



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
FEBRUARY 10, 2025
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
February 10, 2025
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. January 13, 2025 Regular Board Meeting.....Page 2
- G. Comments from the Public for Items Not on the Agenda
- H. Old Business
 - 1. Update on Fountain Installation
 - 2. Update on 1277 Rosegate Blvd. Swale Project
 - 3. Update Regarding Golf Cart
 - 4. Discussion Regarding HOA Landscape Maintenance Agreement
 - a. Consider Approval of HOA’s New Proposed Annual Landscape Amount.....Page 5
 - 5. Update on Logo Trademark
- I. New Business
 - 1. Consider Approval for Only Trees, LLC Tree Removal (2308 CenterStone Lane).....Page 8
- J. Administrative Matters
 - 1. Financial Report.....Page 11
- K. Attorney Matters
- L. Board Member Comments
- M. Adjourn

LOCALiQ

The Gainesville Sun | The Ledger
Daily Commercial | Ocala StarBanner
News Chief | Herald-Tribune
News Herald | The Palm Beach Post
Northwest Florida Daily News

PO Box 631244 Cincinnati, OH 45263-1244

AFFIDAVIT OF PUBLICATION

Thousand Oaks Cdd
Thousand Oaks Cdd
2501 BURNS RD
STE A

PALM BEACH GARDENS FL 334105207

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the Palm Beach Post, published in Palm Beach County, Florida; that the attached copy of advertisement, being a Govt Public Notices, was published on the publicly accessible website of Palm Beach County, Florida, or in a newspaper by print in the issues of, on:

09/24/2024

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

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 09/24/2024

Legal Clerk

Notary, State of WI, County of Brown

5.19.27

My commission expires

Publication Cost:	\$267.74	
Tax Amount:	\$0.00	
Payment Cost:	\$267.74	
Order No:	10583254	# of Copies:
Customer No:	730529	1
PO #:	fiscal meeting sched	

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025 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. in the Thousand Oaks HOA Office located at 1034 Center Stone Lane, Riviera Beach, Florida 33404, on the following dates:

- October 7, 2024
- November 4, 2024
- December 9, 2024
- January 13, 2025
- February 10, 2025
- March 3, 2025
- April 14, 2025
- May 12, 2025
- June 9, 2025
- July 14, 2025
- August 11, 2025
- September 8, 2025

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 Florida 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.

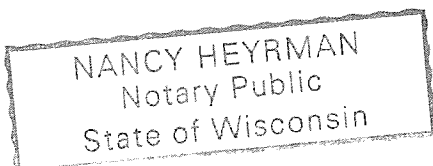
From time to time one or more Supervisors may participate by telephone; therefore, at the location of these meetings there will be a speaker telephone present so that interested persons can attend the meetings at the above location and be fully informed of the discussions taking place either in person 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 ensure 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
No.10583254 Sept. 24, 2024



**THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
JANUARY 13, 2025**

A. CALL TO ORDER

The January 13, 2025, 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 24, 2024, as part of the District’s Fiscal Year 2024/2025 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, Horace Towns (who arrived at 4:18 p.m.) and Jeffery Jackson.

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

Also present were the following:

Sandy Williams-Resident
Brian Gruber- Resident
Ashley - Thousand Oaks HOA Manager

E. ADDITIONS OR DELETIONS TO THE AGENDA

Messrs. Gaede and Jackson disclosed that they were both members of the HOA and CDD Boards.

Mr. Jackson requested the addition of a Discussion Regarding Tree Removal at 2308 Centerstone Lane to the agenda.

A **motion** was made by Mr. Knowles, seconded by Mr. Jackson and unanimously passed approving the addition of a Discussion Regarding Tree Removal at 2308 Centerstone Lane under New Business.

F. APPROVAL OF MINUTES

1. December 9, 2024, Regular Board Meeting

A **motion** was made by Mr. Jackson, seconded by Mr. Smith and unanimously passed approving the minutes of the December 9, 2024, Regular Board Meeting, as presented.

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

Ms. Williams asked where to request CDD records. Mr. Gaede stated that Ms. Bethel would provide this information after the meeting.

