

MINUTES OF MEETING  
TISON'S LANDING COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Tison's Landing Community Development District was held Thursday, January 4, 2018 at 11:00 a.m. at Yellow Bluff Amenity Center, 16529 Tison's Bluff Road, Jacksonville, FL.

Present and constituting a quorum were:

Doug Maier	Chairman
Brian Richardson	Supervisor
Brandon Kirsch	Supervisor

*Also present were:*

Daniel Laughlin	GMS
Gerald Knight	District Counsel
Preston Doub	District Engineer
Scott Lockwood	ETM
Brian Stephens	Riverside Management
Rich Whetsel	Riverside Management
Christopher Hall	Riverside Management
Dave deNagy	GMS

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Laughlin called the meeting to order at 11:00 a.m.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no audience members in attendance.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Acceptance of Resignation from Fitch King**

Mr. Laughlin stated he had mentioned at the last meeting he would be resigning. His email is located behind Tab III-A of the agenda package. I need a motion to accept his resignation.

On MOTION by Mr. Maier seconded by Mr. Richardson with all in favor to accept the resignation of Fitch King was approved.
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**B. Consideration of Filling Seat No 2 – Monica Wilson**

Mr. Laughlin stated we received one application. She was going to be here, but she emailed me today stating she had another meeting at City Hall she had to attend. Her application is located in the agenda package behind Tab III-B.

Mr. deNagy stated the resume in the agenda package is from Monica Wilson-Taylor and is a resident of Tison's Landing.

Mr. Richardson asks will she be able to make the next meeting?

Mr. Laughlin responded yes, and I told her if we can appoint her now, then I can swear her in before the meeting starts next time so she can actually participate in the next meeting. I talked with her a little bit at the last meeting. She works in government, so she knows how meetings run. She was happy with how everything went. This is for Seat 2, and it expires in 2018.

Mr. Maier stated so she will have to quality to fun for this seat. In June she will run in November, and if she has no competition, she will be automatically elected.

Mr. deNagy stated the seats that expire this year are Seat 4, which is Doug Maier; Seat 2, which we just spoke about, Fitch King; and Seat 5, which is Brandon Kirsch. You need to get to the Supervisor of Elections offices to put your name in the hat if you are interested in running in this year's general election

Mr. Kirsch asked what is the expiration month?

Mr. deNagy responded November, the date of the general election.

On MOTION by Mr. Maier seconded by Mr. Richardson with all in favor to appoint Monica Wilson-Taylor to Seat 2 was approved.

**C. Oath of Office for Newly Appointed Supervisor**

This will be conducted at the next meeting.

**D. Consideration of Resolution 2018-01, Election of Officers**

Mr. Laughlin stated this is to set the slate of officers on who is Chairman, Vice-Chairman, Secretary & Treasurer. Currently Doug Maier is the Chairman. The Vice-Chair slot is open, which was Fitch King. We have Dan Plourde as Assistant Secretary, Brian Richardson as Assistant Secretary, Brandon Kirsch as Assistant Secretary, GMS employees

Dave deNagy as Secretary/Treasurer, James Oliver as Assistant Treasurer, James Perry as Assistant Treasurer/Secretary, and Patti Powers as an Assistant Treasurer.

Mr. deNagy stated we need to decide who will be the new Vice-Chair, or the board can change the slate of officers and have a new Chair and Vice-Chair.

Mr. Maier stated I am glad to continue as the Chair. I'll stay until November so that when the re-election happens, I will step aside at that time. If you want me to be chair, I am fine with that.

Mr. Kirsch stated I will serve as Vice-Chair.

On MOTION by Mr. Richardson seconded by Mr. Maier with all in favor to have Brandon Kirsch serve as Vice-Chair was approved.

Mr. deNagy stated now we look for a motion to have Doug Maier serve as Chair; Brandon Kirsch serve as Vice-Chair; Dan Plourde, Brian Richardson, and Monica Wilson-Taylor serve as Assistant Secretary; and have the GMS employees continue to serve in their respective slots as Daniel noted earlier.

On MOTION by Mr. Maier seconded by Mr. Kirsch with all in favor Resolution 2018-01, Election of Officers, was approved. Doug Maier is Chairman, Brandon Kirsch is Vice-Chair, Dan Plourde is Assistant Secretary, Brian Richardson is Assistant Secretary, Monica Wilson-Taylor is Assistant Secretary, Dave deNagy is Secretary/Treasurer, James Oliver is Assistant Treasurer, James Perry is Assistant Treasurer/Secretary, and Patti Powers is Assistant Treasurer.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the October 5, 2017 Meeting**

Mr. Laughlin stated a copy of the minutes is in your agenda package.

