

*TISON'S LANDING*  
*Community Development District*

*October 3, 2019*

# *Tison's Landing*

## *Community Development District*

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*475 West Town Place, Suite 114, St. Augustine, FL 32092*

*Phone: 904-940-5850 - Fax: 904-940-5899*

September 26, 2019

Board of Supervisors  
Tison's Landing  
Community Development District

Dear Board Members:

A meeting of the Board of Supervisors of the Tison's Landing Community Development District will be held Thursday, October 3, 2019 at 6:00 p.m. at the Yellow Bluff Amenity Center, 16529 Tisons Bluff Road, Jacksonville, Florida 32218. Following is the advance agenda for this meeting:

- I. Roll Call
- II. Public Comment
- III. Staff Reports (1)
  - A. Landscape
- IV. Approval of Minutes
  - A. September 13, 2018 Meeting
  - B. June 20, 2019 Meeting
  - C. August 14, 2019 Special Meeting
  - D. September 9, 2019 Special Meeting
- V. Ratification of Engagement Letter with Berger, Toombs, Elam, Gaines & Frank for FY19 Audit Services
- VI. Consideration of Riverside Management Services' Final Invoice and Continuation of the Discussion on the Prior Invoice Disputes
- VII. Consideration/Ratification of Proposals
  - A. Ratification of Purchase of Hammer Head for the Pool
  - B. Spray Ground Refurbishment or Replacement
- VIII. Consideration of Reimbursing Supervisor Waldhauer for Décor Purchases
- IX. Discussion on Prioritization of ADA Non-Safe Harbor Enhancements
- X. Consideration of Resolution 2020-01, Classifying Surplus Tangible Property
- XI. Consideration of Amenities Management Agreement with Vesta Property Services
- XII. Staff Reports (2)
  - A. District Counsel – 2019 Legislative Update
  - B. District Manager
  - C. Field Operations Manager – Memorandum
  - D. Amenity Manager
- XIII. Supervisor Requests / Audience Comments

- XIV. Financial Statements
  - A. Balance Sheet and Statement of Revenues & Expenditures
  - B. Assessment Receipt Schedule
  - C. Check Run Summary
- XV. Next Scheduled Meeting – January 9, 2020 at 6:00 p.m. at the Yellow Bluff Amenity Center
- XVI. Adjournment

Enclosed under the fourth order of business are copies of the minutes of the September 13, 2018 meeting, June 20, 2019 meeting, August 14, 2019 special meeting, and September 9, 2019 special meeting for your review and approval.

The fifth order of business is ratification of engagement letter with Berger, Toombs, Elam, Gaines & Frank for FY19 audit services. A copy of the letter is enclosed for your review and approval.

The sixth order of business is consideration of Riverside Management Services' final invoice and a continuation of the discussion on the prior invoice disputes. Enclosed for your review and approval is a copy of the final invoice.

The seventh order of business is consideration/ratification of proposals. A copy of the proposal for the hammer head is enclosed and the proposals related to the spray ground will be provided under separate cover.

The eighth order of business is consideration of reimbursing Supervisor Waldhauer for décor purchases. Enclosed for your review are pictures of the items that were purchased along with their cost.

The ninth order of business is discussion on prioritization of ADA non-safe harbor enhancements. A copy of the ADA evaluation previously presented from Yuro & Associates is enclosed.

The tenth order of business is consideration of resolution 2020-01, classifying surplus tangible property. A copy of the resolution is enclosed with a list of the items to be disposed included as the exhibit.

The eleventh order of business is consideration of amenities management agreement with Vesta Property Services. A copy of the agreement is enclosed for your review and approval.

The balance of the agenda is routine in nature. Any additional support material will be presented and discussed at the meeting. If you have any questions, please contact me.

Sincerely,

*Ernesto Torres*

Ernesto Torres  
District Manager



## *AGENDA*

# *Tison's Landing*

## *Community Development District*

### *Agenda*

Thursday  
October 3, 2019  
6:00 p.m.

Yellow Bluff Amenity Center  
16529 Tison's Bluff Road  
Jacksonville, Florida 32218  
[www.tisonslandingcdd.com](http://www.tisonslandingcdd.com)

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## *MINUTES*

*A.*

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, September 13, 2018 at 6:00 p.m. at the Yellow Bluff Amenity Center, 16529 Tison's Bluff Road, Jacksonville, Florida.

Present and constituting a quorum were:

Doug Maier	Chairman
Brandon Kirsch	Vice-Chairman
Brian Richardson	Supervisor
Dan Plourde	Supervisor
Monica Taylor	Supervisor

Also present were:

Ernesto Torres	District Manager
Gerald Knight	District Counsel
Scott Lockwood	District Engineer
Christopher Hall	Riverside Management
Brian Stephens	Riverside Management
Amanda Ferguson	Riverside Management
Dave deNagy	GMS

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Torres called the meeting to order at 6:00 p.m.

**SECOND ORDER OF BUSINESS**

**Public Comments**

Mr. Leo Dickinson stated we are the proposer for Lawnboy Lawn Services for landscape maintenance. During that discussion if you have any questions for me, please let me know.

**THIRD ORDER OF BUSINESS**

**Discussion of I-9 Sports**

Mr. Doug Ramsey stated in July of last year I received an email from Dave stating that you guys were going to re-do the fields. When I left the meeting in September of last year my understanding was that I would donate \$5,000 to help pay for the repairs to the field. I sent a check in for \$2,500 as the first deposit and the second deposit was going to come when we

started back up. The check was cashed, I started promoting my program, reached out to Dave just to confirm we were good to go and then I was kind of blindsided to hear that we were voted out for whatever reason. I thought we had a decent relationship for years. We bring a lot of local kids to the area, I've helped sell real estate here and we've had several members that have come to meetings saying "I found this place due to your sports program and we bought homes in here". I've employed local residents as site coordinators and soccer coordinators and I've had youth from the neighborhood that needed volunteer hours for their high school credits and felt like I've been a pretty good partner with the community. The question has been asked a couple times about how many kids are residents versus non-residents and it's usually anywhere from about 30%-40% based on the numbers which is a pretty decent percentage. We usually get anywhere from 100 to 150 kids. Like I said, I've been promoting a program and there has been a lot of confusion. I've had people saying that we damaged the fields. I-9 sports did not do that to those fields. We are out there basically 27 days of the year. Most of the kids are ages 3-11 and if I gave them an hour they probably couldn't dig the holes in those fields. I offered for years to load the dirt and help fill the holes in and never really got a response. Really the bottom line short term is I've continued to promote a program and I have other places I can put those people but we've got about 90 kids that are looking forward to playing in the next couple weeks. If that doesn't happen, I'll deal with that and I'll try to find another location but in the long term, I'm curious as to what happened between when we had an arrangement in place and six months later that is dissolved. I'm sorry I missed the last meeting. I've had a horrible last six months. My sister passed away two weeks ago and my god-daughter was killed in a massive car wreck that had four people injured so it's been a heck of a two months for me but I'm getting it back together. Like I said, all I've tried to do is partner with the community. I don't want to be a burden or displace anybody but I thought we had a deal in place and apparently that's not the case so I'm wondering if we can at least come to an agreement to finish this last season. We promote a year in advance and right now you can register for I-9 sports programs. I have not done that here because of the ongoing communication here but that being said, starting in the spring of last year I was promoting this season assuming we had stuff going on and I've had several residents call me and say they are going to wait and see what the final verdict is and go from there. I just want to make sure I

came out to speak to you guys and I'm not here to get in the way, I just want to provide an amenity to the community.

Mr. Plourde stated when you said 30% is from the community I think that's extremely high. I think you used the comment that it was residents that had the same zip code. I don't think there are 30% of kids from this neighborhood that participate in I-9 sports. I do talk to a lot of residents that don't have kids that even have kids that don't partake in the I-9 sports and they find it to be in the way.

Mr. Ramsey stated I just want to clarify if we have 90 kids that are registered now, approximately 30 of those kids probably live in this neighborhood, not 30% of the neighborhood.

Mr. Plourde stated right but even 30 is kind of high from what I'm being told.

Mr. Kirsch stated I think I took point when it came down to the conversation about payments made. I think we started with \$5,000 and without going through the minutes of either the November meeting or July meeting of last year but I think it was my idea to come up with a slip, \$2,500 now to cover us through the remaining seasons of 2017 and to carry the contract through February of this year and no auto-renewal come the end of February. It was either during this year's January meeting or the meeting thereafter is when we discussed either coming up with a new contract or renewing as-is.

Mr. Torres stated I believe that was February's meeting.

Mr. Kirsch stated and at that point to either create a new contract or the extension of the original contract was what was going to be determined if we accepted the second \$2,500 payment. That is the way I remember it but unless we pull up the minutes from the previous meeting there's really no way to go word for word on how that conversation went.

Mr. Ramsey stated I paid the normal \$5 per child rental fee and that \$2,500 from my understanding was for me to help pay for those fields with the understanding that we were coming back and that second \$2,500 would be paid once we started up and started playing again. I apologize if I completely misinterpreted. I would never want to mislead anyone in here and that was never the intent. I would not have sent a check for \$2,500 if I did not believe I would be coming back.

Mr. Kirsch stated since we were already prepared to pay the \$26,000 that we paid for the field that was redone this summer I think the \$2,500 was just to contribute towards and



offset some of those costs. We're prepared to reverse that or take additional payments if we were to do a new contract. That was to carry you to the end of February but at that time the vote was unanimous to not renew the contract unfortunately. I'm not one to take programs away from kids, I've got two kids in soccer that I drive across the bridge for. I don't think it's a matter of the field being tore up, that's expected. I think it's more that it's a displacement of the current members in their own amenity center when it comes to dealing with some of the participants parents. Parking is usually a problem and the way they interact with some of the residents while they are in the amenity center has been another big issue.

Mr. Maier stated yeah I don't think it was anything to do with your support and what you've done for the community and the area, I think it was just that there are so many residents that it already overflows the amenity complex and adding all of the outside usage really creates that problem with traffic, parking and usage so I think the Board came to the determination that we don't think it's in the best interest of the community to continue moving forward. I don't think it was a reflection of what you guys provide because I'm a big encourager of what you've been doing.

Mr. Ramsey stated I get it but I guess where I'm at now is I've paid you guys a fee for a season that I thought was going to take place. I've got kids ready to play so I'm asking you if we can complete this one last season, you guys keep the \$2,500 which is five times what I would pay for the rental fee based on our previous agreement and then we can shake hands and go on our merry way and we're out of your hair. If it doesn't work I'll let the current registrants know and we will find a place we can play.

Mr. Maier asked what would be your timeframe for when the season would start and end?

Mr. Ramsey responded we are supposed to start next week the 29<sup>th</sup> through November 14<sup>th</sup>.

Mr. Kirsch stated program aside, I don't think that field is ready. There are some bare spots that haven't grown in yet and we have \$26,000 riding on that field. I personally don't think there's time to run a season while this field is still growing. I think it would be next season before we would even entertain any kind of internal activities on the field.

Mr. Ramsey stated okay, I appreciate the opportunity so all I ask now is that I get my \$2,500 returned to me since I thought that was part of our agreement and I will let those parents know and we will move to another spot.

Mr. Plourde stated I think if we pull up the minutes from that meeting I do believe it was here's \$2,500 and if we get the continuation of the contract I will pay another \$2,500. I think we have to pull up the minutes and go through it.

Mr. Knight stated if we review the minutes in the Board's mind, would this come back before you at the next meeting to make a determination as to whether we want to refund the \$2,500?

Mr. Kirsch stated here's my opinion. The \$2,500 is not something that's coming out of his personal pocket. It's there to help kids with sports. By us keeping that towards last year's agreement it may benefit us to help us pay for that field. If it's going to help them put kids in another field and keep the sport going, I'm all for it. Beyond what that meeting was all about, let him use that continue to support sports somewhere else.

Mr. Plourde stated some of the other residents that I've talked with feel that any money that has been contributed in the past for field maintenance and I think in the contract it actually states there was supposed to be money donated or given to the community for field maintenance every year and I don't think there was any money given for field maintenance over the years.

Mr. Ramsey stated no. There are rental fees paid to use the property every season. I offered and was the offer was not taken by the Board, staff or whomever but those offers were given multiple times.

Mr. Plourde stated that never made it to the Board or the community for that matter.

Mr. Ramsey stated that's a staffing issue. Multiple times I talked to Emma and another gentleman.

Mr. Plourde stated as far as I'm concerned that is off the table. We can only go by what the contract states and what's in the minutes.

Mr. Richardson asked is that what the money is going to be used for?

Mr. Ramsey responded yes. My programs are run to support kids and support what I do so absolutely.

Mr. Knight stated as I understand the motion does not withstand because my recollection is also that the \$2,500 was spent to extend the contract to February and was contributed as part of the agreement that is in the contract.

Mr. Ramsey stated this is going down a legal route and we're going to have to pay lawyers to uphold us in court.

Mr. Knight stated my guess is we won't fight over \$2,500 but you are not hung up on what was said.

Mr. Kirsch stated I'm not hung up on what was said. Let's write a check and give him his money back.

On MOTION by Mr. Kirsch seconded by Mr. Maier with Mr. Plourde opposed to refund \$2,500 to I-9 Sports.
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A resident stated personally I don't want to take money away from kids playing soccer either but when you look up I-9, one of the main things on the page is start your own franchise so it is a business it's not a charity.

Mr. Kirsch stated he's not the owner of I-9 he's just an independent franchiser.

A resident stated right so it's a business where people make money, it's not like a non-profit organization so when you think about what we are taking in as a community versus what we are saying that we are going to take, we paid a lot of money for a field that wasn't upkeep for whatever reason but we are entitled to money to upkeep the field. It's unfortunate that happened but to just say, okay you're good, is unfortunate especially if there's an agreement on the minutes.

Ms. Taylor stated I agree but if you look at the bigger picture we would end up spending more money trying to fight him. You have to take time out to do all those things and pay people to take that time. We had a lot of complaints about having I-9 here and the amount of outside people coming and parking all up and down the street so that was really the issue. I never had an issue with I-9 but to see people parking on the driveway is ridiculous and I feel like you dropped the ball there. Because of that, I didn't want you here. As far as the \$2,500, to me it's water under the bridge because if we would have had to continue to have you here we would be paying more money to fix the field and the grass area people were parking on. We've definitely taken in everything that the residents are saying. I personally live across the street

and I couldn't even come to the gym or pool and people were so rude and disrespectful so that's why I felt it wasn't a good thing for the community.

#### **FOURTH ORDER OF BUSINESS**

#### **Consideration of Proposals**

Mr. Torres stated we adopted the budget in July and immediately following the adoption of the budget we sought RFPs. I believe the RFPs have proven that we are within the market value of our services at this time. If we were to do this again, I would rather put the RFP process prior to the budget. That is challenging for this district since we only meet a few times a year so if we were to do this again I would recommend starting this earlier, like at the January meeting. The staff sought out at least three proposals in all categories. If you don't see three in your packets it's because those are the only ones that submitted proposals. We have vendors here tonight for landscaping and amenity management and operations services. We have Kyle and Leslie from Vesta, Leo from Lawnboy and Brian Stephens, Chris Hall and Amanda who you are familiar with from Riverside Management.

##### **A. Landscaping Services**

- 1. R&D Landscape**
- 2. Lawn Boy**
- 3. Yellowstone**

Mr. Torres stated from what's happening on the boards that GMS manages, these services are very common and if you could resolve your differences by putting the vendor on notice it may save some money in the long run and you will see services improve. The other part I want to point out is that we have to make sure the scope for landscaping meets the expectations of the Board. If the expectations of the Board do not match the scope then we need to modify the scope and pay your landscaper more if your intentions are to have annual plants and the mulch changed out routinely. We can't fault our vendors for not doing the work according to the scope. I would ask you to look at the scope if you haven't. Now is the time to discuss any comments you have.

Mr. Kirsch stated in regards to rotation of the actual RFP process we should start picking up a healthy process of doing this within the first two meetings of the year so that we have proper time to do an RFP. At that point we've got more time to assess them, ask follow up questions and then come contract signature time, which is what?

Mr. Torres responded the contracts expire in October so you can extend an agreement without going through an RFP if you are satisfied with your provider. We don't always have to do this but I think the intent of the board was to make sure the market value and what you are paying was equal and I think we did that.

Mr. Kirsch asked so can we had a health check basically with our vendor situation on the January agenda so if we determine whether we're happy or not with our vendors, come October we've got nine months worth of research we've done.

Mr. Plourde asked are most of these contracts 12 months?

Mr. Torres responded correct me if I'm wrong Gerry, but aren't the contracts written so that they can carry to three years and some of them auto renew and some of them do not.

Mr. Knight stated I don't have copies of the contracts here with me but I believe they do run for more than one year but they can be terminated with notice at any time. I'll have to look at the individual contracts.

Mr. Maier stated if they're not performing we can give them so many days to correct what they're doing with guidance.

Mr. Plourde asked without penalty?

Mr. Knight responded yes.

Ms. Taylor stated we've already approved the budget for this upcoming year so while we're moving to the fiscal year and say we go with doing some more RFPs again next year around January and February, do we vote in June or July?

Mr. Torres responded you meet October, January, April and July. You have to adopt the budget by September 15<sup>th</sup>. Before adopting the budget, we approve a budget and we did that in April of this past year. The other issue is that this is a government entity and everything we do is public record so while you are approving and adopting a budget for each line, it's easy for those that are submitting proposals to just match your budget so you have to be conscious of how we operate and that's why if we're going to do this exercise again, it's just my opinion that I'd recommend we start this process in October or January.

Mr. Knight stated the agreement with Lawnboy would go to September 30, 2019 unless the Board terminates it. If we want to terminate it, we have to give notice.

Mr. Plourde asked when did the contract start?

Mr. Knight responded 2014. When we first started they were one year agreements but they automatically renewed so it went out to 2017 and then the Board extended it out to 2019 subject to termination with notice.

Mr. Kirsch stated the October meeting is probably the better meeting to bring it up next year and April is the preliminary approval so that's six months. This one might be kind of pointless but let's start doing vendor spot checks in October to make sure we're happy and do RFPs for the following year so come April we have budget numbers.

Mr. Torres asked we still sought proposals so for landscaping do you want to approve the agreement for Lawnboy or put them on notice?

Mr. Maier asked do we have a reason to put Lawnboy on notice?

Mr. Plourde responded I thought we already put them on notice when we were displeased at that one meeting.

Mr. Maier stated well it was to meet with them and work things out.

Mr. Plourde stated which is putting them on notice.

Mr. Knight stated by that I mean send them a letter and notifying them they've been terminated and give them 30 days notice.

Mr. Maier stated I'm comfortable with Lawnboy at this time.

Mr. Richardson stated I'm very intrigued with Yellowstone's proposal. They have a lot of services that they offer. One question I had was whether this community needs all the services they provide for an extra \$1,000 a month and I don't think we do. I think staying with Lawnboy is the way to go. They've been very responsive to me in regards to handling the problems. I would stay with them.

Mr. Plourde stated one of the services they provide is fertilization. Doesn't one of our other contractors do that, Naders? So if we get this contract to fertilize then we don't need Nader to do the fertilization so yeah they might be picking up a service but we're going to drop another one.

Mr. Kirsch stated I looked at it thoroughly and R&D was the one that included the fertilization but that is a \$62,000 quote versus Lawnboy at \$47,400. One thing I noticed with Yellowstone versus Lawnboy is the easement being cut 18 times a year and the rest of the lawn 38 times a year. I don't think we get that right now from Lawnboy. JEA does it twice a year because it's their easement but that's where some of those pictures were coming. We get about

five or six feet mowed along the pathway over there but outside of that it's a forest. That's where we're falling short with our current vendor. They include four rotations of flowers but I think that's a billable item with Lawnboy right now.

Mr. Maier stated it is.

Mr. Leo Dickinson stated in the new proposal it's included in the price.

A resident asked with the landscaping and pest services we have Lawnboy who does all of it?

Mr. Kirsch stated no, right now it's separate vendors.

A resident asked does that also include the trees in all of the pocket parks and all of the public areas or is that another vendor?

Mr. Plourde responded that's another vendor.

Mr. Kirsch asked are you asking from a maintenance perspective or a pest control perspective?

A resident responded both.

Mr. Kirsch stated from the proposals I looked at the pest control companies have it written in there how many trees we have, palms versus oaks, etc and they will cover that in their fee. The maintenance of it falls under landscaping.

Mr. Hall stated it does up to ten feet.

A resident stated we're getting to a point where we need more.

Mr. Hall stated if you want to cut the tops of the trees then we're going to have to get a tree service and that's not considered maintenance.

A resident asked are the ponds in those contracts too?

Mr. Plourde responded no, a ten foot limit. If you go out tonight when you leave and you look at the street light right here that is totally engulfed in a tree.

A resident stated exactly. I think we need to look at either separation of lawn, tree and garden, or and all-inclusive service. We're now twelve years into this neighborhood and we're starting to get some middle aged trees and palms that are getting huge and they have to be maintained for safety, not just for beauty.

Mr. Torres stated just so the board understands, the budget for landscaping is currently at \$59,540 for the year. If you select something higher than that we would have to do an amendment.

Mr. Kirsch stated just skimming through Yellowstone's proposal, there is nothing in regards to trees. Leo, you're here to represent Lawnboy. Can you explain to us what your service includes in regards to what you're doing now and what will be different as well as the tree situation and how you would handle that?

Mr. Leo Dickinson stated what you see there is a response to the RFP that Chris put together so we stayed within the confines of that. Maybe it's easiest to say what we do today. We do 42 services per year in terms of the grass. We trim the common area palms twice per year. Any of the walking areas the trees are canopied to eight feet and the roadways are canopied to ten feet. We don't go higher than that. Our workers comp is segmented and if you go higher than a six foot stepladder and what you can reach from there, you have higher workers comp rates. The flowers today are changed quarterly and that is a chargeable item. In the future we've basically kept the pricing the same but we've included the rotations on the flowers. If we have to fill in any flowers in we've always done that at our expense and that will continue. We have added this pond bank here which we do on an as-needed, basically monthly, basis and we've now added that at twice per month. This area out here under the JEA lines we've done as an ad-hoc in the past for about \$385 per time which we can do in the future. Basically, we're doing the services we're doing today and then adding in the flowers and some additional frequency here on the back. In our experience, if you're talking about tree work, if it's higher than that then it's typically a separate contract.

Mr. Kirsch asked which trees were you talking about?

A resident responded I walk a lot and some of these live oaks are hitting me in the face and I'm 5'3.

Mr. Dickinson stated that's on us if you have an area like that.

Mr. Kirsch are you talking about in residential yards?

A resident stated that's the homeowner.

A resident stated if the trees are outside of the sidewalks they are still the homeowners?

Mr. Kirsch stated if you're talking about the tree on Tisons Bluff I know exactly what you're talking about because I walk too.

A resident stated I don't think homeowners realize if they're on that side of the sidewalk they are still responsible.



Mr. Kirsch stated talk to me after the meeting and I'll put my HOA cap on and explain how to get that taken care of because there is a process where the HOA is supposed to have the owner take care of that. The common area trees is what we're talking about now. I think 10 feet is good. I don't see an issue what that.

Mr. Plourde asked if we're getting these areas where the weeds are four feet high but yet it's not that time of the month to mow it, or you only do so many times, is this something you're going to wait and say well it's not in my contract, I'm not going to do it or are you just going to mow it and put it into the contract now because I would just assume pay a little extra to make it look nice.

Mr. Dickinson stated you'll see I took the time to give you three or four pages. We've served the property for eight years and we love the community. I think we've invested because we consider ourselves a partner and we think that's good business. If we see something like that we don't typically stand on the contract, just like we've never charged a service call. Specific to that picture, I don't even know where that was.

Mr. Kirsch stated by the sidewalk on the other side of this big lake. I know you guys cut on either side of the sidewalk. How much was you're a la carte cut?

Mr. Dickinson responded \$385.

Mr. Kirsch stated so between Yellowstone and Lawnboy the only benefit I could pull was that they cut that grass 18 times a year. Does it need to be done 18 times a year? I don't think so. Maybe if you do it twice a month, at \$380 that's \$1,060. The difference between the cost of these two is about \$7,000 so if that's the only benefit that Yellowstone is going to give to us I'd rather pay him \$385 twice a month. We can communicate with Chris or Brian if we think it needs to be mowed or they missed it.

Ms. Taylor asked do we need to amend the contract to add this?

Mr. Torres responded I think the contract now is providing us with the annual plants that the Board wanted where the current contract was not so if we could just get a motion to approve we will update the agreement and add this to exhibit A of the agreement and that becomes their contract.

On MOTION by Mr. Maier seconded by Ms. Taylor with all in favor to accept Lawnboy's proposal.
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**B. Lake Maintenance Services**

- 1. Aquatic Systems**
- 2. Clear Waters**
- 3. Lake Doctors**
- 4. Lake and Wetland Management**

Mr. Torres stated provided in your packet is the encumbent proposal from Clear Waters. Their price is at \$9,000. You'll also see the other three proposing vendors, what their price is and their frequency. Brian can give his opinion if you'd like.

Mr. Stephens stated Clear Water is the encumbent. I know they've had a few issues this summer. That being said, all of the aquatics companies have had issues this summer throughout the County. Due to the extreme heat the algae has become an issue. That being said, Clear Waters does know the property and know the tendencies of the lakes and which ones are problematic or not so they can kind of be proactive. Whereas, the other companies will be learning and will be reactive. We utilize Lake Doctors on multiple properties and have had quite a bit of good luck with them as well. Lake and Wetland Management is a relatively new player up here. We do not have any personal experience with them one way or the other. Aquatics Systems I've seen some properties they've done that look pretty good and I've seen properties they've done that have not been good.

Ms. Taylor asked are they cleaning the lakes and filtering out all of that grass and algae that was complained about last time or is that additional?

Mr. Stephens responded that would be additional for all of these.

Ms. Taylor asked did you find out what the additional cost would be?

Mr. Stephens responded it's expensive because of the mechanical harvester they have to bring in. Usually they treat it and once it dies it will settle out over a period of time it will settle out on the bottom and continue to decay.

Mr. Richardson asked are all of the fish in the lake?

Mr. Hall responded no, 60 of them and it's supposed to be 250.

Mr. Richardson stated I see Aquatics Systems is stocking carp so that's probably additional.

Ms. Taylor asked how much more would it be to clean the lake?

Mr. Stephens responded it wouldn't have to be ongoing and it would be determined by the lake's size. When I talked to Lake Doctors about it they told me it is \$1,000 just to bring

the machine out and then it's so many hours depending on how long it takes them. Obviously, the small lake over here wouldn't cost near as much as the big one by the tower.

Ms. Taylor stated I'm just thinking about the residents that came to the meeting and showed pictures of the lake and how disgusting it looked. I know that's problematic so we have to address it somehow.

Mr. Kirsch stated the last meeting we had we put Clear Waters on notice. They had to come and check in when they got here and check out when they left to make sure their time was well spent.

Mr. Plourde asked didn't we have a problem with them not showing?

Ms. Ferguson stated we don't know if they showed or not.

Mr. Kirsch stated after that last meeting they were out here in boats because we put them on notice.

Ms. Taylor stated I saw them one time in boats and it was just in the front. I'm saying if you're not there watching them, they can tell you anything but if you go out to these other lakes you can see clearly that it hasn't been addressed. If we're paying them for the service and it's additional I'm sure residents would appreciate that, especially if they live on the water.

A resident stated my husband worked with water for 30 years so it's something I know a little bit about and I don't understand why our ponds aren't aerated. If you're looking at an additional cost of continually bringing out a machine, paying by the hour to kill this stuff, have it dragged it away, and paying a fee for a dump site because depending on the chemicals that are used it can either be put in a dump or it would have to be incinerated or whatever else if it's toxic, now you're putting more toxicity into your water in your neighborhood whereas aerating would be a huge expense up front but over the course of 10-12 years, everything is healthier and lower maintenance because you do not get the algae. You're putting oxygen into the water which is excellent for your frogs and fish that help take care of the bad insects. Maybe we need some swans because they eat everything under the sun.

Mr. Kirsch stated the algae issue was brought up a couple of meetings ago and we did talk about the fountains and the \$30,000 price tag per pond but we were already in the process of introducing algae eating carp so we were going to roll with that idea first before we entertained the idea of spending the money on aerating.

A resident stated I have seen the deterioration living here for only six years and I find it extremely bothersome. I don't live around a lake and it's one of the reasons I purposely did not want to live around the lake. When there was no aeration on any of the ponds I thought there's no way I'd live by one of them.

Mr. Kirsch stated we only have 60 fish in so we aren't seeing the full effect yet.

Mr. Plourde asked why don't we have the full effect yet?

Mr. Hall responded it's too hot to transport the fish. They will just die. It will be October or November before they can transport them.

A resident stated I think that's wonderful. I can hear the frogs which makes me happy because we've had enough rain to help put oxygen into our water. I think sometimes you need to look at the long term.

Mr. Kirsch stated the fish idea hasn't been in full effect yet and like I said, that was only a couple of meetings ago that we approved that.

Mr. Torres stated if there is satisfaction with Clear Waters I would say you have two vendors toward the top of the list that are within our budget. We've just demonstrated savings with the landscaping contract so it would be easy to support either one of these two.

Mr. Richardson stated I'm in favor of trying someone different because I don't have much faith in what Clear Waters was doing. I do live on the water so I look at it every day and I can see weeds growing for almost a year and this spring I kept waiting for them to do a light spray and it finally got to the point where we had our meeting and the weeds were almost two feet high. They did come out and spray the lake I'm on and now I have two foot weeds that are all brown around most of the lake and it looks terrible. A lot of people go down to the waters edge and weed wack it, some don't, but the grass that people couldn't get to because of the weeds that grew out into the shallows and those are the weeds that are supposed to be sprayed. Now they are two or three feet high and they can't reach them with their weed wacker. It looks terrible. They said they came out and I personally don't think they came out for eight months. I can't prove that but it's funny that when we did complain about it that they came out within two weeks, sprayed it and killed the weeds. It should have been maintained three months before that. I'm not happy with them.

Mr. Maier stated I've got great experience with Lake Doctors on numerous projects and their fee is \$1,500 more but they have a very good track record and they maintain the lake that

is behind my house right now. This summer hasn't been as bad as I've seen in the past so my pond looks pretty good and I would say that Lake Doctors is doing a good job. Sometimes it does get away from these guys because those blooms happen quickly. If we can afford to have Lake Doctors I would recommend them. If not, maybe we can have Brian go back and ask if they can lower their price to be more competitive with Clear Water.

Mr. Stephens stated I will say on Lake and Wetland Management, they are based out of Gainesville so in the event of an emergency call out or issue they are not going to be as responsive. They do have other properties out here but we'd have to call somebody from their base and they'd have to come out.

Mr. Plourde asked what type of emergency would you have with your lake/

Mr. Stephens responded a resident complaint or if they've treated it for algae and it rained and didn't work or when they would need to come up between their normal monthly treatments.

Mr. Kirsch asked who do Wynnfield Lakes use?

Mr. Stephens responded Wynnfield uses Lake Doctors.

Mr. Kirsch asked Wynnfield has fountains right?

Mr. Stephens responded just in one lake.

On MOTION by Ms. Taylor seconded by Mr. Richardson with all in favor to accept Lake Doctors proposal and terminate Clear Waters, Inc contract with 30 days notice.

A resident asked what about the lake levels? I noticed on my lake the level has gone down more but we're still getting rain and it doesn't go up. Who is adjusting the levels for the water to be going out? Does anybody come into the neighborhood and dispense water out of the lakes?

Mr. Maier responded no the outfalls are set at a level unless someone has blocked an outfall.

A resident stated our lake used to go higher and now it doesn't.

Mr. Maier stated all of the lakes are interconnected. It's something we can ask ETM to look at and see what the problem is.

Mr. Stephens stated since they've been cleaned it's allowing it to flow better.

Mr. Kirsch stated the outflow was a wreck in July so if you've noticed a drop it might have improved the flow of the outflow.

A resident stated in three years I have never seen anybody in a boat in my lake taking care of all of that stuff.

Mr. Maier stated well then we're happy that we just hired Lake Doctors and you will see them in your lakes.

A resident stated the only guys I see around are the ones in the golf cart picking up whatever they can pick up from their golf cart.

A resident asked can you get a list of what chemicals they are using and in what amount that can be cross-checked to make sure we're not overusing them or harming the environment?

Mr. Maier stated from my experience working with these companies, they have a chemical license and if they exceed the usage of certain chemicals they will lose their license immediately. They are kept at a pretty high standard and they won't jeopardize that. A contract for \$10,000 a year here for them to lose their license is not worth it for them. The biggest problem that we have today is the chemicals that they are using aren't as strong as what we used to use in the past because of the DEP rules and so forth, which is good, it's all healthier stuff but the consequence of that is that you do have less effective weed control. One of the things today is that the fish you put in the ponds are living. In the old days you had a lot more fish kills and you don't see that like you used to so some of these new rules are good. We could ask them for what their chemical mixes are and they can provide that in their contract.

Mr. Kirsch stated I think where a lot of the algae comes from is they are not allowed to use any more than they can. There are alternatives that I've heard from other lake companies where they use an all-natural spray.

A resident stated we have a lot of little kids in this area and that is a concern to me.

**C. Pool Maintenance Services**

- 1. Arsenault**
- 2. Crystal Clean**

Mr. Torres stated from the budget the district provides \$11,400 for this service. Across the board you will see the four that have submitted proposals. There are certain caveats to some of these. Having discussions with staff and receiving emails throughout the month I know there is some dissatisfaction with your current provider.

Mr. Kirsch stated Mandy fields a lot of complaints so I'd like to hear from her.

Ms. Ferguson stated I have dealt with Crystal Clean since I came on. We thought things were going to get better once they got rid of the prior guy. He wasn't cleaning or testing the pool. The guy they brought on did really good at first but has gone downhill. The last two months we've had three algae blooms in the pools. One where we even had to close the swimming pools. This week they came out two or three times because we called them to come back out. The big pool was green and there was no chlorine at all. Their excuse was that the pool filters weren't cleaned in the prior week and he doesn't do that. They have two different people so they have one that does the cleaning of the pools and one that supposedly does the pool equipment maintenance area. I don't know why. Obviously he spoke up and said they didn't clean the pool, which would be why the chlorine was low but then the next day we tested it again and there was zero chlorine so we called them back out and they said the GFI tripped, supposedly twice this week because of lightening but I don't know that we've had any storms.

Mr. Kirsch stated so we can agree that Crystal Clean is out.

Mr. Plourde asked can we stop them now, or do we have to wait 30 days? I'd rather go after them for loss of service.

Mr. Torres stated we can terminate in 30 days. Do you want to skip selecting a vendor for now?

Mr. Kirsch stated Vesta and Riverside are in the bids so we can probably reach a decision on that verdict before we award this contract.

*This item was tabled until after the discussion on the amenity management / operations proposals.*

**D. Pest & Landscape Fertilization / Weed Control**

- 1. Naders**
- 2. Turner Pest Control**
- 3. Pro Care Lawn & Pest**

Mr. Torres stated we had three vendors for this and the total budget is \$12,137. If you look down the list you will see who the encumbant is and their prices as well as the others who submitted bids.

Mr. Plourde asked is that for the building for termites?

Mr. Torres responded Naders did provide a bid for the building and pool area. I want to say it was \$85 a quarter.

Mr. Hall stated they come quarterly and they only do the interior of this building.

Mr. Torres stated I know there has been some dissatisfaction with the staff of the pest control company so we omitted that from the bid.

Mr. Plourde stated so we do not have the vendor the building?

Mr. Torres responded correct, we will have to find somebody. I just wanted to compare apples to apples so these are just for lawn fertilization.

Mr. Plourde stated I have Naders for my lawn and I'm somewhat pleased with them.

Mr. Maier stated I do also and I'm very happy with them. If you have an issue you call and they have a great staff that are experienced. If you have a landscape company doing this they don't have the technical knowledge that Naders does.

Mr. Kirsch asked they do the fertilization right? Have you looked at some of the common area weeds, specifically around the roundabout. Lawnboy is doing as much as they can but you need some kind of spray that works.

Mr. Maier stated I think we should challenge Riverside Management to walk and inspect these areas to promote a higher level of service. It takes a team of eyes and if you just rely on a service tech I think it requires some additional management from our side. Even on the lawn and the pool.

Ms. Taylor stated also, not technically related but I remember we discussed in the roundabout where it was dried up that we needed more irrigation there so I don't want Naders to take the fall for it not being watered properly.

Mr. Torres stated I think we can just extend their agreement.

Mr. Kirsch asked their current contract includes in here or now?

Mr. Torres responded it does currently. We'd like to change that.

Mr. Kirsch stated the problem with Naders is this area.

Mr. Hall stated I think they just kind of added that into the contract of the fertilization out there.

Mr. Maier asked can we have staff increase that service for the interior so that if we do have a bug problem staff can at least call as needed or do we maybe need to do it twice a quarter?



Mr. Hall stated I've spoken to Naders several times about several areas. Mandy has brought them in here several times. When we did our walk through last month there were still live cockroaches.

Mr. Maier asked what do they say?

Ms. Ferguson stated they just say to keep calling. I asked if there's nothing else to use because if we were a restaurant would this be acceptable and he said you're right, no it wouldn't. I asked if there were any other chemicals we could use.

Mr. Plourde asked who do you have as a rep for Naders because the technician we have for Naders is super. If we get any type of bug around the house they come back free of charge. Maybe we need to change the tech.

Ms. Ferguson stated he comes back free of charge but it doesn't do any good. In my office I will open the cabinet out to get paperwork out and there will be live cockroaches right next to the traps.

Ms. Taylor stated I think we should agree to have a separate pest company. Maybe that's not their specialty. I've been here and had parties and I've seen roaches and it's embarrassing when you have people at your event. In my opinion it's not their wheel house. I think we should go with another company.

Mr. deNagy stated we talked about this yesterday with staff. I authorized staff to go to Turner Pest Control to start doing pest control here at the amenity center to get it out of Naders hands. Right now I think the only thing we're looking for Naders to do is landscape fertilization. The fee was so small I didn't feel it was worth the time of the board. We're going to get a new contractor in here and hopefully that takes care of it.

Mr. Kirsch asked does that lower their cost then?