H. OLD BUSINESS

1. Update on Fountain Installation

Ms. Bethel directed the Board's attention to a proposal provided by Banner Electric, Inc. for moving the fountain electric to the dog park across the street. Ms. Bethel explained that this was a partial cost because Palm Beach Aquatic must provide the cost for their services. The Board reviewed the proposal and a discussion ensued. Mr. Jackson addressed Mr. Gruber about fountain placement. A lengthy discussion ensued. Mr. Gaede asked Ms. Bethel to obtain a proposal to move the fountain behind Mr. Jackson's house and have Mr. Palen review the scope of work to be sure the District is within their boundaries. The Board decided against the Banner Electric, Inc. proposal in the amount of \$11,014.30.

2. Update on 1277 Rosegate Boulevard Swale Issue

Ms. Bethel reminded the Board that they had requested a more detailed proposal and she asked for their review of the new proposal. She further stated that the vendor could start within two weeks once the proposal has been approved. The Board would like to be e-mailed the start date once the vendor provides it.

A **motion** was made by Mr. Jackson, seconded by Mr. Towns and unanimously passed approving the Statewide Grading, LLC proposal in the amount of \$10,900.00 for curb repair.

3. Discussion Regarding Golf Cart

Ms. Bethel stated that there were no updates as of yet. Mr. Gaede stated that if there had not been any movement within the next 30 days, the Board will investigate other options.

4. Discussion Regarding Annual Engineering Report

Ms. Bethel reached out to the engineer who indicated that there was no major repairs listed in the District Engineer's Report, only a few things listed were for the HOA; other than that, the CDD completed the rip rap project last year.

5. Update on HOA Landscape Maintenance Agreement

Ms. Bethel advised that she had met with Ms. Gaede and a landscaper to get a scope of work and proposal for District property. She further stated that she should get the information soon.

6. Update on Logo Trademark

Ms. Bethel advised that she had received an email from the trademark attorney stating that if the District needed to change the classification, they would have to file a new application. A lengthy discussion ensued. Mr. Knowles stated that he had just completed a trademark and had an attorney that could complete this task for the District. The Board agreed and asked Mr. Knowles to move forward with obtaining a proposal. Ms. Bethel stated that she would get the prices from the current trademark attorney as well.

I. NEW BUSINESS

1. Discussion Regarding Tree Removal at 2308 Centerstone Lane

Mr. Jackson indicated that he had been contacted by the HOA about a resident complaint about this particular tree. He spoke with the resident, the tree was planted by a previous homeowner who moved out 8 years ago, now the tree roots are causing structural damage to the resident's home. The tree has been determined to be on District property. The Board agreed that this tree should be removed and would like Ms. Bethel to obtain a proposal from Only Trees for the removal.

J. ADMINISTRATIVE MATTERS

1. Financial Report

Ms. Bethel advised that the mulch project was almost complete except for a pallet left on Villa Rosa's side, but it should be completed by tomorrow.

Ms. Bethel stated that Mr. Knowles paid \$49.00 for ethics training and that he would be reimbursed. In addition, ethics training was to be completed by December 31, 2024, and she hoped everyone had completed their training. She also suggested writing the date of completion down because it will be needed on this year's Form 1 – Statement of Financial Interests.

K. ATTORNEY MATTERS

There was no further report from the District's attorney.

L. BOARD MEMBER COMMENTS

Mr. Gaede stated that there was a resident that had planted non-native plants on District property and would like Ms. Bethel to have Mr. Russ remove them.

M. ADJOURNMENT

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 5:00 p.m. There were no objections.

Secretary/Assistant Secretary

Chair/Vice Chair

RELIABLE LANDSCAPING & MAINTENANCE, INC

9345 BENT PINE CIRCLE EAST

LAKE WORTH FL, 33467

E-MAIL RELIABLELANDSCAPE@COMCAST.NET

● PHONE 561-601-1146

FAX 561-429-4442

SECTION 1-DEFINITION

- The following landscape management specification establishes the standard for grounds maintenance for property owned and / or managed by (THOUSAND OAKS HOA) this standard outlines an efficient and horticultural sound program of the highest quality promoting the healthy growth of turf and plant material while ensuring the continual near appearance of sight this agreement shall commence.

