



*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  
NOVEMBER 13, 2023  
4:15 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**  
Thousand Oaks HOA Office  
1034 Center Stone Lane  
Riviera Beach, Florida 33404  
**REGULAR BOARD MEETING**  
November 13, 2023  
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. Comments from the Public for Items Not on the Agenda
- G. Approval of Minutes
  - 1. September 11, 2023 Regular Board Meeting Minutes.....Page 3
  - 2. October 9, 2023 Regular Board Meeting Minutes.....Page 8
- H. Old Business
  - 1. Update on Newsletter and Website
  - 2. Update on Fountain Installation
  - 3. Update Regarding Encroachment Issue
  - 4. Update on National Village Tree Trimming
  - 5. Update on 1277 Rosegate Blvd. Swell Issue
  - 6. Update on Fence Line Maintenance (Northen/Western)
    - a. Discussion Regarding hiring a Land Surveyor
  - 7. Update on Resident’s Outstanding Bill from Statewide Grading, LLC
- I. New Business
  - 1. Consider Approval of Tree Trim Proposals along Congress.....Page 16
  - 2. Discussion Regarding Pressure Cleaning of Sidewalk along Congress.....Page 23
  - 3. Consider Approval of Preserve/Dry Conservation Area Proposals.....Page 25
  - 4. Discussion Regarding Fencing Repair/Replace along Walmart Side
  - 5. Consider Approval of National Village Fenceline Tree Trim.....Page 28
- J. Auditor Selection Committee
  - 1. Ranking of Proposals/Consider Selection of an Auditor.....Page 29
- K. Administrative Matters
- L. Attorney Matters
- M. Board Members Comments
- N. 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.

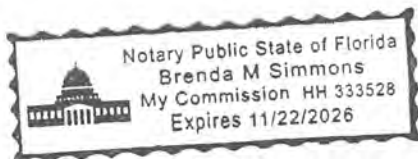
*Angelina Garay*

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  
SEPTEMBER 11, 2023**

**A. CALL TO ORDER**

The September 11, 2023, Regular Board Meeting of the Thousand Oaks Community Development District (the "District") was called to order at 4:16 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 19, 2022, as part of the District's Fiscal Year 2022/2023 Regular Board Meeting, as legally required.

**C. MOMENT OF SILENCE**

**D. ESTABLISH A QUORUM**

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

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

Also present was Raymond Wells of Ray Wells Inspection Consultant Services and Mrs. Gaede.

**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. August 14, 2023, Regular Board Meeting**

A **motion** was made by Mr. Gaede, seconded by Mr. Towns and unanimously passed approving the minutes of the August 14, 2023, Regular Board Meeting, as presented.

**H. OLD BUSINESS**

**1. Update on Funds Owed to HOA Regarding Fence Line Tree Trimming**

Mr. Jackson advised that with the help of Mrs. Gaede they were able to identify the amount that was owed to the HOA from the CDD. On behalf of the HOA, Mrs. Gaede indicated she had gone through every invoice and found copies of all except for the invoices from July through December 2021. After a diligent

effort, she was unable to locate invoices for this period. She, therefore, based the reimbursement amount on an average percentage. She provided documents to staff to justify the amount further. Mr. Palen stated that the District's agreement with HOA should be revised to clearly include tree trimming, as well as other landscape maintenance activities. Mr. Palen stated that he would prepare an amended agreement for the Board's review at the next meeting.

A lengthy discussion regarding the HOA proposal followed. Mr. Smith asked Mrs. Gaede how she came up with the average percentage of costs. Mrs. Gaede explained that she took the percentage of invoices that were tree trimming invoices, which was 22% of the HOA's overall expenditures for a three-year period. Mr. Towns stated he would consider the proposal to reimburse the HOA for its tree trimming expenses over the past three years but Mr. Jackson and Mr. Gaede should not vote due to being HOA board members. Mr. Palen stated that Mr. Jackson and Mr. Gaede should fill out a Form 8B due to a voting conflict. Ms. Bethel stated she would e-mail that form to them.

A **motion** was made by Mr. Towns, seconded by Mr. Knowles approving the three years retroactive reimbursement to the Thousand Oaks HOA for tree trimming in the amount of \$43,233. Upon being put to a vote, the **motion** carried 3 to 0 with Messrs. Jackson and Gaede abstaining to avoid the appearance of a conflict of interest. Both will file Form 8B.