On MOTION by Mr. Richardson seconded by Mr. Kirsch with all in favor the Minutes of the October 5, 2017 meeting were approved.

**FIFTH ORDER OF BUSINESS**

**Acceptance of Recommendation from  
Audit Committee and Authorization to  
Issue an RFP**

Mr. Laughlin stated we are looking for a motion to basically accept what we did earlier about the criteria when we chose to use that as the criteria.

On MOTION by Mr. Kirsch seconded by Mr. Richardson with all in favor the recommendation from the Audit Committee and Authorization to issue an RFP for auditing services was approved.

**SIXTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Knight stated I have nothing to report.

**B. Engineer**

Mr. Doub stated I am retiring the end of February, and Scott Lockwood is going to be taking over for me on Tison's Landing. Scott has seven years of experience with this project in engineering and construction and stuff like that. I know he did some of the annual reports for the last couple of years. We working through the permit for the radar signs' solar light, and I expect to get that next week. We had to move the light back behind the sidewalk because you don't have enough clear zone area behind the curb to put between the sidewalk and curb. We are moving forward with that and will probably have it next week.

The board concurred with the placement of the lamp as recommended by the Engineer.

**C. Manager**

Mr. Laughlin stated he had not report.

**D. Operations Manager**

Mr. Stephens' report is located in the agenda package behind Tab VII-D. Both the women's and men's restrooms have been repainted, and we converted all the lighting in the men's room and women's room to LED. We have installed both of the message boards at

Yellow Bluff and Main Street entrances. A new pressure tank was installed for the irrigation pump at the Amenity Center. That seems to be working quite well. We also purchased a new Christmas Tree as well as a bunch of replacement lights. We are trying to replace some of the old inoperable lighting that we had for the holidays.

The field resodding project will be underway by our next meeting.

**EIGHTH ORDER OF BUSINESS                      Supervisor Request / Audience Comments**

Mr. Richardson stated we had talked briefly about pruning trees, and I was wondering when that was going to happen,

Mr. Whetsel said it should have started last week, but they asked if they could push it back to not this week but the following week.

Mr. Richardson stated on the signage for free announcements, the posts on the Main Street entrance seemed not shaped correctly.

Mr. Whetsel stated it came that way. We are going to be lowering that message board in particular because it is just too tall. I think when we take it down, it will get rid of a lot of that bow.

Mr. Richardson stated at the other entrance, the sign is angled away from the street instead of being angled toward to the street. It makes it harder to read.

Mr. Whetsel responded we can certainly look at it.

Mr. Kirsch stated last meeting we spoke about looking for proposals on entry cameras.

Mr. Whetsel stated we are scheduled to meet Kentronics next week. They wanted to wait until the first of the year because there is supposedly new technology being released the first of the year. Kentronics is the company we use to do the security system that we just did at the Amenity Center. When we gathered proposals before, they were the cheapest, and we have had zero issues. They have been great to work with.

**Audience Comments**

There were no audience members in attendance

**NINTH ORDER OF BUSINESS                      Financial Statements**

**A. Balance Sheet and Statement of Revenue & Expenditures**

Mr. Laughlin stated these are as of November 30, 2017.

**B. Assessments Receipt**

This item is located in the agenda package.

**C. Check Run Summary**

Mr. Laughlin stated the total of the check run summary is \$879,153.69.

On MOTION by Mr. Richardson seconded by Mr. Maier with all in favor the Check Run Summary in the amount of \$879,153.69 was approved.

Mr. Richardson asked are there any meetings where we go through and audit the services and any contracts that we have that are coming up or are currently in place?

Mr. deNagy stated for landscape, we have an annual or a three-year contract with them. Typically, whatever the term is, we bring it to the board when the time comes unless there is an issue with a contractor, any of the contractors, and then the board can take action on that. I don't think we have any contracts that are big enough to warrant a full RFP process although we do like to get typically three bids on any service work we have done.

Mr. Richardson stated it would be good to have a schedule of the contracts we have in place and when their expiration dates are.

Mr. deNagy stated that is a good idea. Mr. Laughlin will make a schedule of contracts to include with agenda package as part of the Manager's report.

**TENTH ORDER OF BUSINESS**

**Next Scheduled Meeting**

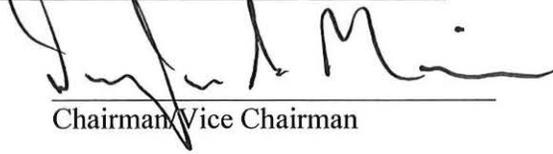
Mr. Laughlin stated the next scheduled meeting is April 5, 2018 at 6:00 p.m. at Yellow Bluff Amenity Center. It will be our budget approval meeting.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Richardson seconded by Mr. Kirsch with all in favor the meeting was adjourned.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman