



The Thousand Oaks Community Development District is a special purpose unit of local government created under Florida Law, chapter 190, for the purpose of financing, constructing, operating, and maintaining community-wide infrastructure, improvements, and services for the benefit of the properties within its boundaries.



**PALM BEACH COUNTY
REGULAR BOARD MEETING
AUGUST 12, 2024
4:15 P.M.**

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

www.thousandoakscdd.org

**561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile**

AGENDA
THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT
Thousand Oaks HOA Office
1034 Center Stone Lane
Riviera Beach, Florida 33404
REGULAR BOARD MEETING
August 12, 2024
4:15 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Moment of Silence
- D. Establish Quorum
- E. Additions or Deletions to Agenda/ Board Member Disclosures
- F. Approval of Minutes
 - 1. July 8, 2024 Regular Board Meeting.....Page 3
- G. Comments from the Public for Items Not on the Agenda
- H. Old Business
 - 1. Update on Fountain Installation
 - 2. Update on 1277 Rosegate Blvd. Swell Issue
 - 3. Update on Preserve/Dry Conservation Project
 - 4. Update on 2024 Conferences
 - Florida League of Cities August 15th – 17th 2024
 - 5. Update on Irrigation along Congress
- I. New Business
 - 1. Consider Resolution No. 2024-04 – Adopting Goals and Objectives.....Page 7
- J. Administrative Matters
 - 1. Financial Report.....Page 10
- K. Attorney Matters
- L. Board Members Comments
- M. Adjourn

PALM BEACH

STATE OF FLORIDA
COUNTY OF PALM BEACH:

Before the undersigned authority personally appeared ANGELINA GARAY, who on oath says that he or she is the LEGAL CLERK, Legal Notices of the Palm Beach Daily Business Review f/k/a Palm Beach Review, of Palm Beach County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024 REGULAR MEETING SCHEDULE -
NOTICE IS HEREBY GIVEN THAT THE BOARD OF
SUPERVISORS OF THE THOUSAND OAKS COMMUNITY
DEVELOPMENT DISTRICT WILL HOLD REGULAR MEETINGS
AT 4:15 P.M., ETC.

in the XXXX Court,
was published in a newspaper by print in the issues of Palm
Beach Daily Business Review f/k/a Palm Beach Review on

09/29/2023

Affiant further says that the newspaper complies with all
legal requirements for publication in chapter 50, Florida
Statutes.

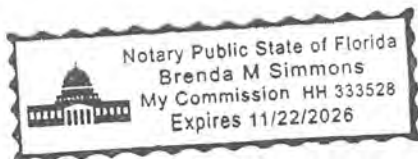
Angelina Garay

Sworn to and subscribed before me this
29 day of SEPTEMBER, A.D. 2023

Michael H. H.

(SEAL)

ANGELINA GARAY personally known to me



THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2023/2024 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that
the Board of Supervisors of the
Thousand Oaks Community Develop-
ment District will hold Regular Meetings
at 4:15 p.m. in the Thousand Oaks
HOA Office located at 1034 Center
Stone Lane, Riviera Beach, Florida
33404, on the following dates:

October 9, 2023
November 13, 2023
December 11, 2023
January 8, 2024
February 12, 2024
March 4, 2024
April 8, 2024
May 13, 2024
June 10, 2024
July 8, 2024
August 12, 2024
September 9, 2024

The purpose of the meetings is to
conduct any business coming before
the Board. The meetings are open
to the public and will be conducted
in accordance with the provisions of
law. Copies of the Agendas for any
of the meetings may be obtained
from the District's website or by
contacting the District Manager
at (561) 630-4922 and/or toll free at
1-877-737-4922 prior to the date of
the particular meeting.

From time to time one or more
Supervisors may participate by
telephone; therefore, at the location
of these meetings there will be a
speaker telephone present so that
interested persons can attend the
meetings at the above location and
be fully informed of the discussions
taking place either in person or by
telephone communication. Meetings
may be continued as found necessary
to a time and place specified on the
record.

If any person decides to appeal

any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meeting 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 particular meeting.

Meetings may be cancelled from time to time without advertised notice.