Mr. Torres responded yes I've already adjusted their cost to \$11,232.50.

Mr. Kirsch asked how much did they lower it?

Mr. Hall responded \$340.

Mr. Kirsch stated it came out to \$60,000 so if Lawnboy was \$47,500 then they were \$11,000 and some change.

A resident stated last time I was at the \$26,000 field that we paid for it was all weeds. If we're paying for weed control, are you seeing that?

Mr. Kirsch stated that was my big hangup was the common area around the roundabout. I don't see it recovering. I just walked the field prior to this meeting and it was weeds.

A resident stated so what are we paying for? We are not getting delivery.

Mr. Dickinson stated as I previously stated one of the reasons we had a lot of weeds was in order to do what we really needed, which was constant watering four or five times a day, the weeds loved it. We're fertilizing it to make the grass grow and the weeds are growing as well. Once we get the Bermuda established well enough that it can handle herbicides to kill the weeds I will say that Naders has gone above and beyond with some extremely extensive chemicals they typically don't use because I've made them do it. You're probably seeing 90% of the weeds dead. I'm not saying there aren't any weeds but all of those brown areas you were talking about were solid weeds.

Mr. Kirsch stated I concur with the fact that we'd rather save the baby grass than kill the adult weeds until the grass matures more.

Mr. Dickinson stated if we use those same chemicals on the young Bermuda we would have a dead field.

Mr. Maier stated and when you build a golf course it's the same thing. The weeds just grow like crazy and you wait for the Bermuda to grow in thick and you're constantly fertilizing and chemically treating the weeds and so forth. It's kind of an art instead of a science so it's kind of a challenge. Now that we've got Bermuda out there, come this next spring I think that field will really perform well and I-9 sports not being here as well will help.

Mr. Kirsch stated with the weeds in the field I think it's just not the right time to try to kill them, it's more about the common areas. I don't know what more we can do to get on their butts about it. Around the southeast corner of the roundabout is terrible.

On MOTION by Mr. Plourde seconded by Mr. Maier with Mr. Kirsch opposed to approve Naders Pest Raider's proposal was approved.

**E. Amenity Management / Operations**

- 1. Vesta**
- 2. Riverside Management Services**

Mr. Torres stated you can review two of the sheets that I provided. One just breaks both of them out and the last sheet of your packet provides services from both companies that will conduct not only amenity management and field operations but also janitorial and pool services. We have representation here from Vesta and Riverside. If you look to the remarks on the right there are some caveats with some of the services. In other words, if they don't receive all of the services then there are some services they won't perform. They can talk about those in detail. I've also highlighted the amount of all of these services based on your budget line. The grand total we budgeted for all four of these services is \$106,742. We are on budget with either one.

Mr. Plourde stated I had a salesman come to my house this past week and I said this neighborhood is a deeded neighborhood with a no solicitation sign and he said there's no sign so I went and looked. There is no sign. The sign was on the main street board for the greetings where it got changed out. That sign happens to be in someone's house right over here. I'd like to know how our property go to someone's house.

Mr. Stephens stated I don't understand.

Mr. Plourde asked how did the message boards end up at someone's house? Correct me if I'm wrong but it is government property it has to either be destroyed or go to auction.

Mr. Stephens stated we put it in the dumpster because it was 80% rotted. They must have pulled it out.

Mr. Plourde stated well it's not in the dumpster, it's over there and our no solicitation sign is on it. How did that happen?

Mr. Hall stated because they pulled it out of the dumpster.

Mr. Plourde stated has our exercise equipment been destroyed, was it given to somebody was it sold, I don't know. There is no documentation or receipts. When we changed out our exercise equipment, what did we do with the old equipment?

Mr. deNagy stated as a government entity you have to do a resolution saying that you are going to get rid of district property. Depending on the value of the property, if it's less than \$5,000 you have a lot of flexibility with what you can do with it. If it's more than \$5,000 you have to go out and advertise that it's for sale and get bids. Most of the stuff we get rid of at our districts is way less than \$5,000. I'll have to look the resolution up but normally we would have done a resolution to say that we were going to dispose of fitness equipment, the board

passes the resolution and staff takes care of getting rid of it, whether it's donated or thrown away.

Mr. Kirsch asked did we ever reach a resolution on what we were going to do with it?

Mr. Plourde stated it's supposed to be destroyed because you don't want anybody to get that equipment because if they bring it to their house and get hurt.

Mr. deNagy I think when we bought the new equipment the vendor may have given us a discount for the old equipment and taken it off our hands.

Mr. Kirsch stated same thing I guess with the fence panels that were unusable and disposed. What are we going to do about a new no solicitation sign?

Mr. Plourde stated but why should our property be at someone else's house. If it's destroyed it should stay destroyed. It shouldn't show up at someone's house.

Mr. deNagy stated I don't think we're tasked with policing people taking trash out of the dumpster.

Mr. Kirsch stated I guess the note on this is can we get a no solicitation sign put up.

A resident asked can we get one at both entrances?

Mr. Hall responded yes.

Ms. Taylor asked for the weekends will you be providing someone onsite?

Mr. Kyle Nelson responded we bid strictly on the scope so if you have someone here on the weekends, that's what we provide as well. If there's any type of emergency situation we always have somebody around that we can send. For example, with your pool issue. We would send somebody in and fix it so there is no downtime. If you have issues with janitorial we would come in and fix that too so we might not be there downtime but we always have a phone number that can be reached.

Mr. Kirsch asked what are your normal hours during the summer to have an amenity center attendant here?

Mr. Nelson responded every day. It would differ. On weekends there would probably be more staff than during the weekdays just because there are more people on the weekends so you're probably looking at six hours during the week and eight hours on the weekends.

Ms. Taylor stated we have events in the afternoon and evening. What would be your goal as far as that because we have someone that does that for us.

Mr. Nelson responded lifestyle is a big portion of Vesta. Night events are not uncommon for us, in fact that's mostly when people get home. I know you guys do Food Truck Fridays and obviously we would have staff here for that. I don't know what your budget is for social events?

Mr. Kirsch responded \$1,000 a month.

Mr. Nelson stated we can get sponsorships to help subsidize some of the cost but we normally would like to have staff to represent the district in case something were to happen, we're here for those scenarios.

Ms. Taylor asked what other districts do you have?

Mr. Nelson responded we do everything at Julington Creek Plantation, Bartram Springs, Durbin Crossing and Markland. We have maintenance and aquatics at Sheerwater. Two Creeks we do everything. In the back of the proposal there's a list of the districts that we take care of and there's also some references on there as well.

Mr. Kirsch asked what kind of events do you do?

Mr. Nelson responded we do Movies on the Lawn. I don't think you guys are permitted for night swimming. If you are then we have pool movies. We bring in luaus. We have a regional manager that's lifestyle and we will actually bring him in to help the management staff and help develop your special events for the entire year that way you can advertise instead of waiting last minute and get more people and actually have a community that's a lifestyle.

Mr. Torres stated Riverside's contract expires October 1<sup>st</sup>, in less than 15 days. If there is a transition that is required I don't know what the terms of Riverside are at this point so it would be an additional cost to do the district and that would be up to them because it's not in the contract currently. I'd like for the board to think about that. It goes back to what my opening remarks were about the timing of when we do these RFPs. We have to kind of do them at a pace where we can plan a little further from what we did this time.

Mr. Plourde asked do you do any type of decorating for the holidays or special events?

Mr. Nelson responded due to the fact that you are a CDD we have to be kind of careful with what you can and can't decorate with but we do have communities where we put holiday lighting up and we do decorate for fall at some of our communities but the big one is Christmas time. We actually have a partnership with some people as well and sometimes it's a little more cost effective because they can do it quicker and we can lease equipment instead of you having

to purchase it. We obviously do for special events. For luaus we will put tiki torches and the necklaces. At Bartram Springs we do a big Christmas blow out there. Durbin Crossing does something at Christmas and decorations.

Mr. Plourde asked are your events geared just towards kids, adults or families?

Mr. Nelson responded we offer a wide variety of all. We understand that not everybody in this community has kids so we do some adult activities, some kid activities and then we do family where we try to bring everybody together. We're not just strictly focusing on kids or the families, we are also thinking about people that don't have those.

Mr. Plourde asked kind of like a Super Bowl Sunday type thing?

Mr. Nelson responded yes but we have to be careful of the licensing so that's something we'd have to consider in our budget.

Ms. Leslie Pragasam stated some communities do wine tastings and book clubs, things like that.

Mr. Nelson stated they don't have to be onsite, they can be offsite too. We just sent some people to the Jags game so if you buy the tickets we will get a shuttle and you don't have to worry about driving.

Mr. Kirsch stated equipment and supplies for set events, is that something you guys rent from an outside vendor or do you supply your own and charge us for a rental?

Mr. Nelson responded we use what you have and we do have partnerships with people that we use all the time so we do get a discounted price on our items but if we need to rent a big tent or something that would be paid by the district. We do try to keep costs in mind during these things and we try not to exceed the budget and try to stay under it. All events don't have to be free. If that's the way you are doing it, that's fine but we do charge a minimum sometimes and it helps subsidize some of the costs. That's another thing to look into.

Ms. Taylor stated I would like to engage the residents if you have anything you want to say as far as how you feel about having Riverside currently. Would you be interested in entertaining someone else?

A resident stated I'm happy with what Riverside has been doing. Easter was off the charts. I have never seen so many people here. I've never been to Vesta's communities though. I think as the board you guys should know what goes on in their communities. Nothing against them, but I'm please with what we have here.

A resident stated the only thing I would find attractive is the hours. It sounds like they would have someone up there more often which is one of the common complaints of my neighbors is that there is no one here to get a pool key. I think it's more a miscommunication of the regular posted hours for this office.

Mr. Stephens stated going back to the hours question, that is something that the Board has already addressed by adding the additional hours for the assistant for a total of 550 to allow that seven days a week coverage, sometimes overlapping depending upon the activities that are happening.

Ms. Ferguson stated rentals are huge for us. When this place is rented out, we can't be in here so we can be out there but the office is in here so we can't break up a party and come in here and get access cards or new homeowner walk throughs.

Mr. Torres stated a few months ago the board had discussed increasing the part time hours and Riverside's first proposal accommodated that but that was an additional cost. I reviewed the scope that went out to the three vendors and it limited the part time to 550 hours so because of that I wanted to compare apples to apples and that's exactly what we did here so even though the board had granted additional hours a few months ago, these proposals do not reflect the additional hours whether it's Vesta or Riverside.

Mr. Kirsch asked are we treating the pool, janitorial, amenity manager and field manager as all separate proposals or all for one?

Mr. Torres responded this is a full package so if it was awarded to either company these would be the prices for those services. If you go back to the other sheets you'll see what the pool would be outside of Vesta or Riverside. Arsenault would be \$9,540 and Crystal Clean would be \$11,400 and you would deduct that from their contract. However, if you selected Vesta there is a caveat for pool maintenance that they have to have general facility maintenance and janitorial also in order to award these prices.

Mr. Nelson stated the reason for that is if we're having somebody clean the pools and they walk into the bathrooms and see they are dirty, they are just going to go ahead and take care of that. It's more one big family so we're able to help out as much as we can.

A resident stated I like the sound of lifestyle and I'm not trying to oust anyone that's already here but the lifestyle sounds like a cool idea. Would you guys be doing an event every

month? We tried to get a community group that gets events going but sometimes it's hard to get those events together.

Mr. Nelson responded if you're budgeting \$1,000 a month that is something we can look at. What we would do is bring our regional lifestyle guide in here and he would meet with management onsite. We would tell the board the plans that we were thinking and this is the budget that we're thinking.

Mr. Torres asked when you say a lifestyle person, is that an additional charge for the district?

Mr. Nelson responded no I'm used to using the lifestyle word. That onsite community manager that you have would be the person handling special events. We have a team of lifestyle so we help support each other so we will bring them in at no additional charge.

A resident stated I haven't been as active as other people in the community are but I would like to engage more. I've seen other communities that do have stuff on a regular basis and have more participation than just coming to the pool or to work out. It makes you more excited about being in the community.

Mr. Nelson stated I don't want to promise that we're going to be able to do something once a month but based on your budget we will be able to figure something out.

A resident stated this community has worked really hard at trying to organize and get people involved but if you're not there, it can't be done so it's not like we wouldn't love to have a gathering of some sort of families every single month but if you can't get families involved because of their schedules. We've ended up the last couple of years doing the major holidays because it gets extremely difficult when you say in February we want to do something for Valentines Day when you don't know what the weather is going to be. Our first year here every dive in movie night it rained. There's nothing you can do about that. Mandy has gone out of her way to get more people, even some of the teenagers, getting involved. Mandy can set up whatever she wants but if no one shows up.

Mr. Plourde stated but usually the social committee was doing that too and I got involved, same with Emily and it fell apart. You've got to have the interest and events that people want to get involved with and it's the same old stuff every time. I understand you're new and we've lived with Emma for quite a while.



Ms. Ferguson stated I'm not new to CDDs though, I've worked with RMS for 15 years so I'm new to this community as of about eight months ago but myself and Dana have gone above and beyond here for events. The social committee has restablished themselves. Whether they are not getting the word out, I'm not sure, but we do email out. There as a wine tasting here and next Friday is a poker tournament where there will be a gift card at the end for the winners funded by the social committee. For October we have horse-drawn hay rides, we're doing a pumpkin dive in where the kids jump in and get the pumpkins that they get to take home and we are showing a movie on the field that same night and we're doing a chili cook off and costume contest. It doesn't say anything about the dive in movies that we've had or the mother-daughter tea parties. A lot of the things that we do with the mother-daughter tea parties are donated like Chic-fil-a gift cards and t-shirts that were sponsored. We are trying to come up with different ways to get funds so it's not all out of the District's money and we can have more events than just the usual.

A resident asked is there a way to broadcast that out to the community because I've been here for a year now and I haven't heard of any of that.

Ms. Ferguson asked are you on the email list?

A resident responded no but I'm on Facebook.

Mr. Plourde stated there's only drama on Facebook.

A resident stated we've been here for three weeks and we got on the email list but we didn't even know what time this was. We saw it on the CDD sign.

A resident stated I've rented the place out a bunch of times and they've been great for me. Even some of my friends ask if I can rent it out for them. I bring my grandson up to some of the events that you have but I'm with him that word is not getting out. We are doing some things that are taking hold, like swim lessons but we need to get it out there a little bit quicker.

Mr. Torres stated getting back to the discussion, your encumbant to provide these services is Riverside, with the exception that they do not currently do pool maintenance. Comparing apples to apples we have the bulk package and we have not accepted a pool service yet so when you compare Vesta to Riverside you have that and you have heard from them. If you decided to go with Vesta I would say that we'd need a lot of dicussion for transition but I will wait for the Board's vote before we discuss that.

Mr. Kirsch asked what do you guys do to communicate with the residents?

Mr. Nelson responded we have a Vesta technology-based system that we're starting to bring out to the communities. It does email blasting. The only issue with it is emails are records requests so we just need to make sure that on your forms that they sign saying we can use their email. Obviously if they do that, then email blast is a big one. We do newsletters as well. I would think that most of what you're doing out here already is what we do too. That new technology does offer a little more. We try not to get into Facebook too much.

Mr. Plourde asked do you have a webpage?

Mr. Nelson responded you have a webpage that is managed by GMS.

Mr. Plourde asked right but do you have a webpage?

Mr. Nelson responded Vesta has a webpage but it's based on Vesta and information about us. It doesn't give you a list of special events or anything like that.

Mr. Kirsch asked with the new technology does it include anything like a residential webpage?

Mr. Nelson responded we do that for a couple of communities but with the new ADA laws we have to be really careful. I don't want to say we can't do it, but I don't want to say we can either. I would have to go back and talk about that and see if we can offer it.

Mr. Torres stated to Kyle's point, in October I will be bringing proposals to convert your website to ADA compliance.

Mr. Kirsch stated your janitorial fees are \$7,000. Does that provide staff at that rate?

Mr. Nelson responded yes at three days a week. Monday, Wednesday and Friday in the season we will make staff a little bit heavier but non season is three days a week. They will have a checklist that they will go through. In the proposal it breaks down the days for you.

Mr. Kirsch asked what is RMS?

Mr. Hall responded three days a week.

A resident stated it's checked every day.

Mr. Hall stated they do a good job of that but we also have a maintenance guy that comes up Monday, Wednesday and Friday for janitorial and he does all the trash and pocket parks.

Mr. Kirsch asked your billable hours for general maintenance is \$30 an hour. How is that done? Does the facility manager on site and that's how he assesses any general maintenance?

Mr. Nelson responded we wouldn't just do projects. I'm assuming we have a threshold here so if it's over that threshold we will bring it to the board but mainly it's going to be if there's a repair item or anything like that like pressure washing or major painting.

Mr. Kirsch asked how do you track employee time when they are on the job?

Mr. Nelson responded we have a pay system called PayCom and it does our scheduling for us. We can see by IP address or GPS location if they are actually there. It's something that we just transitioned to about a year ago. It's worked out pretty well but they do clock in and out and it's based off of line items for us.

Mr. Kirsch asked and it tracks time mileage and all that?

Mr. Nelson responded mileage we do on expense that they do on an excel spreadsheet.

Mr. Kirsch asked and when you report your monthly expenses to CDDs is that itemized by what hours are associated with either general maintenance or something like that?

Mr. Nelson responded your community manager that is on site I'm assuming they code all of your invoices and send them to GMS and they are doing the same thing we would be doing. The only difference is I don't know if you guys have accounts set up anywhere at Home Depot or Lowes. We have a couple credit cards that we give our staff but it's better to hook you guys up to accounts so it bills directly to the district and you don't have to worry about it.

Mr. Torres asked is there a reason to consider another pool vendor other than the two that we are talking about currently?

Mr. Plourde and Mr. Kirsch responded no.

Mr. Kirsch stated I asked those questions because I got detailed expense reports for what we were billed for by RMS and what we were including in the check runs. It is hand written and it's kind of archaic and I still need to go through a couple items and I would've like to have a meeting with RMS to discuss them. I like the fact that these guys are all electronic. It's hard to sort out what were billed based on a dollar amount and then another page that contains hours and doesn't associate it with an account. I don't know if we want to give RMS the opportunity to change that method of billing but that's one of my contentions is this number is vague and the calculations to get to this number is not what I'm expecting.

Mr. Plourde stated what I liked about it was the lifestyle. You walk through the neighborhood and it's a dark neighborhood. Yes, you have some events but I want to see more

where adults, kids and families get out more than just what we've been doing. I'd like to see a lifestyle change.

Ms. Ferguson stated we want you to come to events.

Mr. Kirsch stated I think from an amenity perspective they are spot on. The lifestyle thing is a separate entity which might be a benefit because it's something dedicated to the actual event planning rather than just putting it all on Mandy's or Dana's shoulders. We have a budget to work with and are we using it properly? That's really the big question on the amenity side.

Mr. Plourde motioned to retain Vesta Property Services.

Mr. Kirsch asked are there any audience comments before this goes to vote?

Ms. Taylor stated I think you should give them some time. You gave all these other people some time to get it together. That's really rushed.

Mr. Kirsch stated the 10/1 date is a concern.

Mr. Knight stated if you wanted to take more time you could amend the Riverside agreement to extend it several months or something like that if they were agreeable.

Mr. Nelson stated we would need to find a new operations manager. I could do it in the interim but 15 days is pretty tough.

Mr. deNagy stated you've been talking about special events and wanting more and so forth but just keep in mind we did increase our budget from \$7,500 to \$12,000 for special events so you will see more special events in the coming fiscal year.

A resident stated I think what's going on here is really good. The issue is getting the word out. I even talked to some of the kids in the neighborhood and they don't even know each other.

Ms. Taylor stated an event is only as good as the people who come. Just like these meetings we have. We brought the meetings here and they don't come. If you come and express yourself now we know we can work with Mandy and do more emails or put a sign out front saying we have events. I personally do not have an issue with Riverside as far as your work. I know the change is coming. I want more events and we put the money in there to have more. I think we should give the time allotted to see those events come. If they don't or we feel like it's not a good mix then we should make the decision in the future but don't do it with 15 days left.

Mr. Kirsch stated I want to give RMS the opportunity on my billing conundrum. Is there something in talks to get this up to date? I wish Rich was here to talk about operations and from a billing perspective.

Mr. Stephens responded yes. Rich and I have talked back and forth about it and he is coming up with some ideas. I'm not privy to them at this point because it's still in the process but it has been discussed.

Mr. Maier asked what about just doing an extension?

Ms. Taylor stated I say let's do the extension. I want to look at it line by line myself and it's blank pages and blank checks I would be questioning it.

Mr. Kirsch asked can you forward the file you sent me to all of the board members?

Mr. Torres stated we are audited every year and we go through a thorough process of that and each year there are no red flags that come through the audit and you pay a good service for that as well but I will be happy to provide any check register or anything else you're asking for but I would be shocked if there were any blank checks.

Mr. Kirsch I just want to see trackable hours so we're not just adding hours. One of my big things is the general facility maintenance was almost charge to us monthly at \$2,083 and that was totaled up by an hourly rate but if you multiple \$2,083 by twelve you get exactly what we are budgeted for.

Mr. Torres stated that is for the operations manager to come so many days a week to inspect and do what he does. That's a monthly fee that's always going to be the same. Any work such as pressure washing or painting or any kind of small repairs comes from your general maintenance contingency line.

Mr. Kirsch stated I asked Rich the question is it a billable monthly or hourly and he replied hourly so I just find it interesting that the exact yearly budgeted amount divided by twelve is how much we're billed monthly for an hourly service.

A resident stated I would like to see some of the board members go to Vesta's properties that they help manage and maybe some of the events that they are planning as well as I'd like to see them come to some of hours and get to know us as neighbors because I don't see a huge rush. When you're looking at 15 days, that's not a good thing because it's not just a couple people's jobs and positions, it's going to affect more than 600 families.

Mr. Torres stated I think the board is considering that. We have not had a second to the motion that Daniel put out yet.

On MOTION by Mr. Plourde seconded by Mr. Kirsch with Mr. Maier, Ms. Taylor and Mr. Richardson opposed the motion failed.

Mr. Kirsch asked are Vesta's numbers good through the end of the year?

Mr. Nelson responded yes. If you take this out to bid again let us know and we can look at our numbers again.

On MOTION by Ms. Taylor seconded by Mr. Maier with Mr. Plourde and Mr. Kirsch opposed an extension of Riverside Management Services' agreement with pool maintenance included was approved.

#### **F. Security Cameras**

Mr. Hall stated this proposal is from Atlantic Security to capture the tags in and out. There's also another camera to take a picture of the actual car because the other camera is focused directly on the tags. There are two different proposals, one for each entrance but it is the same fee. I've tried several times to get another proposal but was not successful.

Mr. Torres stated I would say this item would have to come from our general fund.

Mr. Plourde asked what do the cameras actually tie in and record?

Mr. Kirsch responded from what it looks like there is going to be an NVR that is going to be mounted near the lit signs.

Mr. Hall stated they will put a box behind the sign where it's not noticeable. It will have wireless internet where you can bring a computer to look at the computers. You are probably only going to have to look at the cameras if there is an incident.

Mr. Torres asked is there monthly service associated with this?

Mr. Hall responded no.

Mr. Torres asked does it alert the police?

Mr. Hall responded no.

Mr. Torres asked is that what the Board wanted, Brandon?

Ms. Taylor stated the one that we wanted would have cost an additional \$15,000 or something.

Mr. Stephens stated that is the same equipment. The cost was more prior because it included pulling electric underneath the road and an electrician. We now have electricity in the center islands so that cost was removed.

On MOTION by Mr. Kirsch seconded by Mr. Richardson with all in favor the Atlantic Companies proposals were approved with staff authorized to draft a small project agreement.

Mr. Plourde asked are we looking at a timeline for these to be installed?

Mr. Hall responded as soon as I get the contract back to them we can schedule it.

**G. Reserve Study**

**1. Dreux Issac**

**2. Community Advisors**

Mr. deNagy stated we solicited bids from three firms. One firm out of Tampa chose not to bid. There are two proposals from Dreux Issac and Community Advisors in your agenda package. We've used both of the firms. Dreux Issac is \$5,000 and Community Advisors is \$2,800. I would recommend the lower price and you are going to get similar results.

Mr. Maier stated I've used Community Advisors in the past and Charlie has done a great job for me and has been very consistent. I haven't used the other one.

A resident asked a reserve study is for what?

Mr. deNagy responded capital items for the district. For example, your pool was resurfaced about a year or so ago and that came out of the capital reserves. With a reserve study they come in and take an inventory of all of your major assets and then do a cost study over time as to when these assets deteriorate or depreciate fully. We take that information and it is built into your operating budget to set aside money each year to pay for those improvements over the next 10, 20 or 30 years.

On MOTION by Mr. Plourde seconded by Ms. Taylor with all in favor the proposal from Community Advisors was approved.

**FIFTH ORDER OF BUSINESS**

**Discussion of Upcoming Vacant Board Seats**

Mr. Knight stated no one qualified to run for three of the Board seats so there will be vacant seats come November 20<sup>th</sup> I think the date is so around that time the Board would meet and fill those vacant seats by appointing people to those seats so there would be two remaining members at that point. At that meeting you would appoint someone to fill one of the seats and those three people would then appoint someone to fill the fourth seat and those four people would appoint a fifth.

Mr. Plourde asked do we know who those two people are?

Mr. Torres responded Daniel and Brian would be remaining.

Mr. Knight stated so think about who you would like to see appointed to those three seats that would be vacant.

Mr. Torres stated what I think we should do and based on what the attorney advised, on November 20<sup>th</sup> we are vacant and we can, through e-blast and whatever other form of communication we use, make announcements that we have three vacant seats to be filled. Anyone that is interested can submit resumes. The next meeting after November 20<sup>th</sup> would be January 3<sup>rd</sup>. If the Board prefers we can have a special meeting or if you deem that we move one of the meetings, either October or January, closer to December to make a decision we can do that as well. As he points out, the two members will review the resumes of everyone that is interested and make a decision for the third seat and so on and so on.

Mr. Plourde stated why don't we do a December 6<sup>th</sup> meeting.

Mr. Kirsch asked keep the October meeting and do December?

Mr. Plourde responded yes.

Mr. Knight stated you could do a special meeting on December 6<sup>th</sup> that way you could limit it to this matter

On MOTION by Mr. Plourde seconded by Mr. Maier with all in favor a special meeting on December 6, 2018 at 6:00 p.m. at the Yellow Bluff Amenity Center was approved.
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Mr. Torres stated the meeting will be posted, we will ask that resumes be delivered to me electronically and I will distribute them.



**SIXTH ORDER OF BUSINESS**

**Consideration of Agreement with Outdoor Lighting Solutions, LLC**

Mr. Hall stated this is for the median lights that have already been completed.

Mr. Knight stated we've already approved it, this is just to finalize it.

On MOTION by Mr. Richardson seconded by Mr. Maier with all in favor the agreement with Outdoor Lighting Solutions, LLC was approved.

**SEVENTH ORDER OF BUSINESS**

**Supervisor Requests / Audience Comments**

**Supervisor Requests**

There were no supervisors requests.

**Audience Comments**

A resident stated the speed radar sign that was installed over here, was there more purchased for the community or just the one?

Mr. Plourde responded at the time it was just the one due to the cost of it. We stuck it there because we could rotate it in three directions to get cars coming in, down or along the lake. The idea was it's supposed to generate data on the inside and we can use that data to hopefully hold the speed in the neighborhood.

A resident asked are we tracking that data or what are we doing with it?

Mr. Stephens stated what we have found is people are mindful of it.

A resident stated there are six other general common areas that need the exact same sign.

Mr. Kirsch stated I thought we approved two we just couldn't figure out a place to put the other location.

A resident stated I have six other places I can tell you. I have exact addresses and photos that I can show you guys. We need these signs through out entire subdivision. There are two common areas on Tisons Bluff so you can make it just one on Tisons Bluff and then the four other areas so it would be five.

Mr. Torres stated we did budget for that item next year and I think the Board is in favor so we will plan it and discuss it for next year.

Mr. Kirsch stated we approved two so the budget is already there for the second one if we want to buy it, right?

Mr. Stephens responded money was approved to purchase two and I was told to purchase one as a trial. You have to get a County easement to be effective which is one of the things that took this one so long because it took the County an extended period of time to give us an answer. In the first location we had in mind they said no.

Mr. Kirsch stated let's bring this back up in October.

Mr. Plourde asked can we get it going at least? Let's go ahead and purchase it and in October we decide on a placement.

On MOTION by Mr. Kirsch seconded by Mr. Plourde with all in favor the purchase of a speed sign was approved.
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A resident stated this has to do with the pool area. Someone is handicapped and there is nobody here to unlock the gate on the other side when they come or leave so there is no access to the swimming pool for anybody in a wheel chair. Are there any plans to do anything to address that?

Mr. Kirsch asked Brian to get the cost on putting a card reader on one of the gates.

A resident stated I know we don't have a lot of wheelchairs in the area but we also don't have the lift in the pool to allow them to get into the pool.

Ms. Ferguson stated every community we manage has lifts. I don't know why there's not one here.

Mr. Torres stated I'll add it to October's agenda and in the meantime I'll direct staff to get quotes for these items.

Mr. Nelson stated I'd just like to thank the Board for allowing us the opportunity to bid on the project and staff as well for putting it all together. Regardless if you went with Vesta or Riverside, we are invested in the community and I've heard nothing but great things about Mandy.

A resident stated I want to second that. I've seen a lot of improvements since Mandy has taken over.

A resident asked on the speeding signs you're talking about \$30,000 for fancy signs that just flash. Is it really helping the speed? No one is getting ticketed.

Mr. Plourde stated it's not so much the ticket being written it's if this sign stops somebody just one time. You see the school bus zipping down Tisons at over 30 mph.

A resident stated that's my point.

Mr. Kirsch stated the alternative would be speed bumps. You weren't here since you're a new resident but the prior discussions when we looked at alternatives to this was paying for a speed study that would have cost between \$10,000-\$15,000, take that information to the State and have them possibly look at it. That was a gamble.

A resident asked but what's the difference between a colorful sign that flashes and a regular sign? You're not enforcing anything.

A resident stated I thought initially we were getting those signs specifically for that study so to hear that there's nothing being done.

Mr. Plourde stated we were told there was going to be data collected by those signs.

Ms. Taylor stated as you're driving and you see that sign, more than likely you're going to acknowledge and try to slow up. If we go this route it would be cheaper than trying to engage the City.

Mr. Kirsch stated weigh your alternatives. Speed bumps or City. We can't do anything about speed bumps.

Mr. Maier asked Brian when we were setting this up we were supposed to get data and the communities that I've done we're getting data. Why aren't we getting data from these?

Mr. Stephens responded we're not getting data. It may be capable of reporting data.

Mr. Maier stated we should get data and maybe we could create a committee on the Board here to look at that data from time to time because it does show a progression of reduced speeds. I've done this in a couple of communities and our committees have found that people do reduce their speeding, however you do have those people not doing that. We should be seeing data that proves that. It also takes pictures of the cars and you see the license plates of the people that are speeding.

Mr. Stephens stated I'm 99% sure this one does not take pictures. I will double-check on the data aspect of it. It may store it internally and we will have to somehow download it but I'll verify that.

A resident stated we can also request officers to come at specific times.

A resident stated the “children playing” signs are not electronic and not that expensive. They seem to be more on this side of the subdivision, and not on the other side, especially where the newer homes are. Can we get a few added?

Mr. Torres stated on October's agenda we have speed signs already to discuss so we will add other signs.

**EIGHTH ORDER OF BUSINESS**

**Next Scheduled Meeting**

Mr. Torres stated the next scheduled meeting is October 4, 2018 at 6:00 p.m. at the Yellow Bluff Amenity Center.

**NINTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Plourde seconded by Mr. Maier with all in favor the meeting was adjourned.
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Secretary/Assistant Secretary

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Chairman/Vice Chairman

*B.*

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, June 20, 2019 at 6:00 p.m. at Yellow Bluff Amenity Center, 16529 Tison's Bluff Road, Jacksonville, FL.

Present and constituting a quorum were:

Brandon Kirsch	Chairman
Monica Timmons	Vice Chairperson
Brian Richardson	Supervisor
Dan Plourde	Supervisor
Linda Waldhauer	Supervisor

*Also present were:*

Ernesto Torres	District Manager
Gerald Knight	District Counsel
Christopher Hall	Riverside Management
Elizabeth Myers	Riverside Management
Dana Harden	Riverside Management
Leo Dickinson	LawnBoy

The following is a summary of the discussion and actions taken at the June 20, 2019 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Torres called the meeting to order at 6:00 p.m.

**SECOND ORDER OF BUSINESS**

**Public Comment**

Ms. Megan Waite, 16276 Dowing Creek, stated the sprinklers at the Main Street entrance more often than not do not work as if they're clogged and they may need to be cleaned out but that could be why some of the bushes are looking like they're starving.

Ms. Waldhauer asked did you see them like that weeks ago or recently?

Ms. Waite stated recently and I thought maybe it was just the schedule but every day going through there at around 6:40 in the morning more than one of them are coming out but they're not working.

**THIRD ORDER OF BUSINESS**

**Affidavit of Publication**

A copy of the affidavit of publication was enclosed in the agenda package.

**FOURTH ORDER OF BUSINESS**

**Staff Reports (1)**

**A. Landscape**

Mr. Dickinson asked can I address where the resident was talking about?

Ms. Waite stated at the Main Street entrance along the flowerbed with the bushes in the center median.

Mr. Dickinson stated we will be happy to check that out. We've really been active because we've had about three weeks of no rain and high temperatures and we were up here twice a week trying to make sure that everything was running as well as it could. We've had to work on a number of our pocket parks and we'd like to phase some of the older tech, the Rain Bird, out so we provided a proposal to Chris to do that because they are just more prone to failure and problems. Since the last meeting we have switched out of the flowers and we have gone with the white and scarlet begonias, which I think have lasted pretty well. The next rotation is scheduled for mid July so we've got another three weeks or so. As part of the contract discussion if you remember last year occasionally we would do under the power lines so we mowed that two weeks ago so we've got a clean look. We do have a vandalism issue on the controller. It's on the long pocket park that runs from Tison's Bluff Road to Dowing Creek Drive.

Mr. Kirsch asked has that started since school has been out?

Mr. Dickinson stated all of the pocket parks work off of small controllers that are battery operated and probably the end of the first week one of those was vandalized and had the batteries removed so we replaced it, came back the next week and it was stolen again.

Mr. Plourde asked so it's just the battery being removed?

Mr. Dickinson stated it was totally destroyed. The wires were pulled out so it was clearly intentional. It's on the Dowing Creek Drive side. I just wanted to make you aware of it.

Mr. Plourde asked is there a latch where we can put a little padlock on it?

Mr. Dickinson stated these are in the ground. They have to take the cover off of the valve boxes to get to it.

Mr. Kirsch stated if it's happened since school has been out only because I know that's where all of the school bus stops run and the kids like to play up and down there so that could be the cause of it. Is there a way to lock that thing.

Mr. Dickinson stated we could look into putting a metal cage over it.

Mr. Kirsch asked isn't that the thing with the green top? Couldn't we put a hex screw in there where you would need a tool to get into it?

Mr. Dickinson stated we could look into that. We just wanted to make you aware of it because it's an additional cost for you all. We laid four pallets of sod on the roundabout, so two pallets on each of the pocket parks and that was right in the middle of when it was really hot and dry so the left has taken pretty well and the right is taking some time to accommodate. I think it will just take patience. We do have a beginning of an issue on the concrete sidewalk. JEA or one of their contractors had poured some concrete back there and in the process they had busted and capped a head but they didn't tell us so we ended up with a dry area out there but we fixed that. We're getting some activity in the front from AT&T driving over one of the valves. We came across a safety issue about two weeks ago. Your magnolias on the front and the back entrance are very healthy but they're very big, which presents problems. One is irrigation. Irrigation on one side of the magnolia leaves a pie shaped area on the opposite side where it's not reaching. The other issue is we've been in business for a good number of years and we've never had any issues with liability, never hurt anybody or had any claims. I had an operator coming around a magnolia and the discharge points out because we don't want to blow the debris underneath the tree. As he was coming around there was a person walking by on the sidewalk that got hit with the discharge from the mower. Nothing happened but if there had been a pine cone or anything there we could have had a potential liability so I'd just like to start the discussion about a couple of possible alternatives. Could we either raise the magnolias five and a half feet so that we have visibility around the trunk, or widen the bed, which you'd have to widen it quite a bit to have it out past the drip line.

Ms. Timmons stated I think what would be best is if the Lawnboy representative speaks with our supervisors so we can get a consensus first so we can go over there and look at it before we make a decision as to what to do with the tree. Then we can bring it back for our next meeting and discuss it.

Mr. Torres stated I can make it an agenda item.



Ms. Waldhauer stated Brian and I will go and look at it.

Mr. Kirsch stated if one of you two want to take lead and discuss other options after this meeting on this item and just report back to Ernesto that would also be fine. October is the next meeting so I don't want you to go all summer with worrying about taking out somebody's eye so if you guys want to take lead on this and work with Leo directly.

**B. District Engineer**

There being none, the next item followed.

**FIFTH ORDER OF BUSINESS**

**Approval of the Minutes of the April 4, 2019 Meeting**

On MOTION by Mr. Plourde seconded by Ms. Timmons with all in favor the minutes of the April 4, 2019 meeting were approved.

**SIXTH ORDER OF BUSINESS**

**Public Hearing to Adopt the Fiscal Year 2020 Budget**

**A. Consideration of Resolution 2019-05**

Mr. Torres stated since our last meeting there have been a few adjustments to the budget due to a slight increase to Lake Doctors and an increase to RMS, however it still does not impact the assessments. If you look at the total administrative fees from FY19 to FY 20, FY19 is \$100,000 and FY20 is \$102,000. The total field expenditures in FY19 were \$429,791 and we are budgeting \$434,158 for this year.

Mr. Plourde asked what warranted the increase?

Mr. Hall stated it's just a cost of living increase.

On MOTION by Mr. Kirsch seconded by Mr. Plourde with all in favor the public hearing was opened.

A resident asked under administrative why did the arbitrage calculation double? It was adopted at \$600 and now we're projecting \$1,200.