## **2. Update on Newsletter and Website**

Mr. Jackson stated he would reach out to the vendor he has in mind and have her attend the next meeting. Mr. Smith asked why the website needed to be redone and asked who managed it. Mr. Jackson asked if Mr. Smith had seen the website and Mr. Smith stated he did not. Ms. Bethel advised that Special District Services manages the website and it is a standard website across the board. Mr. Smith asked if it was in compliance and Ms. Bethel indicated it was. Ms. Bethel asked if the Board would like to know how many people visit the CDD website and the Board agreed they would.

## **3. Update on Fountain Installation**

Ms. Bethel stated that the project manager had been out due to the hurricane and was unavailable. She has emailed him and another representative but has been unsuccessful in getting the premise ID number, which is the only thing needed in order to move forward with the account for the District. Ms. Bethel stated she would continue to reach out to the project manager. Mr. Jackson indicated he would reach out if Ms. Bethel has not made contact by the 1<sup>st</sup>.

## **4. Update Regarding Encroachment Issue**

Ms. Bethel indicated that she had provided the Board with the revised proposal from Mr. Wells. Mr. Jackson went over the issues he ran into with the City of Riviera Beach when seeking assistance with the requirements needed from last meetings and the revisions that were made to the revised proposal. Ms. Bethel provided a standard contract for Board review that Mr. Palen had prepared.

A **motion** was made by Mr. Knowles, seconded by Mr. Gaede and unanimously passed approving the Ray Wells Inspection Consultant Services proposal in the amount of \$4,000.

## **5. Update on Next Steps for Thousand Oaks' New Logo**



Mr. Towns advised that he had just recently sent Ms. Bethel the information but the trademark had been accepted and was now in the examiner's office.

#### **6. Update on Villa Rosa Fence**

Ms. Bethel advised that this project had been completed today.

#### **7. Update on Irrigation Zone Installation**

Ms. Bethel advised that this project had been completed. Mr. Jackson stated that irrigation had been an ongoing problem and they had an irrigation line break for which Mr. Russ had been contacted to have someone come out to resolve this issue.

#### **8. Update on Irrigation and Landscape Modification**

Ms. Bethel advised that this item had been completed.

#### **9. Update on Golf Cart Logo**

Ms. Bethel stated that they should have been in contact with Mr. Jackson to come out to install the logo. Mr. Jackson stated they did not contact him and they do not need to contact him. They just need to contact the office and they will give them access to the golf cart for installation.

#### **10. Update on National Village Tree Trimming**

Ms. Bethel advised that this had been approved at the last meeting and she needed to get an update from the vendor on whether it had been completed.

#### **11. Update on 1277 Rosegate Boulevard Swale Issue**

Ms. Bethel advised that she had spoken with the vendor and it would cost about \$3,000 to fix this issue. A lengthy discussion ensued. Ms. Bethel read an e-mail from the District Engineer regarding what was causing the water buildup. Mr. Jackson indicated that the tree grinding could be done by Mr. Russ and Statewide Grading could handle the rest. A barrier is not needed. The Board agreed that the issue should be addressed. Ms. Bethel will reach out to the vendor to get a revised proposal and she will also reach out to Mr. Russ to get a proposal.

#### **12. Update on Fence Line Maintenance (Northern/Western)**

Ms. Bethel indicated she was able to contact someone from the City of Riviera Beach and they told her they would come out and cut the area. Mr. Jackson confirmed that they did not send anyone to cut the area. Ms. Bethel stated she would follow up with the City.

### **I. NEW BUSINESS**

#### **1. Consider Resolution No. 2023-06 – Adopting a Fiscal Year 2022/2023 Revised Budget**

Resolution No. 2023-06 was presented, entitled:

#### **RESOLUTION NO. 2023-06**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2022/2023 BUDGET ("AMENDED BUDGET"), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

Ms. Bethel went over the budget with the Board and directed their attention to a few line items that had some overages and added line items for recently completed projects. Mr. Palen explained that this was a reconciliation of last year's budget. The Board further discussed the budget.

A **motion** was then made by Mr. Gaede, seconded by Mr. Smith and passed unanimously adopting Resolution No. 2023-06, as presented.

**2. Discussion Regarding Outstanding Resident Bill from Statewide Grading, LLC**

Mr. Jackson advised that a resident who had written her name in the concrete had not yet paid Statewide Grading for the repair. He spoke with the attorney and stated that the easiest way would be to have the CDD take care of it because the CDD had the work completed or the HOA can pay and add this to her assessment. Mr. Palen stated the CDD does not have any authority but can send a letter. The Board agreed to have Mr. Palen write a letter to the resident. Ms. Bethel will send Mr. Palen the resident's information.

**J. ADMINISTRATIVE MATTERS**

There were no Administrative Matters to come before the Board.

**K. ATTORNEY MATTERS**

Mr. Palen went over the Board's request at the September meeting to consider adopting a District Purchasing Policy. Mr. Palen discussed the requirements of Section 190.033, Florida Statutes (Bids Required), which establishes threshold amounts for purchasing goods and services for all CDDs. Expenditures above these thresholds require formal competitive solicitation (advertised public bids). Bids should be issued according to written purchasing policies formally adopted by resolution of the Board. However, the statutory thresholds applicable to CDDs are set so high that Thousand Oaks CDD is unlikely ever to exceed them (e.g., all are over \$195,000). Furthermore, the statute expressly provides that expenditures for goods and services under the thresholds are not subject to formal competitive solicitation (bids). For that reason, Mr. Palen advised that adoption of a Purchasing Policy was not necessary. Instead, he suggested that the Board continue to directly solicit more than one proposal in the best interest of the District, such as "three bids and a buy." The District's efforts to directly solicit goods and services should be carefully documented by the manager. After discussion, there was a Board consensus not to adopt a formal Purchasing Policy, but to continue with the practice of direct solicitation of well-documented multiple proposals.

**L. BOARD MEMBER COMMENTS**

Mr. Jackson stated that there was an erosion issue that was on HOA and CDD property that required attention and he would like the District Engineer to inspect and attend the next meeting, if possible.

**M. ADJOURNMENT**



There being no further business to come before the Board, the meeting was adjourned at 5:42 p.m. There were no objections.

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

\_\_\_\_\_  
Chair/Vice Chair

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME RANCE GAEDE		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT
MAILING ADDRESS 1209 ROSEGATE BLVD		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:
CITY RIVIERA BEACH	COUNTY PALM BEACH	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
DATE ON WHICH VOTE OCCURRED SEPTEMBER 11, 2023		NAME OF POLITICAL SUBDIVISION:
		MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

\* \* \* \* \*

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

**PRIOR TO THE VOTE BEING TAKEN** by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

**WITHIN 15 DAYS AFTER THE VOTE OCCURS** by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

\* \* \* \* \*

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

## APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

### IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

## DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, RANCE GAEDE, hereby disclose that on SEPTEMBER 11, 20 23 :

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, \_\_\_\_\_ ;
- ☐ inured to the special gain or loss of my relative, \_\_\_\_\_ ;
- ☐ inured to the special gain or loss of \_\_\_\_\_ , by  
whom I am retained; or
- ☐ inured to the special gain or loss of \_\_\_\_\_ , which  
is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I serve as Treasurer of the Board of Directors for Thousand Oaks HOA. This is the entity that would receive payment of the proposed item through a vote.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

September 12, 2023

Date Filed

Signature



NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <i>Jackson Jeffery Bernard</i>		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <i>Thousand Oaks Community Riv. Dist.</i>	
MAILING ADDRESS <i>1108 Center Stone Lane</i>		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY <i>Riviera Beach, Fl.</i>	COUNTY <i>35404 Palm Beach</i>	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED		NAME OF POLITICAL SUBDIVISION:	
		MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE	

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

\* \* \* \* \*

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

\* \* \* \* \*

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)



## APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

## DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Jeffery Jackson, hereby disclose that on \_\_\_\_\_, 20 \_\_\_\_ :

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, \_\_\_\_\_;
- ☐ inured to the special gain or loss of my relative, \_\_\_\_\_;
- ☐ inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- ☐ inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

*I serve as chair of the Thousand Oaks HOA board and also chair of the Thousand Oaks at Congress Master, CRR. The H.O.A. board/community will receive stated funds from the Comm. Div. Dist.*

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

9/12/23  
Date Filed

Jeffery Jackson  
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



9/11/23

## THOUSAND OAKS TREE TRIMMING SUMMARY

DESCRIPTION	2018 - 2022	2019 - 2022	
TOTAL OF ALL INVOICES (EXCLUDING 2021 JULY-DECEMBER)	\$173,095.00	\$138,085.00	
MISSING INVOICES (2021 JULY – DECEMBER)	\$58,430.00	\$58,430.00	
GRAND TOTAL OF ALL INVOICES	\$231,525.00	\$196,515.00	
TOTAL OF CDD PROPERTY INVOICES (EXCLUDING 2021 JULY – DECEMBER)	\$33,050.00 (19.25%)	\$30,690.00 (22%)	
GRAND TOTAL OF CDD PROPERTY INVOICES	\$44,568.00 (19.25%)	\$43,233.00 (22%)	

**THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
OCTOBER 9, 2023**

**A. CALL TO ORDER**

The October 9, 2023, 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 Jeff Jackson, Vice Chairman Rance Gaede and Supervisors Malachi Knowles and Horace Towns.