THOUSAND OAKS COMMUNITY
DEVELOPMENT DISTRICT

9/29

23-03/0000685721P

**THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
JULY 8, 2024**

A. CALL TO ORDER

The July 8, 2024, Regular Board Meeting of the Thousand Oaks Community Development District (the “District”) was called to order at 4:15 p.m. in the Thousand Oaks’ HOA Office located at 1034 Center Stone Lane, Riviera Beach, Florida 33404.

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 29, 2023, as part of the District’s Fiscal Year 2023/2024 Regular Board Meeting, as legally required.

C. MOMENT OF SILENCE

D. ESTABLISH A QUORUM

A quorum was established by the presence of Chairman Rance Gaede, Vice Chairman Corey Smith and Supervisors Malachi Knowles and Horace Towns.

Staff present included District Manager Sylvia Bethel of Special District Services, Inc.; and Frank Palen of Caldwell Pacetti Edwards Schoech & Viator LLP.

Also present was John Russ of Russ Total Lawn Maintenance, LLC and District resident Brian Gruber

E. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

F. APPROVAL OF MINUTES

1. June 10, 2024, Public Hearing & Regular Board Meeting

The minutes of the June 10, 2024, Public Hearing & Regular Board Meeting were presented for consideration.

A **motion** was made by Mr. Knowles, seconded by Mr. Smith and passed unanimously approving the minutes of the June 10, 2024, Public Hearing & Regular Board Meeting, as presented.

G. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

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

H. OLD BUSINESS

1. Update on Fountain Installation

Ms. Bethel advised that the easement had been signed and was being recorded. She received word from Mr. Palen that the vendor can be contacted to move forward with moving the electricity for the fountain. Ms. Bethel stated that the vendor requested that the line be marked to make sure there are no errors when moving the cable. The Board agreed.

Ms. Bethel also advised that Mr. Gruber had sent an email with concerns about the noise level of the fountain. Ms. Bethel informed that Board that she authorized the vendor to order a new quitter nozzle that will cost approximately \$829 and would be installed by Monday.

Mr. Gruber expressed his concerns to the Board, such as why was a fountain installed in that location in the first place, the condition of the lake looks fine, and the noise level exceeds the noise requirement for the city of Riviera Beach. It is his belief that the permit was forged.

Mr. Towns stated that the conditions of the lake cannot be determined by merely looking. A lengthy discussion ensued. Mr. Smith stated he understood the concerns presented and they will need to speak with the Legal Counsel to move forward accordingly. All his cannot be addressed during this meeting. Mr. Gaede agreed and indicated addressing the noise issue and moving forward with the nozzle installation first.

2. Update on 1277 Rosegate Boulevard Swale Issue

Ms. Bethel stated that SLB General Contracting had completed the project on Wednesday and would be by either this evening or tomorrow to pick up the remaining equipment and look at the two properties with curb issues.

3. Update on Preserve/Dry Conservation Project

Ms. Bethel advised that she had spoken with Mr. Jackson about the issues that should be addressed, which are the trees along the Congress fence line that need to be trimmed. A few other issues are cracks in the sidewalk along Congress and replacement of trees along the fence line. Ms. Bethel inquired about Mr. Gaede's scheduled availability to conduct a ride through of the property with Mr. Russ. Mr. Gaede stated that Mondays work best. Ms. Bethel advised she would set up a timeframe for a walk through of the community.

4. Update on 2024 Conferences

- **Florida League of Cities - August 15-17, 2024**

Ms. Bethel stated that so far only Mr. Knowles had requested to travel to the Florida League of Cities and directed the Board to the Travel Request handout. Ms. Bethel went over all expenditures with the Board and the final travel advance request.

A **motion** was made by Mr. Smith, seconded by Mr. Townes approving the Travel Request for Malachi Knowles and Travel Advance for \$340.42. Upon being put to a vote, the **motion** carried 3 to 0 with Mr. Knowles abstaining.

5. Update on Irrigation along Congress

Ms. Bethel stated the irrigation project had been completed, the vendor was still making a few adjustments, but the project has been completed. Mr. Gaede asked if Mr. Russ found out if a permit was needed. Mr.

Russ responded that he had spoken with a gentleman that stated no permit was needed, plus Mr. Jackson stated to get it done, therefore he did that. Mr. Russ stated the project has been completed with minor adjustments being made.

