



*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  
MARCH 4, 2024  
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**  
March 4, 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. February 12, 2024 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 on 1277 Rosegate Blvd. Swell Issue
  - 4. Update Regarding Fountain Repairs
  - 5. Update on Preserve/Dry Conservation Project
  - 6. Update on 2024 Conferences.....Page 7
    - 1. Florida League of Cities August 15-17<sup>th</sup> 2024
    - 2. FASD June 10-13<sup>th</sup> 2024
  - 7. Update on Logo Trademark
  - 8. Update Regarding Encroachment Issue
  - 9. Update on Irrigation along Congress
  - 10. Consider Approval of Proposal from SLB General Contracting, LLC.....Page 8
- I. New Business
  - 1. Consider Resolution No. 2024-01 – Adopting a Fiscal Year 2024/2025 Proposed Budget.....Page 9
- J. Administrative Matters
  - 1. Financial Report.....Page 16
- 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.

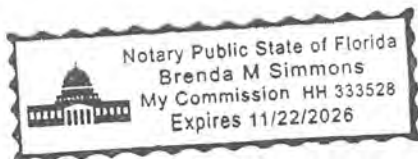
*Angelina Garay*

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

*[Signature]*

(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  
FEBRUARY 12, 2024**

**A. CALL TO ORDER**

The February 12, 2024, Regular Board Meeting of the Thousand Oaks Community Development District (the “District”) was called to order at 4:19 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, Horace Towns and Corey Smith.

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 Raymond Wells.

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

There were no additions or deletions to the agenda.

**F. APPROVAL OF MINUTES**

**1. January 8, 2024, Regular Board Meeting**

The minutes of the January 8, 2024, Regular Board Meeting were presented for consideration.

A **motion** was made by Mr. Smith, seconded by Mr. Knowles and passed unanimously approving the minutes of the January 8, 2024, 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 Newsletter and Website**

Mr. Knowles indicated he was waiting for the vendor to provide a proposal. Mr. Jackson requested that this be brought back to the next meeting.

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

Ms. Bethel advised that the vendor had installed the fountain and the electrician has requested a final inspection. After the final inspection, the fountain can be turned on.

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

Ms. Bethel indicated that she had spoken with the engineer and he e-mailed several more vendors to see if any were interested in picking up the job. One vendor stated that he has been busy and will get around to it. So as of right now, no one has picked up this project. Ms. Bethel will follow up with the engineer.

## **4. Update on Tree Trimming Project along Congress**

Ms. Bethel indicated that this project had been completed and directed the Board to the revised invoice on Page 6 of the meeting book. The trees were removed from the invoice at the Board's request and the amount has been adjusted from \$13,000 to \$11,905.

## **5. Update on Pressure Cleaning of Sidewalk along Congress**

Ms. Bethel advised that this project had been completed and confirmed by the HOA.

## **6. Update Regarding Fountain Repairs**

Ms. Bethel stated that the fountain had been repaired pursuant to a phone call directly from the vendor. Mr. Knowles indicated that the fountain was not working. Ms. Bethel stated that she would follow-up with the vendor.

## **7. Update on Preserve/Dry Conservation Project**

Ms. Bethel stated that this had been completed, but she has not yet scheduled a walkthrough with Mr. Jackson. Mr. Jackson stated that he would do this tomorrow.

## **8. Update on 2024 Conferences**

Mr. Knowles stated that the Florida League of Cities will be held August 15 – 17, 2024, in Hollywood Florida; the National League of Cities will be held March 11 – 13, 2024, in Washington DC; and the National League of Cities annual meeting will be held November 13 – 16, 2024, in Tampa, Florida. Ms. Bethel stated that the FASD conference would be held June 10 – 13, 2024, in Orlando, Florida.