Staff present included District Manager Sylvia Bethel of Special District Services, Inc.

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

Ms. Bethel indicated that she had 2 items to add under New Business: Discussion Regarding Preserve/Dry Conservation Area Maintenance and Discussion Regarding Tree Trimming in Front of Thousand Oaks along Congress.

A **motion** was made by Mr. Gaede, seconded by Mr. Knowles and passed unanimously adding the above referenced items 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. September 11, 2023, Regular Board Meeting**

The minutes of the September 11, 2023, Regular Board Meeting were presented for consideration.

Mr. Knowles asked if these were the minutes when the Board made a motion that funds be paid to the HOA. HOA. Ms. Bethel said they were. Mr. Knowles asked about the documentation and Ms. Bethel stated that Mr. Gaede had sent his Form 8B in and was waiting on Mr. Jackson. Mr. Jackson stated he would fill it out immediately and Mr. Knowles suggested this item be tabled until all documentation is included in the next meeting book.

## **H. OLD BUSINESS**

### **1. Update on Funds Owed to HOA Regarding Fence Line Tree Trimming**

Mr. Jackson asked Ms. Bethel for an update. Ms. Bethel stated that when she last spoke with Mr. Jackson he indicated that would have the HOA send over an invoice and that she would get payment in the next check run, which would be November 1<sup>st</sup>. Mr. Jackson stated he would get the invoice to Ms. Bethel immediately.

### **2. Update on Newsletter and Website**

Mr. Jackson advised that this was ongoing and would continue to appear on the agenda.

### **3. Update on Fountain Installation**

Ms. Bethel stated that the account had been opened, the date had been set for October 23<sup>rd</sup> for FPL to come out and open the box so the electrician could connect his lines. Once completed, FPL will come back out to inspect, and the fountain can be installed.

### **4. Update Regarding Encroachment Issue**

Ms. Bethel stated that the contract had been signed at the last meeting and they were now waiting on Mr. Wells to complete his report.

### **5. Update on Next Steps for Thousand Oaks' New Logo**

Mr. Jackson advised that this item could be removed from the agenda.

### **6. Update on National Village Tree Trimming**

Ms. Bethel advised that she had just spoken with the vendor and he indicated this would be completed today.

### **7. Update on 1277 Rosegate Boulevard Swell Issue**

Ms. Bethel indicated that Mr. Russ was supposed to contact Mr. Jackson about grinding the stump under the resident's driveway. Mr. Jackson noted that Mr. Russ had not contacted him yet. Ms. Bethel advised she would follow up with Mr. Russ and also noted that she was waiting for the vendor to send a proposal for the concrete.

### **8. Update on Fence Line Maintenance (Northern/Western)**

Ms. Bethel advised she had received conflicting information about ownership of this area. The first person that she spoke with said it was the City's responsibility and they would get it on the schedule for maintenance. The second person stated that it was Thousand Oaks' property and it was their responsibility to maintain it. Ms. Bethel advised she was awaiting a follow-up call from the gentleman from the City for clarification. Mr. Jackson stated that Thousand Oaks does not own the canal embankment outside the community and directed Ms. Bethel to follow-up with the City and get whatever is said in writing.

## **9. Update on Resident's Outstanding Bill from Statewide Grading, LLC**

Ms. Bethel referred the Board to a printout the attorney had prepared. The Board discussed and approved the letter with a few corrections.

A **motion** was made by Mr. Gaede, seconded by Mr. Knowles and unanimously passed approving the Reimbursement of Repair Cost letter from Mr. Palen to Thousand Oaks Resident, Ms. Davis with the following corrections: remove "such childish" and add any attorney expenses incurred are to be paid by the resident.

### **I. NEW BUSINESS**

#### **1. Discussion Regarding Preserve/Dry Conservation Area Maintenance**

Ms. Bethel stated that in her previous discussions with Mr. Jackson, he indicated that it was time for maintenance of this area again and discussed receiving a proposal from Mr. Russ because he did it last year and was familiar with the does and don'ts for cutting the area. Ms. Bethel asked the Board to review the printout of the proposals. After discussion the Board decided they would like to get a few more proposals. Mr. Jackson asked that Ms. Bethel send the does and don'ts on cutting the preserve/dry conservation area out to the Board.

#### **2. Discussion Regarding Tree Trimming in Front of Thousand Oaks along Congress**

Ms. Bethel stated that when she spoke with Mr. Jackson, he indicated that the City had contacted them to trim the trees in front of the community along Congress. Mr. Jackson sent over a proposal from GreenBlade. He will send Ms. Bethel the other contact for a proposal and requested that she obtain another proposal. Ms. Bethel indicated she requested a proposal from Only Trees and was waiting on Mr. Jackson's other contact. Mr. Jackson stated that management should have a scope for the vendors. Ms. Bethel stated she would meet with Mr. Jackson this week to further discuss.

### **J. ADMINISTRATIVE MATTERS**

There were no Administrative Matters to come before the Board.

### **K. ATTORNEY MATTERS**

There were no Attorney Matters.

### **L. BOARD MEMBER COMMENTS**

Mr. Knowles stated there were several other organizations that relate closer to the community development district rather than the FASD conference, such as, the National League of Cities, which he thinks the Board should really look into attending.

### **M. ADJOURNMENT**

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 4:58 p.m. There were no objections.

---

Secretary/Assistant Secretary

---

Chair/Vice Chair





PO Box 7144  
Jupiter, FL 33468

561-747-8050



# Estimate

Date	Estimate No.
10/12/2023	13570

Certified Arborist:  
Teri Davis FL-6004A  
Steve Vecchio FL-1097A  
Brandon McMullen FL-6009A  
Leo Erripa FL-9623A

Customer Name/Address

Thousand Oaks CDD  
c/o Special District Services, Inc.  
2501-A Burns Road  
Palm Beach Gardens, FL 33410



Payment Method	Only Trees Rep.
Due on receipt	Leo(561)262-9555

Item	Description	Location	Qty	Rate	Total
	Tree Services @ Thousand Oaks Master Association, Inc. 1085 Center Stone Lane Riviera Beach, FL 33404				
Sabal Palms	ROADSIDE BERM Sabal Palms trimmed		112	40.00	4,480.00
Royal Palms	Royal Palms trimmed		4	50.00	200.00
Oak Tree th...	Live and Laurel Oak Trees-thin and raise canopies on Thousand Oaks HOA side only (the part of tree accessible from the street)		55	105.00	5,775.00
Palm Remo...	Sabal Palm Trees Removed/base cut NOTE: Trees have significant decay and are leaning over sidewalk. Removing is recommended as they pose a risk.		2	375.00	750.00
Brazilian Pe...	Brazilian Pepper removed/base cut		2	87.50	175.00
Tree Removal	Silver Buttonwood Tree Removal/base cut		2	137.50	275.00
Buttonwood...	Silver Buttonwood Tree trimmed		2	137.50	275.00

E-mail
onlytrees@bellsouth.net

Thank you for your time and  
consideration. We look forward to  
hearing from you soon.

<b>Total</b>
--------------

Fax #
561-741-1098

Signature



PO Box 7144  
Jupiter, FL 33468

561-747-8050



# Estimate

Date	Estimate No.
10/12/2023	13570

Certified Arborist:  
Teri Davis FL-6004A  
Steve Vecchio FL-1097A  
Brandon McMullen FL-6009A  
Leo Erripa FL-9623A

Customer Name/Address

Thousand Oaks CDD  
c/o Special District Services, Inc.  
2501-A Burns Road  
Palm Beach Gardens, FL 33410



Payment Method	Only Trees Rep.
Due on receipt	Leo(561)262-9555

Item	Description	Location	Qty	Rate	Total
Saw Palmet...	Saw Palmetto Cluster trimmed back off sidewalk only		4	50.00	200.00
Cypress Tree	Cypress Tree trimmed		4	100.00	400.00
Tree Removal	Holly Tree Removal/base cut		9	75.00	675.00
Holly Tree	Holly Tree trimmed		8	34.375	275.00
Palm Trees	TERMS: The Palm Trees will be trimmed at the 9-3 o'clock level. The seed pods and fruit will be removed.				
Thin	Thin: Selective pruning to reduce density of live branches				
Raise	Raise: Selective pruning to provide vertical clearance				
Base Cut	Base of tree/stump is the part of a tree that remains after the main tree is removed. It was formerly the base of the tree, which is now gone.				