SECTION 2- GENERAL CONDITIONS.

The contractor shall supply and comply with any operational calendar to include frequency and trimming of work throughout the year.

The project supervisor shall provide reports or operations completed and partially completed for facilitating communication and identifying problems.

CONTRACTOR PERSONNEL

The contractor shall have an experienced supervisor responsible for this site. The supervisor will have a minimum of three years' experience in landscape management.

The contractor shall have only professionally trained personnel on site to perform all functions. They shall be trained in proper horticultural and mechanical procedures to ensure that all operations are performed safely and effectively.

All contractor personnel shall be required to wear a clean company uniform, and the supervisory personnel uniform shall be easily distinguished from other personnel.

1. Reliable landscaping inc shall not be responsible for the cost of clean-up in the event of ACT OF GOD. Hurricanes, storms, floods, etc. this service will be performed at an additional cost reliable personnel will respond no longer than forty-eight hours after the storm with proper communication and /or vehicles and equipment to perform emergency requirements.

SECTION 3-SCOPE OF WORK

The contractor shall provide all necessary labor material equipment and supervisory personnel to properly maintain.

All developed land areas within the contract limits including shrubs ground cover landscape trees vines and flowers as described.

SECTION 4- LAWN MAINTENANCE CONSIDERATION

Mowing, edging, and trimming all turf areas shall be mowed so that no more than 1/3 of the leaf blades are removed per mowing. Mowing shall be with a mulching mower blade will be sharp always to provide a quality cut. Mowing Hight will be according to grass type and verity. Clippings will be on the lawn if no readily visible clumps remain on the grass surface 36 hours after mowing otherwise large clumps of clippings will be distributed by mechanical blowing or collected and removed by the contractor. Tree rings and plant beds and all buildings sidewalks fences driveways parking lots and surfaced areas bordered by grass will be edged every mowing turf around sprinklers heads will be trimmed or treated with non-selective herbicide to not interfere with or intercept water outlets contractor.

FERTILIZATION WEED AND PEST CONTROL

- A. Common areas lawn areas will be granular fertilized (1) times per year using a balanced blend of Quality commercial fertilizers. Also includes all hedges and shrubs.at extra cost.
- B. Fertilizer will consist of a minimum of fifty percent (50 %) slow-release product that will. Deliver 1 – 1.5 lbs. of actual nitrogen per 1.000 square feet.
- C. common areas will be treated (1) times per year with atrazine to control broadleaf. Weeds in the turf. Additional applications may be required. And will be performed at an additional charge upon approval by the management representative after all appropriate attempts have been made. to kill weeds.
- D. Common areas will be treated (1) times per year with Durban to control insects in the turf. Additional applications may be required. And will be performed at an additional charge upon approval by the management.
- E. a spot treatment spray program for control of lawns & shrub destroying organisms. Including insects and fungus is to be performed AS NEEDED Spot treatment pertains to treatment of infested areas only. Regular inspections of landscape & vegetation will be ongoing. All work will be in response. To work orders generated from walk through inspections. The lawns & shrubs will be sprayed to prevent common insects' population and fungus (except for system). includes chinch bugs, army worms, grubs, white flies, caterpillars, fire ant mounds, centipedes, millipedes, hornet and mud dauber nests, and all other types of insects., diseases or growth that causes damage to plants, Animals or people. Termites are not included in this contract.

SECTION 5 SHRUB AND FORMAL HEDGE MANAGEMENT

This specification shall cover all items of shrub management.

All shrubs shall be pruned through the growing season. Care shall be taken not to remove too much of the flowering surface branches when pruning.

Pruning shall include removing dead or diseased wood or wood that is seriously infested with insect's weak wood that is not productive of bloom excess suckers and shoots and irregular growth.

This section covers landscape tree management. Landscape trees are defined as trees with a caliber of 6' or less when measured 24' from ground level and palms lower than 8' tall. The contractor shall be responsible

for normal maintenance specified below.

