



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
SEPTEMBER 9, 2024
4:15 P.M.**

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

www.thousandoakscdd.org

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

AGENDA
THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT
Thousand Oaks HOA Office
1034 Center Stone Lane
Riviera Beach, Florida 33404
REGULAR BOARD MEETING
September 9, 2024
4:15 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Moment of Silence
- D. Consider Appointment to Board Vacancy
- E. Administer Oath of Office
- F. Establish Quorum
- G. Additions or Deletions to Agenda/ Board Member Disclosures
- H. Approval of Minutes
 - 1. August 12, 2024, Regular Board Meeting.....Page 3
- I. Comments from the Public for Items Not on the Agenda
- J. Old Business
 - 1. Update on Fountain Installation
 - 2. Update on 1277 Rosegate Blvd. Swell Issue
- K. New Business
 - 1. Discussion Regarding Golf Cart
- L. Administrative Matters
 - 1. Financial Report.....Page 10
- M. Attorney Matters
- N. Board Members Comments
- O. 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.

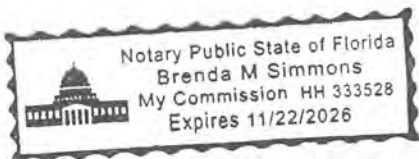
angelina Garay

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 meetings should contact the District Manager at (561) 630-4922 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the 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
AUGUST 12, 2024**

A. CALL TO ORDER

The August 12, 2024, 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 Rance Gaede, Vice Chairman Corey Smith and Supervisors Malachi Knowles and Horace Towns.

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

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

E. ADDITIONS OR DELETIONS TO THE AGENDA

New Business Number 2. Discussion Regarding Russ Total Lawn Maintenance Mulch Proposals for Thousand Oaks and Villa Rosa (along Congress area). New Business Number 3. Discussion Regarding Russ Total Lawn Maintenance Tree Trimming along Fenceline (National Village area)

A **motion** was made by Mr. Knowles, seconded by Mr. Smith and unanimously passed approving the addition of New Business numbers 1 and 2 to the agenda.

F. APPROVAL OF MINUTES

1. July 8, 2024, Regular Board Meeting

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

A **motion** was made by Mr. Knowles, seconded by Mr. Smith and passed unanimously approving the minutes of the July 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 Fountain Installation

Ms. Bethel advised that she had received a proposal from Banner Electric to move the electrical panel for the fountain. The electrician has already started the process to get this project moving.

Ms. Bethel advised that she had received a phone call from Mr. Jackson that Mr. Gruber contacted him about the noise of the fountain and informed him that this would be brought to the Board's attention at the meeting. Mr. Gruber brought up several items: he believes the permit to be filed fraudulently, the noise level of the fountain, and other residents complain of the noise level of the fountain as well. A lengthy discussion ensued. The Board would like Mr. Palen to research the noise ordinance code and update the Board with the next steps.

2. Update on 1277 Rosegate Boulevard Swale Issue

Ms. Bethel explained that she had followed up with SLB General Contracting, LLC. The vendor stated that he had looked at the issue but did not see that there was a problem. The job is too small and does not believe he can help. Mr. Gaede directed staff to reach out to find another vendor. Ms. Bethel stated she would reach out to the engineer to see if anyone would be willing to pick up the job.

3. Update on Preserve/Dry Conservation Project

Ms. Bethel advised that she and Mr. Gaede had met with Mr. Russ to ride the community. The Preserve and Dry Conservation area looked fine. They will continue with the cuts once a year. However, the fence line along the National Village side could use some attention, for which the proposal will be discussed under New Business #3.

4. Update on 2024 Conferences

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

Ms. Bethel advised that Mr. Knowles had received his check for the conference today.

5. Update on Irrigation along Congress

Mr. Russ stated that he had a vendor come out to rewire the three valves. He noted that the irrigation systems were good to go and will be up and running tomorrow.

I. NEW BUSINESS

1. Consider Resolution No. 2024-04 – Adopting Goals and Objectives

Resolution No. 2024-04 was presented, entitled:

RESOLUTION 2024-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT ADOPTING GOALS, OBJECTIVES, AND PERFORMANCE MEASURES AND STANDARDS;

PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Ms. Bethel stated that the Florida Legislature now requires that CDDs adopt goals and objectives and directed the Board's attention to Page 9 of the meeting books. Ms. Bethel asked the Board to review the information and explained that by next year (December 2025) the Board will review whether the goals were attained.