Mr. Knight stated I don't know why the fee went up but it's a fee charged by whoever is doing the arbitrage calculations.

A resident stated under other current charges we budgeted \$500 but we're projecting \$3,000.

Mr. Torres stated other current charges are bank charges or other miscellaneous expenditures incurred during the year so that's just bank charges. I am working to get the bond account closed and until that is exhausted we will continue to incur bank charges. That should be resolved by the end of next year.

Mr. Kirsch asked I'm assuming the attorney fees have a spike because of certain contracts and things like that?

Mr. Torres stated your attorney fees will spike anytime he's required to do an agreement and we had several conference calls over the last couple of months over the Envera contract.

Mr. Kirsch stated okay so those are explainable but if you could, get us an explanation on the other current charges and we can look over those.

A resident stated I noticed pool maintenance is down but we've been having challenges with the pool. Is this part of the pool cleaning that happens a couple of times a week?

Ms. Timmons stated we went from another pool company that wasn't very good and got a better quote so that's how it went down, but then the chemicals would have increased.

A resident asked does the pool cleaning come out of maintenance?

Mr. Torres stated yes. Recently we had a significant repair to one of the filter boxes and that was about \$5,000 and that came out of capital reserves, not the pool maintenance account.

A resident stated I continue seeing concerns from the community about the cleanliness of the pool and I'm asking if we have the budget to clean the pool is that something that needs to be adjusted.

Mr. Torres stated RMS was hired to clean the pool and if they're not cleaning it good enough on the days that they are here than it needs to be brought to someone's attention.

A resident stated repairs and maintenance are going down. I don't know that we're seeing a decrease in repairs and maintenance around here.

Mr. Torres stated we budget the repairs and maintenance line based on the activity of the line.

Mr. Kirsch stated I took money out of that account to put in the security system.

Ms. Timmons asked is it possible to change the pool from chlorine to salt? I wonder if it would make a difference with all the complaints that we're getting on the pool if we were to convert it.

Mr. Plourde stated you would get more complaints on paying for it.

Ms. Timmons stated I would like to get prices and have it on record so that if anyone has anything to say we can say that we did find out and if it comes out to be astronomical we know they don't want it, but at least it's documented.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor the public hearing was closed.

On MOTION by Mr. Kirsch seconded by Mr. Plourde with all in favor Resolution 2019-05, relating to annual appropriations and adopting the budget as revised was approved.

**B. Consideration of Resolution 2019-06, Imposing Special Assessments and Certifying an Assessment Roll**

Mr. Knight stated this is the resolution that levies the assessments for FY19-20 and you've already talked about what those are. They are not increasing from the prior year.

On MOTION by Mr. Plourde seconded by Ms. Timmons with all in favor Resolution 2019-06, imposing special assessments and certifying an assessment roll was approved.

**SEVENTH ORDER OF BUSINESS**

**Discussion of the ADA Evaluation Report on the Recreation Facilities**

Mr. Torres stated this report shows the results of an inspection of the CDD's property to assess ADA compliance. The areas of concern are the swimming pool area, the exercise facility, the sports court facility, dog parks, play areas and site elements, meaning the parking lot. Mr. Yuro gives a detailed recommendation in the report. After we finish with the Envera installation we will have approximately \$30,000 left in the account that we can use. I know at one point we had talked about adding a ramp to the pool deck and also a chair lift. I'm looking for board guidance as to how you want staff to proceed given the ADA inspection report.

Ms. Timmons stated I think we should go back to the consultant that did the evaluation and determine out of all of his recommendations, which are the most important. Our attorney could also work with someone that specializes in ADA law. From the City's perspective we had a series of years to show we are making progress. I think we should go back to the developer because coming into this we were not knowledgeable of this level of detail and to

take on the responsibility of \$150,000 or however much it is going to be goes on everybody else's back.

Mr. Plourde asked could we have a meeting sooner than October? This could be a problem if we don't address it sooner rather than later.

Mr. Torres stated my recommendation was going to be to ask Mike Yuro to attend the October meeting to give his thoughts on what our priorities should be. These are provisions of ADA standards that were adopted in 2010 and this community was built before 2010 so there are things that may have been in compliance when it was built, that are now not.

Mr. Kirsch stated let's see if any other items require another meeting.

*This item was tabled.*

#### **EIGHTH ORDER OF BUSINESS**

#### **Ratification of Agreement with Swimfamous, LLC for Swim Lessons**

Mr. Torres stated this amendment is only to extend the agreement to August 20, 2019.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor the agreement with Swimfamous, LLC for swim lessons was ratified.

#### **NINTH ORDER OF BUSINESS**

#### **Consideration of Renewal Agreements for FY20**

##### **A. Lake Doctors, Inc.**

Mr. Torres stated we've briefly discussed these items during the budget discussion. In your agenda packet is a letter from Lake Doctors, Inc. increasing the fees for their services from \$795 a month to \$815.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor renewing Lake Doctors, Inc. agreement for FY20 was approved.

##### **B. Riverside Management Services, Inc.**

Mr. Torres stated you will see an increase of 3% for RMS for the facility manager from \$49,902 to \$51,400.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor renewing Riverside Management Services, Inc. agreement for FY20 was approved.

**TENTH ORDER OF BUSINESS****Consideration of Proposals****A. Fitness Room Flooring**

- 1. Rubber**
- 2. Carpet**
- 3. Centaur Floor Systems**

Ms. Harden gave an overview of the various floor options and following a discussion on the options the board chose to approve a not to exceed amount of \$4,500 to purchase Centaur Floor Systems' rubber floor tiles with the color of the flooring to be decided by staff and Supervisors Waldhauer and Timmons.

On MOTION by Mr. Kirsch seconded by Mr. Richardson with all in favor purchasing fitness room flooring in an amount not to exceed \$4,500 was approved.

**B. Picnic Tables**

Ms. Harden stated we do not have any picnic tables up here or at the playground and we have a covered patio area out here between the volleyball court and the playground that residents can actually pay to rent but there's no tables for those that are renting. I've given three estimates.

Following a discussion the board chose to approve the purchase of two 6' tables and two 8' tables from thepark.com for a total of \$3,084.

On MOTION by Mr. Plourde seconded by Ms. Timmons with all in favor purchasing picnic tables in the amount of \$3,084 was approved.

**C. Social Room Furniture**

Ms. Harden stated as you all know we have repainted the social room and our furniture could use some updating so I've proposed to keep the couches since they're still in relatively good condition but the chairs that you're sitting in are faded and worn. I have three estimates for the table because that would be the most expensive. The numbers that I've given here are

minimums that we can go with. There are so many that I'd really like a not to exceed dollar amount and to sit down with members of the board to choose the final products. I put the TV on there because I know we had discussed that at the last meeting and it got approved.

Following a discussion on the social room furniture options Ms. Harden presented the board chose to look at getting a larger TV, purchasing the West Point dining table, and purchasing various chairs for the space at an amount not to exceed \$3,500 with Ms. Timmons to work with staff on finalizing exact items.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor purchasing social room furniture in an amount not to exceed \$3,500 was approved.

#### **D. Sports Equipment**

Ms. Harden stated we're not utilizing our amenities as much as we could be so I'd like to propose doing a sports night for the community. For example, doing adults tennis on one side of the court, children's tennis on the other side of the court and do it once or twice a month or however often people would like. The first date I would like to do it is Friday, July 26<sup>th</sup> because I have food trucks scheduled. We also have a soccer field so we could build up a soccer team and even doing something fun like kids battle their parents. Once we buy the equipment it's ours so we could do these types of event over and over and not have expenses each month. I very seldom see anyone utilizing the volleyball court and I think it's because you need more than one person.

On MOTION by Ms. Timmons seconded by Mr. Kirsch with all in favor purchasing sports equipment in an amount not to exceed \$600 was approved.

#### **E. Basketball Court Lighting**

This item was tabled.

#### **F. Mulch Installation**

Mr. Hall stated First Coast Mulch is the only quote we have. The other companies I contacted declined.

Mr. Kirsch stated you guys wrote up a waiver liability for volunteers to do work. If we got a volunteer effort to put down some mulch is that something we write up liability forms for?

Mr. Knight stated yes we can do a waiver of liability form like we've used for swimming lessons and things like that.

Ms. Timmons stated we can get it from Lowes way cheaper. It's definitely needed. I requested it at the last meeting.

Mr. Kirsch stated I would put this subject on the special meeting that we might have and we will see if we can rally some volunteers and offer them BBQ or something at the end.

*This item was tabled.*

## **ELEVENTH ORDER OF BUSINESS                      Acceptance of the 2019 Annual Engineer's Report**

Mr. Torres stated Scott Lockwood did an inspection of the facilities and this report is very similar to the one done last year.

Ms. Timmons stated it's showing a lot of cracks in the concrete so I didn't know if we needed to get a quote on repairs for that.

Mr. Torres stated based on your reserve study your tennis courts and basketball courts are due for resurfacing in FY20. It grants \$9,300 for resurfacing of the tennis courts and \$7,300 for the basketball courts. We can direct staff to obtain quotes.

Mr. Kirsch stated the control structure across the street was an issue last year. Did anyone put in a ticket with the city to have that looked at or cleared?

Ms. Timmons stated I will put one in.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor the 2019 Annual Engineer's Report was accepted.

## **TWELFTH ORDER OF BUSINESS                      Staff Reports (2)**

### **A. District Counsel**

Mr. Knight stated you all know the Envera security system has been installed and is operational so they've submitted their final invoice for payment. We've looked at it and had a discussion earlier today and we think that invoice, at least the part of it that has to do with the installation of cameras and the hardware can be paid out of the 2016 bond project fund. There's

about \$61,000 left in that fund and this would be about \$32,000 so if you agree to make that payment out of that account that would leave another \$30,000 or so to do something else with, such as ADA improvements. They also have some operational fees in their invoice, which cannot be paid out of that account because it's not capital.

On MOTION by Mr. Kirsch seconded by Mr. Plourde with all in favor paying Envera for the installation of the camera system out of the 2016 Capital Project fund was approved.

## **B. District Manager**

### **1. Report on the Number of Registered Voters (1,351)**

Mr. Torres stated it's my obligation to report from the office of the Supervisor of Elections of Duval County that there are 1,351 registered voters within the District as of April 12<sup>th</sup>.

### **2. Discussion of the FY20 Meeting Schedule**

Mr. Torres stated based on a brief discussion at the last meeting I think some of the members of the board wanted to recommend at least having a few meetings at 4:00. I moved up July's meeting to June 25, 2020 because it was a little close to the 4<sup>th</sup> of July.

The board requested all meetings stay at 6:00 p.m.

On MOTION by Mr. Kirsch seconded by Mr. Plourde with all in favor the Fiscal Year 2020 meeting schedule was approved with all meetings to be held at 6:00 p.m.

## **C. Operations Manager - Memorandum**

Mr. Hall gave an overview of his memorandum, a copy of which was included in the agenda package, and provided quotes for an ice machine. The discussion on the icemaker was tabled.

Ms. Harden presented quotes to install a water fountain on the outside of the amenity center building in order to alleviate the need for people to enter the amenity center to use the indoor water fountain.



On MOTION by Ms. Waldhauer seconded by Ms. Timmons with all in favor the proposal from David Gray Plumbing to install a water fountain in the amount of \$1,550 was approved.

**D. Amenity Manager**

Ms. Harden gave an overview of her report, included within the operations memorandum, and stated we are currently over budget on special events and are out of special event money from now until the end of the fiscal year so I'd like to see if it would be possible to get some special event money.

Towards the end of the meeting the board approved moving \$500 to the special events line.

**THIRTEENTH ORDER OF BUSINESS      Supervisor Request / Audience Comments**  
**Supervisors' Requests**

Following a discussion in which various charges on Riverside Management Services Inc. invoices were questioned Mr. Kirsch stated RMS' invoices are going to come to me every month for approval now.

Mr. Torres stated when the board provides direction to staff to, for instance paint this room, let's slow down a little bit and get an estimate from RMS as to how much they're going to charge to paint this room and provide it to the designated board member head of time for approval. If the estimate RMS provides is too much I can ask the Operations Manager to obtain proposals to bring to the next meeting.

Mr. Kirsch stated I'm bringing this up because I want to start entertaining a direct employee for the district because at that point they can communicate with us individually, they're here every day and they know what's going on.

Ms. Timmons stated I want to look at RMS' contract and I want things fine-tuned and I want money back. There's no way it took 80 hours to paint this room.

A resident stated I don't think anyone is saying we don't want to pay for services; I think there is some questionable billing.

Mr. Torres stated I don't think you need a District employee. I think what you're saying is cease the operations side of RMS and for any repairs that need to be done or any work that needs to be done the amenity manager can call a company and get a quote to be brought to the

board for approval. Essentially you're delaying the work that needs to be done but you're paying a better price. You can also increase the amount of expenses that I'm allowed to approve and you can delegate that to me and based on the proposals that come in if it's under a certain threshold I can approve them and we don't have to wait for another meeting.

Ms. Timmons stated I think that's more realistic. I think employing a District employee is not going to work.

Mr. Torres stated we can discuss this at the next meeting.

Mr. Kirsch asked janitorial and general facility maintenance are under RMS.

Mr. Torres asked you want to stop janitorial as well?

Mr. Plourde stated yes let's stop it.

Mr. Torres stated RMS provides the amenity manager, janitorial services, operations, and pool maintenance.

Ms. Waldhauer asked are we holding a special meeting?

Mr. Torres asked what do you want on the agenda for the special meeting?

Mr. Kirsch stated we want to see if we can get Yuro here to discuss the ADA compliance; Lawnboy was going to give us an update on what he wants us to do with the magnolias; volunteers for the mulching project; and the special events budget and the lack of funds. Do we put RMS on notice as of tonight or do we follow up after the special meeting?

Mr. Torres stated you have an invoice that you haven't approved so you can dispute that invoice and if they're willing to make adjustments then I can bring that back to the special meeting and then you can determine if you want to put them on notice.

Mr. Kirsch stated I also want to add to the special meeting agenda an RFP for amenity facility management.

*The board scheduled a special meeting for August 14, 2019 at 4:00 p.m.*

#### **Audience Comments**

Ms. Harden stated I had a resident that had a rental up here and she called to let me know the air was not working. We were unable to get the air working during her rental so she is asking for a refund for the money for her rental.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor refunding the resident's rental fee was approved.

A resident asked can we get a bike rack at one of the bus stops?

Mr. Kirsch stated I talked to Brian about that a couple years ago but never followed up. There is a new bus stop that was created at Tisons and Magnolia that does not have a bike rack. It's the same one where we're having the issues with the vandalism that Lawnboy reported. We will need quotes for that. When I talked to Brian about it he said it would run about \$500.

A resident asked that same bus stop is the only uncovered bus stop so there's no place for kids to get out of the rain. Is there any way we could get a gazebo or something similar?

Mr. Torres stated I don't even know if we can do it in that area.

Ms. Timmons stated that's something we'd have to get the engineer for because we don't know if we can build on that property.

#### **FOURTEENTH ORDER OF BUSINESS      Financial Statements**

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

Copies of the financial reports were included in the agenda package. Mr. Torres stated what's important is we're more than halfway through the fiscal year and your total expenditures prorated through May 31<sup>st</sup> are \$399,641 and your actual is \$380,716 so you are performing quite well, which might lead to have some relief for the special events account if the board chooses. I will look into that a little bit more and have more information for the next meeting.

Mr. Kirsch stated we're underperforming on the amenity supplies line. I'm wondering if we could allow \$500 of that to carry Dana through July.

Mr. Torres stated yes.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with Mr. Plourde opposed reallocating \$500 from the amenity supplies line item to the special events line item was approved.

##### **B.    Assessment Receipt Schedule**

Mr. Torres stated you are 100% collected.

##### **C.    Check Run Summary**

Mr. Torres stated the check register totals \$105,508.58. It does not include the invoice mentioned earlier for the painting of this room.

Mr. Kirsch stated it does include the repainting of the sidewalk out there, the pressure washing and the installation of the signs. The only thing that's not included that was a point of contention is the painting of this room.

Mr. Torres stated if there is a certain invoice that the board does not want to approve and you have the total we can deduct that total from the check register and we will go back to the vendor and dispute the charge and ask for a credit from the vendor.

Mr. Kirsch stated let's vote for approval on this in August after I seek the credits out and do all of the accounting based upon their average billing.

*This item was tabled.*

Mr. Hall asked are we ceasing having a general facility maintenance person here three days a week?

Following a discussion the board agreed to once a week general facility maintenance and ceasing picking up debris around the lakes.

**FIFTEENTH ORDER OF BUSINESS      Next Scheduled Meeting**

Mr. Torres stated we will have a special meeting on August 14, 2019 at 4:00 p.m.

**SIXTEENTH ORDER OF BUSINESS      Adjournment**

On MOTION by Mr. Plourde seconded by Ms. Timmons with all in favor the meeting was adjourned.
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Secretary/Assistant Secretary

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Chairman/Vice Chairman

*C.*

MINUTES OF MEETING  
TISON'S LANDING COMMUNITY DEVELOPMENT DISTRICT

A special meeting of the Board of Supervisors of the Tison's Landing Community Development District was held Wednesday, August 14, 2019 at 4:00 p.m. at Yellow Bluff Amenity Center, 16529 Tison's Bluff Road, Jacksonville, FL.

Present and constituting a quorum were:

Brandon Kirsch	Chairman
Monica Timmons	Vice Chairperson
Brian Richardson	Supervisor
Dan Plourde	Supervisor
Linda Waldhauer	Supervisor

*Also present were:*

Ernesto Torres	District Manager
Gerald Knight	District Counsel
Christopher Hall	Operations Manager
Dana Harden	Amenity Manager
Mike Yuro	Yuro & Associates

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Torres called the meeting to order at 4:00 p.m.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There being none the next item followed.

**THIRD ORDER OF BUSINESS**

**Discussion of the ADA Evaluation Report**

Mr. Torres stated if you recall, last time we met we reviewed the report and the Board wanted me to invite the engineer who conducted the inspection to present so I'd like to introduce Mike Yuro.

Mr. Yuro stated we reviewed the elements that are listed there, such as the swimming pool, the exercise room, play areas, sport courts, dog parks and some other site elements. I wanted to clarify when the rules went into effect as my understanding is that is one of the questions you all had. The standards were written in 2010 and went into effect between September of 2011 and March of 2012 depending on if you were making alterations or doing new construction. After March 15, 2012 everything was supposed to be following the 2010

standards. Typically if you're not altering something that was previously construction you're not necessarily obligated to bring that up into compliance with the current standards. However, there are elements called non-safe harbor elements. On page five of my report I give a background on it. There are certain elements that whether they were constructed prior or not are not grandfathered in. I've dealt with dozens of CDDs over the last eight years and it's these recreational elements are the main ones that are not grandfathered in: swimming pools, sport court facilities and fitness rooms. There are other elements such as boating docks that are not grandfathered in as well but as it relates to this property the elements included in the report unfortunately are considered non-safe harbor or not grandfathered in and as far as I understand it you still have to bring those into compliance now.

Mr. Plourde asked when was this known, 1991 or 2011?

Mr. Yuro stated 1991 was the original set of standards that were written, 2010 was the draft of the updated standards but those updated standards didn't go into effect until somewhere between 2011 and 2012. I've done my best to give you guys a complete and clear report as I could but I'm generally going to err on the side of being conservative because there is a lot of gray area when it comes to the ADA rules.

Mr. Knight stated if they're not one of the safe harbor facilities then they do have to be brought up to the 2010 standards if that's readily achievable so I think the big one you've talked about in your report is the ramp for the pool. That is up to the board to determine whether that's readily achievable but given the things that the CDD does and the money that the CDD has a good argument could be made that it's readily achievable and if it is you would then be required by the ADA to bring that improvement up to ADA standards.

Mr. Kirsch asked so readily achievable would be defined how?

Mr. Knight stated it could be financially and whether it possible engineering-wise to do. You can look at alternatives that provide the same access under the ADA requirements but in that case the likelihood is it would be found to be readily achievable.

Mr. Yuro stated I agree 100%. The owners call whether it's readily achievable due to a number of factors. If you don't have the financial means to do it then it's not readily achievable and in that case I think based on my conversation with some of the agencies that I've talked with then they would be looking for what your plan is to take care of it when it becomes

readily achievable; are you putting money away so you can take care of it in a year or two. Like I said, there's a lot of gray areas in how you deal with it.

Mr. Plourde asked do you see a priority for what we should take action on first? I see the ramp but if the ramp is going to take so many dollars and we can get three jobs done with those dollars would it make sense to do that instead?

Ms. Waldhauer there are things we could do now, which are low cost. We can lower the latch to the pool to 54" or lower. We can lower the shower pool to 15-48".

Mr. Yuro stated if I were going to prioritize it I would prioritize it in terms of getting access to the elements first. An easy example is the fitness facility. You don't have access to all of the machines but if you can provide the clear route that they would need to get access to some of the machines. For example, if the door handle and the key card access were not appropriate so they couldn't get access into the facility then to me it wouldn't make sense to do the improvements inside if they don't have access through the door first so that's how I would look at it. I think you have access if that back gate was made accessible. That could get somebody from the parking lot around to the pool and then you could do the lift or whatever you need to do in the pool and then at least they have access while you're working on a plan to do the bigger construction. In my opinion that would be a very logical way to go.

Mr. Kirsch stated somebody did make a complaint about that so we've got access to that gate now. Which items would be classified as non-safe harbor?

Mr. Yuro stated you guys asked me to do more than what CDDs do. Most CDDs are just looking for those non-safe harbor elements. The restrooms weren't necessarily non-safe harbor elements. I reviewed them against the current standard. I'm not aware of those standards changing significantly from the previous ones but I would have to go back and double check if those are no longer compliant. The non-safe harbor elements would be the pool, access to the pool, the playgrounds, the sport court facilities and the fitness room.

Ms. Timmons stated I think we would need to get quotes on the repair and then we can list them on a spreadsheet and prioritize them that way.

Mr. Kirsch stated we need to get a list of what is not in compliance and then we need to figure out what it's going to take to get into compliance.

Mr. Yuro stated I would probably start at the pool. I would make sure you have access around the facility through the other gate, even though it's not the most direct point of access



because it gets them access to it. As a first step I think it's okay as long as you've got a plan of action on how to deal with it in the future. Then I would probably look at a lift for the pool. The other one that jumps out is the fitness room if you could rearrange the equipment in there. You have to have a 30" x 48" clear space to get onto an element. Only one of each element needs to be compliant. I would probably look in the immediate area here and then work my way out towards the playground and some of the other things.

Mr. Kirsch stated we need to identify the jobs; Linda has a list started. Next meeting we can talk about each individual problem and what we're going to do to remedy it.

Ms. Waldhauer stated there's some simple stuff we can do now.

Mr. Kirsch stated you can work with Dana on that because it doesn't take board approval to move mirrors.

Ms. Waldhauer asked do I have permission to spend \$150 to buy the ramp to get down to the playground? The fire extinguishers also need to be recessed into the wall or have a barrier underneath it.

On MOTION by Ms. Waldhauer seconded by Mr. Kirsch with all in favor an amount not to exceed \$500 for ADA compliance related repairs was approved with Ms. Waldhauer authorized to work with staff on executing repairs.

#### **FOURTH ORDER OF BUSINESS**

#### **Approval of Check Registers**

Mr. Torres stated we have two check registers. One is for expenditures from March 8, 2019 through June 3, 2019 in the amount of \$105,508.58. This is the same check register we discussed a few meetings ago. Then we have a second check register for expenditures from June 4, 2019 through July 24, 2019 in the amount of \$90,309.33. Let's discuss the first one and as you know there were a few disputes provided by Brandon Kirsch to me and then I compiled all of this comments into one spreadsheet that I handed out. A lot of the things that were identified were regarding the Poolsure pool chemical costs going through Riverside Management to us. I do have a copy of those Poolsure invoices to RMS and they are the same amounts. There are other disputes on the labor that Brandon mentions. We haven't received any comments from RMS yet because I just forwarded this to them on Monday so I'm assuming they are going to provide those things to us. For the sake of this check register I propose you identify an amount, tie it to the invoice and from that point we can have district

counsel provide some sort of notice to Riverside that this is the amount we dispute. The funds have already been distributed so it is something that the District will pursue. Going forward we put in place at the last meeting a plan for hourly billables so I hope that makes the board more comfortable.

Mr. Plourde stated I looked at some of these charges and I thought they were extremely expensive. A couple meetings back we pushed to get another management company and I'd like to make another motion to get another management company because there was a lot of disputed hours like painting the building and that's just one. That sends up a red flag.

Mr. Torres stated we would have to provide them 30-days notice so we would have to plan what the board's actions would be within that time period.

Mr. Kirsch stated let's table that motion for now. I think the discussion right now is about the check register amounts and dispute.

Mr. Torres stated the item that we're discussing is the first check register.

Mr. Kirsch stated with the chemicals I didn't put a dispute in there because I still need further understanding on that. We awarded RMS the pool maintenance contract, which is \$11,000 and we have a pool chemical budget of \$6,000 so RMS subcontracted the pool chemicals to Poolsure. My contention with that is they know what we're budgeted for pool chemicals, \$6,000 a year and they're billing us \$680 a month and that's almost \$8,100 a year knowing that we're budgeted for only so much and we're going to go over budget. What was the Fiscal Year 2018 end amount for pool chemicals? I just want to get an idea of what Crystal Clean billed us.

Mr. Hall stated I can provide every invoice that Crystal Clean provided through 2018 that shows a little over \$8,300. When Poolsure took over for us they wanted \$720 a month and I asked them to bring it down.

Mr. Kirsch stated my angst comes from we entered into a new contract with RMS for pool maintenance, they entered into a subcontract with a chemical company and knowing that our budget is public and what we're budgeted for yet nothing hit our desk saying this is what we're going to do for your pool chemicals and based on the contract amount that is going to stay flat it's projected to bring your budget over by 25%. We just got arbitrarily entered into this contract and started forking out checks every month for X amount knowing that we're going to go over budget but none of us were made aware of this. The level of transparency is

what I'm concerned about. What was your recommendation to proceed with approving a check run?

Mr. Torres stated we approve the check register because it's been paid and if there's a dispute you'd like to receive credit back for label that tonight that way staff can work on that and then going forward I know there was a motion earlier to dismiss their services. We can discuss that. The last thing we'd like to do is if you're going to stay with Riverside for operations and the billable for the maintenance side we need to make sure we have the business practice in place that you're content with that way whenever I approve an invoice it's not an error. At the last meeting we agreed Brandon is the supervisor that I will work with. In other words, if the Board designates a project to paint the gym I will get with Chris, he will give me an estimate, I will bring that to Brandon and Brandon will have the authority from his fellow Board members to approve it or deny it. That's the only way at this point we're approving anything under that budget line.

Mr. Plourde asked just for maintenance items or social events also?

Mr. Torres stated we can add social events. Brandon made a good point. When we have an event that is going to cost the board this much it should come to the board for approval.

Mr. Plourde stated I think even social events should be made known.

Mr. Torres stated I'll work with Dana to make sure we have a long-term calendar of events and we have an estimated cost and then the Board can decide if it's something they'd like to keep on the books.

Ms. Waldhauer stated every time they come to walk around the lakes every two weeks we're paying them \$70 to use their Gator, then we're paying them \$12.96 for gas, that's \$2,111.04 a year to use their Gator. Then we're being billed for four hours.

Mr. Kirsch stated that, plus the weekly debris pick up we cut down on at the last meeting. There's no more of the monthly Gator charges. If we're going to do it, maybe quarterly.

Mr. Torres stated we approved one day a week for debris pickup, which is an average between three and four hours.

Mr. Kirsch stated we didn't do any of that in July. We had one day of debris pickup during the month of July and I don't think we saw any kind of degrading of the property. I think the actions we've taken are beneficial.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor the check register through June 3, 2019 was approved with the District Manager directed to request a refund from RMS for \$1,750.

Mr. Torres stated the next check register is June 4, 2019 through July 24, 2019 in the amount of \$90,309.33.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor the check register through July 24, 2019 was approved with the District Manager directed to request a refund from RMS for \$1,745.

#### **FIFTH ORDER OF BUSINESS**

#### **Consideration of Agreement with Bontiz Flooring Group, Inc. for Installation of the Gym Flooring**

Mr. Torres stated this is to approve the agreement with the vendor that we've already approved for the flooring installation. This is just to make it formal.

Ms. Harden stated he's already ordered the flooring and it should be in within the next two weeks. Once the flooring comes into the warehouse he's going to give me a call and we've got a window for what day works best for us. He said if we can get all of the gym equipment out they should be able to get it done in a day unless there's an issue and then we should be able to put the equipment back in so this should be completed by the end of August.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor the agreement with Bonitz Flooring Group, Inc. was approved.

#### **SIXTH ORDER OF BUSINESS**

#### **Consideration of Proposals**

##### **A. Pool Furniture Repairs**

Ms. Harden stated the estimate that I got is from Heartfelt and Handcrafted for \$155 a chair. She would come on site, measure it and order the fabric. I believe she said they have a five-year warranty and that includes fading on the fabric and a ten-year thread warranty. Regardless of which proposal we go with I've thought about stacking up some of the chairs during the winter season to help prolong the life of them.

Mr. Kirsch stated I think Sandi's proposal is the only one that carries a warranty that would last five years. She's a little higher on the per chair cost but I don't see a warranty on the other proposal.

Mr. Torres asked do you know about how many chairs need to be done?

Ms. Harden stated approximately 30.

On MOTION by Ms. Waldhauer seconded by Ms. Timmons with all in favor Heartfelt and Handcrafted's proposal was approved in an amount not to exceed \$4,500 for refurbishment of the pool chairs with 60 days to complete the project.

### **B. Additional Day Per Week of Pool Maintenance**

Mr. Hall stated I'm not sure you need an extra day of pool maintenance. I don't think it's been a huge issue except for one or two weekends on a busy holiday. On those particular holidays if Dana or somebody feels like you need an extra day we can send a guy out to clean the pools and filters.

Mr. Kirsch stated I don't think a fourth day per week is needed. I think now that school is back in we need to move one of the days, Monday, Wednesday or Friday, to Sunday. We're to the point where summer is over so I don't think taking that kind of action and changing a contract midway through the term is going to be effective but maybe when we go to redo all of the contracts next meeting can you bring us a full set showing a Sunday date?

Mr. Hall stated it wouldn't go up a lot but it would change the contract.

Discussion of the pool schedule was tabled to the October meeting.

Mr. Hall stated I gave you proposals from Crown for refurbishment of the splash pad. They will take it completely apart, sand blast everything, powder coat everything and put it back together with all new bolts. Also instead of netting it would be an aluminum frame.

Ms. Timmons stated I went over there and I was so upset because everything is tore up. I went to Dana because I didn't know it was in that kind of disrepair because I never go over there. I know somebody is going to be complaining. There's a gap in the slide.

Mr. Plourde asked is it cheaper to refurbish it or buy new?

Ms. Harden stated I sent pictures to someone out of state because I was having a hard time finding someone and to replace it it's going to be about \$100,000. They sent me pictures of what they would do. That was just a ballpark without them coming out.

Mr. Hall stated what I learned talking to Compac Filtration is basically any pool contractor in Jacksonville is going to have Compac do the work.

Mr. Torres stated we have roughly \$183,000 to work with in your capital reserves.

Mr. Kirsch stated let's just say \$100,000 is the best option we have. We still have the ADA project so \$180,000 can disappear real quick.

Ms. Timmons stated you're going to have more issues if somebody's child gets hurt on this splash park because this is a major issue.

Mr. Plourde asked can we just remove it and be done with it?

Ms. Timmons stated a lot of times that's a selling feature for people's properties.

Mr. Plourde stated I agree but we've got to spend our money accordingly.

Mr. Kirsch asked what's a safe amount for our capital outlay because we're going to have to subtract that from the top. I know we were healthy when we did our audit.

Mr. Torres stated I have a district north of here that established a capital projects account because they didn't want to go after funding and they raised assessments so we could dedicate so much to a savings account.

Mr. Kirsch stated I think that's what we need to do. We need to start shaping that conversation for the budget meeting in April because of the age of this place.

Mr. Torres stated perhaps you look at being cautious as to what capital reserve projects you're approving in FY20 to allow some leftover funds and then maybe you address this next fall. I think this is something for Chris to continue to work on getting more quotes.

Ms. Waldhauer stated I think we should motion to close the splash area until we can get it fixed because it's a safety hazard.

Mr. Kirsch stated if we have to raise assessments to cover this we're not going to see the money until 2022.

Ms. Timmons asked can we do a survey and send it out to all of the residents to get their feedback on the potential of increasing assessments and closing it down? We have to do something because now it's been identified and we see it's a problem.

On MOTION by Ms. Waldhauer seconded by Mr. Plourde with all in favor shutting the splash pad down until all necessary repairs are made was approved.

**SEVENTH ORDER OF BUSINESS****Supervisor Request / Audience Comments****Supervisor Requests**

Mr. Kirsch stated we tabled the discussion in regards to contracts of operations and amenity manager, which also includes janitorial.

Mr. Plourde stated I would say if we don't get our refund and it continues down that road and we cannot stay on budget I would recommend looking for another company.

Ms. Timmons stated I would recommend we take it in-house.

Mr. Kirsch stated I entertained that option at the last meeting. I think it would be the best because I think we're getting middleman when it comes down to events and operations but I need assistance from management on how that would work from a budget perspective.

Mr. Torres stated I talked to my boss about that and I also talked to your insurance provider. It's not impossible but it's going to cost. Not so much from the insurance aspect of it, but from the managing part. Depending on what the board's expectations are from my chair those fees may be adjusted so I can certainly go back to my boss and provide some sort of proposal to you.

Mr. Kirsch stated if it's a whole thing where the employee would be in charge of the amenity manager function right now and operations maybe because I think you're saying you're going to have to take on some of the operational jobs.

Mr. Torres stated just management and payroll.

Mr. Kirsch stated if we have one person that's not only capable of doing the amenity center job duties but also perform Chris' function in regards to maintenance and getting contractors out.

Mr. Torres stated I see what direction you're going in, you're just going to have to find that right mix and then perhaps you would need additional staffing part-time. If the board chooses maybe Brandon can give me some ideas of what he's thinking.

Ms. Timmons stated I have something in mind. You're going to spend on both sides, it's essentially what do you want to spend it on and to what level. I feel like we would have more control.

Mr. Kirsch stated I feel like there would be less of a delay with things. I also want to look at maybe we just keep the amenity manager job in-house but we still have some kind of contract with a maintenance company to provide as-needed maintenance instead of an operations manager.

Mr. Torres stated Watson Realty has a maintenance division.

Mr. Kirsch stated Ernesto, I think the ask here is can we see budgetary numbers on how we would have to structure one single person plus a part-time to handle everything and then maybe just a direct employee to replace the amenity center job as well as make room in the budget for Watson Realty or some other maintenance company to provide the other end of that.

Mr. Richardson stated I can see a lot of negatives to hiring a private employee also. There is no backup if something goes wrong and then personal experience of trying to find good people is it's impossible. Those are things that worry me.

Mr. Torres stated that's one of the things Jim talked about with me. There's a lot of liability, there's no backup, there's no redundancy and that's why a management company would be responsible.

Ms. Timmons stated I might be leaving but I will let you know before the next meeting.

Mr. Torres asked if I do receive notice that she is resigning do you want me to go forward before the next meeting to advertise the vacancy?

Ms. Timmons stated yes and Ms. Waldhauer concurred.

Mr. Plourde stated at the last meeting we discussed mowing around the trees being unsafe. What ever came of that because I notice they didn't cut the trees.

Ms. Waldhauer stated he got a rear-discharge mower so now it's coming out through the back.

### **Audience Comments**

A resident stated I want to know why if you hired a company why they are charging you for gas to go back and forth from here and stuff like that because if I hired someone to do my lawn they're not charging you gas or for the mower or whatever.

Mr. Kirsch stated it's a learning experience for me. Going with these contracts last year I was unaware of certain practices and I don't know if it's common practice with similar



vendors but it is something that if we were to entertain said contracts again it is questions I'll be asking and line items I'll want highlighted within these contracts.

A resident stated I spoke at the last meeting about a bike rack for the bus stop on Magnolia Road and it was approved.

Mr. Kirsch asked whatever happened with that?

Ms. Harden stated going through everything that was discussed at the last meeting, I have ordered the picnic tables and I got a discount and they threw in a free bike rack. They are back-ordered so they're trying to get me a ship date on when they should be here.

A resident stated I know I've been asking for years, can we do something with the lighting and our holiday lights in the middle? The roundabout is so dark so we need some lighting.

Ms. Harden stated I am trying to get something together because I've had multiple requests saying our lighting is not very good around there.

Mr. Kirsch stated I think what you're going to see this year from the holiday lights is going to be improved from last year. We've got the lights and we've got the electricity so from a holiday perspective you will be happy. The permanent fixtures on that roundabout are a whole different ballgame. If you want to complain and launch tickets with JEA they might take action.

Ms. Harden gave a brief update on outstanding items. The new furniture for the amenity center has been ordered and the new TV is up. Ms. Harden asked for direction on what to do with the old furniture.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor selling or donating the old amenity center furniture was approved.
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Ms. Harden stated Brandon asked me to get a pressure washing proposal because there is mildew on the fence to the north of the amenity center, there's rust on the asphalt and mildew on the stairs. The total for everything including both pool decks is \$1,600 but it was \$700 for the pool decks, which I would not recommend until spring. I itemized it so you could choose which areas are to be done.

Mr. Kirsch asked that the proposal be tabled until the October meeting.

Ms. Harden stated we have no mailbox here or numbers on the amenity center at all that represent our address. A quote was presented for \$150 and Ms. Harden noted she spoke to the post office. Ms. Harden also asked for new life preservers and new fans.

Mr. Kirsch stated fans are aesthetic so we can push that off until the next meeting.

Mr. Torres stated I think for a small purchase such as the life preservers we don't need a motion. Going forward with the credit card that Dana has once we start looking at the invoices and see the purchases and patterns we can definitely provide further guidance. With replacing the ceiling fans I think that will be another issue because you're going to have to bring someone in to install them.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with Mr. Plourde opposed purchase of a mailbox/dropbox was approved.

#### **EIGHTH ORDER OF BUSINESS**

#### **Next Scheduled Meeting**

Mr. Torres stated the next meeting is October 3, 2019 at 6:00 p.m.

#### **NINTH ORDER OF BUSINESS**

#### **Adjournment**

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

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

*D.*

MINUTES OF MEETING  
TISON'S LANDING COMMUNITY DEVELOPMENT DISTRICT

A special meeting of the Board of Supervisors of the Tison's Landing Community Development District was held Monday, September 9, 2019 at 4:00 p.m. at Yellow Bluff Amenity Center, 16529 Tison's Bluff Road, Jacksonville, FL.

Present and constituting a quorum were:

Brandon Kirsch	Chairman
Monica Timmons	Vice Chairperson
Brian Richardson	Supervisor
Dan Plourde	Supervisor
Linda Waldhauer	Supervisor

*Also present were:*

Ernesto Torres	District Manager
Michael Pawelczyk	District Counsel (by phone)
Christopher Hall	Operations Manager
Dana Harden	Amenity Manager
Elizabeth Myers	RMS
Dan Fagen	Vesta Property Services
Steve Howell	Vesta Property Services
Tim Barnhart	CleanSafe Pools

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Torres called the meeting to order at 4:00 p.m.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There being none the next item followed.

*Ms. Timmons joined the meeting at this time.*

**THIRD ORDER OF BUSINESS**

**RMS Dispute Response**

Mr. Torres stated a couple of meetings ago the Board identified some invoices in the check registers that they felt they were overcharged for and we asked RMS to conduct an inquiry into those invoices and they provided that in an email. In the agenda packet there are comments that based on their review they are considering to be a credit back to the district.

Mr. Kirsch stated the one I had been asking for is to see the repeat of the maintenance services and that was two separate employees. My thought was Ryan was here performing both duties.

Mr. Torres stated in regards to the pool chemicals based on our discussion at the last meeting I don't think that's something we can dispute through RMS. We'd have to take that up with Poolsure.

Mr. Kirsch stated I think everything else is still valid in regards to a refund request.

Mr. Torres stated I'm coming up with \$2,340.

Following a discussion on the possibilities of recouping funds from any overcharged invoices from RMS the board tabled further discussion until the October meeting to give District Counsel time to review the issue.

#### **FOURTH ORDER OF BUSINESS**

#### **Consideration of Proposals**

##### **A. Amenity Facility Management Services**

Mr. Torres stated the reason we are holding this special meeting is that we were given 30-days notice by RMS to discontinue providing services. As you are aware they provide the amenity manager, facility assistant, janitorial, pool maintenance and field operations. We received that notice on August 20<sup>th</sup> and we suspect their services will end on September 20<sup>th</sup>. We have a proposal from Vesta and before I turn it over to Dan I'll say that I did seek another proposal from a company called Evergreen and never received a proposal from them. I also put in your packet a spreadsheet that gives you a consolidated look as to who provided a proposal, the frequency of the services and the amount.

Ms. Harden stated you have one more pool vendor here too if you have questions for them.

Mr. Fagen stated you have our proposal in front of you and I'll just hit the high points. We've been in the amenity industry for over 20 years in Jacksonville. We do everything from HOA management to full-on lifestyle such as large events, summer camps, zumba, pilates, yoga and everything in between. What we're proposing here is facility maintenance, common grounds maintenance, pool maintenance, and janitorial under one group. We've found that works out best as opposed to subcontracting to a janitorial service and pool service. You've got a very competent and capable amenity manager now and it sounds like by default she's been doing a lot of the field operations admin for some time so we're proposing using Dana in that

regard and then also proposing to have a full-time facility maintenance tech on property and that person would be dedicated to Yellow Bluff and he would do everything from janitorial to pool maintenance to common grounds maintenance and facility maintenance.

Mr. Plourde asked what would his billing hours be? We wouldn't pay travel would we?

Mr. Fagen stated no. You pay mileage if we go to Home Depot to get mud and a knife to fix a wall or a supply house to get paint but as far as commuting here and there, no. There's not a whole lot of nickel and dime per say. If there's an expense that's reimbursable then we reimburse the district accordingly. Our services are rendered on a contracted basis so we don't bill based on an hourly rate. If it's fixing a pool pump or something outside of our contract that's out of our scope.

Mr. Kirsch asked how would out of scope maintenance be billed?

Mr. Howell stated typically when we come into a community we like to do a thorough walk-through and make a checklist based on all of the things that we see that need repair, are going to need repair, or do not need repaired and bring it back to you guys. Then we will look at what the lifespan is going to be and then prioritize based on budgets and give estimates. If it's not something that requires an electrical license or a plumbing license then we will do what we can to keep it in-house.

Ms. Timmons asked the maintenance person that you would have on staff, what is their job description and what are they capable of doing?

Mr. Fagen stated we look for kind of a jack-of-all-trades to some extent. Someone that is willing to learn and get his or her hands dirty. They don't have to be a certified handy man, but someone that is willing to learn and grow and someone that we are confident in their capabilities.

Ms. Timmons stated from a fee perspective I like a la carte a little bit better because I can see I can cut more corners. When I'm looking at your quote and the other quotes for pool maintenance I see where there are certain things that could be shaved off some so do you have a fee schedule where it's with or without the pool or something where we could pick and choose what you would be able to provide or is it all or none?

Mr. Fagen stated it's the latter. We find that one of the biggest challenges we have and what we try to overcome in taking on a property is a lot of the finger pointing because every one is going 'not my baby' and that just doesn't cut it.

As far as numbers are concerned we combined a couple of things, the amenity field operations manager and amenity center attendant, and then we break out pool maintenance, chemicals and supplies, which you have in two different line items right now. Facility and common grounds maintenance is combined and that's part of your 40-hour guy as well as your pool maintenance and janitorial services. We're not going to charge you for a mop head or whatever that may be and it's the same with the pool. Beyond just a pool vacuum, that's typically the property of the district, we're not charging you for a net and for acid and things that are just typical day-to-day expenses. If we go over due to neglect or something we handle it so the district can stabilize their funds.

Ms. Timmons asked what about lifestyle? Dana really does embody that for us and I was glad to hear that you were looking at her as a potential person to work with you. Dana does a lot of additional work that is probably not in the job description. Would that also be included with your proposal? Some of the things she offers with the HOA, the food trucks on Fridays, etc.

Mr. Fagen stated currently it's included in the role, however that's something that we do in multiple communities. We have a regional lifestyle director similar to Steve that supports all of our managers as well and we have relationships with a large group of vendors that we can pull from that we're confident in their abilities. I think you've got \$12,000 in special event funds so that's something you can leverage and have someone help program, design and execute one of those events. Currently you have that through Dana, but if it's something you want to add onto or provide more value that's somewhere where we can get other people in here and it would raise the bar.

Mr. Kirsch stated give me an example of some things that are out of scope.

Mr. Howell stated painting the building, repainting and striping the parking lot, major HVAC repairs that would required a certified technician, plumbing breaks, or electrical outlets.

Ms. Timmons asked do you guys provide your own tools?

Mr. Fagen stated small tools we take care of but the big stuff, like a backpack blower we prefer that to be a district-owned asset and it's the same with a pool vacuum and that's in the proposal as well.

Mr. Kirsch stated you guys bid on this last year and the total was \$99,000 and this year you came in at \$169,000. What's the difference in that?

Mr. Fagen stated this previous proposal is for community manager and rec center attendants, field management and admin and then janitorial maintenance so it was pretty much just admin.

Mr. Torres stated Dan articulated his proposal quite well and he has shown the Board that for each line we budgeted for we are staying within the budget.

Mr. Kirsch stated there's no room for one-offs; purchases that we need for the district, the furniture in here and stuff like that came from those budgets that are now allocated towards our new vendor, correct?

Mr. Torres stated we'd have to start using our capital reserves and then you have a capital outlay account to cover your unexpected repairs or replacements so there is still room to give the board a little bit of safety. Dan mentioned it was all or none for them so the other option would be to piece-meal it by having a separate pool company, separate janitorial, and having somebody to do amenity management and field operations.

Mr. Plourde stated but then you don't have someone to push.

Mr. Kirsch stated that's going towards the discussion of a district employee and the scope of their job as well as providing some kind of maintenance contract. Did we find any companies for that?

Mr. Torres stated I work with a company north of here that does those types of things and you have some maintenance work that is done by Watson's maintenance group so there are ways you can contract for maintenance as well.

#### **B. Pool Maintenance Services**

Mr. Torres stated you have in front of you a proposal from Arsenault, Crown Pools, and CleanSafe. Arsenault and Crown's estimates include the chemicals. Arsenault is \$17,700 and they make a small adjustment in the off-season to the service dates, Crown Pools is \$15,180 for Monday Wednesday and Friday, and CleanSafe offers \$10,320 for Monday, Wednesday and Friday and that does not include chemicals.

Mr. Barnhart gave an overview of CleanSafe's proposal.

#### **C. Janitorial Services**

Mr. Torres stated we budget \$10,000 total for janitorial maintenance and supplies each year. Duval is quoting \$8,215 and Holly Hands is quoting \$7,200 a year so they're both under the budget amount and both are for three days a week.



**D. Miscellaneous Services**

Mr. Torres stated Watson would bill by the hour similar to what RMS does. There are other companies that provide general maintenance we just didn't get a chance to get a proposal.

Ms. Harden stated Ernesto asked me to get proposals for cleaning debris around the lakes like RMS did with the Gator but I have not had a chance to get proposals yet. My first thought was Lawnboy because they're already out there circling the lakes. I spoke to Leo and he said they can definitely do something like that but we did not have a proposal fast enough for this meeting so I'll work on that.

Mr. Kirsch asked has he said there have been issues because we haven't done it in three months?

Ms. Harden stated I haven't had any complaints out there.

Mr. Richardson stated there's debris out there. It's more on the south side.

Mr. Kirsch stated if you and Leo want to do the same thing he does with the power lines.

Ms. Harden asked as needed?

Mr. Torres stated yes you could do that.

Mr. Kirsch stated let's talk about district employees. What did we figure out on the budget?

Mr. Pawelczyk stated we do have another district that hired an employee of the district and it's actually a GMS district from their Central Florida office. They call him a facility supervisor and there is just a contract between the district and him. He is an at-will employee, which means he can be terminated at any time and the services he provides are listed in the contract. In this case he reports to both the chairman and the district manager because in this district the chairman is extremely active. The board has authorized him to report to the chairperson and the chairperson then gives the report with the facility supervisor at the board meetings so it can be done. It's something that GMS would have to set up.

Mr. Kirsch asked could it be done in 13 days when our contract ends with our current vendor?

Mr. Pawelczyk stated that's not a legal issue, that's a GMS issue.

Mr. Torres stated I reached out to the district that Michael is referring to and inquired about how the payroll is done so there are services that we can contract for that kind of stuff so

it can be done. We'd also have to contact our insurance provider and make sure we have the right coverage for having an employee. I would suspect there would be some minimal increases in costs such as the district management fee and insurance fee.

Following a discussion of the pros and cons of a district employee and hourly maintenance services versus a full package contract with Vesta Property Services, the following motion and vote took place.

On MOTION by Ms. Timmons seconded by Mr. Plourde with Mr. Richardson in favor Mr. Kirsch and Ms. Waldhauer opposed the proposal from Vesta Property Services for amenity facility management services, pool maintenance services, and janitorial services was approved.

## **FIFTH ORDER OF BUSINESS**

### **Supervisors' Requests / Audience Comments**

#### **Supervisors' Requests**

Ms. Waldhauer stated I have a request that Dana be able to purchase things on her credit card not to exceed \$100. She needs a toaster, coffee pot, and things like that, that she brings from her house when we have bagels.

Mr. Torres stated what Linda is referring to is a discretionary amount, meaning if there's an item that needs to be purchased she can exercise good sound judgment and good fiscal practice and purchase the item.

Ms. Timmons stated we need to still have everything funneled through Ernesto to make sure we're staying on budget.

Mr. Torres stated we will table that.

#### **Audience Comments**

A resident asked about the status of the kiddie pool and Mr. Torres noted Mr. Hall provided proposals and the board will discuss them at the next meeting.

A resident asked did we just say 30 days and extend it from there or do we have a 30-day period to make sure we're happy with the services?

Mr. Torres stated Vesta is going to assume services on September 20<sup>th</sup> and typically we have a one-year contract or multi-year contract but there is always a termination clause that either the district or vendor can exercise.

A resident asked is there anything outstanding from RMS that has not been completed?  
Is there a transition plan?

Mr. Torres stated I've already talked to Rich Whetsel and Chris Hall and Dan will make contact with RMS. Dana will stay on site. There are probably things Chris Hall needs to say to Steve Howell. These two companies work well together. It's not the first time this has happened.

A resident asked will we get itemized billing or is it flat like RMS?

Mr. Torres stated a lot of the lines that they proposed tonight are really monthly lines so we should see the same amount each month. The only thing that will vary is if there is a contingency repair or something like that. All invoices are itemized and detailed.

A resident asked do we have the same landscaping company for the common area?

Mr. Torres stated Lawnboy.

A resident asked why are they butchering our European palms right now?

Mr. Torres stated he will be here at the next meeting. We can take that to Leo.

#### **SIXTH ORDER OF BUSINESS**

#### **Next Scheduled Meeting**

Mr. Torres stated the next meeting is October 3, 2019 at 6:00 p.m.

#### **SEVENTH ORDER OF BUSINESS**

#### **Adjournment**

On MOTION by Mr. Plourde seconded by Ms. Timmons with all in favor the meeting was adjourned.
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Secretary/Assistant Secretary

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Chairman/Vice Chairman

*FIFTH ORDER OF BUSINESS*



Berger, Toombs, Elam,  
Gaines & Frank

Certified Public Accountants PL

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September 18, 2019

Ernesto Torres, District Manager  
Governmental Management Services, LLC  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

### **The Objective and Scope of the Audit of the Financial Statements**

You have requested that we audit the financial statements of Tison's Landing Community Development District, which comprise governmental activities and each major fund for the General Fund as of and for the years ended September 30, 2019 which collectively comprise the basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter for the years ending September 30, 2019.

Our audit will be conducted with the objective of our expressing an opinion on the financial statements.

### **The Responsibilities of the Auditor**

We will conduct the audit in accordance with auditing standards generally accepted in the United States of America and "Government Auditing Standards" issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with generally accepted auditing standards. Also, an audit is not designed to detect errors or fraud that are immaterial to the financial statements.

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Tison's Landing Community Development District  
September 18, 2019  
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In making our risk assessments, we consider internal control relevant to Tison's Landing Community Development District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

We will also communicate to the Board any fraud involving senior management and fraud that causes a material misstatement of the financial statements that becomes known to us during the audit, and any instances of noncompliance with laws and regulations that we become aware of during the audit.

The funds that you have told us are maintained by Tison's Landing Community Development District and that are to be included as part of our audit are listed below:

1. General Fund
2. Debt Service Fund
3. Capital Projects Fund



Tison's Landing Community Development District  
September 18, 2019  
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## **The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework**

Our audit will be conducted on the basis that management acknowledges and understands that it has responsibility:

1. For the preparation and fair presentations of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. To evaluate subsequent events through the date the financial statements are issued or available to be issued, and to disclose the date through which subsequent events were evaluated in the financial statements. Management also agrees that it will not evaluate subsequent events earlier than the date of the management representation letter referred to below;
3. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; and
4. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters;
  - b. Additional information that we may request from management for the purpose of the audit; and
  - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

As part of our audit, we will request certain written confirmation concerning representations made to us in connection with the audit including, among other items:

1. That management has fulfilled its responsibilities as set out in the terms of this letter; and
2. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.



Tison's Landing Community Development District  
September 18, 2019  
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Management is responsible for identifying and ensuring that Tison's Landing Community Development District complies with the laws and regulations applicable to its activities, and for informing us about all known material violations of such laws or regulations. In addition, management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the entity involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements. Management is also responsible for informing us of its knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, analysts, regulators, or others.

The Board is responsible for informing us of its views about the risks of fraud within the entity, and its knowledge of any fraud or suspected fraud affecting the entity.

Tison's Landing Community Development District agrees that it will not associate us with any public or private securities offering without first obtaining our consent. Therefore, Tison's Landing Community Development District agrees to contact us before it includes our reports or otherwise makes reference to us, in any public or private securities offering.

Because Berger, Toombs, Elam, Gaines & Frank will rely on Tison's Landing Community Development District and its management and Board of Supervisors to discharge the foregoing responsibilities, Tison's Landing Community Development District holds harmless and releases Berger, Toombs, Elam, Gaines & Frank, its partners, and employees from all claims, liabilities, losses and costs arising in circumstances where there has been a known misrepresentation by a member of Tison's Landing Community Development District's management, which has caused, in any respect, Berger, Toombs, Elam, Gaines & Frank's breach of contract or negligence. This provision shall survive the termination of this arrangement for services.

### **Records and Assistance**

If circumstances arise relating to the condition of the Tison's Landing Community Development District's records, the availability of appropriate audit evidence, or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment, prevent us from completing the audit or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including declining to express an opinion, issuing a report, or withdrawing from the engagement.

During the course of our engagement, we may accumulate records containing data that should be reflected in the Tison's Landing Community Development District books and records. The District will determine that all such data, if necessary, will be so reflected. Accordingly, the District will not expect us to maintain copies of such records in our possession.



Tison's Landing Community Development District  
September 18, 2019  
Page 5

The assistance to be supplied, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with Tiziana Cessna. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

### **Other Relevant Information**

In accordance with Government Auditing Standards, a copy of our most recent peer review report has been provided to you, for your information.

### **Fees, Costs and Access to Workpapers**

Our fees for the services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement, plus direct expenses. Invoices for fees will be submitted in sufficient detail to demonstrate compliance with the terms of this engagement. Billings are due upon submission. Our fee for the services described in this letter for the year ending September 30, 2019 will not exceed \$3,465 unless the scope of the engagement is changed, the assistance which Tison's Landing Community Development District has agreed to furnish is not provided, or unexpected conditions are encountered, in which case we will discuss the situation with you before proceeding. All other provisions of this letter will survive any fee adjustment. The two annual renewals must be mutually agreed and approved by the Board of Supervisors.

In the event we are requested or authorized by Tison's Landing Community Development District or are required by government regulation, subpoena, or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for Tison's Landing Community Development District, Tison's Landing Community Development District will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

The audit documentation for this engagement is the property of Berger, Toombs, Elam, Gaines, & Frank and constitutes confidential information. However, you acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit staffs, and the U.S. Government Accountability Office shall have access to the audit documentation upon their request and that we shall maintain the audit documentation for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency. Access to requested documentation will be provided under the supervision of Berger, Toombs, Elam, Gaines, & Frank audit personnel and at a location designated by our Firm.



Tison's Landing Community Development District  
September 18, 2019  
Page 6

### **Information Security – Miscellaneous Terms**

Berger, Toombs, Elam, Gaines & Frank is committed to the safe and confidential treatment of Tison's Landing Community Development District's proprietary information. Berger, Toombs, Elam, Gaines & Frank is required to maintain the confidential treatment of client information in accordance with relevant industry professional standards which govern the provision of services described herein. Tison's Landing Community Development District agrees that it will not provide Berger, Toombs, Elam, Gaines & Frank with any unencrypted electronic confidential or proprietary information, and the parties agree to utilize commercially reasonable measures to maintain the confidentiality of Tison's Landing Community Development District's information, including the use of collaborate sites to ensure the safe transfer of data between the parties.

If any term or provision of this arrangement letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

### **Reporting**

We will issue a written report upon completion of our audit of Tison's Landing Community Development District's financial statements. Our report will be addressed to the Board of Tison's Landing Community Development District. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In addition to our report on Tison's Landing Community Development District's financial statements, we will also issue the following types of reports:

- Reports on internal control and compliance with laws, regulations, and the provisions of contracts or grant agreements. We will report on any internal control findings and/or noncompliance which could have a material effect on the financial statements;
- Management letter required by the Auditor General, State of Florida; and
- Attestation reports required by the Auditor General, State of Florida.

This letter constitutes the complete and exclusive statement of agreement between Berger, Toombs, Elam, Gaines, & Frank and Tison's Landing Community Development District, superseding all proposals, oral or written, and all other communications, with respect to the terms of the engagement between the parties.



Berger, Toombs, Elam,  
Gaines & Frank  
Certified Public Accountants PA

Tison's Landing Community Development District  
September 18, 2019  
Page 7

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

Sincerely,

*Berger Toombs Elam  
Gaines & Frank*

BERGER, TOOMBS, ELAM, GAINES & FRANK  
J. W. Gaines, CPA

Confirmed on behalf of the addressee:

*[Signature]*

*September 25, 2019*

## System Review Report

To the Directors

November 2, 2016

Berger, Toombs, Elam, Gaines & Frank, CPAs PL  
and the Peer Review Committee of the Florida Institute of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs PL (the firm), in effect for the year ended May 31, 2016. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control, and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards and audits of employee benefit plans*.

In our opinion, the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs PL in effect for the year ended May 31, 2016 has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Berger, Toombs, Elam, Gaines & Frank, CPAs PL, has received a peer review rating of *pass*.



Baggett, Reutimann & Associates, CPAs, PA

(BERGER\_REPORT16)

**ADDENDUM TO ENGAGEMENT LETTER BETWEEN BERGER, TOOMBS,  
ELAM, GAINES AND FRANK AND TISON'S LANDING COMMUNITY  
DEVELOPMENT DISTRICT  
(DATED SEPTEMBER 18, 2019)**

**Public Records.** Auditor shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:

- a. Keep and maintain public records required by the District to perform the services or work set forth in this Agreement; and
- b. Upon the request of the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the Auditor does not transfer the records to the District; and
- d. Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Auditor or keep and maintain public records required by the District to perform the service or work provided for in this Agreement. If the Auditor transfers all public records to the District upon completion of the Agreement, the Auditor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Auditor keeps and maintains public records upon completion of the Agreement, the Auditor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

Auditor acknowledges that any requests to inspect or copy public records relating to this Agreement must be made directly to the District pursuant to Section 119.0701(3), Florida Statutes. If notified by the District of a public records request for records not in the possession of the District but in possession of the Auditor, the Auditor shall provide such records to the District or allow the records to be inspected or copied within a reasonable time. Auditor acknowledges that should Auditor fail to provide the public records to the District within a reasonable time, Auditor may be subject to penalties pursuant to Section 119.10, Florida Statutes.

IF THE AUDITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AUDITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, THE AUDITOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:

GMS-NF, LLC  
475 WEST TOWN PLACE, SUITE 114  
ST. AUGUSTINE, FL 32092  
TELEPHONE: 904-940-5850  
EMAIL: ETORRES@GMSNF.COM

Auditor: J.W. Gaines

District: Tison's Landing CDD

By: \_\_\_\_\_

By: EneD 2 Jones

Title: Director

Title: District Manager

Date: September 18, 2019

Date: September 26, 2019

## *SIXTH ORDER OF BUSINESS*

Riverside Management Services, Inc.

9655 Florida Mining Blvd. W.  
Building 300, Suite 305  
Jacksonville, FL 32257

# Invoice

Date	Invoice #
9/1/2019	360

Bill To
Tison's Landing CDI 475 West Town Place Suite 114 St. Augustine, FL 32092

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Janitorial Services - Prorated September 2019 320,572,46601	403.84	403.84
	Pool Maintenance Services - Prorated September 2019 320,572,46440	550.38	550.38
	Operations Management Services - Prorated September 2019 320,572,34440	1,238.89	1,238.89
	Facility Management - Tison's Landing - Prorated September 2019 320,572,45105	2,772.33	2,772.33
		<b>Total</b>	<b>\$4,965.44</b>

RHW  
9.9.19



## *SEVENTH ORDER OF BUSINESS*

*A.*

# SWIM-SPA-POOL BID-PROPOSAL

This form complies with professional standards in effect January 1-December 31, 2018



**Epic Pools & Hardscape Construction, Inc.**

**CPC# 1457438**

**3948 3<sup>rd</sup> Street South**

**Jacksonville Bch, FL 32250**

**PHONE (904) 417-5100 OR INFO@EPICPOOL.COM**

DATE:

9/13, 2019

PROPOSAL NO:

*and*  
**BUYER/  
OWNER**

NAME

Tisons Landing

PROJECT ADDRESS

16529 Tisons Bluff rd

CITY

Jacksonville

STATE/ZIP

FL 32218

PHONE

ALTERNATE ADDRESS (IF ANY)

CITY

STATE/ZIP

PHONE

Swim/Spa/Pool Project To Begin: TBD

Contract Completion Date:

Date Of Plans: \_\_\_\_\_ Architect: \_\_\_\_\_ Engineer: Dean

Work performed at

(Street Address And Legal Description, If Known)

We hereby propose to furnish the following swim/spa/pool work: supply (1) Hammer head commercial without trailer hitch.

**PROPOSED PAYMENT:** Owner agrees to pay Contractor a total price of \$1,971.00. The payment schedule will be:

(1) Down payment of \$0.00,

(2) Payment schedule as follows: Due upon receipt .

**NOTE:** This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

## ACCEPTANCE OF PROPOSAL

You are hereby authorized to return a formal contract between us to accomplish the work described in the above proposal, for which the undersigned agrees to pay the amount stated in said proposal and according to the terms thereof.

**September 15, 2019**

X

OWNER/BUYER SIGNATURE

/18

DATE

X

OWNER/BUYER SIGNATURE

/18

DATE

CONTRACTOR SIGNATURE

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Rev 2011111600001

*EIGHTH ORDER OF BUSINESS*



**Sold 3 beautiful coastal  
shell pictures with  
black frames**

**\$60**

Located by the water in Orange Park,  
FL

Message sent to seller

Message Again



**Sold Large clock**

**\$30**

Posted over 8 weeks ago in Jacksonville, FL

Message sent to seller

Message Again



Facebook



Share



More



### Sold Home Decor

\$15 \$500

United States • Jacksonville, FL

Message sent to seller

Message Again



Watch



Share



Add to Favorites

## *NINTH ORDER OF BUSINESS*



# Tisons Landing

## *ADA Evaluation*



## *“Non-Safe Harbor” Elements Recreation Facilities*

*Prepared By:*



- Engineering / Permitting
- Development Services
- Property Management
- Construction Management
- Erosion Control / SWPPP

April 16, 2019

145 Hilden Road, Unit 108, Ponte Vedra, FL 32081  
(904) 342-5199 \* [myuro@mjyuro.com](mailto:myuro@mjyuro.com)

*Handwritten signature and date:*  
4/16/19

# **Tisons Landing ADA Evaluation**

## ***“Non-Safe Harbor” Elements Recreation Facilities***

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• Table 240.2.1.2	
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**Note:**

*The evaluations, opinions, recommendations and cost estimates provided in this report are for the use of the client only and represent the good faith effort of the inspection firm. This report is based on the specific conditions at the time of the inspection and the inspector cannot be held liable for changes to the existing conditions after the date of the inspection. The inspector has relied on District staff to identify all Facilities to be evaluated for this report. Should there be any Facilities that were not shown to the inspector as of the date of this report; these Facilities should be brought to the inspector’s attention immediately for evaluation.*

## **SUMMARY:**

This ADA Facility Inspection focused on the “Non-Safe Harbor” provisions of the 2010 ADA Standards along with other general site and facility related ADA items. Specifically, the following items were inspected during a field visit to the facility on March 29<sup>th</sup>, 2019:

- *Swimming Pools, Wading Pools & Spas*
- *Exercise Machines & Equipment*
- *Play Areas*
- *Accessible Route in Sport Court & Dog Park Facilities*
- *Site Elements (Parking, Accessible Route, etc.)*
- *Building Elements (Restrooms, Community Room, etc.)*
- *Pocket Parks*

The results of this inspection are briefly summarized below, with more detailed information provided on the following pages of this report.

### **Swimming Pools, Wading Pools & Spas:**

The existing facility has two swimming pools (a family pool and a wading/splash pool), each less than 300 lf of wall length. The family swimming pool **does NOT** meet the ADA standards as it does not provide an accessible means of entry per the ADA standards. There are two options available to comply with this requirement, including installing either a lift or sloped entry per the ADA guidelines. The wading/splash pool **does NOT** meet the ADA standards. This pool does have sloped entry, but the paver deck leading to the sloped entry exceeds the maximum allowable slope for an accessible route. In addition, the gate hardware for the gate from the building to the pool deck is too high.

### **Exercise Machines & Equipment:**

The existing fitness room **does NOT** meet the ADA Standards as there is not an accessible route throughout the room and one of each type of machine is not accessible with at least a 30” by 48” clear floor space next to the equipment.

### **Play Areas:**

The play area contains several structures with a total of 17 play elements (9 elevated and 8 ground level components). The entire area is enclosed with a fence and contains a mulched surface. The play area **does NOT** meet the ADA Standards for several reasons including a gate latch that is above the required limit, no accessible route to the play area, and the swings are above the maximum height limit from the ground.

### **Sport Court Facilities & Dog Park:**

The community has two (2) basketball courts, two (2) tennis courts, a volleyball court, a soccer field, and a dog park. Access to the basketball courts, volleyball court and dog park **do NOT** meet the ADA Standards because there is not an accessible route to these facilities. Additional information is detailed in the body of this report.

### **Site Elements:**

The parking lot has a total of 63 parking spaces and has the minimum required number of handicapped spaces needed. An accessible route does exist from the parking lot to the building, however, an accessible route **does NOT** exist from the building to the pool deck.

**Building Elements:**

All the doors and thresholds meet the ADA Design Standards as well as accessible routes to all elements. The water fountain also meets the standards, however, ***there are several non-compliant elements in the restrooms*** including the toilet paper dispenser location in the men's and women's restrooms, the mirror height in the men's restroom and the coat hook height in both the men's and women's restrooms.

**Pocket Parks:**

There are 10 "Pocket Parks" located throughout the community. Several of the parks are just open space with no site improvements. At these parks, no improvements are needed. Where site improvements exist (bench, dog station, walkway) it is our opinion that they are **NOT** compliant as an accessible route is not provided to these improvements and adequate turnaround space is also not provided at these locations.

## **BACKGROUND:**

Yuro & Associates, LLC was contracted to provide an ADA Inspection on the existing facilities owned by Tisons Landing pursuant to the 2010 ADA Standards for Accessible Design (the “2010 Standards”).

As a “Public Entity,” Tisons Landing is obligated to adhere to Title II of the Americans with Disabilities Act of 1990, which prohibits discrimination on the basis of a disability by public entities. Generally speaking, the 2010 Standards include a “Safe Harbor” provision which does not require existing facilities to be modified in order to comply with the requirements of the 2010 Standards. However, there are a number of items identified in the 2010 Standards that are not eligible for the element-by-element “Safe Harbor,” including 1) exercise machines & equipment, 2) swimming pools, wading pools & spas, 3) play areas and 4) accessible route in sport court facilities, among others. Based on communication with CDD staff, our inspection of the subject property focused on the non-safe harbor elements as well as other requested CDD owned elements. The following is a list of elements included in our inspection.

- Swimming pool
- Fitness room with exercise machines and equipment
- Playground area
- Sport Courts & Dog Park
- Parking Area
- Community Room
- Restrooms
- Pocket Parks

This Inspection focused on these recreation elements as well as other general ADA equipment for site and facilities owned by the CDD and compare the existing facilities against the 2010 Standards. The results are summarized and a recommendation is provided to assist the owner with bringing the facilities into compliance.

Be advised that there may be more than one viable alternative to achieve compliance with the ADA standards, and the recommendations provided may be just one of multiple options. The owner is advised to weigh all options (including options that may not be identified in this report) before moving forward with any improvements to ensure that the specific needs and desires of the community are addressed.

### **Inspection Limitations:**

*The inspection conducted was a visual inspection using a tape measure, measuring wheel and a digital “smart” level. Topographic survey of the elements to determine exact elevations and slopes, etc. was not conducted.*

## POOLS, WADING POOLS & SPAS:



### Applicable 2010 Standards (Partial List)

- **Section 242.2:** *At least two accessible means of entry shall be provided for swimming pools. Accessible means of entry shall be swimming pool lifts complying with 1009.2, sloped entries complying with 1009.3, transfer walls complying with 1009.4, transfer systems complying with 1009.5; and pool stairs complying with 1009.6. At least one accessible means of entry provided shall comply with 1009.2 or 1009.3.*
  - **Exception:** *Where a swimming pool has less than 300 linear feet of swimming pool wall, no more than one accessible means of entry shall be required provided that the accessible means of entry is a swimming pool lift complying with 1009.2 or sloped entry complying with 1009.3.*
- **Section 242.3:** *At least one accessible means of entry shall be provided for wading pools. Accessible means of entry shall comply with sloped entries complying with 1009.3.*
- **Section 1009.2.1:** *Pool lifts shall be located where the water level does not exceed 48 inches.*
- **Section 1009.3.3:** *At least two handrails complying with 505 shall be provided on the sloped entry. The clear width between handrails shall be 33 inches min. and 38 inches max.*
  - **(Note:** *handrails are not required for a sloped entry at Wading Pools)*



- **Section 1009.6.1:** *Pool step riser heights shall not be required to be 4 inches high min. and 7 inches high max provided that riser heights are uniform.*
- **Section 1009.6.2:** *The width between handrails shall be 20 inches min and 24 inches max.*
- **Section 404.2.7:** *Handles, pulls, latches, locks, and other operable parts on doors and gates shall comply with 309.4. Operable parts of such hardware shall be 34 inches (865 mm) minimum and 48 inches (1220 mm) maximum above the finish floor and ground. Where sliding doors are in the fully open position, operating hardware shall be exposed and usable from both sides.*
  - **Exception #2:** *Access gates in barrier walls and fences protecting pools, spas, and hot tubs shall be permitted to have operable parts of the release latch on self-latching devices at 54 inches (1370 mm) maximum above the finish floor or ground provided the self-latching devices are not also self-locking devices and operated by means of a key, electronic opener, or integral combination lock.*

#### **Inspection Summary:**

The facility includes two swimming pools, a family pool and a separate wading/splash pool. The family pool has 212 lf of wall length and NO accessible areas of entry. The wading/splash pool has a sloped entry, but the paver deck leading to the sloped entry exceeds the maximum allowable slope for an accessible route. The water play area has 2 elevated and 1 ground feature, but no transfer station. There is not an accessible route leading from the swim club entry, through the building and out to the pool deck area. There is no current accessible means of entry into the pool. The gate hardware for the gate from the building to the pool deck is too high (60")....54" is the maximum allowable height for gate hardware around a pool fence. Additionally, the shower pull string is 54" high and the "push to exit" button adjacent to the splash pool was not functioning.

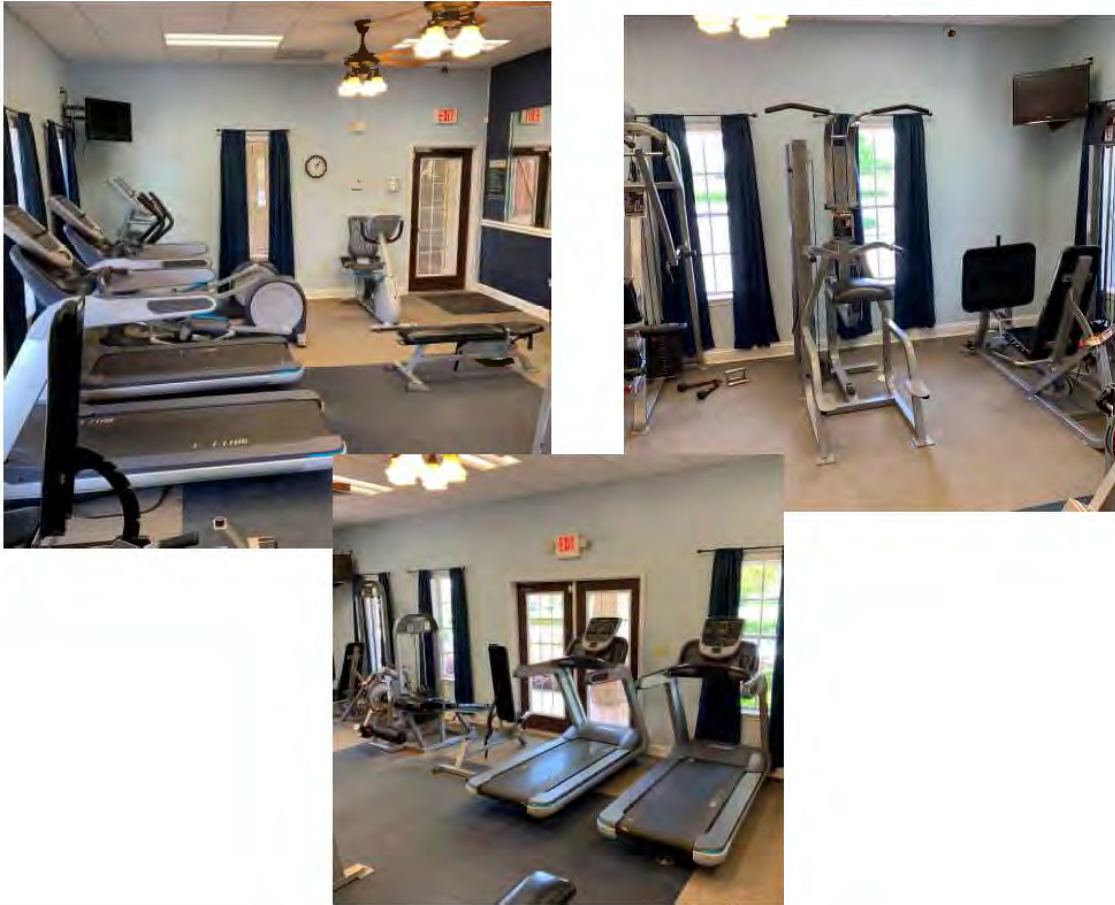
#### **Conclusion:**

Based on the information listed above, the existing pool facility **does NOT** meet the ADA Design Standards.