E-mail
onlytrees@bellsouth.net

Thank you for your time and consideration. We look forward to hearing from you soon.

<b>Total</b>
--------------

Fax #
561-741-1098

Signature



PO Box 7144  
Jupiter, FL 33468

561-747-8050



## Estimate

Date	Estimate No.
10/12/2023	13570

Certified Arborist:  
Teri Davis FL-6004A  
Steve Vecchio FL-1097A  
Brandon McMullen FL-6009A  
Leo Erripa FL-9623A

Customer Name/Address

Thousand Oaks CDD  
c/o Special District Services, Inc.  
2501-A Burns Road  
Palm Beach Gardens, FL 33410

Payment Method	Only Trees Rep.
Due on receipt	Leo(561)262-9555

Item	Description	Location	Qty	Rate	Total
Owner Per...	Owner Permission. The property owner warrants that all trees, plant material and premises upon which work is to be performed are either owned by him/her or that permission for the work has been obtained from the owner. Only Trees, LLC is to be held harmless from all claims for costs, loss, damages, liability, expense, penalty or fine whatsoever resulting from the customer's failure to obtain such permission, including any such charges due to any suggested or actual violation or failure to comply with any laws, statutes, ordinances, and regulations issued by any private or public governmental body or subdivision.				
Ansi A300	All work performed by Only Trees, LLC will be in accordance with the American National Standards Institute (ANSI) A300 Standard for Tree Care Operations unless otherwise noted.				
Debris	Complete clean-up and debris removal is included in this estimate/invoice.				

E-mail
onlytrees@bellsouth.net

Thank you for your time and consideration. We look forward to hearing from you soon.

<b>Total</b>
--------------

Fax #
561-741-1098

Signature



PO Box 7144  
Jupiter, FL 33468

561-747-8050



## Estimate

Date	Estimate No.
10/12/2023	13570

Certified Arborist:  
Teri Davis FL-6004A  
Steve Vecchio FL-1097A  
Brandon McMullen FL-6009A  
Leo Erripa FL-9623A

Customer Name/Address

Thousand Oaks CDD  
c/o Special District Services, Inc.  
2501-A Burns Road  
Palm Beach Gardens, FL 33410



Payment Method	Only Trees Rep.
Due on receipt	Leo(561)262-9555

Item	Description	Location	Qty	Rate	Total
W/C Cert.	Our Workers Comp. and General Liability Insurance certificates will be faxed to you directly from our carrier upon your request and acceptance of this proposal.				
Convenienc...	For all credit card transactions Only Trees LLC will assess a 2.75% non-refundable convenience fee.				
Signature of...	Upon the acceptance please sign this service agreement and fax or e-mail it back to our office.				

E-mail
onlytrees@bellsouth.net
Fax #
561-741-1098

Thank you for your time and consideration. We look forward to hearing from you soon.

**Total** \$13,480.00

Signature

# GreenBlade Landscaping

PRIDE IN THE ART OF LANDSCAPING

## Estimate

Evens Dorelus  
Phone: (561) 603-3115  
greenbladelandscaping.service@gmail.com

**DATE:** 10/17/23

**TO:**

Sylvia Bethel, District Manager  
Thousand Oaks Community Development District c/o Special  
District Services, Inc.  
2501A Burns Road  
Palm Beach Gardens, Florida 33410

**FOR:** Palm & Oak  
Tree Pruning and  
cutting

The undersigned, having carefully examined and thoroughly perused specifications for the above-named project; and become fully familiar with all conditions affecting the work required by those specifications, prepared by Thousand Oaks Community. The estimate sum covers scope for pruning, cutting, stump grinding and debris removal of (178 total trees) on the roadside (N Congress Ave) of the property. Hereby, proposes to provide all materials, labor, services, etc., required thereby for the base bid sum of

Seventeen Thousand Seven Hundred Twenty-Five Dollars ( \$17,725 )

(Words)

(Figures)

PERMITS, BONDS AND FEES: Bid sum includes all applicable permits, and fees, required by all legal authorities at the location of the Work.