6. Update on SLB General Contracting Rip Rap Project

Mr. Gaede indicated that this item was addressed under Old Business no. 2. The project has been completed and the vendor will pick up the remaining equipment either tonight or tomorrow.

I. NEW BUSINESS

1. Discussion Regarding Maintenance Agreement between the HOA and the CDD

Ms. Bethel stated that the subject of responsibility for trees with the HOA keeps coming up and upon speaking with Mr. Gaede, the maintenance agreement should be brought up for discussion. Ms. Bethel stated she consulted with a colleague and the agreement is explained as so: any tree in the preserve on CDD property the CDD will maintain; any tree on CDD property outside of the preserve is the HOA's responsibility. Ms. Bethel stated at one point Mr. Jackson indicated that this should be revised due to cost increases. Mr. Palen agreed that this should be revised due to new statutory requirements that should be added to the agreement. Mr. Smith inquired, does the agreement have to be updated to which Mr. Palen stated it was up to the Board. A lengthy discussion ensued with the Board ultimately agreeing to leave the agreement as is for now.

J. ADMINISTRATIVE MATTERS

1. Financial Report

Mr. Gaede requested that the Board look at the financial report and asked if there were any questions. There were none.

Ms. Bethel stated that everyone should have submitted their Form 1 since it was due July 1st.

Ms. Bethel also mentioned that she had been contacted by a Villa Rosa resident about the fountain. Ms. Bethel sent the vendor over to resolve the problem, which was believed to be a blown light.

K. ATTORNEY MATTERS

The attorney had nothing further to report.

L. BOARD MEMBER COMMENTS

Mr. Gaede directed the Board's attention to an invoice from Only Trees in the amount of \$1,500 for tree trimming. Mr. Gaede indicated that Ms. Bethel had called him concerning the issue and he approved it.

A **motion** was made by Mr. Knowles, seconded by Mr. Towns and unanimously passed approving the Only Trees tree trimming invoice in the amount of \$1,500.

M. ADJOURNMENT

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 4:47 p.m. There were no objections.

Secretary/Assistant Secretary

Chair/Vice Chair

RESOLUTION 2024-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT ADOPTING GOALS, OBJECTIVES, AND PERFORMANCE MEASURES AND STANDARDS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Thousand Oaks Community Development District (the “District”) is a local unit of special-purpose government organized and existing under and pursuant to Chapters 189 and 190, Florida Statutes, as amended; and

WHEREAS, effective July 1, 2024, the Florida Legislature adopted House Bill 7013, codified as Chapter 2024-136, Laws of Florida (“HB 7013”) and creating Section 189.0694, Florida Statutes; and

WHEREAS, pursuant to HB 7013 and Section 189.0694, Florida Statutes, beginning October 1, 2024, the District shall establish goals and objectives for the District and create performance measures and standards to evaluate the District’s achievement of those goals and objectives; and

WHEREAS, the District Manager has prepared the attached goals, objectives, and performance measures and standards and presented them to the Board of the District; and

WHEREAS, the District’s Board of Supervisors (“Board”) finds that it is in the best interests of the District to adopt by resolution the attached goals, objectives and performance measures and standards.

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

SECTION 1. The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Resolution.

SECTION 2. The District Board of Supervisors hereby adopts the goals, objectives and performance measures and standards as provided in **Exhibit A**. The District Manager shall take all actions to comply with Section 189.0694, Florida Statutes, and shall prepare an annual report regarding the District’s success or failure in achieving the adopted goals and objectives for consideration by the Board of the District.

SECTION 3. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 4. This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 12th day of August, 2024.

ATTEST:

**THOUSAND OAKS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman, Board of Supervisors

Exhibit A: Performance Measures/Standards and Annual Reporting

Exhibit A

Program/Activity: District Administration

Goal: Remain compliant with Florida Law for all district meetings

Objectives:

- Notice all District regular, special, and public hearing meetings
- Conduct all post-meeting activities
- District records retained in compliance with Florida Sunshine Laws

Performance Measures:

- All Meetings publicly noticed as required (yes/no)
- Meeting minutes and post-meeting action completed (yes/no)
- District records retained as required by law (yes/no)

Program/Activity: District Finance

Goal: Remain Compliant with Florida Law for all district financing activities

Objectives:

- District adopted fiscal year budget
- District amended budget at end of fiscal year
- Process all District finance accounts receivable and payable
- Support District annual financial audit activities

Performance Measures:

- District adopted fiscal year budget (yes/no)
- District amended budget at end of fiscal year (yes/no)
- District accounts receivable/payable processed for the year (yes/no)
- “No findings” for annual financial audit (yes/no)
 - If “yes” explain

Program/Activity: District Operations

Goal: Insure, Operate and Maintain District owned Infrastructure & assets

Objectives:

- Annual renewal of District insurance policy(s)
- Contracted Services for District operations in effect
- Compliance with all required permits

Performance Measures:

- District insurance renewed and in force (yes/no)
- Contracted Services in force for all District operations (yes/no)
- Permits in compliance (yes/no)

Thousand Oaks
Community Development District

**Financial Report For
July 2024**

**THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT
MONTHLY FINANCIAL REPORT
JULY 2024**

	Annual Budget 10/1/23 - 9/30/24	Actual Jul-24	Year To Date Actual 10/1/23 - 7/31/24
REVENUES			
O & M ASSESSMENTS	268,638	4,089	269,434
DEBT ASSESSMENTS (SERIES 2016 A1)	367,957	5,413	368,157
DEBT ASSESSMENTS (SERIES 2016 A2)	94,511	1,391	94,584
OTHER REVENUES	0	0	0
INTEREST INCOME	0	0	7,889
Total Revenues	\$ 731,106	\$ 10,893	\$ 740,064
EXPENDITURES			
SUPERVISOR FEES	12,000	800	8,800
PAYROLL TAXES	960	61	673
AQUATIC/STORMWATER MANAGEMENT	30,000	0	20,786
LAWN/LANDSCAPE MANAGEMENT	46,715	3,172	30,643
WETLAND PRESERVE BUFFER MAINTENANCE	10,800	0	42,000
MAINTENANCE CONTINGENCY (TREE TRIMMING, ETC.)	79,500	54,560	90,240
ENGINEERING/INSPECTIONS/REPORTS	6,000	0	379
MANAGEMENT	37,020	3,085	30,850
SECRETARIAL	4,200	350	3,500
LEGAL	10,000	0	4,806
ASSESSMENT ROLL	8,000	0	0
AUDIT FEES	3,900	0	6,700
ARBITRAGE REBATE FEE	1,300	0	1,300
INSURANCE	6,900	0	7,024
LEGAL ADVERTISING	1,400	0	600
MISCELLANEOUS	1,700	61	1,731
POSTAGE	500	56	101
OFFICE SUPPLIES	1,000	96	664
DUES & SUBSCRIPTIONS	175	0	175
TRUSTEE FEES	3,700	0	3,500
TRAVEL	8,000	225	4,572
WEBSITE MANAGEMENT	1,500	125	1,250
ELECTRICITY - FOUNTAINS	0	105	361
MISCELLANEOUS MAINTENANCE	0	0	914
FOUNTAINS	0	2,168	25,039
BANK SERVICE CHARGES	0	0	46
Total Expenditures	\$ 275,270	\$ 64,864	\$ 286,654
REVENUES LESS EXPENDITURES	\$ 455,836	\$ (53,971)	\$ 453,410
PAYMENT TO TRUSTEE (A1)	(345,880)	(5,413)	(350,991)
PAYMENT TO TRUSTEE (A2)	(88,840)	(1,391)	(90,174)
BALANCE	\$ 21,116	\$ (60,775)	\$ 12,245
COUNTY APPRAISER & TAX COLLECTOR FEE	(14,622)	0	(8,205)
DISCOUNTS FOR EARLY PAYMENTS	(29,244)	0	(27,178)
EXCESS/ (SHORTFALL)	\$ (22,750)	\$ (60,775)	\$ (23,138)
CARRYOVER FROM PRIOR YEAR	22,750	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ (60,775)	\$ (23,138)

Bank Balance As Of 7/31/24	\$ 353,941.21
Accounts Payable As Of 7/31/24	\$ 73,190.08
Accounts Receivable As Of 7/31/24	\$ 362.08
Available Funds As Of 7/31/24	\$ 281,113.21