



*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  
DECEMBER 11, 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**  
December 11, 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. Approval of Minutes
  - 1. November 13, 2023 Regular Board Meeting Minutes.....Page 3
- G. Comments from the Public for Items Not on the Agenda
- H. Old Business
  - 1. Update on Newsletter and Website
  - 2. Update on Fountain Installation
  - 3. Update Regarding Encroachment Issue
  - 4. Update on 1277 Rosegate Blvd. Swell Issue
  - 5. Update on Fence Line Maintenance (Northen/Western)
  - 6. Update Tree Trim Project along Congress
  - 7. Update on Pressure Cleaning of Sidewalk along Congress
  - 8. Update Regarding Fencing Repair/Replace along Walmart Side
- I. New Business
  - 1. Consider Approval of Preserve/Dry Conservation Area Proposals.....Page 7
- J. Administrative Matters
- 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.

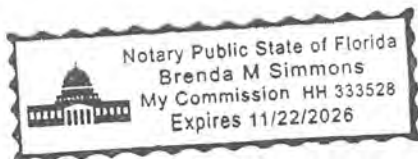
*Angelina Garay*

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  
NOVEMBER 13, 2023**

**A. CALL TO ORDER**

The November 13, 2023, Regular Board Meeting of the Thousand Oaks Community Development District (the “District”) was called to order at 4:18 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 (via telephone), Horace Towns and Corey Smith.

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

Also present was Kathy Gaede of the Thousand Oaks HOA.

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

Mr. Knowles noted that the fountain near his home was down. Mr. Jackson indicated we would discuss that item under Board Member Comments.

Mr. Jackson then requested to rearrange the agenda, moving Item F after Item G.

A **motion** was made by Mr. Knowles, seconded by Mr. Smith and unanimously passed approving the addition 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. October 9, 2023, Regular Board Meeting**

The minutes of the October 9, 2023, Regular Board Meeting were presented for consideration.

A motion was made by Mr. Knowles, seconded by Mr. Gaede and passed unanimously approving the minutes of the October 9, 2023, Regular Board Meeting, as presented.

## **H. OLD BUSINESS**

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

Mr. Jackson stated that there had been “bigger fish to fry” but that we needed to get moving on this item. This item will be brought back to the next meeting.

### **2. Update on Fountain Installation**

Ms. Bethel stated that the appointment with FPL was today. The electrician met with FPL to lay his final lines and now the final two inspections should be completed within a week. The fountain has been ordered and should arrive around the time the inspection is completed.

### **3. Update Regarding Encroachment Issue**

Ms. Bethel indicated that she had met with Mr. Wells last week and they went over the project. He was about a third done. So far, it looks very nice with pictures to cross reference the encroachments in the front and back of the home.

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

Ms. Bethel noted she had spoken with Mr. Russ and this project had been completed. Mr. Jackson asked if it had been verified because he still had some work to be completed and Ms. Bethel replied that it had not been verified. Mr. Jackson noted that we needed confirmation that it had been completed and not just take the vendor’s word and to let him know and he can verify the work has been completed.

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

Ms. Bethel advised she had followed up with the vendor and they will not be coming back out for a small job. We need to find another vendor to complete this project. Ms. Bethel stated that she would look up some vendors and grab some proposals for the next meeting.

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

Ms. Bethel indicated that when she first reached out to the City of Riviera Beach, she spoke with someone who told her they do maintenance in this area and that they will add it to the job list to be maintained. Then Mr. Russ mentioned that someone from the City of Riviera Beach had called and told him that the City no longer maintains this area. Ms. Bethel noted she followed up with this gentleman and he stated that this was correct. At one point, the City did maintain this area but stopped due to the land up to the embankment being owned by Thousand Oaks HOA. Ms. Bethel stated that they mentioned that they would be willing to attend a meeting if needed. Mr. Jackson stated he would like them to attend the next meeting. A Lengthy discussion ensued. Mr. Towns stated that we need to get something in writing from the City stating that they no longer maintain this area; they cannot just neglect their ownership. Mr. Jackson stated they should get a land survey. Mr. Towns indicated that a survey was on file and Mr. Smith noted that maybe they should check with Mr. Palen first. The Board agreed.

### **7. Update on Resident’s Outstanding Bill from Statewide Grading, LLC**

Ms. Bethel stated that she had collected the check from the resident. In addition, Mr. Jackson discovered Mr. Palen billed for the work completed and it was supposed to be billed to the resident. Ms. Bethel noted she had spoken with Mr. Palen about this, and he will credit the fees back and apply it to the next invoice.