Ornamental trees shall be pruned once per month to a Hight of 8' to remove dead or damaged branches and to develop the natural form of the plant. Sucker growth at soil level or below shall be removed.

All landscape trees shall be pruned to a Hight of 8' throughout the season to remove all dead damaged and low hanging branches.

IRRIGATION.

The irrigation systems will be inspected on monthly basics each zone will be checked and adjusted if needed repairs or replacements will be performed at the contractor's expense to correct damage by contractor damages not caused by the contractor more than 300.00 will be presented to agent for approval.

The terms of the contract a contract can be for a single year or multiple years with a beginning and ending date.

THIS CONTRACT MAY BE CANCELED.BY EITHER PARTIES

By notification in writing 30 days prior. Written notice should be mailed. All payments will be made on 1st or each month during the term of the contract and any additional or unscheduled services agreed on by client and contractor will be billed separately. This contract may be renewed 30 days prior to the end of the contract term. If proper written notification of cancellation is not received the contract will automatically renew rates are subject to change.

I HAVE READ FULLY THE ABOVE TERMS AND CONDITIONS AND AGREE TO BE BOUND BY THEM

In witness whereof, the parties to this contract have signed and executed it as indicated.

CLIENT -THOUSANDS OAKS HOA ---CONTRACTOR---RELIABLELANDSCAPE INC-----

BY-----BY---HERMAN STARK (OWNER)-----

DATE-----1/10/2025-----DATE-----1/10/2025-----

MONTHLY CHARGE---\$6500---TOTAL CHARGE--\$78.000 YEARLY-----

EXTRAS FIRST TIME CLEAN UP AND TRIMMING OF ALL PALM TREES AS WE SPOKE ABOUT AND COMPLETE FRONT ENTRANCE COST INCLUDES REMOVAL OF ALL TRASH \$4000.00 TOTAL

If you have any questions, please don't hesitate to call 561-601-1146

Sincerely
HERMAN STARK - OWNER
RELIABLELANDSCAPING & MAINTENANCE, INC.
OFFICE (561) 601-1146 FAX (561) 429-4442



PO Box 7144
Jupiter, FL 33468

561-747-8050



Estimate

Date	Estimate No.
1/17/2025	15405

Certified Arborist:
Teri Davis FL-6004A
Steve Vecchio FL-1097A
Brandon McMullen FL-6009A
Leo Erripa FL-9623A
Tanner Vecchio FL10092A

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	Tree Services @ 2308 CENTER STONE LN RIVERA BEACH, FL 33404				
Ficus Tree Root Pruning	Ficus Tree Removal w/ Stump Grinding Root Pruning	Back	1	1,500.00 250.00	1,500.00 250.00
Ficus Tree Root Pruning	Ficus Tree Removal w/ Stump Grinding Root Pruning	Back	1	1,500.00 250.00	1,500.00 250.00
Debris	Terms: Complete clean-up and debris removal is included in this estimate/invoice.				
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.				
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.				

E-mail
onlytrees@bellsouth.net

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

Total

Fax #
561-741-1098

Signature



PO Box 7144
Jupiter, FL 33468

561-747-8050



Estimate

Date	Estimate No.
1/17/2025	15405

Certified Arborist:
Teri Davis FL-6004A
Steve Vecchio FL-1097A
Brandon McMullen FL-6009A
Leo Erripa FL-9623A
Tanner Vecchio FL10092A

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
Stump Grin...	Stump Grinding is conducted on stumps that are visible. Grinding is done to a depth of approx. 2-4 inches below the substrate. The remaining stump and root system will be left to decompose in their natural state. Replanting may not be possible in the exact area of removal/stump grinding. Please consult with your project manager for specific requirements/needs.				
Root Prunin...	Surface Root Pruning/Grinding is conducted on roots that are visible. Grinding is done to a depth of approx. 2-4 inches below the substrate. Please consult with your project manager for specific requirements/needs.				

