Olsen on site to discuss a maintenance plan for the area. Mr. Olsen suggested that the District consider moving forward with a program that would begin to address some of the overgrowth and then allow routine maintenance in the future. In January of 2016, the Board entered into an extensive “Vegetation Management” plan that included cutting and treating the base of invasive plants and trimming overhanging limbs and vegetation back to the boundary of the preserve area. Also included was the trimming and shaping of “mature” plants. This extensive work was done at a cost of \$23,000.

At this time, it is not felt that the extensive work done in 2016 is the same that needs to be done now. At that time herbicides and other such methods were used to control the non-native, invasive plants. Today we are talking about trimming the vegetation down to within 2 feet of the current ground cover.



After discussing this with SFWMD's representative, the staff of the HOA and the CDD believe this to be a good program to put into place so that in the future general, routine maintenance can be done at a far less cost. In addition, we believe that in conjunction with the "Higgins Report", this would allow the District to adopt recommendation #1 of that report. The prior stabilization work done several years ago has taken root and we believe with routine maintenance in the future, the stabilization will sustain.

I would ask the Board to approve an amount not to exceed \$20,000 to allow your staff to seek quotes to perform this work. The money to do this work can come out of the contingency line item we put in the budget for this year. You may wish to delay making a decision on this until your joint meeting with the HOA Board. In so doing, I would remind you that you do not have the funds available to do either recommendation #2 or #3 of the Higgins Report, until after the budget year 2017/2018.

RRE/lja