## **I. NEW BUSINESS**

### **1. Consider Tree Trimming Proposals along Congress**

Ms. Bethel directed the Board's attention to the meeting book to review the proposals. Mr. Jackson noted that he and Ms. Bethel met along with Mr. Russ to name and count all the trees that needed maintenance. Mr. Jackson stated that he met with Only Trees and he was very impressed with how well he identified all the trees, how knowledgeable he was about the trees and informed him what trees actually needed maintenance and which ones did not. Mr. Knowles asked if there were any trees that needed to be replaced and if so, were they included in the proposal. Mr. Jackson stated no and explained further.

A **motion** was made by Mr. Gaede, seconded by Mr. Knowles and unanimously passed approving Only Trees to trim trees along Congress in the amount of \$13,480.

### **2. Discussion Regarding Pressure Cleaning of Sidewalk along Congress**

Ms. Bethel advised that this was sent over by the HOA. Mrs. Gaede of the Thousand Oaks HOA stated that she collected all the proposals and selected J&S Exterior because they were the best priced.

A **motion** was made by Mr. Knowles, seconded by Mr. Smith and unanimously passed approving J&S Exterior to clean along Congress at a cost of \$1,750.

### **3. Consider Preserve/Dry Conservation Area Proposals**

Ms. Bethel stated that there was a little bit of confusion the first time she asked him to prepare the proposals but here are the revised proposals for the Board's review. The Board inquired about the price they paid last year for the same service. Ms. Bethel stated \$23,500 and \$12,500. The Board thinks it is too high. Mr. Jackson wants to negotiate the price and bring it back to next month's meeting.

### **4. Discussion Regarding Fencing Repairs/Replacement along Walmart Side**

Ms. Bethel indicated that we were in the process of getting a proposal from Fencing Florida. Mr. Jackson and she will be meeting with the gentleman this Wednesday to get proposals for a new fence and to repair the fence. Mr. Jackson stated that when he rode in that area with Ms. Bethel, they noticed the damage along the fence.

### **5. Consider National Village Fenceline Tree Trimming**

Ms. Behel stated that Mr. Russ cut CDD property along the National Village fenceline area with authorization from the Board and asked the Board to review. Mr. Jackson asked what they paid last year and she stated \$9,000.

A **motion** was made by Mr. Gaede, seconded by Mr. Towns and unanimously passed approving the Russ Total Lawn Maintenance proposal in the amount of \$9,000.

**J. AUDIT SELECTION COMMITTEE**

**1. Ranking of Proposal/Consider Selection of an Auditor**

Ms. Bethel stated that a few meetings ago the Board selected themselves as the Audit Committee so that an auditor could be selected. An ad was posted and the auditors who submitted proposals were presented on Page 29 of the meeting book. Management suggests hiring Grau and Associates, which is the current auditor. Mr. Knowles asked if these were minority contracts. Mr. Jackson stated that they were when they initially selected the firm. Ms. Bethel stated the ad was posted this in the *Palm Beach Post* and that there are not many firms that audit CDD's and these were the only two that had submitted a bid.

A **motion** was made by Mr. Smith, seconded by Mr. Gaede and unanimously passed selecting Grau & Associates as the District's auditor.

**K. ADMINISTRATIVE MATTERS**

There were no Administrative Matters to come before the Board.

**L. ATTORNEY MATTERS**

There were no Attorney Matters.

**M. BOARD MEMBER COMMENTS**

Mr. Knowles stated his fountain lights had been down for days. Ms. Bethel stated she would contact the vendor to come out and take a look.

**N. ADJOURNMENT**

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 5:12 p.m. There were no objections.

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Secretary/Assistant Secretary

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Chair/Vice Chair



## Dry Conservation Area in Thousand Oaks

JOHN RUSS <john\_a\_russ@yahoo.com>

Mon 11/6/2023 1:06 PM

To: Sylvia Bethel <sbethel@sdsinc.org>

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!

## Re: Preserve Area

Sylvia Bethel <sbethel@sdsinc.org>

Mon 12/4/2023 10:13 AM

To: Sylvia Bethel <sbethel@sdsinc.org>

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: \$23,500.00. If approved we would like to request \$11,750 in advance and \$11,75.00 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!