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

Signature



PO Box 7144
Jupiter, FL 33468

561-747-8050



Estimate

Date	Estimate No.
1/17/2025	15405

Certified Arborist:
Teri Davis FL-6004A
Steve Vecchio FL-1097A
Brandon McMullen FL-6009A
Leo Erripa FL-9623A
Tanner Vecchio FL10092A

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
Hidden Utilit...	Utilities and Hidden Objects. The property owner is responsible for damage and injury resulting from damage to underground or any hidden/obscured service or other obstructions where their presence and route is not clearly marked and indicated to Only Trees, LLC, together with depth, height, nature of the hazard and dimensions. Charges received for the removal of power or telephone cables, services or infrastructures are the responsibility of the property owner, unless otherwise included in this proposal. PLEASE NOTE: WE ARE NOT RESPONSIBLE FOR UNDER GROUND IRRIGATION LINES				
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

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

Total \$3,500.00

Fax #
561-741-1098

Signature

Thousand Oaks
Community Development District

**Financial Report For
January 2025**

**THOUSAND OAKS COMMUNITY DEVELOPMENT DISTRICT
MONTHLY FINANCIAL REPORT
JANUARY 2025**

	Annual Budget 10/1/24 - 9/30/25	Actual Jan-25	Year To Date Actual 10/1/24 - 1/31/25
REVENUES			
O & M ASSESSMENTS	259,627	6,753	205,877
DEBT ASSESSMENTS (SERIES 2016 A1)	367,957	9,809	291,972
DEBT ASSESSMENTS (SERIES 2016 A2)	94,511	2,520	75,011
OTHER REVENUES	0	0	0
INTEREST INCOME	420	0	568
Total Revenues	\$ 722,515	\$ 19,082	\$ 573,428
EXPENDITURES			
SUPERVISOR FEES	12,000	1,000	3,800
PAYROLL TAXES	960	77	291
AQUATIC/STORMWATER MANAGEMENT	30,000	900	9,370
LAWN/LANDSCAPE MANAGEMENT	46,715	10,697	28,712
WETLAND PRESERVE BUFFER MAINTENANCE	10,800	0	0
MAINTENANCE CONTINGENCY (TREE TRIMMING, FOUNTAIN REPAIRS, ETC.)	85,000	0	5,100
ENGINEERING/INSPECTIONS/REPORTS	6,000	0	318
MANAGEMENT	38,124	3,177	12,708
SECRETARIAL	4,200	350	1,400
LEGAL	12,000	0	1,672
ASSESSMENT ROLL	8,000	0	0
AUDIT FEES	3,500	0	0
ARBITRAGE REBATE FEE	1,300	0	0
INSURANCE	6,900	0	7,491
LEGAL ADVERTISING	1,300	0	0
MISCELLANEOUS	1,900	56	292
POSTAGE	500	0	31
OFFICE SUPPLIES	1,075	3	244
DUES & SUBSCRIPTIONS	175	0	175
TRUSTEE FEES	3,600	0	3,500
TRAVEL	10,000	0	0
WEBSITE MANAGEMENT	1,500	125	500
ELECTRICITY - FOUNTAINS	0	65	132
Total Expenditures	\$ 285,549	\$ 16,450	\$ 75,736
REVENUES LESS EXPENDITURES	\$ 436,966	\$ 2,632	\$ 497,692
PAYMENT TO TRUSTEE (A1)	(345,880)	(9,407)	(277,531)
PAYMENT TO TRUSTEE (A2)	(88,840)	(2,417)	(71,302)
BALANCE	\$ 2,246	\$ (9,192)	\$ 148,859
COUNTY APPRAISER & TAX COLLECTOR FEE	(14,442)	(184)	(6,619)
DISCOUNTS FOR EARLY PAYMENTS	(28,884)	(597)	(22,833)
EXCESS/ (SHORTFALL)	\$ (41,080)	\$ (9,973)	\$ 119,407
CARRYOVER FROM PRIOR YEAR	41,080	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ (9,973)	\$ 119,407

Bank Balance As Of 1/31/25	\$ 734,474.53
Accounts Payable As Of 1/31/25	\$ 364,507.41
Accounts Receivable As Of 1/31/25	\$ -
Available Funds As Of 1/31/25	\$ 369,967.12