Mr. Palen stated the Board should discuss out-of-state travel that is not District related. Mr. Knowles stated that the City of Riviera Beach is a member of every organization he mentioned. Mr. Palen stated that Riviera Beach is a City with a broad range of powers; the CDD is not a city and has a very limited range of powers. Section 112.061, Florida Statutes, requires the Board of Supervisors to approve travel in advance based on whether the purpose of travel is reasonably related to the functions of the District and will benefit its functions. Some issues at a conference sponsored by an organization such as the National League of Cities may be relevant to the functions of a Florida special district. But their primary purpose is much

broadier in scope – to promote the interests of their municipal members. The benefits of attending a national conference would not seem to be significant enough to justify the significant costs. Options such as conferences sponsored by the Florida Association of Special Districts would seem to offer greater benefit to the District and the Thousand Oaks community. A lengthy discussion ensued. Mr. Smith said he would be against using District funds for travel that does not more directly pertain to District functions.

## **9. Update on Logo Trademark**

Ms. Bethel indicated that she had followed up with the lawyer Mr. Towns recommended and directed them to Page 15 of the meeting book to review the invoice. This amount covers the trademark process until it has been completed. Due to time restraints, Ms. Bethel reviewed the authorization amount given by the Board and moved forward with the invoice and brought this item for ratification. Mr. Jackson stated he thought this process had been completed. Mr. Towns stated that the process was not completed due to needing more information and the original attorney they hired had passed away.

A **motion** was made by Mr. Gaede, seconded by Mr. Knowles and unanimously passed approving Willishia Plant's trademark invoice in the amount of \$1,150.

## **10. Update Regarding Encroachment Issue (Presented by Mr. Wells)**

Mr. Wells presented his project to the Board. Mr. Gaede noticed that some of the homes listed do not have violations due to the incorrect footage shown. Certain homes are 10 feet and others 4 feet; several are listed under the wrong measurements and should be corrected. Mr. Wells stated he would make the necessary corrections.

### **I. NEW BUSINESS**

#### **1. Discussion Regarding Irrigation along Congress**

Mr. Gaede stated that he had requested this be included on the agenda because the sprinklers along Congress are pulled up and need to be repaired. Mr. Jackson stated that Mr. Russ installed them, and Ms. Bethel should follow-up with him. Ms. Bethel stated she would follow-up with Mr. Russ.

#### **2. Consider Proposal from SLB General Contracting, LLC**

Ms. Bethel stated that this was one of the vendors that provided a proposal for the rip rap repair. Mr. Towns would like to know if there any additional costs associated with this project; if any permits are needed; is the rip rap environmentally friendly; and will the work be warrantied. Ms. Bethel will get this information for the next meeting.

#### **3. Discussion Regarding Travel Policy**

The District's Travel Policy currently authorizes the Board to approve travel advances. Ms. Bethel stated that such advances have been approved for several recent conferences. However, the Travel Policy and state law requires a level of accounting for travel advances that is burdensome both for the District and for recipients. For example, an issue arises if an advance was not used. In that case, the Travel Policy requires the Board Member to reimburse the District. This imposes a burden on the Board Member which may seem onerous; it also creates potential accounting and audit problems for the District if the unused advance is not paid back. Ms. Bethel suggested these problems can be minimized if the Travel Policy was amended to eliminate travel advances as an option.

Mr. Palen indicated that state law requires strict accounting for travel advances. Unused advances must be repaid promptly, and failure to do so constitutes both a misdemeanor and a violation of the Florida Code of Ethics. A lengthy discussion ensued. There was a consensus of the Board that no change in Travel Policy was necessary. Mr. Palen stated that, in order to better comply with the Travel Policy and state law and improve accountability in the use of District travel funds, individual requests for travel (including advances) must be approved by the Board as an agenda item. Travel requests should be submitted in writing at least one week in advance accompanied by a brief justification statement outlining the purpose of travel and the benefits to the District.

#### **J. ADMINISTRATIVE MATTERS**

Ms. Bethel advised that Form 1 – Statement of Financial Interest would now be required to be electronically submitted beginning this year. She also noted that the Board Members should be receiving e-mails on how to complete the form online. This item will be further discussed closer to the due date.

The Board inquired about Form 6 and Mr. Palen explained the purpose of Form 6 and stated that the Board did not need to complete this form.