**THANK YOU FOR YOUR BUSINESS!**



## Sylvia Bethel

---

**From:** JOHN RUSS <john\_a\_russ@yahoo.com>  
**Sent:** Wednesday, October 11, 2023 10:58 AM  
**To:** Sylvia Bethel  
**Subject:** Tree trimming along Congress

Russ Total Lawn Maintenance L.L.C.  
1731 Ave F.  
Riviera Beach Fl. 33404  
John Russ

Thousand Oaks CDD,

The following is a proposal for the tree trimming on Congress in front of Thousand Oaks Neighborhood in Riviera Beach. If you should have any questions please do not hesitate to contact me at: (561) 319-7110.

### Tree Trimming Proposal Introduction

This document proposes that Russ Total Lawn Maintenance will perform the necessary tree trimming in an effort to maintain the beauty and safety of the property. The goal is to maintain a conspicuous landscape for residents and visitors.

R.T.L.M. will be responsible for the following deliverables.

### Deliverables

- Trim 99 Cabbage Palm Trees
- Elevate and shape 58 Oak Trees
- 5 Pine Trees
- 3 Miscellaneous Trees
- Remove 11 small Oaks
- Remove 2 Cabbage Palms
- Stump Grind existing stumps
- Dispose of all existing and generated debris

### Compensation

**Our complete price for this project base on the deliverables outlined is: \$16,500.00. If approved we would like to request \$8,250.00 in advance and \$8,250.00 upon completion.**

Thanks again for allowing Russ Total Lawn Maintenance to submit this proposal. Our company is small enough to give your property the attention it deserves and yet we are large enough to handle the equipment and labor necessary to do the job right and on time!



1034 Center Stone Lane  
Riviera Beach, Florida 33404  
(561)845-1016  
(561)429-3134 Fax

## **CDD SCOPE OF WORK: PRESSURE WASHING**

- Sidewalk in front of Thousand Oaks subdivision along Congress.
- Front entrance signs.
- Sidewalk and curbing up to the gate.

## PRESSURE CLEANING FRONT OF THOUSAND OAKS

COMPANY NAME	CDD COST	INCLUDES WATER
EASY CLEAN	\$3970.15	YES
J & S EXTERIOR CLEANING SOLUTIONS	\$1,750.00	YES
PRESSURE PERFECTION	\$1,960.00	NO

## Sylvia Bethel

---

**From:** JOHN RUSS <john\_a\_russ@yahoo.com>  
**Sent:** Monday, November 6, 2023 1:06 PM  
**To:** Sylvia Bethel  
**Subject:** Dry Conservation Area in Thousand Oaks

Russ Total Lawn Maintenance L.L.C.  
1731 Ave F.  
Riviera Beach Fl. 33404  
John Russ

Thousand Oaks CDD,

The following is the proposal for the tree trimming at 1034 Center Stone Lane in Riviera Beach. Work is to be performed in the Dry Conservation area located in the southeast corner of the property. If you should have any questions please do not hesitate to contact me at: (561) 319-7110.

### Tree Trimming Proposal Introduction

This document proposes that Russ Total Lawn Maintenance will perform the necessary Tree Trimming in an effort to maintain the natural resources and beauty of the property. The goal is to maintain a conspicuous landscape for residents and visitors.

R.T.L.M. will be responsible for the following deliverables.

### Deliverables

#### Dry Conservation Area

- Raising the canopy on all low hanging Live Oak, Mango and other trees throughout designated area
- Intercept all branches protruding toward buildings at least 10 feet
- Hurricane prune all Palm trees
- Remove any dead or diseased trees or branches
- Safely and completely remove all non-native vegetation throughout designated area
- Clear path for safe passage of vehicles
- Elevate and trim Coco plums throughout area
- Collect and disposed all generated debris

### Compensation

Our complete price for this project base on the deliverables outlined is: \$18,500.00. If approved we would like to request \$9,250.00 in advance and \$9,250.00 upon completion.

Thanks again for allowing Russ Total Lawn Maintenance to submit this proposal. Our company is small enough to give your property the attention it deserves and yet we are large enough to handle the equipment and labor necessary to do the job right and on time!



## Sylvia Bethel

---

**From:** JOHN RUSS <john\_a\_russ@yahoo.com>  
**Sent:** Monday, November 6, 2023 1:07 PM  
**To:** Sylvia Bethel  
**Subject:** Fw: Preserve Area

----- Forwarded Message -----

**From:** JOHN RUSS <john\_a\_russ@yahoo.com>  
**To:** Jeffery Jackson <jack3177@aol.com>  
**Sent:** Wednesday, October 11, 2023, 11:43:23 AM EDT  
**Subject:** Preserve Area

Russ Total Lawn Maintenance L.L.C.  
1731 Ave F.  
Riviera Beach Fl. 33404  
John Russ

Thousand Oaks CDD,  
The following is the proposal for the tree trimming at 1034 Center Stone Lane in Riviera Beach. If you should have any questions please do not hesitate to contact me at: (561) 319-7110.