A **motion** was made by Mr. Smith, seconded by Mr. Towns and unanimously passed adopting Resolution No. 2024-04 – Adopting Goals and Objectives, as presented.

2. Discussion Regarding Russ Total Lawn Maintenance Mulch Proposals for Thousand Oaks and Villa Rosa (along Congress area)

Ms. Bethel stated that while examining the property it was discovered that the front areas needed to be mulched and directed the Board to Mr. Russ's mulch proposals for the two communities. The Board discussed and agreed this project should be completed.

A **motion** was made by Mr. Knowles, seconded by Mr. Towns and unanimously passed approving Russ Total Lawn Maintenance, LLC Mulching Proposal for Villa Rosa in the amount of \$4,550 and Russ Total Lawn Maintenance, LLC Mulching Proposal for Thousand Oaks in the amount of \$5,950.

3. Discussion Regarding Russ Total Lawn Maintenance Tree Trimming along Fenceline (National Village area)

Mr. Gaede stated there had been some complaints from the HOA regarding the fence line along National Village. Mr. Russ explained that some trees would need to be removed and a lot of the work would be on the Nation Village side of the fence.

A **motion** was made by Mr. Knowles, seconded by Mr. Towns and unanimously passed approving Russ Total Lawn Maintenance, LLC for Tree Removal Proposal (National Village Fence-line) in the amount of \$8,500.

J. ADMINISTRATIVE MATTERS

1. Financial Report

Mr. Gaede directed the Board to the financial report for review. Ms. Bethel stated that upon her and Mr. Gaede's ride through the community, they noticed that the fence along Congress was leaning forward and asked to get a proposal. Ms. Bethel met with Fencing Florida earlier today and hopes to have the proposal for the next meeting for Board consideration. Mr. Gaede asked if the vendor stated the cause for the fence leaning and Ms. Bethel indicated that it was caused by tree roots and erosion.

Ms. Bethel informed Mr. Gaede about Banner Electric, Inc. Mr. Gaede asked that the Banner Electric proposal be emailed to the Board.

A **motion** was made by Mr. Smith, seconded by Mr. Towns and unanimously passed approving the Banner Electric, Inc. proposal to move the fountain power control box in the amount of \$3,905.50.

K. ATTORNEY MATTERS

Mr. Palen advised that it appeared that all the Supervisors had filed their 2023 Form 1 – Statement of Financial Interests.

L. BOARD MEMBER COMMENTS

Mr. Towns indicated that he had found the Palm Beach County Days Conference very impactful and he hopes the Board will look into attending the conference next year.

Mr. Gaede stated that the golf cart the District purchased needed monthly maintenance and the District does not have a maintenance person to take care of this. This golf cart has turned out to be more maintenance and upkeep than expected and has not been used since purchasing it. He would recommend that the District sell it. The Board would like this to be added to next month’s agenda for further discussion.

M. ADJOURNMENT

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 4:57 p.m. There were no objections.

Secretary/Assistant Secretary

Chair/Vice Chair



FENCING FLORIDA, INC.

9159 Banquet Way
 Lake Worth, FL 33467

Ph: (561) 357-8000

Fax: (561) 357-8004

Email: info@fencingfloridainc.com

Via Email:

Date: August 23, 2024

Location: Thousand Oaks perimeter fence

Attn: Sylvia

Fencing Florida is pleased to submit the following quotation for fencing services:

Scope of Work	Quote	Initial for Approval
Realign (9) post on the high security steel fence along the perimeter.		
Post will be realigned and re-secured with additional concrete.		
Permit Fee: Not included. This fee will be determined by your local municipality. Administrative processing fee – \$250.00 not included in this quote. *All permitting fees will be invoiced separately.		

Contract Terms: ==

Total Labor & Material \$1,450.00

50% deposit \$

25% deposit upon start of project \$

Balance upon completion of installation \$1,450.00

This is not a paid when paid contract.

This quote will be honored for a period of two (2) days from date submitted.

You must stay in contact with your contractor. Any changes after final measurements will be charged accordingly. All vegetation and personal items must be cleared away from the fence line by the property owner before installation. Fencing Florida is not

responsible for damage to any sprinkler system, vegetation, or underground utilities. Unforeseen digging conditions such as rock, tree roots, plumbing, etc. will result in additional charges. There will be an additional charge if Fencing Florida has to clear the fence line. This charge will be added to your final invoice. The fence represented by this contract/proposal remains the property of Fencing Florida, Inc. until fully paid for.

- **Warranty:** One year on installation. Materials covered under manufacturer’s warranty.
- **Notice of Commencement:** Palm Beach County requires that a Notice Of Commencement be recorded for all work over \$2,500.00. A recording fee of \$50.00 will be added to your final invoice.
- **Utility Easement Removal Recording Fee** – If you have utility easements on your property a recording fee of \$40.00 will be added to your final invoice.
- **Attorney Fees: Litigation:** Fencing Florida Inc. shall be entitled to recover reasonable attorney’s fees and costs, including but not limited to costs associated with collection of payment due.
- **Property Owner/Managers** are responsible to provide Fencing Florida, Inc. with a current survey. Complete survey including legal description must be submitted prior to permitting.
- **Property Owner/Manager** is responsible for ensuring all survey pins are exposed prior to installation. Fencing Florida, Inc. charges a fee of \$50.00 to locate survey pins.
- **Final payment is due upon completion of installation not final inspection.**

Please do not hesitate to contact me should you have any questions. Thank you for the opportunity to bid this upcoming project. Fencing Florida is a business built on *superior* service and *top-quality* workmanship.

Respectfully,

J. Brad Tindell
President

JBT/ll

Contract Accepted:

Signature, Title	Date
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Printed Name	Date
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Signature, Title	Date
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Printed Name

Date

Thousand Oaks
Community Development District

**Financial Report For
August 2024**

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

	Annual Budget 10/1/23 - 9/30/24	Actual Aug-24	Year To Date Actual 10/1/23 - 8/31/24
REVENUES			
O & M ASSESSMENTS	268,638	74	269,508
DEBT ASSESSMENTS (SERIES 2016 A1)	367,957	0	368,157
DEBT ASSESSMENTS (SERIES 2016 A2)	94,511	0	94,584
OTHER REVENUES	0	0	0
INTEREST INCOME	0	0	8,653
Total Revenues	\$ 731,106	\$ 74	\$ 740,902
EXPENDITURES			
SUPERVISOR FEES	12,000	800	9,600
PAYROLL TAXES	960	61	734
AQUATIC/STORMWATER MANAGEMENT	30,000	900	27,209
LAWN/LANDSCAPE MANAGEMENT	46,715	2,097	32,739
WETLAND PRESERVE BUFFER MAINTENANCE	10,800	0	42,000
MAINTENANCE CONTINGENCY (TREE TRIMMING, ETC.)	79,500	0	90,240
ENGINEERING/INSPECTIONS/REPORTS	6,000	0	379
MANAGEMENT	37,020	3,085	33,935
SECRETARIAL	4,200	350	3,850
LEGAL	10,000	578	5,384
ASSESSMENT ROLL	8,000	0	0
AUDIT FEES	3,900	0	6,700
ARBITRAGE REBATE FEE	1,300	0	1,300
INSURANCE	6,900	0	7,024
LEGAL ADVERTISING	1,400	0	623
MISCELLANEOUS	1,700	56	1,787
POSTAGE	500	11	112
OFFICE SUPPLIES	1,000	44	708
DUES & SUBSCRIPTIONS	175	0	175
TRUSTEE FEES	3,700	0	3,500
TRAVEL	8,000	340	4,913
WEBSITE MANAGEMENT	1,500	125	1,375
ELECTRICITY - FOUNTAINS	0	102	463
MISCELLANEOUS MAINTENANCE	0	0	914
FOUNTAINS	0	0	21,439
BANK SERVICE CHARGES	0	0	46
Total Expenditures	\$ 275,270	\$ 8,549	\$ 297,149
REVENUES LESS EXPENDITURES	\$ 455,836	\$ (8,475)	\$ 443,753
PAYMENT TO TRUSTEE (A1)	(345,880)	0	(350,991)
PAYMENT TO TRUSTEE (A2)	(88,840)	0	(90,174)
BALANCE	\$ 21,116	\$ (8,475)	\$ 2,588
COUNTY APPRAISER & TAX COLLECTOR FEE	(14,622)	0	(8,205)
DISCOUNTS FOR EARLY PAYMENTS	(29,244)	0	(27,178)
EXCESS/ (SHORTFALL)	\$ (22,750)	\$ (8,475)	\$ (32,795)
CARRYOVER FROM PRIOR YEAR	22,750	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ (8,475)	\$ (32,795)

Bank Balance As Of 8/31/24	\$ 278,387.66
Accounts Payable As Of 8/31/24	\$ 7,144.22
Accounts Receivable As Of 8/31/24	\$ 212.08
Available Funds As Of 8/31/24	\$ 271,455.52