#### **K. ATTORNEY MATTERS**

Mr. Palen had nothing further.

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

Mr. Knowles expressed his displeasure with administration and indicated that they have not done enough to get the fountain repaired. Mr. Gaede asked if Mr. Knowles had tried to turn the lights on with the remote and Mr. Knowles stated that it was not his job. Ms. Bethel will follow-up with the vendor again.

A lengthy discussion ensued about the duties of a community development district.

#### **M. ADJOURNMENT**

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 5:35 p.m. There were no objections.

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Secretary/Assistant Secretary

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Chair/Vice Chair



**THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT  
TRAVEL REQUEST**

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

Board of Supervisors  
Thousand Oaks Community Development District

I hereby request authorization to travel to the following:

---

[Insert Description of Conference, Meeting, Training Session, Etc., Attach Brochure or Other Program Description]

Located in: \_\_\_\_\_  
[City, State]

Date(s): \_\_\_\_\_

I hereby certify that such travel is for the following public purpose authorized by law to be performed by the District. Landowners will benefit for the following reason(s):

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I request reimbursement of my expenses, EITHER:

☐ At the Per Diem Reimbursement Rate provided by the current U.S. General Services Administration Travel Policy (<https://www.gsa.gov/travel/plan-book/per-diem-rates>)

OR

☐ Actual Expenses substantiated by receipts, not to exceed authorized rates.

The total expense for travel is estimated to be: \$ \_\_\_\_\_ (Itemize on rear of form; refer to Travel Policy, attached)

I further request a travel advance in the amount of \$ \_\_\_\_\_

I hereby certify that the above estimated expenses are anticipated to be incurred by me as necessary traveling expenses in the performance of my official duties; attendance at the conference or convention directly relates to the official duties of the agency; any meals or lodging included in the registration fee have been deducted from this travel advance request. If the travel advance exceeds actual travel expenses incurred, I will refund to the District the remaining unexpended funds within 10 days after completion of the travel period.

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Signature



## SLB General Contracting, LLC

6900 Barbour Road, West Palm Beach, FL 33407

Phone: 561-619-6822 Fax: 561-660-5349

### Proposal

Special District Services  
Attn: Sylvia Bethel  
2501A Burns Road  
Palm Beach Gardens Fl, 33410  
561.630.4922 ext 227  
[sbethel@sdsinc.org](mailto:sbethel@sdsinc.org)

Date: January 8, 2024  
Project: Thousand Oaks  
Palm Beach Gardens  
Palm Beach Gardens

<u>SCOPE OF WORK</u>	<u>QTY</u>	<u>UNITS</u>	<u>UNIT \$</u>	<u>TOTALS</u>
1 Mobilization	1	LS	\$1,160.00	\$1,160.00
2 Replace Rip Rap outfall pad at structures #5, #10, #16, #27, #64, & #116 - includes removal of existing rip rap bags, regrade to remove hump, install new rip rap bags on filter fabric with last two rows of bags pinned, sod disturbed access points.	1	Ls	\$46,950.00	\$46,950.00
3 Box Culvert structure #126 & #125 - Remove excess soil in front of and inside each end of box culvert and sod disturbed areas	1	Ls	\$3,850.00	\$3,850.00
Total				<b>\$51,960.00</b>

#### NOTES

- 1 No surveys or engineering is included.
- 2 We have excluded any permits and permit costs.
- 3 We have excluded the watering and grow-in of sod.

Thank you for allowing SLB General Contracting the opportunity to bid this project.  
Please contact us with any questions regarding the above.

Respectfully,



SLB General Contracting, LLC

Accepted: \_\_\_\_\_

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

**RESOLUTION NO. 2024-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT  
APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2024/2025;  
AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors (“Board”) of the Thousand Oaks Community Development District (“District”) is required by Chapter 190.008, *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

**WHEREAS**, the Proposed Budget including the Assessments for Fiscal Year 2024/2025 has been prepared and considered by the Board.

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

**Section 1.** The Proposed Budget including the Assessments for Fiscal Year 2024/2025 attached hereto as Exhibit “A” is approved and adopted.

**Section 2.** A Public Hearing is hereby scheduled for May 18, 2024 at 4:15 p.m. in the Thousand Oaks HOA Office located at 1034 Center Stone Lane, Riviera Beach, Florida 34404, for the purpose of receiving public comments on the Proposed Fiscal Year 2024/2025 Budget.

**PASSED, ADOPTED and EFFECTIVE** this 4<sup>th</sup> day of March, 2024.

**ATTEST:**

**THOUSAND OAKS  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairman/Vice Chairman

# Thousand Oaks Community Development District

**Proposed Budget For  
Fiscal Year 2024/2025  
October 1, 2024 - September 30, 2025**

# **CONTENTS**

- I        PROPOSED BUDGET**
- II       DETAILED PROPOSED BUDGET**
- III      DETAILED PROPOSED DEBT SERVICE FUND BUDGET**
- IV      ASSESSMENT COMPARISON**

**PROPOSED BUDGET**  
**THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

	<b>FISCAL YEAR 2024/2025 BUDGET</b>
<b>REVENUES</b>	
O & M ASSESSMENTS	268,595
DEBT ASSESSMENTS (SERIES 2016 A1)	367,957
DEBT ASSESSMENTS (SERIES 2016 A2)	94,511
OTHER REVENUES	0
INTEREST INCOME	420
<b>TOTAL REVENUES</b>	<b>\$ 731,483</b>
<b>EXPENDITURES</b>	
SUPERVISOR FEES	12,000
PAYROLL TAXES	960
AQUATIC/STORMWATER MANAGEMENT	30,000
LAWN/LANDSCAPE MANAGEMENT	46,715
WETLAND PRESERVE BUFFER MAINTENANCE	10,800
MAINTENANCE CONTINGENCY	85,000
CURB REPAIRS	0
FOUNTAINS	0
GOLF CART	0
ENGINEERING/INSPECTIONS/REPORTS	6,000
MANAGEMENT	38,124
SECRETARIAL	4,200
LEGAL	12,000
ASSESSMENT ROLL	8,000
AUDIT FEES	3,500
ARBITRAGE REBATE FEE	1,300
INSURANCE	6,900
LEGAL ADVERTISING	1,300
MISCELLANEOUS	1,900
POSTAGE	500
OFFICE SUPPLIES	1,075
DUES & SUBSCRIPTIONS	175
TRUSTEE FEES	3,600
TRAVEL/TRAINING	8,000
WEBSITE MANAGEMENT	1,500
<b>TOTAL EXPENDITURES</b>	<b>\$ 283,549</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 447,934</b>
BOND PAYMENTS (SERIES 2016 A1)	(345,880)
BOND PAYMENTS (SERIES 2016 A2)	(88,840)
<b>BALANCE</b>	<b>\$ 13,214</b>
COUNTY APPRAISER & TAX COLLECTOR FEE	(14,621)
DISCOUNTS FOR EARLY PAYMENTS	(29,243)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ (30,650)</b>
CARRYOVER FROM PRIOR YEAR	30,650
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>

**DETAILED PROPOSED BUDGET**  
**THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

	FISCAL YEAR 2022/2023 ACTUAL	FISCAL YEAR 2023/2024 BUDGET	FISCAL YEAR 2024/2025 BUDGET	COMMENTS
<b>REVENUES</b>				
O & M ASSESSMENTS	269,011	268,638	268,595	Expenditures Less Interest & Carryover/.94
DEBT ASSESSMENTS (SERIES 2016 A1)	367,671	367,957	367,957	Bond Payments/.94
DEBT ASSESSMENTS (SERIES 2016 A2)	94,459	94,511	94,511	Bond Payments/.94
OTHER REVENUES	350	0	0	
INTEREST INCOME	11,276	0	420	Projected At \$35 Per Month
<b>TOTAL REVENUES</b>	<b>\$ 742,767</b>	<b>\$ 731,106</b>	<b>\$ 731,483</b>	
<b>EXPENDITURES</b>				
SUPERVISOR FEES	11,600	12,000	12,000	No Change From 2023/2024 Budget
PAYROLL TAXES	887	960	960	Projected At 8% Of Supervisor Fees
AQUATIC/STORMWATER MANAGEMENT	35,430	30,000	30,000	FY 23/24 Expenditure Through Jan 2024 = \$9,370
LAWN/LANDSCAPE MANAGEMENT	69,977	46,715	46,715	FY 23/24 Expenditure Through Jan 2024 = \$20,612
WETLAND PRESERVE BUFFER MAINTENANCE	0	10,800	10,800	No Change From 2023/2024 Budget
MAINTENANCE CONTINGENCY	93,680	79,500	85,000	\$5,500 Increase From 2023/2024 Budget
CURB REPAIRS	80,675	0	0	Fiscal Year 2022/2023 Expenditure
FOUNTAINS	23,291	0	0	Fiscal Year 2022/2023 Expenditure
GOLF CART	16,580	0	0	Fiscal Year 2022/2023 Expenditure
ENGINEERING/INSPECTIONS/REPORTS	5,388	6,000	6,000	No Change From 2023/2024 Budget
MANAGEMENT	35,952	37,020	38,124	CPI Adjustment (Capped At 3%)
SECRETARIAL	4,200	4,200	4,200	No Change From 2023/2024 Budget
LEGAL	19,613	10,000	12,000	\$2,000 Increase From 2023/2024 Budget
ASSESSMENT ROLL	8,000	8,000	8,000	As Per Contract
AUDIT FEES	3,800	3,900	3,500	Accepted Amount For 2023/2024 Audit
ARBITRAGE REBATE FEE	1,300	1,300	1,300	No Change From 2023/2024 Budget
INSURANCE	6,608	6,900	6,900	FY 23/24 Expenditure Was \$7,024
LEGAL ADVERTISING	476	1,400	1,300	\$100 Decrease From 2023/2024 Budget
MISCELLANEOUS	2,730	1,700	1,900	\$200 Increase From 2023/2024 Budget
POSTAGE	76	500	500	No Change From 2023/2024 Budget
OFFICE SUPPLIES	1,116	1,000	1,075	\$75 Increase From 2023/2024 Budget
DUES & SUBSCRIPTIONS	175	175	175	No Change From 2023/2024 Budget
TRUSTEE FEES	3,500	3,700	3,600	\$100 Decrease From 2023/2024 Budget
TRAVEL/TRAINING	854	8,000	8,000	No Change From 2023/2024 Budget
WEBSITE MANAGEMENT	1,500	1,500	1,500	No Change From 2023/2024 Budget
<b>TOTAL EXPENDITURES</b>	<b>\$ 427,408</b>	<b>\$ 275,270</b>	<b>\$ 283,549</b>	
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 315,359</b>	<b>\$ 455,836</b>	<b>\$ 447,934</b>	
BOND PAYMENTS (SERIES 2016 A1)	(350,667)	(345,880)	(345,880)	2025 P & I Payments Less Earned Interest
BOND PAYMENTS (SERIES 2016 A2)	(90,088)	(88,840)	(88,840)	2025 P & I Payments Less Earned Interest
<b>BALANCE</b>	<b>\$ (125,396)</b>	<b>\$ 21,116</b>	<b>\$ 13,214</b>	
COUNTY APPRAISER & TAX COLLECTOR FEE	(4,560)	(14,622)	(14,621)	Two Percent Of Total Assessment Roll
DISCOUNTS FOR EARLY PAYMENTS	(26,896)	(29,244)	(29,243)	Four Percent Of Total Assessment Roll
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ (156,852)</b>	<b>\$ (22,750)</b>	<b>\$ (30,650)</b>	
CARRYOVER FROM PRIOR YEAR	0	22,750	30,650	Carryover From Prior Year
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ (156,852)</b>	<b>\$ -</b>	<b>\$ -</b>	

**DETAILED PROPOSED DEBT SERVICE FUND BUDGET**  
**THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

	FISCAL YEAR 2022/2023	FISCAL YEAR 2023/2024	FISCAL YEAR 2024/2025	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income (A-1)	18,285	200	600	Projected Interest For 2024/2025
Interest Income (A-2)	5,088	100	300	Projected Interest For 2024/2025
NAV Tax Collection (A-1)	350,667	345,880	345,880	Yearly Maximum Debt Assessment
NAV Tax Collection (A-2)	90,088	88,840	88,840	Yearly Maximum Debt Assessment
<b>Total Revenues</b>	<b>\$ 464,128</b>	<b>\$ 435,020</b>	<b>\$ 435,620</b>	
<b>EXPENDITURES</b>				
Principal Payments (A-1)	230,000	240,000	245,000	Principal Payment Due In 2025
Principal Payments (A-2)	55,000	60,000	60,000	Principal Payment Due In 2025
Bond Redemption (A-1)	0	480	3,640	Estimated Excess Debt Collections (A-1)
Bond Redemption (A-2)	0	460	2,580	Estimated Excess Debt Collections (A-2)
Interest Payments (A-1)	116,800	105,600	97,840	Interest Payments Due In 2025
Interest Payments (A-2)	31,200	28,480	26,560	Interest Payments Due In 2025
<b>Total Expenditures</b>	<b>\$ 433,000</b>	<b>\$ 435,020</b>	<b>\$ 435,620</b>	
<b>Excess/ (Shortfall)</b>	<b>\$ 31,128</b>	<b>\$ -</b>	<b>\$ -</b>	

**Series 2016A-1 Bond Refunding Information**

Original Par Amount =	\$4,875,000	Annual Principal Payments Due =	May 1st
Interest Rate =	3.20%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	December 2016		
Maturity Date =	May 2035		

Par Amount As Of 1/1/24 = \$3,420,000

**Series 2016A-2 Bond Refunding Information**

Original Par Amount =	\$1,275,000	Annual Principal Payments Due =	May 1st
Interest Rate =	3.20%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	December 2016		
Maturity Date =	May 2036		

Par Amount As Of 1/1/24 = \$920,000



**Thousand Oaks Community Development District  
Assessment Comparison**

Home Type		Fiscal Year 2021/2022 Assessment*	Fiscal Year 2022/2023 Assessment*	Fiscal Year 2023/2024 Assessment*	Fiscal Year 2024/2025 Projected Assessment*
Townhomes (Thousand Oaks)	O & M <u>Debt</u>	\$ 299.57 \$ 470.20	\$ 299.54 \$ 470.20	\$ 299.49 \$ 470.20	\$ 299.44 \$ 470.20
	Sub-Total For Townhomes	\$ 769.77	\$ 769.74	\$ 769.69	\$ 769.64
Single-Family Attached (Thousand Oaks)	O & M <u>Debt</u>	\$ 299.57 \$ 470.20	\$ 299.54 \$ 470.20	\$ 299.49 \$ 470.20	\$ 299.44 \$ 470.20
	Sub-Total For Single-Family Attached	\$ 769.77	\$ 769.74	\$ 769.69	\$ 769.64
Single-Family Detached (Thousand Oaks)	O & M <u>Debt</u>	\$ 299.57 \$ 656.48	\$ 299.54 \$ 656.48	\$ 299.49 \$ 656.48	\$ 299.44 \$ 656.48
	Sub-Total For Single-Family Detached	\$ 956.05	\$ 956.02	\$ 955.97	\$ 955.92
Single-Family Attached (Sierra Bay)	O & M <u>Debt</u>	\$ 299.57 \$ 470.20	\$ 299.54 \$ 470.20	\$ 299.49 \$ 470.20	\$ 299.44 \$ 470.20
	Sub-Total For Single-Family Attached	\$ 769.77	\$ 769.74	\$ 769.69	\$ 769.64

\* Assessments Include the Following :