### **Tree Trimming Proposal Introduction**

This document proposes that Russ Total Lawn Maintenance will perform the necessary Tree Trimming in an effort to maintain the beauty of the property. The goal is to maintain a conspicuous landscape for residents and visitors. R.T.L.M. will be responsible for the following deliverables.

## **Deliverables**

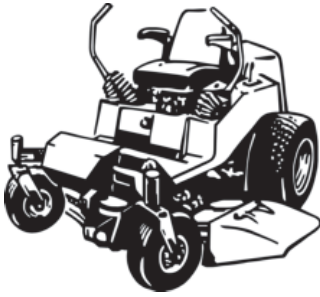
### **Preserve Area**

- Raising the canopy on all low hanging Live Oak and other Hardwood Trees throughout designated area
- Intercept all branches protruding toward buildings at least 10 feet
- Hurricane prune all Palm trees
- Trim and reshape Coco Plums
- Remove any dead or diseased trees or branches
- Dispose of all existing and generated debris

**Our complete price for this project base on the deliverables outlined is: \$25,500.00. If approved we would like to request \$12,750 in advance and \$12,750.00 upon completion.**

Thanks again for allowing Russ Total Lawn Maintenance to submit this proposal. Our company is small enough to give your property the attention it deserves and yet we are large enough to handle the equipment and labor necessary to do the job right and on time!

**Russ Total Lawn Maintenance**  
1731 Avenue F  
Riviera Beach, FL 33404  
United States  
john\_a\_russ@yahoo.com



# INVOICE

**BILL TO**  
Thousand Oaks Community  
Development District

**INVOICE #** 1957  
**DATE** 11/06/2023  
**DUE DATE** 11/21/2023  
**TERMS** Net 15

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Beautify existing landscape	Safely and completely remove all non-native vegetation throughout hedge Trim and manicure Hedge throughout Safely trim hedge back from adjacent neighborhood barrier Collect and disposed all generated debris	1	9,000.00	9,000.00

BALANCE DUE **\$9,000.00**

**THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT  
RANKING OF AUDITOR PROPOSALS  
FOR FISCAL YEAR ENDING 9/30/23**

		Audit Firms	
Criteria	Point Range	Grau & Associates	Nowlen Holt & Miner
<b>Ability of Personnel:</b> (E.g., geographic locations of the firms headquarters of permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load).	1-10	9	9
<b>Proposer's Experience:</b> (E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation).	1-10	9	8
<b>Understanding of Scope of Work:</b> Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.	1-10	9	8
<b>Ability to Furnish the Required Services:</b> Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required.	1-10	9	8
<b>Price:</b> Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.	1-10	9	8
<b>TOTAL POINTS</b>	<b>50</b>	<b>45</b>	<b>41</b>
<b>BID PRICE - 2022/2023 AUDIT</b>		<b>\$3,400.00</b>	<b>\$3,500.00</b>
<b>BID PRICE - 2023/2024 AUDIT</b>		<b>\$3,500.00</b>	<b>\$3,600.00</b>
<b>BID PRICE - 2024/2025 AUDIT</b>		<b>\$3,600.00</b>	<b>\$3,700.00</b>
<b>BID PRICE - 2025/2026 AUDIT</b>		<b>\$3,700.00</b>	<b>\$3,800.00</b>
<b>BID PRICE - 2026/2027 AUDIT</b>		<b>\$3,800.00</b>	<b>\$3,800.00</b>
<b>COMMENTS:</b>		Currently the auditing firm for more than 200 CDD's	Currently the auditing firm for more than 30 Governmental Entities.
<b>RECOMMENDATION:</b>		Both firms have the capacity to perform the audit. Management recommends that Grau & Associates, the current auditor for the District and the firm with the most experience, be selected to perform the September 30, 2023, 2024 and 2025 annual audits, with an option subject to fee adjustments for inflation, to perform the fiscal year end audits for the two following years (FYE 9/30/26, FYE 9/30/27).	

**Note: 2023/2024 Budget For Audit Services is \$3,900.**