4% Discount for Early Payments

1% County Tax Collector Fee

1% County Property Appraiser Fee

Community Information:

Townhomes (Thousand Oaks)	244
Attached Single Family (Thousand Oaks)	231
Detached Single Family (Thousand Oaks)	221
<u>Attached Single Family (Sierra Bay)</u>	<u>201</u>
Total Units	897

Attached Single Family Home (Thousand Oaks) Information

Total Units	231
<u>Prepayments</u>	<u>1</u>
Billed For Debt	230

Thousand Oaks  
Community Development District

**Financial Report For  
January 2024**

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

	<b>Annual Budget 10/1/23 - 9/30/24</b>	<b>Actual Jan-24</b>	<b>Year To Date Actual 10/1/23 - 1/31/24</b>
<b>REVENUES</b>			
O & M ASSESSMENTS	268,638	2,868	246,358
DEBT ASSESSMENTS (SERIES 2016 A1)	367,957	4,250	337,292
DEBT ASSESSMENTS (SERIES 2016 A2)	94,511	1,092	86,655
OTHER REVENUES	0	0	0
INTEREST INCOME	0	998	3,721
<b>Total Revenues</b>	<b>\$ 731,106</b>	<b>\$ 9,208</b>	<b>\$ 674,026</b>
<b>EXPENDITURES</b>			
SUPERVISOR FEES	12,000	1,000	3,800
PAYROLL TAXES	960	77	291
AQUATIC/STORMWATER MANAGEMENT	30,000	2,823	9,370
LAWN/LANDSCAPE MANAGEMENT	46,715	2,097	20,612
WETLAND PRESERVE BUFFER MAINTENANCE	10,800	0	0
MAINTENANCE CONTINGENCY (TREE TRIMMING, ETC.)	79,500	4,825	60,880
ENGINEERING/INSPECTIONS/REPORTS	6,000	0	110
MANAGEMENT	37,020	3,085	12,340
SECRETARIAL	4,200	350	1,400
LEGAL	10,000	428	1,217
ASSESSMENT ROLL	8,000	0	0
AUDIT FEES	3,900	0	0
ARBITRAGE REBATE FEE	1,300	0	0
INSURANCE	6,900	0	7,024
LEGAL ADVERTISING	1,400	0	0
MISCELLANEOUS	1,700	1,206	1,383
POSTAGE	500	1	17
OFFICE SUPPLIES	1,000	60	247
DUES & SUBSCRIPTIONS	175	0	175
TRUSTEE FEES	3,700	0	3,500
TRAVEL	8,000	2,436	2,836
WEBSITE MANAGEMENT	1,500	123	500
<b>Total Expenditures</b>	<b>\$ 275,270</b>	<b>\$ 18,511</b>	<b>\$ 125,702</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 455,836</b>	<b>\$ (9,303)</b>	<b>\$ 548,324</b>
PAYMENT TO TRUSTEE (A1)	(345,880)	(4,085)	(320,615)
PAYMENT TO TRUSTEE (A2)	(88,840)	(1,050)	(82,370)
<b>BALANCE</b>	<b>\$ 21,116</b>	<b>\$ (14,438)</b>	<b>\$ 145,339</b>
COUNTY APPRAISER & TAX COLLECTOR FEE	(14,622)	(80)	(7,556)
DISCOUNTS FOR EARLY PAYMENTS	(29,244)	(239)	(26,708)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ (22,750)</b>	<b>\$ (14,757)</b>	<b>\$ 111,075</b>
CARRYOVER FROM PRIOR YEAR	22,750	0	0
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ (14,757)</b>	<b>\$ 111,075</b>

<b>Bank Balance As Of 1/31/24</b>	<b>\$ 441,242.43</b>
<b>Accounts Payable As Of 1/31/24</b>	<b>\$ 26,119.06</b>
<b>Accounts Receivable As Of 1/31/24</b>	<b>\$ 552.08</b>
<b>Available Funds As Of 1/31/24</b>	<b>\$ 415,675.45</b>