#### **Recommendation:**

- Install a ramp from the building out to the pool deck area and arrange furniture to maintain a clear deck space surrounding each pool (36" wide).
- Lower the gate hardware for entry to the pool deck to 54" from the current 60".
- Family Pool: Install a lift at the family pool
  - a. *ensure compliance with clear deck space and it should be located where the water level does not exceed 48".*
- At the splash pool, install new pavers with a more gradual slope that meets the ADA Design Standards (1:20 slope).
- Lower shower pull string to within allowable reach range (15" – 48")
- Add transfer station to splash pool play structure to ensure all elevated elements are accessible
- Fix "push to exit" button at splash pool exit

## EXERCISE MACHINES & EQUIPMENT:



### Applicable 2010 Standards (Partial List)

- **Section 206.2.13:** *Exercise machines and equipment required to comply with 236 shall be on an accessible route.*
- **Section 236.1:** *At least one of each type of exercise machine and equipment shall comply with 1004.*
- **Section 1004.1:** *Exercise machines and equipment shall have a clear floor space complying with 305 positioned for transfer or for use by an individual seated in a wheelchair. Clear floor or ground spaces required at exercise machines and equipment shall be permitted to overlap.*
- **Section 305:** *The clear floor space shall be 30" min by 48" min*



**Inspection Summary:**

There is not a continuous accessible route through the room. One of each type of equipment doesn't have required, clear floor space.

*(See the inspection checklist in the appendix of this report for additional information.)*

**Conclusion:**

Based on the room configuration at the time of our inspection of the facility, the exercise machines & equipment within the existing fitness facility **does NOT** meet the ADA Design Standards.

**Recommendation:**

Separate the equipment so that a minimum of 30" by 48" of clear floor space is available next to each type of equipment and that an accessible route 36" wide is available throughout the room. Removing some equipment might be required to achieve the required clear space. Be advised, however, that clear space (30"x48") for different machines may overlap.

## PLAY AREAS



### Applicable 2010 Standards (Partial List)

- **Section 206.2.17:** *Play areas shall provide accessible routes in accordance with 206.2.17. Accessible routes serving play areas shall comply with Chapter 4 except as modified by 1008.2.*
- **Section 206.2.17.1:** *At least one accessible route shall be provided with the play area. The accessible route shall connect ground level play components required to comply with 240.2.1 and elevated play components required to comply with 240.2.2, including entry and exit points of the play components.*
- **Section 240.2.1.1:** *Where ground level play components are provided, at least one of each type shall be on an accessible route and shall comply with 1008.4.*
- **Section 240.2.1.2:** *Where elevated play components are provided, ground level play components shall be provided in accordance with Table 240.2.1.2 and shall comply with 1008.4.*
- **Section 240.2.2:** *Where elevated play components are provided, at least 50 percent shall be on an accessible route and shall comply with 1008.4.*

### **Inspection Summary:**

The play area contains several structures with a total of 17 play elements (9 elevated and 8 ground level components). The entire area is enclosed with a fence and contains what appears to be an ADA compliant engineered wood fiber surface. The playground is accessed via a sidewalk that connects from the playground to a parking lot. A summary of the existing play area components is as follows:

- Existing elevated play components = 9 (**All are accessible**)
- Existing ground level play components = 8 (4 different types)
  - 6 are accessible (3 different types)
- Required Ground Level Play Components = 3 (3 different types)
- There is a transfer station on both structures, and the platform is currently compliant
  - 11" – 18" is the required range to be considered accessible
- There is a 4" lip at the entrance from the sidewalk to the ground surface
- The 2 regular swings height are 31" high, and are not compliant
  - 11" – 24" is the required range to be considered accessible
- The 2 child swings are 22" high, and is currently compliant
- The playground is surrounded by a 55" high fence with 1 gate. The latch for each gate is 59" high, which is not compliant
  - 15" – 48" is the required reach range to be considered accessible

*(See the inspection checklist in the appendix of this report for additional information.)*

### **Conclusion:**

The play area **does NOT** meet the ADA Standards for several reasons including:

- One of each type of ground level component is not accessible (swings too high)
- Accessible route to playground components is not provided
  - Gate latch is too high
  - 4" lip from sidewalk to ground surface

### **Recommendation:**

- Lower the height of the swings or raise the level of the ground surface under the swings (add approved ground cover) to ensure the swing height is within the acceptable range of 11" to 24".
- Add approved ground surface around the perimeter of the playground, adjacent to the sidewalk to eliminate the "lip" and ensure an accessible route is provided to the play equipment
- Change the gate latch to ensure the mechanism is at a height that is within the acceptable reach range (15" to 48")
- Mulched ground cover appears to be compliant, but we recommend any future mulch addition be confirmed to be compliant with ADA requirements prior to installation.



### SPORT COURT FACILITIES:



#### Applicable 2010 Standards (Partial List)

- Section 206.2.12: *In sport courts, at least one accessible route shall directly connect both sides of the court*

**Inspection Summary:**

The community has two (2) basketball courts, two (2) tennis courts, a volleyball court, a soccer field, and a dog park. Access to the basketball courts, volleyball court and dog park **do NOT** meet the ADA Standards because there is not an accessible route to these facilities. The sidewalk from the parking lot towards the basketball courts has a slope of 6.8%, which exceeds the maximum running slope for an accessible route of 1:20 (5.0%).

**Conclusion:**

Based on the information listed above, access to the basketball courts, volleyball court and dog park **do NOT** meet the ADA Design Standards.

**Recommendation:**

Install a hard surface (concrete, paver, etc.) path from the existing pathway to the basketball courts, volleyball court and dog park. We also recommend removing the portion of the existing sidewalk near the corner of the parking lot / basketball court and re-grade and reinstall the sidewalk so the slope doesn't exceed 5.0%.



## SITE ELEMENTS



### Applicable 2010 Standards (Partial List)

- **Section 206.4.4.2** Direct connections to other facilities shall provide an accessible route complying with 404 from the point of connection to boarding platforms and all transportation system elements required to be accessible. Any elements provided to facilitate future direct connections shall be on an accessible route connecting boarding platforms and all transportation system elements required to be accessible.
- **Section 208.2** Parking spaces complying with 502 shall be provided in accordance with Table 208.2 except as required by 208.2.1, 208.2.2 and 208.2.3. Where more than one parking facility is provided on a site, the number of accessible spaces provided on the site shall be calculated according to the number of spaces required for each parking facility.

<i><b>Total number of Parking Spaces Provided in Parking Facility</b></i>	<i><b>Minimum Number of Required Accessible Parking Spaces</b></i>
<i>1 to 25</i>	<i>1</i>
<i>26 to 50</i>	<i>2</i>
<i>51 to 75</i>	<i>3</i>
<i>76 to 100</i>	<i>4</i>
<i>101 to 150</i>	<i>5</i>
<i>Etc.</i>	<i>...</i>

- **Section 208.2.4** For every six or fraction of six parking spaces required by 208.2 to comply with 502, at least one shall be a van parking space complying with 502.
- **Section 307.2** Objects with leading edges more than 27 inches (685 mm) and not more than 80 inches (2030 mm) above the finish floor or ground shall protrude 4 inches (100 mm) maximum horizontally into the circulation path.
- **Section 502.6** Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation “van accessible.” Signs shall be 60 inches (1525 mm) minimum above the finish floor or ground surface measured to the bottom of the sign.

**Inspection Summary:**

The parking lot has a total of 63 parking spaces which requires 3 handicap accessible spaces (3 are provided), however, none of the spaces are designated “van accessible” (1 is required). An accessible route exists from the parking lot to the building; however, an accessible route **does NOT** exist from the building to the pool deck. In addition, the fire extinguisher box near the water fountain protrudes more than 4” into the “circulation path”.

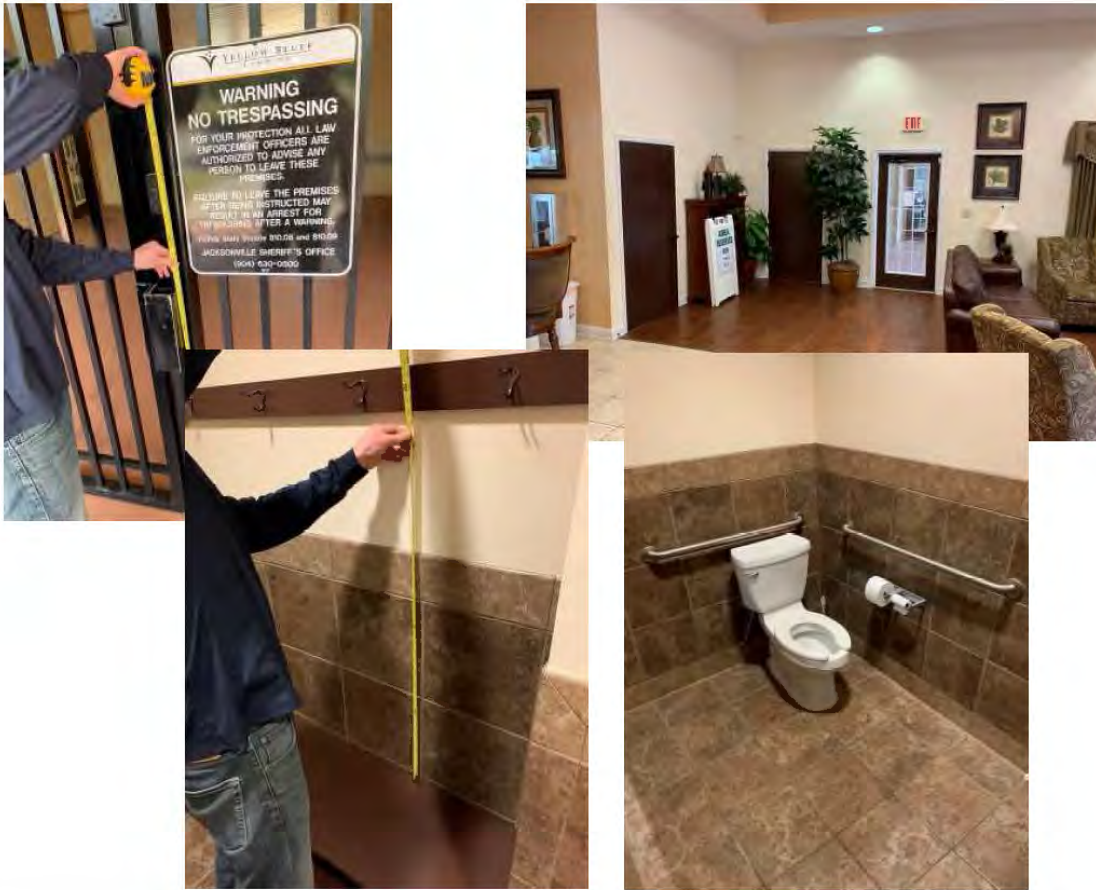
**Conclusion:**

As mentioned in the “Pool/Wading Pool” section of this report, an accessible route does NOT exist from the building to the pool deck, therefore, it **does NOT** meet the ADA Design Standards. Also, the fire hydrant is not compliant, and a “van accessible” sign is required.

**Recommendation:**

- Install a ramp from the building to the pool deck for an accessible route.
- Install a recessed fire extinguisher or install a permanent barrier under the existing fire extinguisher.
- Install “van accessible” sign in parking lot, compliant with section 502.6 of the ADA standards.

## BUILDING ELEMENTS



### Applicable 2010 Standards (Partial List)

- **Section 304.3.2:** The turning space shall be a T-shaped space within a 60" (1525 mm) square minimum with arms and base 36 inches (915 mm) wide minimum. Each arm of the T shall be clear of obstructions 12 inches (305 mm) minimum in each direction and the base shall be clear of obstructions 24 inches (610 mm) minimum. The space shall be permitted to include knee and toe clearance complying with 306 only at the end of either the base or one arm.
- **Section 603.3:** Mirrors located above lavatories and countertops shall be installed with the bottom edge of the reflecting surface 40 inches (1015 mm) maximum above the finish floor or ground. Mirrors not located above lavatories or countertops shall be installed with the bottom edge of the reflecting surface 35 inches (890 mm) maximum above the finish floor or ground.
- **Section 603.4:** Coat hooks shall be located within one of the reach ranges specified in 308. Shelves shall be located 40 inches (1015 mm) and 48 inches (1220 mm) maximum above the finish floor.
- **Section 604.2:** The water closet shall be positioned with a wall or partition to the rear and to one side. The centerline of the water closet shall be 16 inches (405 mm) minimum to 18 inches (455 mm) maximum from the side wall or partition, except that the water



*closet shall be 17 inches (430 mm) minimum and 19 inches (485 mm) maximum from the side wall or partition in the ambulatory accessible toilet compartment specified in 604.8.2. Water closets shall be arranged for a left-hand or right-hand approach.*

- **Section 604.3.1:** *Clearance around a water closet shall be 60 inches (1525 mm) minimum measured perpendicular from the side wall and 56 inches (1420 mm) minimum measured perpendicular from the rear wall.*
- **Section 604.6:** *Flush controls shall be hand operated or automatic. Hand operated flush controls shall comply with 309. Flush controls shall be located on the open side of the water closet except in ambulatory accessible compartments complying with 604.8.2.*
- **Section 604.7:** *Toilet paper dispensers shall comply with 309.4 and shall be 7 inches (180 mm) minimum and 9 inches (230 mm) maximum in front of the water closet measured to the centerline of the dispenser. The outlet of the dispenser shall be 15 inches (380 mm) minimum and 48 inches (1220 mm) maximum above the finish floor and shall not be located behind grab bars. Dispensers shall not be a type that controls delivery or that does not allow continuous paper flow.*

### **Inspection Summary:**

All the doors and thresholds meet the ADA Design Standards as well as accessible routes to all elements. The water fountain also meets the standards, however, there are ***several non-compliant elements*** in the restrooms including the toilet paper dispenser location in the men's and women's restrooms, the mirror height in the men's restroom and the coat hook height in both the men's and women's restrooms.

### **Conclusion:**

The restrooms are not compliant for several reasons including:

1. Toilet paper dispensers in the men's and women's restrooms are not within the required range (7"-9" from the front edge of the toilet seat to center of dispenser)
2. Coat hooks are too high (+/- 66")
  - Should be in the 15" – 48" range
3. No turnaround space provided in coat hook area
  - Minimum "T" turn required (60" wide x 36" deep)
4. Trash can in men's room encroaching into required 18" minimum clear space
5. Bottom of mirror in men's room is 40.5" high
  - 40" is max height to bottom of the mirror

### **Recommendation:**

- Adjust location of the toilet dispensers in both restrooms
- Remove portion of bench in coat hook area in both bathrooms to provide turn-around space
- Lower coat hooks in both restrooms to within 15" – 48" reach range
- Relocate trash can in men's room
- Adjust height of mirror in men's room to ensure bottom is no higher than 40"

## POCKET PARKS



### Applicable 2010 Standards (Partial List)

- Section 304.3 Turning space shall comply with 304.3.1 or 304.3.2.
- Section 403.3 The running slope of walking surfaces shall not be steeper than 1:20. The cross slope of walking surfaces shall not be steeper than 1:48.
- Section 403.5.1 Except as provided in 403.5.2 and 403.5.3, the clear width of walking surfaces shall be 36 inches (915 mm) minimum.

### Inspection Summary:

There are 10 “Pocket Parks” located throughout the community. Several of the parks are just open space with no site improvements. At these parks, no improvements are needed. Where site improvements exist (bench, dog station, walkway) it is our opinion that they are **NOT** compliant as an accessible route is not provided.

### Conclusion:

Based on the information listed above, the some of the parks **do NOT** meet the ADA Design Standards.

### Recommendation:

Install a ADA accessible path (concrete, paver, etc.) from the existing sidewalks to the park benches including a minimum 36” wide route and a proper turnaround area compliant with section 304 of the ADA standards at each park with site improvements (bench, etc.).

# APPENDIX

- §35.150 - Existing Facilities
- Inspection Checklists
- Table 240.2.1.2
- Pocket Park Map

**NOTE:** *The following excerpt from the 2010 ADA Standards is provided for informational purposes only, to assist the owner with making a decision on the existing facilities.*

**§ 35.150: EXISTING FACILITIES**

- (a) *General.* A public entity shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities. This paragraph does not –
  - (1) Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
  - (2) Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
  - (3) Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burden, a public entity has the burden of proving that compliance with § 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.
- (b) *Methods.*
  - (1) *General.* A public entity may comply with the requirements of this section through such means as redesign or acquisition of equipment, reassignment of services to accessible buildings, assignment of aids to beneficiaries, home visits, delivery of services at alternate accessible sites, alteration of existing facilities and construction of new facilities, use of accessible rolling stock or other conveyances, or any other methods that result in making its services, programs or activities readily accessible to and useable by individuals with disabilities. A public entity is not required to make structural changes in existing facilities where other methods are effective in achieving compliance with this section. A public entity, in making alterations to existing buildings, shall meet the accessibility requirements of §35.151. In choosing among available methods for meeting the requirements of this section, a public entity shall give priority to those methods that offer services, programs, and activities to qualified individuals with disabilities in the most integrated setting appropriate.

# ADA Inspection Recreation Facilities

## *Swimming Pools, Wading Pools and Spas*

*Sections 242 & 1009*

**Facility: Tisons Landing**

**Date of Inspection: March 29, 2019**

Element	Minimum Requirements	Comments Main Pool	Comments Splash Pool
Length of Pool Wall	300' is critical length	<b>212'</b>	<b>163'</b>
Number of Accessible Entry Required	2 if more than 300' length (one must be lift or slope)	<b>1</b>	<b>1</b>
Existing Accessible Entry Points?	lift, sloped entry, transfer systems or pool stairs	<b>None</b>	<b>None</b>
Pool Depth		<b>3' - 5'3"</b>	<b>0 - 10"</b>
Clear Pool Deck Width		<b>Yes</b>	<b>Yes, if chairs moved at sloped entry</b>
Existing Pool Steps (height & depth...handrails?)	section 504...not required to meet 4"-7" high as long as all riser heights are uniform...11" min depth....handrails 34"-38" high	<b>135 deep 7" high 35" - handrail length</b>	<b>N/A</b>
Wading Pool?	sloped entry shall extend to deepest part of wading pool....handrails not required	<b>-</b>	<b>Yes</b>
Spa?		<b>-</b>	<b>-</b>
sloped entry?	1:12 max slope for 6" rise 36" min width 24-30" into water handrails required	<b>-</b>	<b>Yes, 13.2% on pavers - NOT accessible range (5% max) 2.8% in pool</b>
Water Play Feature?	required to have transfer station if elevated components	<b>-</b>	<b>Yes, 2 elevated, 1 ground, no transfer station</b>
Gate Hardware Height (34" min - 48" max reach height )	<i>Not specifically part of the "Non-Safe Harbor" provisions</i>	<b>60" to splash pool</b>	<b>58" to playground sidewalk push to exit button doesn't work</b>
Accessible Route to Pool Deck?	<i>Not specifically part of the "Non-Safe Harbor" provisions</i>	<b>No</b>	<b>No</b>

**\*\* No ramp from building/restrooms to pool**

# ADA Inspection Recreation Facilities

## *Exercise Machines and Equipment*

*Sections 206.2.13; 236; 305 & 1004*

***Facility: Tisons Landing***

***Date of Inspection: March 29, 2019***

Element	Minimum Requirements	Inspection Results
Accessible Route?	36" wide...(32"min for 24" length) 42" x 48" for turnaround	No
one of each type of machine comply with clear floor space?	30" x 48" min (can overlap ) 1:48max slope	No
Door Width	32" min width 1/2" high threshold	34"
Door Handle	34"min - 48"max height.... operable with 1-hand & shall not require tight grasping, pinching or twisting of wrist	35" - height
Door clear space	60" if pull door 48" if push door	Good
Access Card Height	15" min - 48" max (reach range)	Exit = 40"
Water Fountains		31" & 36"
Accessible Route Info:	running slope 1:20 cross slope 1:48 36" clear width (walking surface)	

# ADA Inspection Recreation Facilities

## *Play Areas*

*Sections 206.2.17; 240; & 1008*

*Facility: Tison Landing*

*Date of Inspection: March 29, 2019*

Description		Comments
Number of Elevated Play Components		<b>5 plus 4-kid (9 total)</b>
Number of Elevated Play Components Accessible		<b>All</b>
<i>Accessible Route connecting elevated components?</i>	<i>50% of components required 36" width (std)...32" min</i>	<b>Yes</b>
Number of Ground Level Play Components		<b>8</b>
Number of different Types of Ground Level Components		<b>4</b>
No. of Ground Level Components Accessible / No. of types		<b>6 / 3</b>
<i>Accessible Route within Play Area?</i>	<i>60" wide &amp; 80" high clearance (36" min for 60" long)</i>	<b>Yes</b>
One of each type of ground level component on accessible route?		<b>no (swings too high)</b>
<b><i>Number of Ground Level Play Components Required (Per Table 240.2.1.2)</i></b>		<b>3</b>
Ground Surface Compliant with ANSI 1951 & 1292?		<b>appears to be compliant</b>
Transfer Platform & Steps Provided?	Platform (11" min - 18" max height) handrails required, 14" min depth for steps, 24" min width, 8" max height	<b>Yes</b>
Swing height	11" min - 24" max	<b>31" - regular (not accessible) 22" - kid</b>

# ADA Inspection Recreation Facilities

## *Accessible Route in Sport Court Facilities*

*Sections 206.2.11*

*Facility:* **Tisons Landing**

*Date of Inspection:* **March 29, 2019**

Element	Minimum Requirements	Comments
<b><u>Basketball Courts</u></b>	Number: <b>2</b>	Accessible route connecting sides? <b>Yes</b>
Accessible Route to court?	<b>No - 6.8% slope on sidewalk leading to courts...not accessible from sidewalk to courts</b>	Gate opening width? <b>N/A</b>
<b><u>Tennis Courts</u></b>	Number: <b>2</b>	Accessible route connecting sides? <b>Yes</b>
Accessible Route to court?	<b>Yes</b>	Gate opening width? <b>46"</b>
<b><u>Volley Ball courts</u></b>	Number: <b>1</b>	Accessible route connecting sides? <b>No</b>
Accessible Route to court?	<b>No</b>	Gate opening width? <b>N/A</b>
<b><u>Dog Park</u></b>	Number: <b>1</b>	Accessible route connecting sides? <b>N/A</b>
Accessible Route to park?	<b>No</b>	Gate opening width? <b>46" wide / 34" height to latch</b>
<b><u>Soccer Field</u></b>	Number: <b>1</b>	Accessible route connecting sides? <b>yes</b>
Accessible Route to court?	<b>Yes</b>	Gate opening width? <b>N/A</b>

<i>accessible route between sides of court?</i>	<i>at least 1 Accessible Route shall directly connect both sides of the court</i>
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**Table 240.2.1.2 Number and Types of Ground Level Play Components Required to be on Accessible Routes**

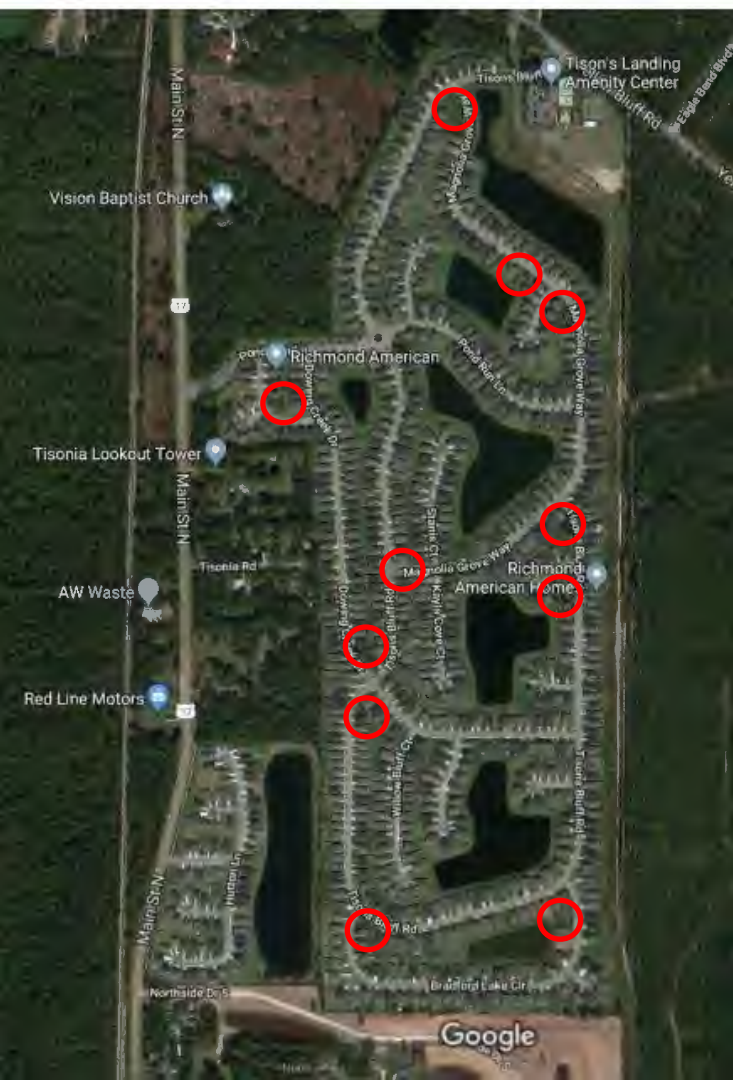
Number of Elevated Play Components Provided	Minimum Number of Ground Level Play Components Required to be on an Accessible Route	Minimum Number of Different Types of Ground Level Play Components Required to be on an Accessible Route
1	Not applicable	Not applicable
2 to 4	1	1
5 to 7	2	2
8 to 10	3	3
11 to 13	4	3
14 to 16	5	3
17 to 19	6	3
20 to 22	7	4
23 to 25	8	4
26 and over	8, plus 1 for each additional 3, or fraction thereof, over 25	5

**Advisory 240.2.1.2 Additional Number and Types.** Where a large play area includes two or more composite play structures designed for the same age group, the total number of elevated play components on all the composite play structures must be added to determine the additional number and types of ground level play components that must be provided on an accessible route.

**240.2.2 Elevated Play Components.** Where *elevated play components* are provided, at least 50 percent shall be on an *accessible* route and shall comply with 1008.4.

**Advisory 240.2.2 Elevated Play Components.** A double or triple slide that is part of a composite play structure is one elevated play component. For purposes of this section, ramps, transfer systems, steps, decks, and roofs are not considered elevated play components. Although socialization and pretend play can occur on these elements, they are not primarily intended for play.

Some play components that are attached to a composite play structure can be approached or exited at the ground level or above grade from a platform or deck. For example, a climber attached to a composite play structure can be approached or exited at the ground level or above grade from a platform or deck on a composite play structure.



Main St N

Vision Baptist Church

17

Richmond American

Tisonia Lookout Tower

Main St N

Tison Rd

AW Waste

Red Line Motors

17

Main St N

Northside Dr S

Google

## *TENTH ORDER OF BUSINESS*

## **RESOLUTION 2020-01**

### **A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE TISON'S LANDING COMMUNITY DEVELOPMENT DISTRICT CLASSIFYING CERTAIN TANGIBLE PERSONAL PROPERTY OF THE DISTRICT AS SURPLUS AND AUTHORIZING THE DISTRICT MANAGER TO SELL OR DISPOSE OF SAID EQUIPMENT AS EXPEDITIOUSLY AS POSSIBLE IN ACCORDANCE WITH CHAPTER 274, FLORIDA STATUTES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Board of Supervisors of the Tison's Landing Community Development District (collectively, the "District") owns certain tangible personal property, including, but not limited to, old furniture from the District's amenity center, as more fully described in Exhibit "A", incorporated herein and made a part hereof (the "Property"); and

**WHEREAS**, said Property is no longer useful to the District and the continued use of such Property is no longer economical or efficient, or said Property no longer serves a useful function; and

**WHEREAS**, the District desires to classify and declare said Property on Exhibit "A" as surplus property; and

**WHEREAS**, the District desires to authorize the District Manager to sell or dispose of said Property as appropriate and in accordance with Chapter 274, Florida Statutes, governing the disposal of surplus tangible personal property by local governments, including special districts.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TISON'S LANDING COMMUNITY DEVELOPMENT DISTRICT, THAT:**

**Section 1.** The above recitals are true and correct and incorporated herein as if set forth in full herein.

**Section 2.** The District Manager is hereby authorized to take the necessary and appropriate steps to sell at auction or dispose as appropriate and in accordance with Chapter 274, Florida Statutes, said Property.

**Section 3.** All sections, or parts thereof, which conflict herewith, are, to the extent of such conflict, superseded and repealed. In the event that any portion of this Resolution is found to be unconstitutional or improper, it shall be severed herein and shall not affect the validity of the remaining portions of this Resolution.

**Section 4.** This Resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED BY THE BOARD OF SUPERVISORS OF THE TISON'S  
LANDING COMMUNITY DEVELOPMENT DISTRICT, THIS 3RD DAY OF OCTOBER, 2019.**

**TISON'S LANDING COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Chair/Vice Chair

**EXHIBIT "A"**

**PROPERTY DECLARED SURPLUS**

<u>Qty</u>	<u>Description</u>
7	Wall hanging pictures
1	Snowcone machine
2	Coffee Makers
13	Books
6	Misc. Knick-Knacks
3	Artificial Plants
1	14" TV/Monitor
1	HP Printer
7	Window curtains
2	Tables
4	Rolling Chairs
3	Sitting chairs

## *ELEVENTH ORDER OF BUSINESS*

## **TISON'S LANDING COMMUNITY DEVELOPMENT DISTRICT**

### **AMENITIES MANAGEMENT AGREEMENT**

**THIS AMENITIES MANAGEMENT AGREEMENT** (the "Agreement") is made and entered into this 20th day of September, 2019, by and between:

**TISON'S LANDING COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, being situated in Jacksonville, Duval County, Florida, and having offices at 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (the "District"), and

**VESTA PROPERTY SERVICES, INC.**, a Florida corporation, having its principal address at 245 Riverside Avenue, Suite 250, Jacksonville, Florida 32202 ("Contractor").

### **RECITALS**

**WHEREAS**, the District is the owner of certain amenities and facilities that include swimming pool facilities, a fitness center, a playground, a clubhouse building with meeting rooms, offices, and restroom facilities, recreation facilities and recreational areas, as well as certain District lands (collectively, the "Amenity Facilities"), said Amenity Facilities being located within the boundaries of the Tison's Landing Community Development District in Jacksonville, Duval County, Florida; and

**WHEREAS**, the District intends to provide for the operation and management of Amenity Facilities; and

**WHEREAS**, Contractor has a background in the operation and management of common areas and recreation and clubhouse facilities and is willing to provide such operation and management services to the District in accord with this Agreement; and

**WHEREAS**, the District desires to enter into a contractual relationship with Contractor by entering into this Agreement with Contractor to continue to operate and manage Amenity Facilities and to provide other services, including, but not limited to, pool maintenance, facility and common grounds maintenance, janitorial services, and field management as described in this Agreement.

**NOW THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and Contractor agree as follows:

**1. INCORPORATION OF RECITALS.** The recitals stated above are true and correct and by this reference are incorporated by reference as a material part of this Agreement.

**2. ENGAGEMENT OF SERVICES**

**A.** The District agrees to utilize Contractor to provide operation and management services in accord with the terms of this Agreement.



- B.** Term. The District agrees to pay Contractor for its services for the period between September 20, 2019 through September 30, 2020 (the “Initial Term”), in accordance with the terms and conditions contained in this Agreement. After the Initial Term, this Agreement may be extended for up to three (3) annual extension terms of one year each upon the mutual consent of the parties
- C.** Services. Contractor shall perform all normal duties associated with staffing and maintaining the Amenity Facilities, to ensure its smooth operation and to help promote the safe enjoyment by residents and guests. Contractor shall furnish clubhouse management, pool maintenance, facility and common grounds maintenance, field management, and janitorial maintenance services (the “Services”) as more particularly described herein and in Contractor’s Amenities Proposal for Tison’s Landing, attached hereto and incorporated herein as Exhibit A (the “Proposal”).
- D.** Compensation. The annual amount payable to Contractor for services provided pursuant to this Agreement shall not exceed ONE HUNDRED SIXTY-NINE THOUSAND SIX HUNDRED FIFTY AND 00/100 (\$169,650.00) DOLLARS (the “Annual Contract Amount”). District agrees to pay Contractor a monthly management fee equal to 1/12 of the annual Contract Amount. This monthly management fee includes all costs, expenses, profit, and overhead incurred by Contractor in connection with the management and operation of the Amenity Facilities. Approved Reimbursables, in addition to the Annual Contract Amount, shall be reimbursed at cost and are limited to (1) postage, envelopes, printing and copying for mass mailings and (2) other approved reimbursable expenses, unless otherwise specifically provided for herein. Invoices shall be paid net thirty (30) days upon receipt by District. Monthly and yearly compensation for the services provided under this Agreement is more particularly described in Exhibit A and Exhibit B (Part-Time Recreational Attendant Proposed Schedule FY2020). If the District and Contractor mutually consent to the extension of the Agreement from the Initial Term or a previous extension term, the parties shall agree on the Annual Contract Amount for that extension term and any increase in the Annual Contract Amount shall not exceed that which would be provided under the Federal Consumer Price Annual Inflation Index or five (5%) percent, whichever is less.
- E.** Access to Facility. This Agreement grants to Contractor the right to access the Amenity Facilities for those purposes and uses described in this Agreement, and Contractor hereby agrees to comply with all applicable federal, state, and local laws, ordinances, rules, and regulations, including but not limited to Florida’s Sunshine Law, the Tison’s Landing Community Development District Rules of Procedure and the Tison’s Landing Community Amended and Restated Policies Regarding Use of the District’s Amenity Center (the “Club Rules”), as amended and supplemented from time to time.

**3. SHARING OF REVENUES.** Recreation programs shall be reasonably priced, with the objective of maximizing resident participation. The participants of these programs shall be charged directly by Contractor for such services, with one hundred (100%) percent of all net revenues being remitted to the District.

**4. GENERAL CONDITIONS.**

- A.** It may be necessary for Contractor to purchase certain goods and services in connection with the performance of this Agreement. However, all such purchases shall be in accordance with the District Rules of Procedure and applicable Florida law, shall be coordinated with the District Manager, and shall be fully consistent with the approved District Budget. Any extraordinary purchase not contemplated in the approved District budget shall be approved by the District. Any goods, materials, or equipment purchased by Contractor in accordance herewith or on behalf of the District shall be owned by the District.
- B.** Costs incurred by Contractor due to emergencies, urgencies, or the direction of the District, that are the responsibility of the District, shall be reimbursed to Contractor at cost. Such reimbursements shall be paid only in accord with receipts for such costs provided to the District by Contractor.
- C.** If any capital improvements to the Amenity Facilities are needed in the future, Contractor shall make recommendations to the District Board of Supervisors for consideration. Such recommendations shall be delivered to the District Manager prior to presentation to the District Board of Supervisors. If capital improvements are to be contracted for by Contractor, instead of the District, Contractor shall obtain a minimum of three (3) competitive bids (if possible) on any recommended capital improvement and any such procurement must be performed in accordance with the District's adopted Rules and Procedures, the Club Rules, and Chapters 189, 190, 255, and 287, Florida Statutes.
- D.** Contractor is an independent contractor. Contractor's staffing at the Amenity Facilities shall consist of Contractor employees. Contractor shall be responsible for all of its employees' compensation and for payment of all relevant taxes, worker's compensation and other related charges. Contractor shall have sole authority as an independent contractor in dealing with its employees.
- E.** Contractor agrees to cooperate with and advise the District with respect to establishing and amending facility hours, policies and procedures, rules and regulations, and other matters of importance for the smooth operation of the Amenity Facilities.
- F.** Contractor agrees that it shall be responsible for reporting to the District all known problems with the Amenity Facilities, its appurtenant facilities and equipment.

- G. Contractor shall not make or enter into contracts, institute legal proceedings, or take any other steps in the name of the District without the express written consent of the District, except in the case of a real emergency, in which case the prior consent of the District Manager shall be required.

## **5. TERMINATION.**

- A. Either party may terminate this Agreement for convenience by providing the other party with at least thirty (30) days written notice of said party's intent to terminate. The District shall pay, in accordance with the terms of this Agreement, the monies owed to Contractor for that period after termination of this Agreement when services were performed by Contractor. In the District's sole discretion, the District may terminate this Agreement without cause and demand Contractor immediately remove its personnel and property from the Amenity Facilities; however, if the District makes such a demand, the District shall pay Contractor the monies owed it, as if Contractor had continued to perform under this Agreement for thirty (30) days after the District's notice of the termination of this Agreement without cause.
- B. Within fifteen (15) days of the termination of this Agreement, the Contractor shall (i) prepare a full and complete accounting of all transactions in connection with the Amenity Facilities, (ii) turn over and deliver to District all records, documents, contracts, agreements, plans, accounts, computer files or other documentation pertaining to the Amenity Facilities and this Agreement, and (iii) deliver to District all cash, investments, receivables deposits. Contractor shall be entitled, at its expense, to retain copies of all books, records, etc. pertaining to this Agreement with the exception of any membership lists, address lists for members, owners or residents of the District, and the like. Contractor agrees that it shall cooperate with District to effect an efficient and orderly transition of responsibility with respect to the management of the Amenity Facilities upon termination or expiration of this Agreement.

## **6. INSURANCE.**

- A. Contractor shall maintain, at its expense, throughout the term of this Agreement the following insurance, written by a company or companies licensed to do business in the State of Florida:
  - (i) Worker's Compensation Insurance in accordance with the laws of the State of Florida.
  - (ii) Commercial General Liability Insurance with limits of \$2,000,000 (two million dollars) applicable to bodily injury, sickness or death in any one occurrence and \$2,000,000 (two million dollars) for loss or damage to property in any one occurrence. Comprehensive General Liability Insurance shall include Premises/Operations;

Contractual Liability; Personal Injury; Fire; Products/Completed Operations; Broad Form Property Damage; Cross Liability and Severability of Interest Clause; and Incidental Medical Malpractice. Contractor shall use its Commercial General Liability Insurance coverage for the providing of alcoholic beverages at specific events.

- (iii) Employer's Liability Coverage with limits of \$500,000 (five hundred thousand dollars).
- (iv) Professional Liability Insurance with limits of \$1,000,000 (one million dollars).

- B.** The District shall be named as an additional insured in all policies of insurance. Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. Each Certificate of Insurance shall acknowledge that particular policy(ies) of insurance shall not be amended, modified, terminated, or canceled without the insurer first having provided at least thirty (30) days written notice to Contractor.
- C.** The monetary limit and types of coverages set forth herein shall not be construed as a limit of the Contractor's liability.

## **7. INDEMNIFICATION.**

- A.** Obligations under this section shall include the payment of all settlements, judgments, damages to property and for bodily injury, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings) as ordered.
- B.** Contractor will indemnify, save and hold the District harmless and shall defend the District from all loss, damage, or injury, including all judgments, liens, liabilities, debts, and obligations resulting directly from the negligent or intentional acts or omissions of Contractor's officers, directors, agents, assigns, or employees, which cause harm to persons or property and arising out of or in any way connected with the performance of this Agreement, specifically including, but not limited, to all acts or omissions or negligence of Contractor's officers, directors, agents, assigns, or employees. Contractor agrees that nothing in this Agreement shall serve as or be construed as a waiver of the District's limitations on liability contained in section 768.28, Florida Statutes, the doctrine of sovereign immunity, or any other laws.

## **8. BOOKS AND RECORDS; PUBLIC RECORDS.**

- A.** Upon request of the District, Contractor shall open for inspection

and copying by the District its books and records pertaining to the operation, maintenance and management of the Amenity Facilities during regular business hours.

- B.** Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records and shall be treated as such in accordance with Chapter 119, Florida Statutes, and any other applicable requirements of Florida law.
- C.** Contractor shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:

  - 1. Keep and maintain public records required by the District to perform the services or work set forth in this Agreement; and
  - 2. Upon the request of the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and
  - 3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the Contractor does not transfer the records to the District; and
  - 4. Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Contractor or keep and maintain public records required by the District to perform the service or work provided for in this Agreement. If the Contractor transfers all public records to the District upon completion of the Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Agreement, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

- C. Contractor acknowledges that any requests to inspect or copy public records relating to this Agreement must be made directly to the District pursuant to Section 119.0701(3), Florida Statutes. If notified by the District of a public records request for records not in the possession of the District but in possession of the Contractor, the Contractor shall provide such records to the District or allow the records to be inspected or copied within a reasonable time. Contractor acknowledges that should Contractor fail to provide the public records to the District within a reasonable time, Contractor may be subject to penalties pursuant to Section 119.10, Florida Statutes.
- D. **IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/ CONTRACT, THE CONTRACTOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:**

**Governmental Management Services, LLC  
475 West Town Place, Suite 114  
St. Augustine, Florida 32902  
TELEPHONE: (904) 940-5850  
EMAIL: chogge@gmsnf.com**

**9. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE.** A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

**10. TAXES.** Contractor shall pay all applicable sales, consumer use, and other similar taxes required by law. The District is exempt from all federal, state, and local taxes.

**11. ENFORCEMENT OF AGREEMENT.** In the event that either the District or Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

**12. AGREEMENT.** This instrument shall constitute the final and complete expression of this Agreement between the District and Contractor relating to the subject matter of this Agreement.

**13. AMENDMENTS.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both the District and Contractor.

**14. CONFLICTS.** In the event of a direct conflict with respect to the terms and conditions contained in the main body of this Agreement and Exhibit A or Exhibit B, the conflict shall be resolved in favor the prevailing terms and conditions of the main body of the Agreement, followed by Exhibit A (Proposal), then Exhibit B (Recreational Attendant Proposed Schedule).

**15. AUTHORIZATION.** The execution of this Agreement has been duly authorized by the appropriate body or official of the District and Contractor, both the District and Contractor have complied with all the requirements of law, and both the District and Contractor have full power and authority to comply with the terms and provisions of this instrument.

**16. NOTICES.** All notices, requests, consents and other communications under this Agreement ("Notices") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

**A. If to Contractor:** Vesta Property Services, Inc.  
245 Riverside Avenue, Suite 250  
Jacksonville, Florida 33202  
Attn: Roy Deary, Vice President

**B. If to District:** Tison's Landing Community Development District  
475 West Town Place, Suite 114  
St. Augustine, Florida 32092  
Attn: District Manager

**With a copy to:** Billing, Cochran, Lyles, Mauro & Ramsey, P.A.  
SunTrust Center, Sixth Floor  
515 East Las Olas Boulevard  
Fort Lauderdale, Florida 33301  
Attn: Dennis E. Lyles, Esq.

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for Contractor may deliver Notice on behalf of the District and Contractor. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

**17. THIRD PARTY BENEFICIARIES.** This Agreement is solely for the benefit of the District and Contractor and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the District and Contractor any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and Contractor and their respective representatives, successors, and assigns.

**18. ADDITIONAL WORK.** Additional services provided under this Agreement with the prior approval of the District Board or District Manager shall be billed at the rates set forth in the Hourly Rate Schedule attached hereto and incorporated herein as Exhibit B, or pursuant to an addendum or amendment to this Agreement.

**19. ASSIGNMENT.** Neither the District nor Contractor may assign this Agreement or any monies to become due hereunder without the prior written approval of the other.

**20. CONTROLLING LAW; VENUE.** This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. Venue for purposes of any litigation arising out of this Agreement shall be Duval County, Florida.

**21. EFFECTIVE DATE.** This Agreement shall be effective on the Effective Date after execution by both the District and Contractor and shall remain in effect in accordance with the terms of this Agreement unless otherwise terminated by either of the District or Contractor.

**22. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

**23. NO CONSTRUCTION AGAINST DRAFTING PARTY.** Each party to this Agreement expressly recognizes that this Agreement results from a negotiation process in which each party was represented or had the opportunity to be represented by counsel, and contributed to the drafting of this Agreement. No legal or other presumptions against the party drafting this Agreement concerning its construction, interpretation or otherwise accrue to the benefit of any party to this Agreement, and each party expressly waives the right to assert such a presumption in any proceedings or disputes connected with, arising out of, or involving this Agreement.

**24. HEADINGS FOR CONVENIENCE ONLY.** The descriptive headings in this Agreement are for convenience only and shall not control nor affect the meaning or construction of any of the provisions of this Agreement.

**25. COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.



IN WITNESS WHEREOF, the parties execute this Agreement the day and year first written above.

Attest:

**TISON'S LANDING COMMUNITY  
DEVELOPMENT DISTRICT**

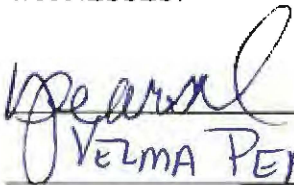
\_\_\_\_\_  
Print name: \_\_\_\_\_  
Secretary/Assistant Secretary

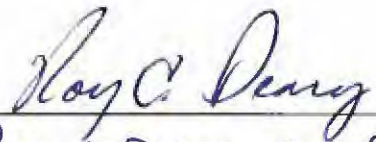
By: \_\_\_\_\_  
Print name: \_\_\_\_\_  
Chair/Vice-Chair

Date: \_\_\_\_\_, 2019


**VESTA PROPERTY SERVICES, INC., a  
Florida corporation**

WITNESSES:

  
\_\_\_\_\_  
VERMA PEARSON  
Print name

By:   
\_\_\_\_\_  
Roy C. Deary, Vice President  
Print Name, Title

Date: Sept. 20, 2019

  
\_\_\_\_\_  
J. Scott Wilson  
Print Name

**Exhibit A**

**Proposal**



# AMENITIES MANAGEMENT PROPOSAL FOR:

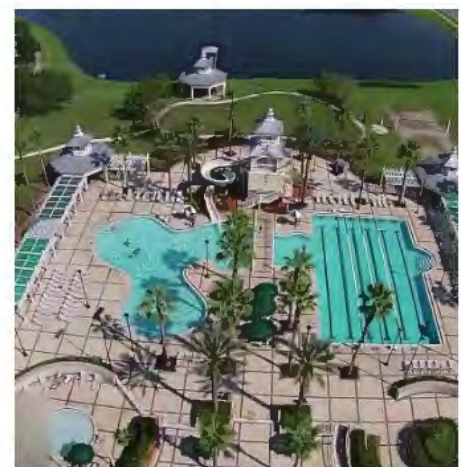
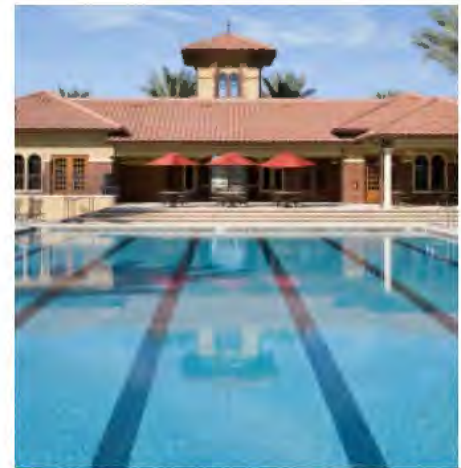
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**TISON'S LANDING**



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# INTRODUCTION

*Since its founding by Roy Deary in 1994, Jacksonville-based **Amenity Companies** has been the trail-blazer and leader in providing contracted amenity and recreation facility operations for planned-communities in Florida, touching the lives of hundreds of thousands of people for more than 20 years.*

We have continuously and successfully handled large, amenity facility-management/staffing contracts throughout the state. Communities have also contracted with us to benefit from our consulting expertise on behalf of new facility construction and extensive renovation projects.

In 2011, Amenity Companies joined **Vesta Property Services, Inc.** – Florida’s pioneer in combining amenity financing and management, lifestyle programming, and community association management services under one corporate umbrella.

Headquartered in Jacksonville, Vesta has offices throughout the state, employing more than 1,200 professionals, strategically positioned in all our communities, providing a wide spectrum of services to more than 200,000 residents and unit owners.

## What Distinguishes Vesta from our competition?

### Comprehensive Expertise & Engagement:

We provide a wide breadth of services (recreation facility management, maintenance, and lifestyle programming) at CDDs and HOAs throughout Florida, engaging tens of thousands of families every day with friendly, reliable, and passionate service professionals.

### Exceptional, Long-Term Relationships:



Our Amenities Division is marked by long-term relationships built upon close, personal ties between our customers, management team, and vendors. (We still serve our very first customer – Kings Point Delray – after 24 years!) This length and depth of



our relationships correspond with our high customer retention-rate, all of which reflects the loyalty and satisfaction that we've sustained with our customers and associates every day for the past two decades.

### **What are the advantages of combining maintenance services through Vesta?**

Vesta has a lengthy history of providing excellent facility maintenance services on behalf of dozens of communities throughout Florida (see list of references). We do so with our own tight-knit team of quality employees, not independent sub-contractors. By combining services Vesta is able to gain efficiencies that result in an improved level of service and typically at a lesser rate than our competitors. Due to our two decades of experience operating in this manner, our communities consistently enjoy:

- 
- 
- Cleaner, better maintained amenity buildings, clubhouses, and related facilities.
  - Improved response times via a team of maintenance technicians. Less “down-time,” waiting for other contractors to show up.
  - No “finger-pointing” between management and outside vendors.
  - Greater control of maintenance personnel's schedules, work-habits, appearance, and results.
  - Greater efficiency and flexibility in the deployment of personnel, due to being able to more nimbly respond to the most pressing needs and opportunities that arise each day.
  - Staff “owns” the operation acting as the eyes and ears of the board and association management.

### **Communications Management**

Vesta understands the crucial importance of effective communication on behalf of the community's residents in order to deliver a vibrant and engaging lifestyle experience. To achieve this, our strong preference is to utilize Vesta Vantage - our proprietary, multi-channel, digital communications platform that integrates almost everything that is communications-related involving the residents, community leadership, and management.

# Proposal

- Amenity and Field Operations Manager
- Recreation Center Attendant
- Pool Maintenance and Supplies
- General Facility and Common Grounds Maintenance
- Janitorial Maintenance and Supplies

## SCOPES OF SERVICE

### Amenity and Field Operations Manager

- Build and retain relationships daily with all residents, families and guests while aiding their safety and enjoyment of the entire facility.
- Provide consistent and thorough communication to residents via phone, e-mail, e-blast, newsletter, website and face-to-face interaction.
- Enforce policies relative to the entire District. Anticipate and report potential changes. Recommend possible solutions. Implement final directives.
- Plan and execute multiple special events in addition to providing consistent activities throughout the year.
- Assess the performance of all maintenance contractors. Hold all service providers accountable to a high standard. Report to board any remedial actions required.
- Attempt to resolve or redirect all District related issues on behalf of the residents.
- Monitor the amenity facilities and equipment for safe conditions and usage; take appropriate and necessary actions to correct any unsafe conditions as quickly as able; and make any safety/security recommendations to the District Manager and/or Board.
- Oversee landscape maintenance/irrigation system provider's performance through regular meetings and inspections.
- Oversee performance of storm water-management system service provider, as well as pond maintenance provider. Ensure that inlets are maintained, debris around embankments is removed, etc.
- Create a detailed scope of work for projects requiring additional contractors. Work with and present to the board of supervisors when appropriate. Secure cost estimates and initiate work.
- Hire, train and hold accountable onsite maintenance staff.

### Recreation Center Attendant

- Enforce all District policies in a hospitable and professional manner.
- Greet and engage residents.
- Assist the Manager in all matters related to the amenity center.
- Ensure all areas are well maintained and clean for patrons use. Address all safety hazards and report to the Manager and maintenance personnel.
- Secure room rental reservations. Assist and inspect room rentals.
- Assist with special events as requested.



## Pool Maintenance and Supplies

- Maintain all bodies of water a minimum of three times weekly year-round.
- Additional service is provided on Saturdays during school summer break.
- Manually vacuum, skim and brush pools on a consistent basis.
- Maintain proper pool water level and filtration rates in both bodies of water.
- Maintain pool equipment and chemical storage areas organized and in good order.
- Inspect play feature regularly for safety hazards. Immediately report all safety concerns to the association manager.
- Conduct all necessary tests of pool chemicals as required and maintain levels established in Chapter 64E-9.004(d). Operate filtration and clean as needed.
- All chemicals and supplies to maintain the pool on a day-to-day basis ARE INCLUDED. Chemicals used for exceptional circumstances shall be billable and warrant prior approval from the board or District Manager.
- This service requires the use of a Hammerhead pool vacuum at the expense of the District. Said equipment will become an asset to the community and may at any time be used by any staff or provider the board deems appropriate. Having a Hammerhead on property greatly increases the frequency in which the pool is cleaned and the time it takes to prepare the pool each day.

## General Facility and Common Grounds Maintenance

- Clean exterior of all outdoor structures including amenity center, entry monuments and playground.
- Remove all debris and trash in and around the amenity center and common grounds.
- Clean soffits, ceiling fans, light fixtures and all outdoor ceiling surfaces.
- Removal of spider webs, wasps' nests, mud daubers, etc. (as needed)
- Blow off all walkways, parking lot, pool deck, courts and playground.
- Straighten pool deck furniture.
- Inspect and document equipment condition weekly and report repairs as needed.
- Monitor the condition of access system such as doors, gates and card readers. Report problems immediately.
- Replace inside/outside lights as needed providing lighting checks weekly
- Advise the District Manager of any necessary repairs, cleaning, or replacement items required due to "normal wear & tear," "acts of God," or vandalism. (on going/as needed)
- Additional services beyond typical day-to-day duties may be provided. A proposal will be provided to the District Manager and must be approved prior to initiating work.
- Common hand and power tools are to be provided by the district.

## Janitorial Service:

- Maintain general appearance of all indoor spaces by vacuuming carpet, dusting of all fixtures, mopping floors, cleaning windows, bathrooms, counters and tiled areas.
- Window cleaning includes window ledges and blinds.
- Bathroom cleaning includes all toilets, bases behind toilets, counters, mirrors and shower stalls. Soap dispensers shall be cleaned and filled when necessary. Paper product dispensers shall be restocked as needed.
- Dusting includes the cleaning of window ledges, vents, furniture bases, shelves, picture frames, counter tops, tables, televisions and fitness equipment.
- Straightening of all furniture and fixtures.



- Removal of all interior trash.
- Removal of trash for both facilities.
- Storage closets shall be kept in an orderly condition. Equipment and cleaning supplies shall be properly stored as well.
- All supplies used to maintain the indoor facility on a day-to-day basis ARE INCLUDED. Equipment and supplies used for exceptional circumstances shall be billable and warrant prior approval from the board or District Manager.

## Fees

- Amenity and Field Operations Manager and Amenity Center Attendants **\$86,825**
- Pool Maintenance, Chemicals and Supplies **\$30,850**
- Facility and Common Grounds Maintenance **\$25,650**
- Janitorial Services and Supplies **\$26,325**

**Total \$169,650**

## Other:

- **Regional Support Team**– Will provide ongoing support, resources and accountability to management and frontline staff.
- **Preferred Pricing** – Due to strategic partnerships, Vesta will extend preferred pricing discounts to the District from outside vendors.
- **Mileage** – Vesta shall bill for mileage within the District and all offsite trips for the benefit of the community such as acquiring parts or supplies for repairs in an effort to avoid delivery fees, Vesta is sensitive to this expense and places reasonable limits on staff. Mileage will be reimbursed consistent with the IRS rate.
- **Emergency services** – In the event that an immediate response is warranted after hours by Vesta personnel a fee of \$50 per hour will be charged with a minimum of 3 hours per response. Mileage incurred is billable.
- **Storm Preparation and Recovery**- In the event of a major storm that requires additional staff hours and resources for the preparation of or the recovery from a storm an hourly rate of \$30 per hour will be charged for said additional services that are above and beyond typical duties. Services require prior approval from management or the board.
- **Special Event Staff**: Event planning, execution and staffing will be provided at an hourly billing rate of \$30.00
- **Uniforms** – Staff shall wear company uniforms, provided by Vesta.
- **Terms** – Vesta shall invoice for all services monthly. Invoices shall be paid net thirty (30) days upon receipt. A 2% late fee will be assessed on all unpaid invoices that exceed sixty (60) days. All invoices for the reimbursement of supplies and equipment will include a 2% processing fee. Vesta will assist management in creating charge accounts between the vendor and the community to reduce the amount of purchases made by Vesta.

# REFERENCES

## Rivers Edge CDD (RiverTown)

**Contact:** Jason Sessions – VP Land for Mattamy, Board Chairman

Phone: (904) 386-8380

Description: Planned-community of 4,000 homes at build-out.

Scope of Services: Amenity Management, Turnkey Operation of (2) Cafés, Lifestyle Programs

Dates Serviced: March 2015 to present.



## Heritage Landing CDD

**Contact:** Robert Porter – VP of Land

Phone: (904) 899-5915 (cell)

Description: Planned-community of 1,250 single-family and multi-family homes.

Scope of Services: HOA, Amenities & Lifestyle Management; Field Operations Management, Maintenance Services.

Dates Serviced: 2006 to present.



## Bartram Springs CDD

**Contact:** Kevin Colcord, Board Chairman

Phone: (904) 451-6808

Description: Built-out community of 1,200+ single-family and multi-family homes.

Scope of Services: HOA & Amenity Management, Maintenance Services, and Lifestyle Programs.

Dates Serviced: 2005 to present.



## Durbin Crossing CDD

**Contact:** Peter Pollicino – Board Chairman

Phone: (973) 713-7384

Description: Community of 2,600 homes, near build-out.

Scope of Services: Amenity Management, Field Operations Management, Maintenance Services, Programs, Lifeguard Services, and Facility Monitoring.

Dates Serviced: 2008 to present.



### Grand Haven CDD

**Contact:** Barry Kloptosky – District Operations Manager.

Phone: (386) 715-6081 (cell)

Description: Planned-community of 1,900+ homes.

Scope of Services: Amenity Management, Restaurant & Bar Turn-key Operation, Maintenance Services, Community-wide Special Events, and Lifestyle Programs.

Dates Serviced: 2007 to present.



### Kings Point Delray Beach

**Contact:** Frank Iovine – Board Chair.

Phone: 561-302-8803 (cell)

Description: Planned-community of 7,200 homes and 13,000+ residents.

Scope of Services: Clubhouse Management, IT & Communications Services, Maintenance Services, Resident Programs, Theater Operation, Community Transportation Services, CCTV Monitoring, Gatehouse Staffing, Community wide Special Events and Restaurant Operation.

Dates Serviced: 1992 to present.



### Kings Point Sun City Center

**Contact:** Liz Argott – past Board Member

Phone: (813) 362-6549

Description: Planned-community of 5,000+ single-family homes.

Scope of Services: Clubhouse Management, IT & Communications Services, Maintenance Services, Resident Programs, Theater Operation, Special Events and Restaurant Operation.

Dates Serviced: 2008 to present.



### Renaissance at West Villages HOA

**Contact:** Mac McCraw, Mattamy Homes – Tampa/Sarasota Division

Phone: (813) 390-0627

Description: Planned-community of 400+ single-family homes.

Scope: Lifestyle Management; Amenities Management upon opening of the amenity center in 2018.

Dates Serviced: 2017 to present





## List of Current Clients

Aberdeen CDD

Anthem Park CDD

Bartram Creek HOA

Bartram Springs CDD

Brandy Creek CDD (“Johns Creek”)

Bridgewater at Viera HOA

Celestina HOA

Concord Station CDD

Crossings at Bartram HOA

Durbin Crossing CDD

Fleming Island Plantation CDD

Glen St. Johns CDD

Grand Haven CDD

Heritage Isle HOA

Heritage Landing CDD

Julington Creek Plantation CDD

Kings Point Delray Beach HOA

Kings Point Sun City Center HOA

Lakeside Plantation CDD

LakeShore Ranch CDD

Renaissance at West Villages HOA

Rivers Edge CDD (“RiverTown”)

Riverwood HOA

Shearwater CDD

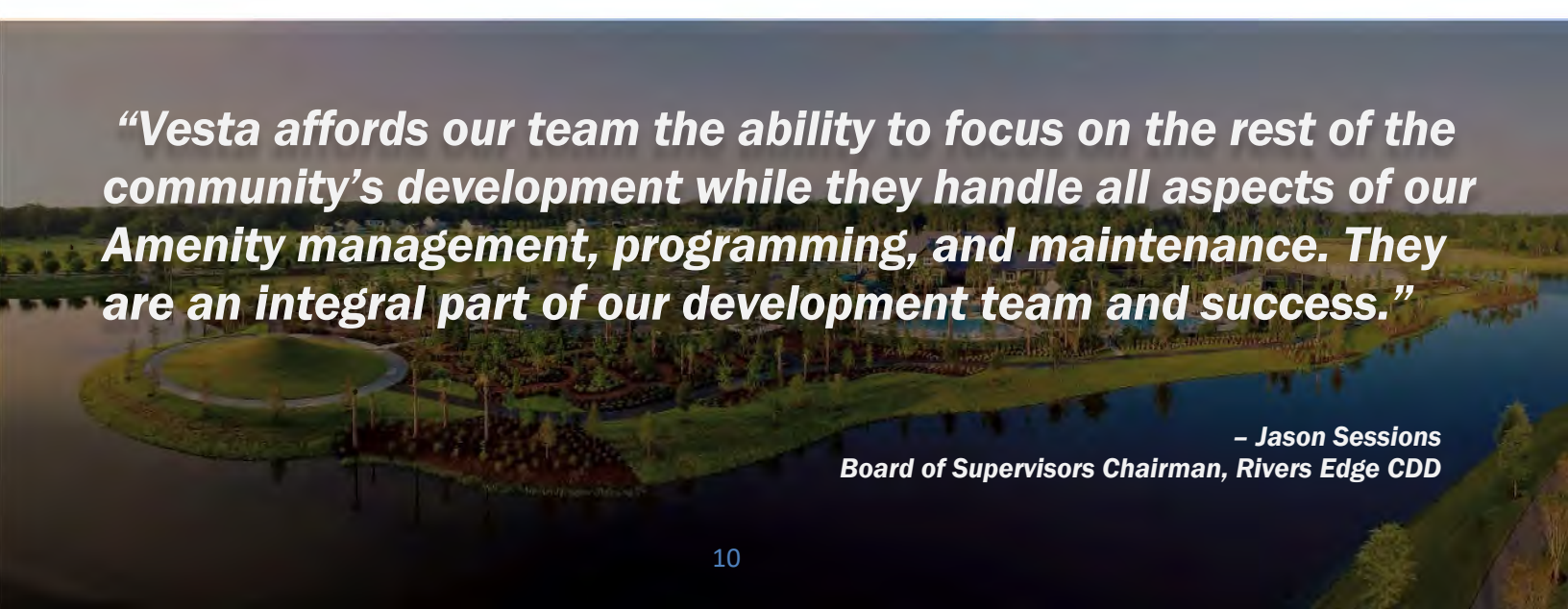
Southaven CDD (“Markland”)

St. Johns Golf & Country Club

Trails CDD (“Winchester Ridge”)

Westlake HOA

Westshore Yacht Club HOA



***“Vesta affords our team the ability to focus on the rest of the community’s development while they handle all aspects of our Amenity management, programming, and maintenance. They are an integral part of our development team and success.”***

***– Jason Sessions  
Board of Supervisors Chairman, Rivers Edge CDD***

# LOCAL LEADERSHIP TEAM

## **Roy Deary, Corporate Vice President; President, Amenity Division**

Since founding Amenity Companies in 1994, Roy has decades of experience in Planned community operations and services throughout Florida and has been a pioneer in serving Community Development Districts since 1998. Roy brought his companies to Vesta in 2011 and then helped oversee Vesta's Property Management division from 2012-2014. He now leads Vesta's Amenity division, joined by an excellent team of general managers and hundreds of outstanding associates in managing, maintaining, and programming dozens of first-class community amenities. He was a Florida high school state swim champion, competed in the NCAA men's swimming championships and the U.S. Olympic Team Trials, and has a Bachelor of Science in Business Administration from the University of Arkansas. In sum, Roy is continuing his lifelong passion for excelling as a team in pursuing lofty goals and serving others.



## **Jay King, NE FL Regional Vice President**

Jay has over 25 years of leadership experience with the U.S. Navy, The Home Depot, CSX Transportation, and Vesta. He is a current CDD Board member with over 6 years' experience including heading up \$1.4 million in recent capital project management, social media engagement, and annual resident surveying for the Bartram Springs CDD. As a long-time real estate investor, Jay remains active in the greater Jacksonville communities in which he owns property. To further his investments in these communities, Jay serves on their HOA Boards. He is committed to a culture that puts Customer Service first and a Regional Team that works exclusively within the communities they serve, rather than from a remote regional office.



## **Dan Fagen, NE FL Director of Amenity Operations**

Dan Fagen has many years of successful experience in the management of fitness operations at exclusive, local yacht-and-country clubs including Epping Forest Yacht Club, Deerwood Country Club, and San Jose Country Club. Mr. Fagen's experience also includes large asset and equipment purchases, event programming, and the management of staff such as maintenance personnel, personal trainers and group training instructors.



### **Sean Smith, NE FL Regional Aquatics Director; Julington Creek Plantation CDD Aquatics Director**

Sean Smith has been with Vesta for 12 years serving in our Aquatics Division. During this time, he has worked as an Aquatics Director in several communities including Fleming Island Plantation and Julington Creek Plantation, managing seasonal staff numbers of over 70 employees during peak times of the year. He also provides regional aquatics supervision and support including recruiting, hiring and staffing for multiple communities throughout the Northeast, Florida region. He holds a Lifeguard and Lifeguard Instructor certification with the American Red Cross and provides a pivotal role in the certifying and training of all Aquatics Employees across our company.



### **Ross Ruben, NE FL Regional Lifestyle Director**

With over 20 years in the entertainment, events, and recreation industry, Ross excels as our Regional Lifestyle Director. Always eager to get out in front of a crowd at our events, he has a diverse background which includes acting for theatre, DJ, and MC work for top entertainment companies across the country, as well as 8 years as a full-time professional stuntman for film and television. Since earning a degree from Hofstra University, Ross has worked for companies including MTV Networks, Anheuser Busch, Universal Studios, and the YMCA. He is constantly striving to bring new and exciting programming and events to our client-communities.



### **Steve Howell, NE FL Regional Director - Field Operations & Maintenance**

With over 20 years in the outdoor services industry including sales and service of pond and lake management and landscape management, as our Regional Field Operations & Maintenance Director Steve seeks to ensure that every resident enjoys a “resort-like” look and feel within the communities they live. He is committed to a team approach and takes every opportunity to promote learning every aspect of responsible and outstanding Field Operations within our company. After receiving his Business degree from Georgia Southern University, he has successfully worked in various roles throughout the Southeast in resort management, contract service, owner/operator of a residential rehabilitation company, and now oversight and support of various communities and Field Operations Managers within the Northeast Region of Vesta. He is also the on-site Field Operations Manager for Vesta at Durbin Crossing CDD.





# Sample Monthly Field Management Report



## Field Operation Manager's Report

*Date of report: 5-23-2016*

*Submitted by: Steve Howell*

### **STORAGE FACILITY UPDATE: / No Board action required**

The storage building has been ordered and should arrive and be installed by third week in April. The mulch path will be installed prior to our meeting. We are coordinating camera install with facility delivery to make sure it is protected. We will also continue to research cost effective options and vendors to power the facility for FY 2017.

### **NORTH AMENITY CENTER POOL PLAY FEATURE: / No Board action required**

The paint and servicing of the water play feature has been completed. We completely changed the color scheme to be more in line with the colors and motif of Durbin Crossing, and it turned out beautifully.



### **PAVERS AT NORTH AND SOUTH: / BOARD ACTION REQUIRED**

As reported previously pavers continue to crack creating a safety hazard. This must be addressed before the start of the swim season. Proposals and recommendations are attached.

### **MULCH CHANGE AND INSTALLATION: / No Board action required**

We have accomplished the goal of removing of ALL areas containing red mulch in Durbin Crossing. The mulch installation is now concluded with only gold mulch. Project complete.

### **QUAIL CREEK ACCESS EASEMENT: / No Board action required**

With regard to the cell tower access discussed last month, we have since installed a cable fence

through 4x4 posts along the back side of this common area. (Photo below) We then had DTE install (15) Fackahatchee plants that will eventually fill in and cover said barrier. We are hoping these steps will help secure this easement and cut down on the wear and tear of the turf. We are now looking at options for deterring the trespassers from entering left of the gate, through home owner's yard. We will continue to monitor this situation and keep the Board informed.



#### **OTHER COMPLETED TASKS:**

- Hedges have been trimmed at the Thornloe utility boxes in an effort to stop unwanted loitering. There still seems to be a lot of activity on / around these boxes despite our efforts. At this time, we are looking into some type of signage that may aid in deterring these kids.
- All JEA street lights have been addressed up the chain of command with JEA, so they have all been inspected and repaired. We will be continuing our biweekly drive through inspections of all lighting, to include landscape lighting.
- We have placed Court numbers (1-6) at each of the six courts to aid in designation of organized versus leisure use. Court numbers 1-4 are at South and 5-6 are at North. We have also purchased score bars so that residents will no longer need to keep score of their matches with sidewalk chalk.
- Lastly, we have gone through the community and located approximately (14) trees in the preserve, that could be a legitimate threat to surrounding structures. We have contacted our tree vendor and will have these trees dropped in their areas as soon as possible.

#### **WHAT TO EXPECT IN APRIL:**

- Continued efforts in establishing a high-quality maintenance program, that will help minimize unnecessary project expenses and allow us to focus more heavily on the detail and overall aesthetic appeal, thus fulfilling the overall expectations of the existing, new, and future residents of Durbin Crossing.
- Monitor closely the methods and practices of our vendors as the active, outdoor season begins.
- Durbin South Slide restoration (i.e. deep clean, wax and frame painting).



- Touch up painting throughout the community, with respect to the fencing, gates, and bike racks.
- Successful transfer of storage items from current areas to new building, and the re-establishment of the indoor storage areas to their intended use.

### **LANDSCAPING:**

We have been working closely with Down to Earth, DTE, and have the following updates:

- During the month of February, all beds throughout the community were addressed with respect to establishing uniformity with shrubs, hedges, annuals, and perennials. All dead, struggling or mismatched plants were either removed for disposal or were relocated to fill areas in need of like kind. We then used the remaining plants available under the contract, as well as added various others in an effort to fulfill our goal. Spring has sprung, and the blooms are happening. We are very pleased with the results and the level of attention and detail.
- During the month of February, all pre-emerge weed prevention and fungicide applications were completed throughout the community, for all turf, ornamental grasses and weeds. Fertilizers for the bushes at North/South amenities were also applied.
- In March, the removal of red mulch from all areas North Durbin, was fulfilled and transitioned to gold mulch. Now we have uniformity throughout Durbin Crossing with respect to ground cover. The decision to only remove red where necessary yielded an approximate savings of roughly \$8,000.00.
- DTE also included removal of pine straw and mulching all trees between sidewalk and parkway, at no additional charge. Our Area Supervisor, Patrick, felt that this would add a positive, more visual flow throughout the community. In an effort to promote long term, healthy growth with our ornamental trees, DTE was diligent about maintaining an open, permeable ring around the base of every tree to insure adequate watering could take place.
- All irrigation zones have been checked and repaired where necessary to assure a smooth transition into the growth season.
- All entrances to the individual communities, were treated with fertilizer this month. ALL areas were also treated for ants.
- The worn area in the cul-de-sac at Forest Edge, proposed at last month's meeting, has been successfully completed and looks great.

### **WHAT TO EXPECT IN APRIL:**

- Trim all Medjools once seed pods are mature. Being aware of any potential issues regarding disease, or fungus, DTE will be using safe pruning practices (i.e. clean blades per tree) to avoid any issues moving forward.
- All turf will be fertilized with a granular formula.
- All bushes will be sprayed with a 20-20-20 formula to promote leave growth and accompanying flowers.
- Install fertilizer stakes around all Medjool palms (stakes contain: Manganese, Magnesium, Potassium, Sulfur, Nitrogen, Iron, and Copper).

## **Exhibit B**

### **Part-Time Recreational Attendant Proposed Schedule FY2020**

For District Fiscal Year 2020, the part-time recreational attendant will work eight hours per day from 9:00 a.m. to 5:00 p.m. in accordance with the following proposed schedule, which proposed schedule may be changed or altered by, under the approval, and at the discretion of the District Manager:

March 14 - 15  
March 21 -22  
March 28 - 29  
April 4 - 5  
April 11 - 12  
April 18 - 19  
April 25 - 26  
May 1 - 3  
May 9 - 10  
May 16 - 17  
May 23 - 24  
May 30 - 31  
June 6 - 7  
June 13 - 14  
June 20 - 21  
June 27 - 28  
July 4 - 5  
July 11 -12  
July 18 - 19  
July 25 - 26  
August 1 - 2  
August 8 - 9  
August 15 - 16  
August 22 - 23  
August 29 - 30  
September 5 - 6

## *TWELFTH ORDER OF BUSINESS*

*A.*

## MEMORANDUM

TO: District Manager

FROM: Billing, Cochran, Lyles, Mauro & Ramsey, P.A.  
District Counsel

DATE: July 12, 2019

RE: 2019 Legislative Update



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As District Counsel, throughout the year we continuously monitor pending legislation that may be applicable to the governance and operation of our community development district and other special district clients. It is at this time of year when we summarize those legislative acts that have become law during the most recent legislative session, as follows:

**Chapter 2019-164, Laws of Florida (HB 437/SB 728).** This act amends section 190.046, F.S. to allow petitioners establishing CDDs of less than 2,500 acres in size to include a list of adjacent parcels that the petitioner expects to be included within the district boundaries, through expansion, within the next 10 years. A process is now in place to facilitate the orderly addition of lands to an existing CDD by expanding the boundaries of a CDD to include those parcels previously identified for annexation at the time of establishment of the CDD. No filing fee may be charged for such an expansion if the parcel has previously been identified in the original petition to establish the CDD. The act further amends Section 190.046(3) to permit CDDs to merge with other special districts created by special act of the Florida legislature, and in such circumstances, authorizes a CDD merging with another type of district to enter into a merger agreement to address issues of transition, including the allocation of indebtedness and the retirement of debt. This act is effective as of June 28, 2019.

**Chapter 2019-15, Laws of Florida (SB 7014).** This act, effective July 1, 2019, is designed to increase "government accountability" by amending the Auditor Selection Process required by Section 218.391, F.S. to require that the audit selection committee consist of at least three members; at least one of which is also a member of the board of supervisors or local governing board. Employees, the chief executive officer, and the chief financial officer of the local government are prohibited from serving as a member of the audit selection committee but may serve in an advisory capacity.

**Chapter 2019-37, Laws of Florida (HB 327/SB 450).** Effective July 1, 2019, this act amends Section 286.0113, F.S. to create a new subsection (3), exempting from public meeting requirements those portions of such public meetings that pertain to certain exempt information related to technology systems held by specified utilities owned and operated by a unit of local government, including, but not limited to, information related to the security of the technology, processes, or practices of the utility, and the protection of computers, programs, and data from attack or unauthorized access. All exempt portions of such a meeting must be recorded, transcribed,

and maintained by the local government, but the recording and transcription of the meeting would be exempt from disclosure.

**Chapter 2019-97, Laws of Florida (HB 7021/SB 7040).** This act amends portions of Chapter 112, F.S., by requiring the mandatory electronic filing of Form 1 and Form 6 financial disclosures after such electronic filing system is implemented by the Florida Commission on Ethics (the "Commission") and requiring the Commission to procure and test an electronic financial disclosure system by January, 2022. Local officers, including members of the board of supervisors, would, after January 1, 2023, no longer submit the Form 1, Statement of Financial Interests to the local supervisor of elections, but would be required to submit via the electronic filing system. This new system will eliminate the use of the paper forms for financial disclosure. Further, as part of this new system, the local government must furnish to the Commission by February 1<sup>st</sup> of each year a list of current names, email addresses, and physical addresses of its local officers as of December 31<sup>st</sup> of the preceding year, and the Commission must then prepare a list including such information by May 1<sup>st</sup> of each year. This legislation became effective on June 7, 2019, but the electronic filing system is not required to be in operation until 2023.

**Chapter 2019-106, Laws of Florida (HB 207/SB 144).** This act, effective July 1, 2019, amends Section 163.31801, F.S. to prohibit local governments from collecting impact fees prior to the issuance of building permits, revises the minimum requirements for the adoption of impact fees by certain specified local governments by codifying the dual rational nexus test used by courts to require that impact fees be connected to the money spent from the funds collected and be connected to the benefits of the new construction, and exempts water and sewer connection fees the applicability and requirements of Section 163.31801, F.S.

**Chapter 2019-155, Laws of Florida (HB 1159/SB 1400).** The new legislation creates Section 163.045, Florida Statutes, to prohibit local governments from requiring notices, applications, approvals, permits, fees or mitigation for pruning, trimming or removal of trees from residential property if the property owner has obtained documentation from a certified arborist or Florida licensed landscape architect that the tree presents a danger to persons or property, and prohibits local governments from requiring property owners to replant a tree that was pruned, trimmed, or removed in accordance with this section. The act also amends Section 163.3209, F.S. to delete the language that requires a property owner to secure local government approval before an electric utility provider perform necessary right-of-way tree trimming maintenance. Finally, the legislation, creates Section 70.002, F.S. establishing a Private Property Owner Bill of Rights that shall be posted on the website of each county property appraiser. This act is effective July 1, 2019.

For convenience, we have included copies of the legislation referenced in this memorandum. We request that you include this memorandum as part of the agenda packages for those special districts in which you serve as the District Manager and this firm serves as District Counsel. For purposes of the agenda package, it is not necessary to include the attached legislation, but you may wish to make the same available by request.

*C.*

# Tison's Landing

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## *Field Operations Manager's Report*

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Date of Report: 9/26/2019

Submitted by: Johnathan Perry

### **Initial Assessment – No Board Action Required**

As the property was assessed over the first week. Many issues have been addressed and are being worked. I have compiled an initial project list as a result of the assessment and will be working off of said list to complete tasks when equipment becomes available.

### **ADA Requirements – No Board Action Required**

The ADA requirements that have been brought up as a result of the last ADA inspection have been looked over and are being addressed as soon as equipment is available.

### **Backflow Preventer Testing – No Board Action Required**

The required annual backflow preventer testing mandate by JEA has been scheduled with McDonald Plumbing. The deadline from JEA is set for October 31<sup>st</sup>. McDonald is set to come out well before to get the inspection complete.

### **Pothole on Tisons Bluff Rd and Dowing Creek Dr – No Board Action Required**

The pothole located at the intersection of Tisons Bluff Rd and Dowing Creek Dr (pictured below) has been scheduled with the City of Jacksonville. The fix no later than date is set for October 7<sup>th</sup>.

### **Children's Pool Quotes – No Board Action Required**

The estimate for the refurbishment of the Children's Pool equipment is a NTE of \$5,000. This includes priming, painting and replacing all woven netting.

### **Entryway Signs – No Board action required**

Estimates are being obtained for the replacement of the signs at each entrance to the community. The original manufacturer has been contacted and is scheduled to come assess the issue and send estimates.

### **Field Operations Update – No Board Action Required**

- Pools have been brought back to acceptable levels and all required maintenance is being done daily.
- The "Van Accessible" sign has been mounted per ADA requirements



- All trash cans throughout the neighborhood have been emptied and bags have been placed in each one.
- Epic Pools came to inspect the pool filtration and will provide estimate for replacement for board approval

### **Lawn Boys Landscaping – Board Action Required**

A meeting was held with Leo and his team from Lawn Boys to determine the areas needing attention. It was mentioned that we are having difficulties with Naders keeping the weeds under control. Also, multiple irrigation issues and the ongoing mulch requirements around the community.

The main irrigation issue that of the main entrance closest to the amenities center has had missing irrigation since JEA replaced the main water line. I would ask the board to consider replacing the irrigation lines to ensure adequate watering of the grass in that area. Also, I would ask the board to consider replacing the missing Aztec grass in front of the amenities center (pictured below), as well as, consider mulching options for the pocket parks in the neighborhood.

### **Lake Doctors Pond Maintenance – No Board Action Required**

A meeting has been scheduled with Lake Doctors to go over the requirements and expectations of the ponds in the community.

#### **Aztec grass needing replacement**



#### **Pothole at Tisons Bluff and Dowling Creek**



### Completed Projects

- ADA “Van Accessible” sign mounted

Before



After



**Should you have any comments or questions, feel free to contact me directly.**



*FOURTEENTH ORDER OF BUSINESS*

*A.*

# Tison's Landing

## Community Development District

Unaudited Financial Statements  
as of  
August 31, 2019

Board of Supervisors Meeting  
October 3, 2019

**TISON'S LANDING**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**COMBINED BALANCE SHEET**  
August 31, 2019

	Major Funds			Total Governmental Funds
	General	Debt Service	Capital Projects	
<b><u>ASSETS:</u></b>				
Cash	\$14,031	---	\$4,559	\$18,590
<b>Investments:</b>				
SBA-Surplus Funds	\$135,721	---	\$150,180	\$285,901
<i>Series 2016-1</i>				
Reserve	---	\$149,488	---	\$149,488
Revenue	---	\$94,264	---	\$94,264
Prepayment	---	\$2,325	---	\$2,325
Construction	---	---	\$29,545	\$29,545
<i>Series 2016-2</i>				
Reserve	---	\$42,364	---	\$42,364
Prepayment	---	\$14	---	\$14
Deposits	\$4,202	---	---	\$4,202
<b>TOTAL ASSETS</b>	<b>\$153,955</b>	<b>\$288,455</b>	<b>\$184,283</b>	<b>\$626,693</b>
<b><u>LIABILITIES:</u></b>				
Accounts Payable	\$10,128	---	---	\$10,128
Accrued Expenditures	\$4,630	---	---	\$4,630
<b>TOTAL LIABILITIES</b>	<b>\$14,758</b>	<b>\$0</b>	<b>\$0</b>	<b>\$14,758</b>
<b><u>FUND BALANCES:</u></b>				
Nonspendable:				
Prepaid items and deposits	\$4,202	---	---	\$4,202
Restricted for:				
Debt service	---	\$288,455	---	\$288,455
Capital Projects	---	---	\$184,283	\$184,283
Unassigned	\$134,995	---	---	\$134,995
<b>TOTAL FUND BALANCES</b>	<b>\$139,197</b>	<b>\$288,455</b>	<b>\$184,283</b>	<b>\$611,936</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$153,955</b>	<b>\$288,455</b>	<b>\$184,283</b>	<b>\$626,693</b>

**TISON'S LANDING**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**GENERAL FUND**

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the Period Ended August 31, 2019

<b>DESCRIPTION</b>	<b>ADOPTED BUDGET</b>	<b>PRORATED BUDGET THRU 08/31/19</b>	<b>ACTUAL THRU 08/31/19</b>	<b>VARIANCE</b>
<b><u>REVENUES</u></b>				
Maintenance Assessments - Tax Roll	\$527,464	\$527,464	\$528,676	\$1,212
Clubhouse Income	\$3,000	\$2,750	\$6,772	\$4,022
Interest Income	\$0	\$0	\$4,635	\$4,635
<b>TOTAL REVENUES</b>	<b>\$530,464</b>	<b>\$530,214</b>	<b>\$540,082</b>	<b>\$9,868</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administrative:</u></b>				
Supervisor Fees	\$4,000	\$4,000	\$7,000	(\$3,000)
FICA Taxes	\$306	\$306	\$536	(\$230)
Engineering Fees	\$7,500	\$6,875	\$2,818	\$4,057
Arbitrage Calculation	\$600	\$0	\$0	\$0
Dissemination	\$1,000	\$917	\$967	(\$50)
Assessment Roll	\$2,500	\$2,500	\$2,500	\$0
Attorney Fees	\$15,000	\$13,750	\$17,111	(\$3,361)
Annual Audit	\$4,100	\$4,100	\$3,465	\$635
Trustee Fees	\$3,725	\$3,725	\$3,717	\$8
Management Fees	\$47,250	\$43,313	\$43,313	\$0
Computer Time	\$1,000	\$917	\$917	\$0
Telephone	\$100	\$92	\$62	\$30
Postage	\$1,000	\$917	\$699	\$218
Printing & Binding	\$1,575	\$1,444	\$1,545	(\$101)
Insurance	\$8,692	\$8,692	\$8,252	\$440
Legal Advertising	\$1,500	\$1,375	\$731	\$644
Other Current Charges	\$500	\$458	\$3,157	(\$2,699)
Website Administration	\$0	\$0	\$900	(\$900)
Office Supplies	\$150	\$138	\$396	(\$259)
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
<b>TOTAL ADMINISTRATIVE</b>	<b>\$100,673</b>	<b>\$93,692</b>	<b>\$98,260</b>	<b>(\$4,568)</b>
<b><u>Field:</u></b>				
Insurance	\$13,064	\$13,064	\$11,612	\$1,452
Field Management & Administration	\$28,300	\$25,942	\$20,442	\$5,500
Recreation Center Attendant	\$48,902	\$44,827	\$45,744	(\$917)
Recreation Center Seasonal Assistant	\$11,000	\$10,083	\$5,063	\$5,021
Security Camera Monitoring	\$0	\$0	\$2,732	(\$2,732)
Pool Maintenance	\$11,400	\$10,450	\$8,823	\$1,628
Pool Chemicals	\$6,000	\$5,500	\$6,476	(\$976)
Permit Fees	\$1,475	\$916	\$916	\$0
Landscape Maintenance	\$59,540	\$54,578	\$53,381	\$1,197
Landscape Contingency	\$6,855	\$6,284	\$2,610	\$3,674
Pest Control	\$340	\$113	\$585	(\$472)
Irrigation Maintenance	\$5,625	\$5,156	\$305	\$4,851
Lake Maintenance	\$9,000	\$9,950	\$11,168	(\$1,218)

**TISON'S LANDING**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**GENERAL FUND**

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the Period Ended August 31, 2019

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 08/31/19	ACTUAL THRU 08/31/19	VARIANCE
<b><i>Field: (continued)</i></b>				
General Facility Maintenance	\$25,000	\$22,917	\$15,563	\$7,354
Utilities-Electric	\$21,000	\$19,250	\$15,901	\$3,349
Utilities-Water	\$22,500	\$20,625	\$26,882	(\$6,257)
Utilities-Cable	\$3,300	\$3,025	\$2,969	\$56
Utilities-Telephone	\$2,100	\$1,925	\$1,156	\$769
Refuse Service	\$2,300	\$2,108	\$2,661	(\$553)
Repairs and Maintenance	\$36,000	\$33,000	\$38,370	(\$5,370)
Janitorial Maintenance	\$7,140	\$6,545	\$6,417	\$128
Janitorial Supplies	\$3,000	\$2,750	\$1,355	\$1,395
Special Events	\$12,000	\$12,000	\$16,503	(\$4,503)
Amenity Supplies	\$3,350	\$3,071	\$4,379	(\$1,309)
Contingency	\$0	\$0	\$3,032	(\$3,032)
Capital Outlay	\$25,000	\$25,000	\$25,000	\$0
Capital Reserve	\$65,600	\$65,600	\$65,600	\$0
<b>TOTAL FIELD</b>	<b>\$429,791</b>	<b>\$404,679</b>	<b>\$395,643</b>	<b>\$9,036</b>
<b>TOTAL EXPENDITURES</b>	<b>\$530,464</b>	<b>\$498,371</b>	<b>\$493,902</b>	<b>\$4,469</b>
Excess (deficiency) of revenues over (under) expenditures	\$0	\$31,843	\$46,180	\$14,337
Net change in fund balance	\$0	\$31,843	\$46,180	\$14,337
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>\$93,018</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$139,197</b>	



**TISON'S LANDING**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**CAPITAL RESERVE FUND**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the Period Ended August 31, 2019

<b>DESCRIPTION</b>	<b>ADOPTED BUDGET</b>	<b>PRORATED BUDGET THRU 08/31/19</b>	<b>ACTUAL THRU 08/31/19</b>	<b>VARIANCE</b>
<b><u>REVENUES</u></b>				
Interest Income	\$0	\$0	\$3,453	\$3,453
Capital Reserve-Transfer In	\$90,600	\$90,600	\$90,600	\$0
<b>TOTAL REVENUES</b>	<b><u>\$90,600</u></b>	<b><u>\$90,600</u></b>	<b><u>\$94,053</u></b>	<b><u>\$3,453</u></b>
<b><u>EXPENDITURES</u></b>				
Capital Outlay	\$0	\$0	\$42,098	(\$42,098)
Miscellaneous Services	\$0	\$0	\$591	(\$591)
<b>TOTAL EXPENDITURES</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$42,689</u></b>	<b><u>(\$42,689)</u></b>
Excess (deficiency) of revenues over (under) expenditures	<u>\$90,600</u>	<u>\$90,600</u>	<u>\$51,364</u>	<u>(\$39,236)</u>
Net change in fund balance	<u>\$90,600</u>	<u><u>\$90,600</u></u>	<u>\$51,364</u>	<u><u>(\$39,236)</u></u>
<b>FUND BALANCE - Beginning</b>	<b>\$149,142</b>		<b>\$103,375</b>	
<b>FUND BALANCE - Ending</b>	<b><u><u>\$239,742</u></u></b>		<b><u><u>\$154,738</u></u></b>	

**TISON'S LANDING**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND - SERIES 2016-1 & 2**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the Period Ended August 31, 2019

<b>DESCRIPTION</b>	<b>AMENDED BUDGET</b>	<b>PRORATED BUDGET THRU 08/31/19</b>	<b>ACTUAL THRU 08/31/19</b>	<b>VARIANCE</b>
<b><u>REVENUES</u></b>				
Special Assessments - On Roll	\$384,344	\$384,344	\$383,874	(\$470)
Interest Income	\$750	\$688	\$7,459	\$6,772
<b>TOTAL REVENUES</b>	<b><u>\$385,094</u></b>	<b><u>\$385,032</u></b>	<b><u>\$391,333</u></b>	<b><u>\$6,302</u></b>
<b><u>EXPENDITURES</u></b>				
<b><u>Series 2016-1</u></b>				
Interest - 11/01	\$63,163	\$63,163	\$63,163	\$0
Special Call - 11/01	\$0	\$0	\$5,000	(\$5,000)
Interest - 05/01	\$63,163	\$63,163	\$63,113	\$50
Principal - 05/01	\$170,000	\$170,000	\$170,000	\$0
<b><u>Series 2016-2</u></b>				
Interest - 11/01	\$24,675	\$24,675	\$24,440	\$235
Interest - 05/01	\$24,675	\$24,675	\$24,440	\$235
Principal - 05/01	\$35,000	\$35,000	\$35,000	\$0
Special Call - 05/01	\$0	\$0	\$5,000	(\$5,000)
<b>TOTAL EXPENDITURES</b>	<b><u>\$380,676</u></b>	<b><u>\$380,676</u></b>	<b><u>\$390,156</u></b>	<b><u>(\$9,480)</u></b>
Excess (deficiency) of revenues over (under) expenditures	<u>\$4,418</u>	<u>\$4,356</u>	<u>\$1,177</u>	<u>(\$3,178)</u>
<b><u>Other Financing Sources/(Uses)</u></b>				
Interfund Transfer In / (Out)	\$0	\$0	(\$3,639)	(\$3,639)
<b>Total Other Financing Sources/(Uses)</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>(\$3,639)</u></b>	<b><u>(\$3,639)</u></b>
Net change in fund balance	<u>\$4,418</u>	<u><u>\$4,356</u></u>	<u>(\$2,462)</u>	<u><u>(\$6,817)</u></u>
<b>FUND BALANCE - Beginning</b>	<b>\$93,386</b>		<b>\$290,917</b>	
<b>FUND BALANCE - Ending</b>	<b><u><u>\$97,804</u></u></b>		<b><u><u>\$288,455</u></u></b>	

**TISON'S LANDING  
COMMUNITY DEVELOPMENT DISTRICT  
Long Term Debt Report  
FY 2019**

<b>Series 2016A-1, Senior Special Assessment Revenue Refunding and Improvement Bonds</b>		
Interest Rate:	2.000%	
Maturity Date:	5/1/2019	\$170,000.00
Interest Rate:	2.000%	
Maturity Date:	5/1/2020	\$175,000.00
Interest Rate:	2.000%	
Maturity Date:	5/1/2021	\$180,000.00
Interest Rate:	2.000%	
Maturity Date:	5/1/2022	\$185,000.00
Interest Rate:	2.200%	
Maturity Date:	5/1/2023	\$185,000.00
Interest Rate:	2.400%	
Maturity Date:	5/1/2024	\$190,000.00
Interest Rate:	2.600%	
Maturity Date:	5/1/2025	\$195,000.00
Interest Rate:	2.875%	
Maturity Date:	5/1/2026	\$200,000.00
Interest Rate:	3.000%	
Maturity Date:	5/1/2027	\$205,000.00
Interest Rate:	3.125%	
Maturity Date:	5/1/2028	\$215,000.00
Interest Rate:	3.375%	
Maturity Date:	5/1/2032	\$930,000.00
Interest Rate:	3.600%	
Maturity Date:	5/1/2037	\$1,345,000.00
Reserve Fund Requirement:	)% Max Annual Debt Service	
Bonds outstanding - 09/30/2018		\$4,175,000.00
Less:	Nov 1, 2018 (Special Call)	(\$5,000.00)
	May 1, 2019 (Mandatory)	(\$170,000.00)
<b>Current Bonds Outstanding</b>		<b>\$4,000,000.00</b>
<b>Series 2016A-2, Subordinate Special Assessment Revenue Refunding and Improvement Bonds</b>		
Interest Rate:	4.700%	
Maturity Date:	5/1/2037	
Reserve Fund Requirement:	)% Max Annual Debt Service	
Bonds outstanding - 09/30/2018		\$1,040,000.00
Less:	May 1, 2019 (Mandatory)	(\$35,000.00)
	May 1, 2019 (Special Call)	(\$5,000.00)
<b>Current Bonds Outstanding</b>		<b>\$1,000,000.00</b>
<b>Total Current Bonds Outstanding</b>		<b>\$5,000,000.00</b>

**TISON'S LANDING**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**CAPITAL PROJECTS FUND - SERIES 2016**  
Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the Period Ended August 31, 2019

<u>DESCRIPTION</u>	<u>ADOPTED BUDGET</u>	<u>PRORATED BUDGET THRU 08/31/19</u>	<u>ACTUAL THRU 08/31/19</u>	<u>VARIANCE</u>
<b><u>REVENUES</u></b>				
Interest Income	\$0	\$0	\$1,074	\$1,074
<b>TOTAL REVENUES</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$1,074</u></b>	<b><u>\$1,074</u></b>
<b><u>EXPENDITURES</u></b>				
Capital Outlay	\$0	\$0	\$33,381	(\$33,381)
<b>TOTAL EXPENDITURES</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$33,381</u></b>	<b><u>(\$33,381)</u></b>
Excess (deficiency) of revenues over (under) expenditures	<u>\$0</u>	<u>\$0</u>	<u>(\$32,307)</u>	<u>(\$32,307)</u>
<b><u>Other Financing Sources/(Uses)</u></b>				
Interfund Transfer In / (Out)	\$0	\$0	\$3,639	\$3,639
<b>Total Other Financing Sources/(Uses)</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$3,639</u></b>	<b><u>\$3,639</u></b>
Net change in fund balance	<u>\$0</u>	<u><u>\$0</u></u>	<u>(\$28,668)</u>	<u><u>(\$28,668)</u></u>
<b>FUND BALANCE - Beginning</b>	<b><u>\$0</u></b>		<b><u>\$58,213</u></b>	
<b>FUND BALANCE - Ending</b>	<b><u><u>\$0</u></u></b>		<b><u><u>\$29,545</u></u></b>	

**Tison's Landing**  
**Community Development District**  
General Fund  
Statement of Revenues and Expenditures (Month by Month)  
FY 2019

	OCT 2018	NOV 2018	DEC 2018	JAN 2019	FEB 2019	MAR 2019	APR 2019	MAY 2019	JUN 2019	JUL 2019	AUG 2019	SEP 2019	TOTAL
<i>Revenues</i>													
Maintenance Assessments - Tax Roll	\$0	\$17,165	\$499,397	\$3,473	\$859	\$4,078	\$1,228	\$1,751	\$725	\$0	\$0	\$0	\$528,676
Clubhouse Income	(\$320)	\$1,890	(\$240)	\$0	\$800	\$1,240	\$500	\$1,180	(\$1,143)	\$2,610	\$254	\$0	\$6,772
Interest Income	\$94	\$94	\$471	\$737	\$628	\$580	\$502	\$513	\$422	\$324	\$270	\$0	\$4,635
<i>Total Revenues</i>	<b>(\$226)</b>	<b>\$19,148</b>	<b>\$499,628</b>	<b>\$4,209</b>	<b>\$2,286</b>	<b>\$5,898</b>	<b>\$2,230</b>	<b>\$3,445</b>	<b>\$5</b>	<b>\$2,934</b>	<b>\$525</b>	<b>\$0</b>	<b>\$540,082</b>
<i>Expenditures</i>													
Supervisor Fees	\$1,000	\$0	\$1,000	\$1,000	\$1,000	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$0	\$7,000
FICA Taxes	\$77	\$0	\$77	\$77	\$77	\$0	\$77	\$0	\$77	\$0	\$77	\$0	\$536
Engineering Fees	\$0	\$134	\$114	\$134	\$0	\$0	\$1,636	\$445	\$356	\$0	\$0	\$0	\$2,818
Arbitrage Calculation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Dissemination	\$133	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$0	\$967
Assessment Roll	\$2,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500
Attorney Fees	\$1,870	\$605	\$935	\$3,410	\$2,283	\$500	\$3,273	\$1,403	\$1,953	\$880	\$0	\$0	\$17,111
Annual Audit	\$0	\$0	\$0	\$3,465	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,465
Trustee Fees	\$3,717	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,717
Management Fees	\$3,938	\$3,938	\$3,938	\$3,938	\$3,938	\$3,938	\$3,938	\$3,938	\$3,938	\$3,938	\$3,938	\$0	\$43,313
Computer Time	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$0	\$917
Telephone	\$0	\$7	\$0	\$0	\$42	\$0	\$0	\$0	\$0	\$0	\$14	\$0	\$62
Postage	\$242	\$101	\$12	\$8	\$24	\$11	\$14	\$155	\$7	\$10	\$115	\$0	\$699
Printing & Binding	\$582	\$48	\$16	\$206	\$21	\$68	\$274	\$15	\$27	\$281	\$7	\$0	\$1,545
Insurance	\$8,152	\$0	\$0	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,252
Legal Advertising	\$0	\$82	\$82	\$82	\$62	\$121	\$0	\$221	\$0	\$83	\$0	\$0	\$731
Other Current Charges	\$131	\$39	\$63	\$1,248	\$42	\$1,281	\$70	\$45	\$95	\$57	\$87	\$0	\$3,157
Website Administration	\$0	\$0	\$0	\$0	\$0	\$150	\$150	\$150	\$150	\$150	\$150	\$0	\$900
Office Supplies	\$46	\$6	\$1	\$18	\$1	\$60	\$21	\$18	\$200	\$26	\$0	\$0	\$396
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
<i>Total Administrative</i>	<b>\$22,645</b>	<b>\$5,126</b>	<b>\$6,403</b>	<b>\$13,849</b>	<b>\$7,656</b>	<b>\$6,296</b>	<b>\$10,618</b>	<b>\$6,556</b>	<b>\$7,969</b>	<b>\$5,590</b>	<b>\$5,553</b>	<b>\$0</b>	<b>\$98,260</b>

**Tison's Landing**  
**Community Development District**  
General Fund  
Statement of Revenues and Expenditures (Month by Month)  
FY 2019

	OCT 2018	NOV 2018	DEC 2018	JAN 2019	FEB 2019	MAR 2019	APR 2019	MAY 2019	JUN 2019	JUL 2019	AUG 2019	SEP 2019	TOTAL
FIELD:													
Insurance	\$11,612	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,612
Field Management & Administration	\$1,858	\$1,858	\$1,858	\$1,858	\$1,858	\$1,858	\$1,858	\$1,858	\$1,858	\$1,858	\$1,858	\$0	\$20,442
Recreation Center Attendant	\$4,159	\$4,159	\$4,159	\$4,159	\$4,159	\$4,159	\$4,159	\$4,159	\$4,159	\$4,159	\$4,159	\$0	\$45,744
Recreation Center Seasonal Assistant	\$800	\$0	\$0	\$0	\$0	\$0	\$200	\$813	\$0	\$3,250	\$0	\$0	\$5,063
Security Camera Monitoring	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,732	\$0	\$0	\$2,732
Pool Maintenance	\$873	\$795	\$795	\$795	\$795	\$795	\$795	\$795	\$795	\$795	\$795	\$0	\$8,823
Pool Chemicals	\$1,195	\$0	\$0	\$612	\$590	\$680	\$680	\$680	\$680	\$680	\$680	\$0	\$6,476
Permit Fees	\$345	\$0	\$0	\$0	\$0	\$0	\$0	\$525	\$0	\$46	\$0	\$0	\$916
Landscape Maintenance	\$4,967	\$4,967	\$3,708	\$4,967	\$4,967	\$4,967	\$4,967	\$4,967	\$4,967	\$4,967	\$4,967	\$0	\$53,381
Landscape Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,030	\$0	\$580	\$0	\$0	\$2,610
Pest Control	\$65	\$0	\$65	\$65	\$65	\$65	\$0	\$65	\$65	\$65	\$65	\$0	\$585
Irrigation Maintenance	\$305	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$305
Lake Maintenance	\$1,510	\$795	\$795	\$795	\$795	\$795	\$795	\$2,503	\$795	\$795	\$795	\$0	\$11,168
General Facility Maintenance	\$2,083	\$1,289	\$1,434	\$1,428	\$1,665	\$1,727	\$1,843	\$1,800	\$1,680	\$525	\$89	\$0	\$15,563
Utilities-Electric	\$1,557	\$1,616	\$1,115	\$832	\$1,523	\$1,107	\$1,200	\$1,692	\$1,663	\$1,900	\$1,696	\$0	\$15,901
Utilities-Water	\$2,367	\$2,004	\$1,547	\$1,464	\$1,201	\$1,558	\$1,956	\$2,585	\$3,948	\$4,747	\$3,505	\$0	\$26,882
Utilities-Cable	\$263	\$273	\$263	\$271	\$271	\$271	\$271	\$271	\$278	\$257	\$278	\$0	\$2,969
Utilities-Telephone	\$143	\$143	\$143	\$146	\$145	\$145	\$68	\$51	\$57	\$58	\$58	\$0	\$1,156
Refuse Service	\$195	\$196	\$196	\$195	\$295	\$192	\$193	\$193	\$194	\$418	\$392	\$0	\$2,661
Repairs and Maintenance	\$1,012	\$3,970	\$2,505	\$2,795	\$2,748	\$3,573	\$9,101	\$2,185	\$9,978	\$328	\$175	\$0	\$38,370
Janitorial Maintenance	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$0	\$6,417
Janitorial Supplies	\$62	\$202	\$41	\$56	\$59	\$281	\$101	\$239	\$0	\$52	\$262	\$0	\$1,355
Special Events	\$5,390	\$2,438	\$388	\$0	\$989	\$1,164	\$5,163	\$526	\$0	\$249	\$196	\$0	\$16,503
Amenity Supplies	\$0	\$140	\$0	\$0	\$197	\$0	\$3,029	\$172	\$0	\$108	\$734	\$0	\$4,379
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,032	\$0	\$3,032
Capital Outlay	\$0	\$0	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000
Capital Reserve	\$0	\$0	\$0	\$65,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$65,600
<b>Total Field Expenditures</b>	<b>\$41,345</b>	<b>\$25,429</b>	<b>\$19,596</b>	<b>\$111,622</b>	<b>\$22,906</b>	<b>\$23,921</b>	<b>\$36,962</b>	<b>\$28,692</b>	<b>\$31,700</b>	<b>\$29,152</b>	<b>\$24,319</b>	<b>\$0</b>	<b>\$395,643</b>
<b>Subtotal Operating Expenditures</b>	<b>\$63,990</b>	<b>\$30,554</b>	<b>\$25,998</b>	<b>\$125,471</b>	<b>\$30,562</b>	<b>\$30,217</b>	<b>\$47,580</b>	<b>\$35,248</b>	<b>\$39,669</b>	<b>\$34,742</b>	<b>\$29,872</b>	<b>\$0</b>	<b>\$493,902</b>
Excess Revenues (Expenditures)	(\$64,216)	(\$11,406)	\$473,630	(\$121,262)	(\$28,275)	(\$24,319)	(\$45,350)	(\$31,803)	(\$39,664)	(\$31,809)	(\$29,348)	\$0	\$46,180

**TISON'S LANDING**  
**Community Development District**  
**Series 2016 Special Assessment Revenue and Refunding Capital Improvement Bonds**

**1. Recap of Capital Project Fund Activity Through August 31, 2019**

Opening Balance in Construction Account		\$547,212.92
Source of Funds:		
Interest Earned		\$3,066.72
Interfund Transfer		(\$4,376.04)
Use of Funds:		
Disbursements:		
Fitness Equipment		(\$25,565.00)
Fitness Room Improvements		\$0.00
Security Room Improvements		(\$41,759.81)
Pool Improvements		(\$108,244.29)
Cost Of Issuance		(\$336,770.56)
Professional Fees		(\$4,019.00)
<b><u>Adjusted Balance in Construction Account at August 31, 2019</u></b>		<b><u>\$29,544.94</u></b>

**2. Funds Available For Construction at August 31, 2019**

Book Balance of Construction Fund at August 31, 2019	\$29,544.94
Construction Funds available at August 31, 2019	<u>\$29,544.94</u>

**3. Investments - US Bank**

August 31, 2019	<u>Type</u>	<u>Yield</u>	<u>Due</u>	<u>Maturity</u>	<u>Principal</u>
Construction Fund:	Overnight	0.10%		\$29,544.94	\$29,544.94
				Contracts Payable	\$0.00
				Balance at August 31, 2019	<b><u>\$29,544.94</u></b>

*B.*



**TISON'S LANDING  
COMMUNITY DEVELOPMENT DISTRICT**

Special Assessment Receipts

TOTAL GROSS ASSESSMENT LEVY							ASSESSED THROUGH COUNTY		
							\$570,231.35	\$414,049.86	\$984,281.21
							57.93%	42.07%	100.00%
DATE	DESCRIPTION	AMOUNT	DISCOUNTS/ PENALTIES	COMMISSION S/PROP APP	INTEREST	NET RECEIPTS	General Fund O&M	Debt Service Fund Series 2016	Total
11/07/18	10/16/18-10/31/18	\$1,785.06	\$71.40	\$59.97	\$0.00	\$1,653.69	\$958.05	\$695.64	\$1,653.69
11/14/18	11/1/18-11/9/18	\$19,167.30	\$766.69	\$644.02	\$0.00	\$17,756.59	\$10,287.09	\$7,469.50	\$17,756.59
11/25/18	11/10/18-11/19/18	\$11,029.39	\$441.16	\$370.58	\$0.00	\$10,217.65	\$5,919.48	\$4,298.17	\$10,217.65
12/10/18	11/20/18-11/30/18	\$924,943.07	\$36,997.74	\$31,078.08	\$0.00	\$856,867.25	\$496,416.74	\$360,450.51	\$856,867.25
12/11/18	12/1/18-12/7/18	\$5,553.72	\$222.15	\$186.60	\$0.00	\$5,144.97	\$2,980.68	\$2,164.29	\$5,144.97
01/06/19	12/18/18-12/31/18	\$6,403.83	\$192.12	\$217.41	\$0.00	\$5,994.30	\$3,472.73	\$2,521.57	\$5,994.30
02/06/19	1/16/19-1/31/19	\$1,567.20	\$31.35	\$53.76	\$0.00	\$1,482.09	\$858.63	\$623.46	\$1,482.09
03/03/19	2/13/19-2/28/19	\$4,826.34	\$48.26	\$95.56	\$71.67	\$4,610.85	\$2,671.25	\$1,939.60	\$4,610.85
03/20/19	3/1/19-3/15/19	\$2,516.06	\$0.00	\$50.32	\$37.74	\$2,428.00	\$1,406.64	\$1,021.36	\$2,428.00
04/04/19	3/16/19-3/31/19	\$321.27	\$0.00	\$6.43	\$4.82	\$310.02	\$179.61	\$130.41	\$310.02
04/04/19	6/1/18-10/19/18	\$613.68	\$32.22	\$0.00	\$0.00	\$581.46	\$336.86	\$244.60	\$581.46
04/21/19	4/1/19-4/15/19	\$1,256.22	(\$37.69)	\$65.64	\$0.00	\$1,228.27	\$711.58	\$516.69	\$1,228.27
05/06/19	4/16/19-4/30/19	\$1,256.22	(\$37.69)	\$25.88	\$19.41	\$1,248.62	\$723.37	\$525.25	\$1,248.62
05/21/19	5/1/19-5/16/19	\$1,785.06	(\$53.55)	\$36.77	\$27.58	\$1,774.26	\$1,027.90	\$746.36	\$1,774.26
06/20/19	6/1/19-6/17/19	\$1,259.84	(\$37.79)	\$25.95	\$19.46	\$1,252.22	\$725.46	\$526.76	\$1,252.22
TOTAL		\$984,284.26	\$38,636.37	\$32,916.97	\$180.68	\$912,550.24	\$528,676.07	\$383,874.17	\$912,550.24

Assessed on Roll:

GROSS PERCENT COLLECTED	100.00%
GROSS REMAINING TO COLLECT	\$0.00

	GROSS AMOUNT ASSESSED	PERCENTAGE	ASSESSMENTS COLLECTED	ASSESSMENTS TRANSFERRED	AMOUNT TO BE TFR.
O & M	\$527,466.82	57.9339%	\$528,676.07	(\$528,676.07)	\$0.00
DEBT SERVICE	\$382,996.12	42.0661%	\$383,874.17	(\$383,874.17)	(\$0.00)
TOTAL	\$910,462.94	100.00%	\$912,550.24	(\$912,550.24)	(\$0.00)

**TRANSFERS TO DEBT SERVICE:**

DATE	CHECK #	AMOUNT
12/11/2018	2228	\$372,913.82
2/14/2015	2269	\$5,309.31
7/1/2015	2354	\$5,651.04
TOTAL		\$383,874.17
Amount to be transferred:		(\$0.00)

*C.*

**TISON'S LANDING**  
**COMMUNITY DEVELOPMENT DISTRICT**

Check Run Summary

8/25/19 - 9/11/19

<u><b>Date</b></u>	<u><b>Check Numbers</b></u>	<u><b>Amount</b></u>
General Fund		
08/27/19	2385-2387	\$288.38
08/28/19	2388	\$3,080.77
09/05/19	2389-2398	\$13,060.92
09/10/19	2399-2401	\$5,523.66
Total		<u><u>\$21,953.73</u></u>

AP300R	YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER										RUN	9/11/19	PAGE	1
*** CHECK DATES 08/25/2019 - 09/11/2019 ***														
TISONS LANDING GF														
BANK A TISON LANDING														
DATE	CHECK	VEND#	.....INVOICE.....	...EXPENSED TO...	VENDOR NAME					STATUS	AMOUNT	.....CHECK.....		
			DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS			AMOUNT	#	
8/27/19	00109		7/11/19	50077708	201907	320	-57200	-54000		*	10.32			
				MUSIC LICENSE										
									ASCAP			10.32	002385	
8/27/19	00077		8/16/19	0687-000	201909	320	-57200	-43200		*	195.06			
				PICK UP					9/1-9/30/19					
									REPUBLIC SERVICES #687			195.06	002386	
8/27/19	00012		8/27/19	19-07186	201909	310	-51300	-48000		*	83.00			
				NOTICE SPECIAL MEETING										
									DAILY RECORD			83.00	002387	
8/28/19	00152		8/02/19	44846100	201907	320	-57200	-61000		*	599.00			
				65' SAMSUNG TV										
			8/02/19	44846100	201907	320	-57200	-61000		*	81.09			
				WALL MOUNT/BOX/CABLES										
			8/02/19	44846100	201907	320	-57200	-54000		*	35.41			
				SAMS MEMBERSHIP RENEWAL										
			8/02/19	44846100	201907	320	-57200	-61000		*	198.12			
				BLINDS/LAMP SHADES										
			8/02/19	44846100	201907	320	-57200	-49400		*	79.28			
				ICECREAM SANDWICHES										
			8/02/19	44846100	201907	320	-57200	-61000		*	51.85			
				2 IGLOO BEVERAGE COOLERS										
			8/02/19	44846100	201907	320	-57200	-61000		*	19.00			
				RED SOCIAL ROOM/BLINDS										
			8/02/19	44846100	201907	320	-57200	-61000		*	1,276.03			
				MAYFAIR-10 CHAIRS										
			8/02/19	44846100	201907	320	-57200	-61000		*	740.99			
				MAYFAIR-2 END TABLES										
									WELLS FARGO CREDIT CARD (AUTO PAY)			3,080.77	002388	
9/05/19	00101		4/29/19	19581	201904	320	-57200	-46000		*	175.00			
				APR 19 - PREVENTIVE MAINT										
									ALLWAYS IMPROVING LLC			175.00	002389	
9/05/19	00081		7/31/19	157553	201907	310	-51300	-31500		*	880.00			
				LEGAL SV THRU 7/31/19										
									BILLING, COCHRAN, LYLES, MAURO & RAMSE			880.00	002390	
9/05/19	00154		9/03/19	09032019	201909	300	-36900	-10000		*	145.00			
				REFUND DUE TO HURRICANE										
									LISA COLEMAN			145.00	002391	
9/05/19	00030		8/25/19	84957412	201909	320	-57200	-41050		*	274.52			
				TV/INTERNET 9/3-10/3/10										
									COMCAST			274.52	002392	
-----														
TISO TISON										TCESSNA				

\*\*\* CHECK DATES 08/25/2019 - 09/11/2019 \*\*\* TISONS LANDING GF  
BANK A TISON LANDING

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
9/05/19	00156	7/25/19 682201	201908 320-57200-34502		*	2,731.62	
		6/10-8/31/19 VIDEO MONIT					
		8/01/19 682592	201909 320-57200-34502		*	1,011.71	
		SEPT 19- VIDEO MONIT					
		8/01/19 682592	201909 300-15500-10000		*	2,023.42	
		OCT - NOV 19 VIDEO MONIT					
			ENVERA				5,766.75 002393
9/05/19	00015	8/29/19 89708215	201908 320-57200-43000		*	1,696.28	
		ELECTRIC 7/28-8/27/19					
		8/29/19 89708215	201908 320-57200-43100		*	2,592.13	
		IRRIGATION 7/28-8/27/19					
		8/29/19 89708215	201908 320-57200-43100		*	681.53	
		SEWER 7/28-8/27/19					
		8/29/19 89708215	201908 320-57200-43100		*	231.56	
		WATER 7/28-8/27/19					
			JEA				5,201.50 002394
9/05/19	00140	8/01/19 2393	201908 310-51300-49500		*	150.00	
		AUG 19- HOSTING/MAINT					
			UNICORN WEB DEVELOPMENT, LLC				150.00 002395
9/05/19	00153	8/09/19 08092019	201908 320-57200-61000		*	65.77	
		REIMB FOR JOANN REC BARST					
			LINDA WALDHAUER				65.77 002396
9/05/19	00155	9/03/19 09032019	201909 300-36900-10000		*	185.00	
		REFUND DUE TO HURRICANE					
			JAMIE WILSON				185.00 002397
9/05/19	00064	9/01/19 09012019	201909 320-57200-46200		*	800.00-	
		CREDIT FOR SERVICE					
		9/01/19 35317995	201909 320-57200-46200		*	104.00	
		SEP 19- SHRUB SV					
		9/01/19 35317997	201909 320-57200-46200		*	584.88	
		SEP 19- LAWN SV					
		9/01/19 35317998	201909 320-57200-46200		*	86.00	
		SEP 19- ORNAMENTAL SV					
		9/01/19 35740892	201909 320-57200-46200		*	242.50	
		SEPT 19- LAWN PROGRAM					
			NADER'S PEST RAIDERS				217.38 002398
9/10/19	00004	9/01/19 391	201909 310-51300-34000		*	3,937.50	
		SEP 19- MGMT FEE					
		9/01/19 391	201909 310-51300-35100		*	83.33	
		SEP 19- COMPUTER TIME					

TISO TISON TCESSNA

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
		9/01/19 391	201909 310-51300-31200		*	83.33	
		SEP 19-	DISSEMINATION				
		9/01/19 391	201909 310-51300-51000		*	17.50	
		SEP 19-	OFFICE SUPPLIES				
		9/01/19 391	201909 310-51300-42000		*	118.40	
		SEP 19-	POSTAGE				
		9/01/19 391	201909 310-51300-42500		*	423.60	
		SEP 19-	COPIES				
GOVERNMENTAL MANagements SERVICES							4,663.66 002399
9/10/19 00137	9/01/19	456357	201909 320-57200-46800		*	795.00	
		SEP 19-	WATER MGMT				
THE LAKE DOCTORS, INC.							795.00 002400
9/10/19 00134	8/29/19	6007188	201908 320-57200-46202		*	65.00	
			PEST CONTROL 8/29/19				
TURNER PEST CONTROL							65.00 002401
TOTAL FOR BANK A						21,953.73	
TOTAL FOR REGISTER						21,953.73	

TISO TISON

TCESSNA

PO BOX 60811  
Nashville, TN 37203-7515  
Attn: Account Services  
Phone: 1-800-505-4052  
Fax: 615-691-7795  
ascap

July 11, 2019

PACGRR00602358

Dave DeNagy  
Manager  
Tison's Landing Community Development Di  
Governmental Management Services  
475 West Town Place, Suite 114  
St Augustine, FL 32092

Re: Account No. - 500777087  
Tison's Landing Community Development Di  
Governmental Management Services  
16529 Tison's Bluff Road  
Jacksonville, FL 32218

Dear Mr. DeNagy:

According to our records, we have not received your ASCAP music license fee payment of \$17.32 which is 30 days overdue. If you recently mailed your full payment, please disregard this reminder. If not, please mail your payment today to:

ASCAP  
21678 Network Place  
Chicago, IL 60673

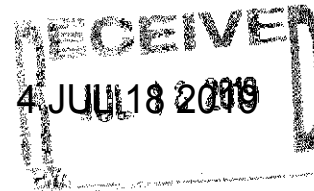
For your convenience, various payment options (credit card/electronic check) are available when you log in to your account at [www.ascap.com/mylicense](http://www.ascap.com/mylicense) including monthly/annual auto-pay.

If you have any questions or concerns, please contact us immediately at 1-800-505-4052 or [glcs@ascap.com](mailto:glcs@ascap.com).

Sincerely

*Account Services*

Account Services



The balance set forth has been computed in accordance with the terms of your License Agreement, your current Statement of Operating Policy and/or your most recent Report. A copy of any of these documents is available on request. If you are remitting payment by mail, please include the stub below to ensure proper credit.

TEAR ON THE DOTTED LINE

PLEASE PLACE YOUR CUSTOMER ACCOUNT NO. ON ALL CHECKS AND CORRESPONDENCE. PLEASE MAKE YOUR CHECK PAYABLE TO "ASCAP".

Tison's Landing Community Development Di  
475 West Town Place, Suite 114  
St Augustine, FL 32092



ACCOUNT NO.	NO.	BALANCE DUE	AMOUNT PAID
500777087		\$17.32	\$0

95007770878000001732

Name, Address, Telephone Changes

Licensee: \_\_\_\_\_  
Premise: \_\_\_\_\_  
Street: \_\_\_\_\_  
City, State, ZIP: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Telephone: ( ) \_\_\_\_\_

ASCAP  
21678 Network Place  
Chicago, IL 60673-1216

IMLA



## **Tiziana Cessna**

---

**From:** chall@rmsnf.com  
**Sent:** Friday, August 23, 2019 2:57 PM  
**To:** Tiziana Cessna  
**Subject:** RE: Tison's Landing CDD invoices to be approved

The Nadars invoice was sent from them in error. That is for their records. Not approved  
The music invoice is approved to be paid. Approved.

Thanks,

Christopher Hall  
Operations Manager  
Riverside Management Services  
9655 Florida Mining Blvd W. Bldg. 300 Suite 305  
Jacksonville, FL 32257  
(904)657-9211 Mobile  
(904)288-7667 Office ext. 103  
[chall@rmsnf.com](mailto:chall@rmsnf.com)

---

**From:** Tiziana Cessna <[TCessna@rmsnf.com](mailto:TCessna@rmsnf.com)>  
**Sent:** Friday, August 23, 2019 11:17 AM  
**To:** chall@rmsnf.com  
**Cc:** Tiziana Cessna <[TCessna@rmsnf.com](mailto:TCessna@rmsnf.com)>  
**Subject:** Tison's Landing CDD invoices to be approved

Good morning,  
Are these approved?

*Tiziana Cessna*  
**GMS-SF, LLC**  
5385 N Nob Hill Road  
Sunrise, FL 33351  
(954) 721-8681 x 218  
(954) 721-9202  
[tcessna@rmsnf.com](mailto:tcessna@rmsnf.com)







<b>Total Amount Due</b>	<b>Payment Due Date</b>
<b>\$195.06</b>	<b>September 05, 2019</b>

Description	Reference	Quantity	Unit Price	Amount
<b>Tison's Landing Amenity Center 16529 Tison's Bluff Rd CSA A172150739</b>				
<b>Jacksonville, FL Contract: 9687025 (C50)</b>				
<b>1 Waste Container 4 Cu Yd, 1 Lift Per Week</b>				
Pickup Service 09/01-09/30			\$116.62	\$116.62
Container Refresh 09/01-09/30		1.0000	\$9.00	\$9.00
<b>Total Fuel/Environmental Recovery Fee</b>				\$41.09
<b>Total Franchise - Local</b>				\$28.35
<b>CURRENT INVOICE CHARGES</b>				<b>\$195.06</b>

COVER: cm, 936; tag: Soli: 018; 14%; 9%; p: rory; tir: n: 2; 21; rff: g) 05  
for our planet. To learn more: [ISERPublicServices.com/Electronics](http://ISERPublicServices.com/Electronics)



Total Amount Due	\$195.06
Payment Due Date	September 05, 2019
Account Number	3-0687-0002027
Invoice Number	0687-000998604

REPUBLIC SERVICES #687  
PO BOX 9001099  
LOUISVILLE KY 40290-1099



## UNDERSTANDING YOUR BILL

Visit [RepublicServices.com/MyBill](http://RepublicServices.com/MyBill)

### Check Processing

When you provide a check as payment, you authorize us to use information from your check to make a one-time electronic fund transfer from your account. When we make an electronic transfer, funds may be withdrawn from your account the same day we receive your payment or check and you will not receive your check back from your financial institution.

### Cancellation & Payment Policy

Unless prohibited by applicable law, regulation, or franchise or other agreement: (1) we reserve the right to require that payment for services be made only by check, credit card or money order; and (2) if service is canceled during a billing cycle, you will remain responsible for all charges, fees and taxes through the end of the billing cycle. You will not be entitled to proration of billing or a refund for the period between the notice of termination and the end of the current billing cycle.

### Understanding Our Rates, Charges and Fees

If you are receiving service from Republic Services without a written contract, please visit [RepublicServices.com/Fees](http://RepublicServices.com/Fees) to review the financial terms and conditions relating to your service. If you are receiving service from Republic Services pursuant to a written contract, but have questions relating to any charges or fees, [RepublicServices.com/Fees](http://RepublicServices.com/Fees) provides a detailed description of Republic Services most common charges and fees. If you do not have access to a computer, you may request that a copy be mailed to you by calling Customer Service at the number on the front of this invoice.

Please fill out the form below if your billing address has changed and return this portion of your statement to us using the envelope enclosed. Thank you!

#### BILLING ADDRESS CHANGE

Address		
City	State	Zip Code
Phone	Alternate Phone	

# Jacksonville Daily Record

A Division of  
DAILY RECORD & OBSERVER, LLC

10 N. Newnan Street (32202)  
P.O. Box 1769  
Jacksonville, FL 32201  
(904) 356-2466

## INVOICE

August 27, 2019

Date

Attn: Courtney Hogge  
GMS, LLC  
475 WEST TOWN PLACE, STE 114  
SAINT AUGUSTINE FL 32082

Payment Due Upon Receipt

Serial # 19-07186D	PO/File #	\$83.00
Notice of Special Meeting		Amount Due
		Amount Paid
Tison's Landing Community Development District		\$83.00
		Payment Due
Case Number		
Publication Dates 8/27		
County Duval		

*Payment is due before the  
Proof of Publication is released.*

*For your convenience, you  
may remit payment at  
[jacksonvalleyrecord.com/send-payment](http://jacksonvalleyrecord.com/send-payment).*

Your notice can be found on the world wide web at [www.jaxdailyrecord.com](http://www.jaxdailyrecord.com)

TERMS: Net 30 days. Past due amounts will be charged a finance charge of 1.5% per month.

**Preliminary Proof Of Legal Notice**  
**(This is not a proof of publication.)**

**Please read copy of this advertisement and advise us of any  
necessary corrections before further publications.**

**NOTICE OF  
SPECIAL MEETING  
TISON'S LANDING  
COMMUNITY  
DEVELOPMENT DISTRICT**

A special meeting of the Board of Supervisors of the Tison's Landing Community Development District will be held on Monday, September 9, 2019, at 4:00 p.m. at the Yellow Bluff Amenity Center, 16529 Tison's Bluff Road, Jacksonville, Florida 32218. The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager at 475 West Town Place, Suite 114, St. Augustine, FL 32082 (telephone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. Where may the occasion when one or more Supervisors participate by telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Ernesto Torres  
District Manager

Aug. 27 00 (19-07186D)

# Transfer Funds Confirmation



Reference Number BB06QYRT3PWR

From Account Tison's Landing 2000028168553

To Account DANA HARDEN XXXX-XXXX-XXXX-3429

Amount 3,080.77 USD

Description Online Transfer - payment due 8/28/19

Date/Time 08/27/2019 Immediately

**If your card is ever lost or stolen:**

Please notify us immediately by calling 1-800-231-5551, 24 hours a day, 7 days a week.

**Questions about your statement:**

If you have a question about your statement, please write to us within 30 days after the statement was mailed to you. Please use a separate letter and include your account number and the date of the statement in question. Please refer to the front of the statement for our Inquiry mailing address.

**For all your personal or business financial service needs  
Visit us at [www.wellsfargo.com](http://www.wellsfargo.com)**

**Important Payment Information:**

**Payments made at a Wells Fargo branch:** When making a payment at a Wells Fargo branch you must present a separate check for each account being paid. A single check cannot be used to pay multiple accounts.

**Payments by mail:** Mail your check and the payment coupon to the Payment Remittance Center address printed on this statement. For fastest delivery, please use the enclosed window envelope. If using a single check to pay multiple accounts, we must receive a completed payment coupon for each account being paid or a list showing the full account number and amount to be credited to each account. If you are paying multiple accounts with a single check, the total of the check must equal the sum of the payments to be applied to each individual account, with at least the total minimum payment due for all accounts.

**Payments by phone:** If you are authorized to transact on the account, you may be able to initiate a payment by calling the Customer Service number listed on the front of this statement.

**Payments made using Wells Fargo Online Banking or Wells Fargo Mobile:** If you have access to the account via Wells Fargo Online Banking or Mobile you may be able to make a payment depending on your level of access.

**Automatic Payments:** You can establish automatic payments to this credit account from a Wells Fargo deposit account or any other financial institution. For enrollment information, please contact our Customer Service number listed on the front of this statement.

**Timing of payments by mail or payments made at a Wells Fargo branch:** Payments that are received by mail or in a Wells Fargo branch as of 5 p.m. on any business day will be credited as of the date of receipt. Payments we receive after 5 p.m. or on non-business days will be credited as of the next business day. Payments made at other Wells Fargo branches may not be credited for up to five business days.

**When a payment is considered late:** If your payment is received or initiated anytime after the Due Date, it is considered late and your account will be subject to a late fee.

**Promotional Rates:**

All promotional rates are subject to early termination if there are late payments or other defaults. Please see sections "Default" and "Remedies" in your Cardholder Agreement.



Rate Information

Your rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	9.490%	.02600%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	26.240%	.07189%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

Important Information

\$0 - \$3,080.77 WILL BE DEDUCTED FROM YOUR ACCOUNT AND CREDITED AS YOUR AUTOMATIC PAYMENT ON 08/23/19. THE AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS POSTED ON OR BEFORE THIS DATE.

Transaction Details

Trans	Post	Reference	Number	Description	Credits	Charges
07/23	07/23	24226386D2LR7ME1J		SAMSClub #8253 JACKSONVILLE FL	310 944 1001	599.00 ✓
07/23	07/23	24445006DBLMDSE62		SAMS CLUB #8253 JACKSONVILLE FL	510 841 5729	286.44 ✓
07/23	07/23	24692166Q2XQJR758		AMZN Mktp US*MA2UW6LD1 Amzn.com/bill WA	310 944 1001	810.99 ✓
07/24	07/24	24445006EBLM1T5X5		WM SUPERCENTER #3702 JACKSONVILLE FL	407 51.85	51.85 ✓
07/30	07/30	24445006L09PZTHFX		DOLLAR TREE JACKSONVILLE FL	11 19.00	19.00 ✓
07/30	07/30	24692166K2XEXBETJ		LOWES #02472 JACKSONVILLE FL	320 542 6100	198.12 ✓
07/30	07/30	24906416K27SANS27		WAYFAIR*Wayfair wayfair.com MA	11 141 11	1,276.08 ✓
07/31	07/31	24906416L27V3WDH5		WAYFAIR*Wayfair wayfair.com MA	0 64 740.99	740.99 ✓
08/01	08/01	24226386N2LR0NKWG		SAMSClub #8253 JACKSONVILLE FL	320 978 *04100	79.28 ✓

Wells Fargo News

Remember there are no foreign transaction fees when you make international purchases or travel outside of the U.S. With your Wells Fargo Business Elite Card, you can take your business anywhere around the world and have the confidence you'll get:

- No foreign transaction fees on your purchases
- Enhanced security with chip card technology

"No foreign transaction fees" applies to business credit cards issued by Wells Fargo and this account in particular. For information on other Wells Fargo credit and debit cards, please see your account agreement or visit wells Fargo.com.

# EXPENSE REPORT

PURPOSE	Social Room TV & Connections
BEGINNING	7/23/19
ENDING	7/23/19
PREPARED BY	Dana Harden

Approved Budget \$650

[illegible]

Budget	\$650.00
Under/Over Budget	(\$65.50)

**Explanation:** All items purchased with Visa ending in 3529.

Signature: \_\_\_\_\_

Dana Hardin

~~Dana Harden, Amenity Manager~~





Stock up for college

Stock up for college

Order Details

## Order Details

Ordered on July 23, 2019 Order # 113-84537873-73277454

Order Summary

Shipping Address  
Dana Harden  
16578 YELLOW BLUFF RD  
JACKSONVILLE, FL 32226-1758  
United States

Payment Method  
\*\*\*\*3429

Order Summary	
Item(s) Subtotal	\$78.85
Shipping & Handling	\$0.00
Total before tax	\$78.85
Estimated tax to be collected	\$2.34
Grand Total	\$81.09

Materials to  
Cabinet  
TV

Wenderson  
Transactions

Out for delivery  
Arriving today by 9 PM



Arriving today by 9 PM  
\$27.99  
Condition: New  
Buy it again



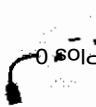
Arriving today by 9 PM  
\$27.99  
Condition: New  
Buy it again



Arriving today by 9 PM  
\$27.99  
Condition: New  
Buy it again



Arriving today by 9 PM  
\$27.99  
Condition: New  
Buy it again



Arriving today by 9 PM  
\$27.99  
Condition: New  
Buy it again

Track package

Get product support

Request cancellation

Provide delivery instructions

Return or replace items

Share gift receipt

Leave seller feedback

Write a review

SAVING CLUB  
CLUB/MANAGER: BAYAN MULLAND  
P 904 1 696 - 8842  
JACKSONVILLE, FL  
07/23/15 9171431209 08253603636 3122

TESONS

122 UPGRADE 35.41 IN  
SUBTOTAL 35.41

TOTAL 385.41  
VISA TEND 35.41

VISA Credit \*\*\*\*\* 3429 I 2  
APPROVAL # 023666

AID #0000000031010  
TO 082978700PPH449  
TERMINAL # SC010323  
\*NO SIGNATURE REQUIRED  
CHANGE NONE 0.00

REBATES UNDER \$50 OF WASHINGTON STATE

# ITEMS SOLD 1

TC# 35871 98571 7988 3946 2147



\*\*\* MEMBER COPY \*\*\*



5,790 259,9178

P22701-8215091471

papayabn ZE, HSTU) 7-POA

81431991431171

SAVING CLUB  
CLUB/MANAGER: BAYAN MULLAND  
P 904 1 696 - 8842  
JACKSONVILLE, FL  
07/23/15 9171431209 08253603636 3122

TESONS

122 UPGRADE 35.41 IN  
SUBTOTAL 35.41

TOTAL 385.41  
VISA TEND 35.41

VISA Credit \*\*\*\*\* 3429 I 2  
APPROVAL # 023666

AID #0000000031010  
TO 082978700PPH449  
TERMINAL # SC010323  
\*NO SIGNATURE REQUIRED  
CHANGE NONE 0.00

REBATES UNDER \$50 OF WASHINGTON STATE

# ITEMS SOLD 1

TC# 35871 98571 7988 3946 2147



\*\*\* MEMBER COPY \*\*\*



5,790 259,9178

P22701-8215091471

papayabn ZE, HSTU) 7-POA

81431991431171

## Tiziana Cessna

---

**From:** Ernesto Torres <etorres@gmsnf.com>  
**Sent:** Thursday, July 25, 2019 2:17 PM  
**To:** Tiziana Cessna  
**Subject:** Re: Expense Report for Social Room TV

Yes

On Jul 25, 2019, at 2:16 PM, Tiziana Cessna <TCessna@gmsnf.com> wrote:

Ernesto is this approved?

*Tiziana Cessna*  
*GMS-SF, LLC*  
*5385 N Nob Hill Road*  
*Sunrise, FL 33351*  
*(954) 721-8681 x 218*  
*(954) 721-9202*  
*[tcessna@gmsnf.com](mailto:tcessna@gmsnf.com)*

<image001.jpg>



Please consider the environment before printing this email.

---

**From:** Ernesto Torres <etorres@gmsnf.com>  
**Sent:** Thursday, July 25, 2019 1:07 PM  
**To:** Dana Handem <yellowbluffmanager@gmsnf.com>  
**Cc:** Tiziana Cessna <TCessna@gmsnf.com>  
**Subject:** Fwd: Expense Report for Social Room TV

Dana,

Is the Sam's Club membership in the District's name and did you provide tax exempt form?

Begin forwarded message:

**From:** Yellow Bluff <yellowbluffmanager@gmsnf.com>  
**Subject:** Expense Report for Social Room TV  
**Date:** July 25, 2019 at 12:36:28 PM EDT  
**To:** Ernesto Torres <etorres@gmsnf.com>, Tiziana Cessna <tcessna@gmsnf.com>

Ernesto and Tiziana,

Here is the Expense Report for the TV that was approved for the social room. It was purchased with the CDD CC and no reimbursement is needed. A Sam's membership renewal was also included. Sam's will be where janitorial supplies will be purchased in the future. Please let me know if you have any questions.

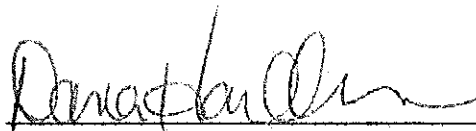
# EXPENSE REPORT

PURPOSE	Social Room Furniture & Blinds	Approved Budget	\$ <del>3,500.00</del>
BEGINNING	7/ <del>30</del> /2019	Per 6/30/19 Mtg	
ENDING	8/ <del>9</del> /2019		
PREPARED BY	Dana Harden		

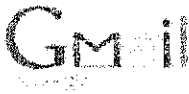
DATE	DESCRIPTION	GL #	GL Description	RETAILER	TOTAL
8/ <del>3</del> /2019	23 X 64 Blinds Qty 2	<del>320.57200.61000</del>	Capital Outlay	Lowe's	<del>\$48.09</del>
7/ <del>30</del> /2019	23 X 64 Blinds Qty 5, lamp shades, misc.	<del>320.57200.61000</del>	Capital Outlay	Lowe's	\$198.12 CC
7/ <del>30</del> /2019	10 Chairs, 1 large, 2 end tables	<del>320.57200.61000</del>	Capital Outlay	Wayfair	\$2,017.02 CC
7/ <del>30</del> /2019	Misc. Supplies	<del>320.57200.61000</del>	Capital Outlay	Dollar Tree	\$15.98 19- CC
8/8/2019	Fabric & Foam to recover barstools*	<del>320.57200.61000</del>	Capital Outlay	Jean	\$65.77
8/9/2019	2 Buffet Tables & Rolling Cart	<del>320.57200.61000</del>	Capital Outlay	Wayfair	\$646.28
8/17/2019	IceCream Sandwiches	<del>320.57200.49400</del>	Special Events	Sam's Club	\$79.28 CC
TOTALS					\$3,070.54
Budget					\$ <del>3,500.00</del>
Under/Over Budge					\$ <del>429.46</del>

\*This expense (\$65.77) was paid by Linda Waldhauer and needs to be reimbursed. Please mail check to 22 Hunters Hollow Court, Jacksonville, FL 32218

Signature:



Dana Harden, Amenity Manager



Your Wayfair quote is ready  
1 message

Melissa Senninger <mssenninger@wayfair.com>  
To: yellowbluffmanager@gmsnf.com

Tue, Jul 30, 2019 at 3:44 PM

Free Shipping Over \$49



Furniture | Decor | Rugs | Lighting | Sales

Your Quote

Quote #: 6327416

Expires: 08/29/2019

Dana Harden 000

904-757-1547

Account Manager:

Melissa Senninger



P: +1-857-306-3954

Email: msenninger@wayfair.com

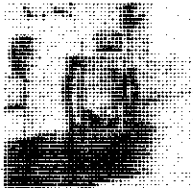
Quote Total: \$2,017.02 View Order Page

Message

Item(s)

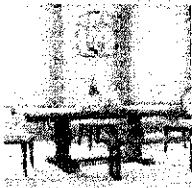
Product	Qty	Unit Cost	Line Item Discount	Quote price
	4 - \$146.99		(\$120.23)	\$547.73
RDBL1283 - Red Barrel Studio Jaxon City Dining Chair (Set of 2)				
Ships Today				
Est. Delivery Date: 08/06/2019				
	2 - \$334.99		(\$33.50)	\$636.48
WNPO3330 - Winston Porter Lincoln Manual Recliner				

Upholstery Color: Mango Orange Multi Paistey  
Ships Today  
Est. Delivery Date: 08/06/2019



2	\$55.99	(\$20.16)	\$91.82
---	---------	-----------	---------

LFMF4484 - Laurel Foundry Modern FarmhouseNedlands End Table  
Color: Desert Coral  
Ships Today  
Est. Delivery Date: 08/06/2019



1	\$779.99	(\$39.00)	\$740.99
---	----------	-----------	----------

Y001056662 - Laurel Foundry Modern FarmhouseSuzann Extendable Dining Table  
Ships by Thu, Aug 1  
Est. Delivery Date: 08/27/2019

Original Price: ~~\$2,229.91~~  
Premier Price: ~~\$2,229.91~~  
Shipping: Free  
Tax: \$0.00  
Additional Discount: ~~(\$212.89)~~

Total Cost: ~~\$2,017.02~~

Please Click Here

Terms & Conditions

- ~~Expiration date:~~ This quote expires on 08/29/2019.
- ~~Product availability may change.~~
- ~~Pricing reflects all items and quantities quoted. Any changes to the quote may reflect a change in the pricing. Wayfair is not responsible for typographical errors.~~
- ~~The items in this order fall under our Return Policy—please read through it for more information. Note that select items are non-cancellable and non-returnable.~~
- ~~Sales tax will be charged for orders shipping to Certain States unless a tax exempt number and certificate is provided.~~



Your Lowe's Purchase Receipt

1 message

LowesReceipt@lowes.com<LowesReceipt@lowes.com>  
Reply-To: do-not-reply@lowes.com  
To: yellowbluffmanager@gmsnf.com

Tue, Jul 30, 2019 at 10:24 AM

Your Lowe's Receipt

Thanks for shopping at Lowe's. Use this just like you would a paper receipt for proof of purchase, record keeping, returns and more.

LOWE'S HOME CENTERS, LLC  
13125 CITY SQUARE DRIVE  
JACKSONVILLE, FL 32218  
(904) 696-4063



Item	Price
AR 23X64-24IN CDLS WHITE FW BLIND	\$ 124.85
Item #: 924691	
5 @ 24.97	
BHK 1/4-IN X 100-FT NTL FIBER RP	\$ 6.48
Item #: 349212	
1 @ 6.48	
BHK 190-FT HEAVY DUTY JUTE TWINE	\$2.33
Item #: 349245	
1 @ 2.33	
12-OZ GX MATTE DEEP GRAY	\$4.18
Item #: 1026759	
1 @ 4.18	
12-OZ FUS SATIN ROLLING SURF	\$ 4.98
Item #: 1026693	
1 @ 4.98	
BLUE HAWK 24IN ANGLED BRUSH	\$ 6.98

Item #: 386897

1 @ 6.98

12-OZ CX MATTE SUNRISE

\$4.18

Item #: 1026760

1 @ 4.18

CLEAR SEEDED INSULATOR PENO SHADE

LEMP  
\$389.96 45\*06 28

Item #: 809523

2 @ 19.98

12-OZ CX WHITE PRIMER

\$ 4.18

Item #: 1026833

1 @ 4.18

Invoice 15332 Subtotal

\$198.12

Invoice 15332 Subtotal \$198.12

Subtotal \$198.12

Total Tax \$ 0.00

Total = \$198.12

Total # of items purchased: 14  
Excludes fees, services and special order items

Payment: VISA ending in 3429

\$198.12

AuthTime

07/30/19 10:22:08

AuthCD

030596

CHIP REPID

247215096481

APL

Visa Credit

TSI

E800

AID

A0000000031010

TVR

0000000000

Customer Code

na

Order Date

07/30/19 10:23:52

Sales #

S2472GM1 1534783

Transaction #

15496597

Store #

2472

Terminal #

155

Store Manager

SHAUN DARDAR

\*\*\*\*\*

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\*REGISTER FOR A CHANCE TO BE\*

\*ONE OF FIVE \$10000 WINNERS DRAWN MONTHLY!\*

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\*PARA SER UNO DE LOS CINCO GANADORES DE \$10,000\*





Store# 3289  
13144 10 City Station Dr.  
Unit 109  
Jacksonville FL 32218-7235

(904) 701-6668

Referring Social  
Team Arotto-c  
4 b b v n d s -

DESCRIPTION	QTY	PRICE	TOTAL
BOWLS 2PK 44Z	1	1.00	1.00
BURLAP RIBBON 2.5IN X 240 FPD	1	1.00	1.00
BURLAP RIBBON 2.5IN X 240 FPD	1	1.00	1.00
JUTE TWINE IN CD 180FT FPD	1	1.00	1.00
HAND SANITIZER F80	1	1.00	1.00
MANICURE SET 4PCS	1	1.00	1.00
AD HAIR ELASTICS	1	1.00	1.00
GEN 6 ULTIFER BRUSHASTO	1	1.00	1.00
METALLIC HANDLE HAIR BRUSH	1	1.00	1.00
WOOD HANDLE PAINT BRUSH 2IN	1	1.00	1.00
POLY SPIRAL NB 100 SHT 2SUBJEC	1	1.00	1.00
BIC 10PK RND STCK BLK N BLU	1	1.00	1.00
METALL WREATH 18IN CHAIN	1	1.00	1.00
CHENILLE STEMS 6IN 45PC	1	1.00	1.00

Sub Total \$15.00  
GENERAL EXEM \$0.00  
SALES TAX \$0.98  
Total \$15.98  
US DEBIT \$15.98  
\*\*\*\*\*0582 - Approved  
Purchase Chip  
Auth/Trace Number: 881271015007  
Chip Card MID: A0000000800640

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\*\*\*\*\*  
\* WE VALUE YOUR OPINION \*  
\* Please provide your feedback at \*  
\* www.dollartreefeedback.com. w \*  
\* Receive chances to win \$1,000 daily plus \*  
\* instant prizes valued at \$1,500 weekly \*  
\* or by calling 1-857-368-2540 \*  
\* For complete rules, eligibility and sweepstakes \*  
\* per: tap and previous winners please visit \*  
\* www.dollartreefeedback.com \*  
\* No purchase/survey required to enter. \*  
\* Sweepstakes sponsored by Symplicity, Inc. w \*  
\* across multiple international markets. \*  
\* SurveySage code 0088 0788 5395 0302 0302 \*  
\*  
\* We will gladly exchange any unopened item \*  
\* with the original receipt. We do not offer refunds. \*  
\*\*\*\*\*  
7589 03229 90 100 026342920 7380 111:04  
Sales Associate P. P. P. P. P.

Showing 4 Ft. 00  
1031416+ck  
DOT. U on

11.00- [ UJ'SUXE 10 1411

credit Card charge

8/2/19

Ice Cream

Social

Effect of 02\*

SAM'S CLUB  
Self Checkout

CLUB MANAGER BRYAN NITLAND  
C 5041 11.698 - 8842  
JACKSONVILLE FL

08/01/19 11:35 1733 08253 096 9096

ITEMS

E 713750750 LPOBARR-FRENTF	10.40 N
E 713750750 LPOBARR-FRENTF	10.40 N
E 713750750 LPOBARR-FRENTF	10.40 N
E 713750750 LPOBARR-FRENTF	10.40 N
E 727329369 SA-SANDWICH	9.34 E
E 727329369 SA-SANDWICH C#F 99334	9.34 E
E 727329369 SA-SANDWICH	9.34 E
E 727329369 SA-SANDWICH	9.34 E
SUBTOTAL	79.28

TOTAL 79.28

VISA TEND 79.28

Visa Credit \*\*\*\* \* 3429 I 2  
APPROVAL# 001856

AID 80000000031010  
IC 17E846B442F10C51  
TERMINAL# SC010147  
\*NO SIGNATURE REQUIRED

CHANGE DUE 0.00

Visitssamclub.com to see your savings

# ITEMS SOLD 8

ICN 6610 7671 8756 5328 0350



\*\*\*MEMBER COPY\*\*\*

Tiziana Cessna

---

**From:** Ernesto Torres <etorres@gmsnf.com>  
**Sent:** Tuesday, August 27, 2019 2:32 PM  
**To:** Tiziana Cessna  
**Subject:** Fwd: Scanned document from HP ePrint user  
**Attachments:** file name 1.pdf

Tiziana, please process all approved by the board at June 20, 2019 meeting.

Begin forwarded message:

**From:** Yellow Bluff <yellowbluffmanager@gmsnf.com>  
**Subject:** Fwd: Scanned document from HP ePrint user  
**Date:** August 27, 2019 at 10:51:44 AM EDT  
**To:** Ernesto Torres <etorres@gmsnf.com>, Tiziana Cessna <tcessna@gmsnf.com>

Here are some August expenses for Tison's Landing! have a few more coming that I'll send over shortly.

----- Forwarded message -----  
**From:** <eprintcenter@hp.com>  
**Date:** Tue, Aug 27, 2019 at 10:50 AM  
**Subject:** Scanned document from HP ePrint user  
**To:** <yellowbluffmanager@gmsnf.com>

This email and attachment are sent on behalf of [yellowbluffmanager@gmsnf.com](mailto:yellowbluffmanager@gmsnf.com).

If you do not want to receive this email in future, you may contact [yellowbluffmanager@gmsnf.com](mailto:yellowbluffmanager@gmsnf.com) directly or you may consult your email application for spam or junk email filtering options.

Regards,  
HP Team

--  
Tison's Landing CDD  
16529 Tison's Bluff Road  
Jacksonville, FL 32218  
Office: (904) 757-1547  
Email: [yellowbluffmanager@gmsnf.com](mailto:yellowbluffmanager@gmsnf.com)  
CDD Website: [www.tisonslandingcdd.com](http://www.tisonslandingcdd.com)

**Tiziana Cessna**

---

**From:** Ernesto Torres <etorres@gmssf.com>  
**Sent:** Tuesday, August 27, 2019 2:31 PM  
**To:** Tiziana Cessna  
**Subject:** Fwd: Scanned document from HP ePrint user  
**Attachments:** filenamee11.pdf

Tiziana, purchases were approved by the board at June 20, 2019 meeting.

Begin forwarded message:

**From:** Tiziana Cessna <TCessna@gmssf.com>  
**Subject:** FW: Scanned document from HP ePrint user  
**Date:** August 27, 2019 at 12:14:02 PM EDT  
**To:** Ernesto Torres <etorres@gmssf.com>  
**Cc:** Tiziana Cessna <TCessna@gmssf.com>

Please approve. thanks

*Tiziana Cessna  
GMS-SF, LLC  
5385 N Nob Hill Road  
Sunrise, FL 33351  
(954) 721-8681 x 218  
(954) 721-9202  
[tcessna@gmssf.com](mailto:tcessna@gmssf.com)*



 Please consider the environment before printing this email.

**From:** Yellow Bluff <[yellowbluffmanager@gmssf.com](mailto:yellowbluffmanager@gmssf.com)>  
**Sent:** Tuesday, August 27, 2019 11:31 AM  
**To:** Ernesto Torres <etorres@gmssf.com>; Tiziana Cessna <TCessna@gmssf.com>  
**Subject:** Fwd: Scanned document from HP ePrint user

Tiziana Landing August Expenses

-----Forwarded message-----

**From:** <[eprintcenter@hp.com](mailto:eprintcenter@hp.com)>  
**Date:** Tue, Aug 27, 2019 at 11:09 AM  
**Subject:** Scanned document from HP ePrint user  
**To:** <[yellowbluffmanager@gmssf.com](mailto:yellowbluffmanager@gmssf.com)>

This email and attachment are sent on behalf of [yellowbluffmanager@gmsnf.com](mailto:yellowbluffmanager@gmsnf.com).

If you do not want to receive this email in future, you may contact [yellowbluffmanager@gmsnf.com](mailto:yellowbluffmanager@gmsnf.com) directly or you may consult your email application for spam or junk email filtering options.

Regards,  
HP Team

--

Tison's Landing CDD  
16529 Tison's Bluff Road  
Jacksonville, FL 32218  
Office: (904) 757-1547  
Email: [yellowbluffmanager@gmsnf.com](mailto:yellowbluffmanager@gmsnf.com)  
CDD Website: [www.tisonslandingcdd.com](http://www.tisonslandingcdd.com)

# EXPENSE REPORT

PURPOSE	Sports Equipment for Amenity Center
BEGINNING	7/26/19
ENDING	7/26/19
PREPARED BY	Dana Harden

Approved Budget	\$600
-----------------	-------

[illegible]

Budget	\$600.00
--------	----------

Under/Over Budget	(\$13.94)
-------------------	-----------

**Explanation:**

Items were charged sales tax because they were purchased from my personal account. CC had not arrived.

Signature:

Dana Harder

Dana Harden, Amenity Manager



Always Improving LLC dba Fitness Pro  
 1400 Village Square Blvd #3-293  
 Tallahassee, FL 32312  
 (850) 523-8882  
 admin@wearefitnesspro.com  
 http://www.wearefitnesspro.com

# Invoice



Tison's Landing  
 16529 Tison's Bluff Rd  
 Jacksonville, FL 33218

Tison's Landing  
 16529 Tison's Bluff Rd  
 Jacksonville, FL 33218

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	STANDARD
19581	04/29/2019	1 \$ 175.00	05/09/2019	Due 10 days from receipt	

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

DATE	DESCRIPTION	QTY	AMOUNT
04/26/2019	PM Apr 26, 2019: Preventative Maintenance: Cleaned, Lubed, Calibrated, Inspected and Tested. - Inspected and lubed strength. Tested cardio. Found elliptical with error 80 and 82., toggles bad. Parts under warranty will. place on order. ATYAG20170031	1.75	175.00T
04/29/2019	SERVICE REQUEST 23531 - APRIL QUARTERLY PM		
SUBTOTAL			175.00
TAX (0%)			0.00
TOTAL			175.00
BALANCE DUE			<b>\$175.00</b>

*C. Hall 8/30/19*  
*Rep. 1-1012.2*  
*1.312.972-00.46006*



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MICHAEL J. PAWELCZYK  
ANDREW A. RIEF  
MANUEL R. COMRAS  
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MARK A. RUTLEDGE  
GINGER E. WALD  
JEFFERY R. LAWLEY

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515 EAST LAS OLAS BOULEVARD  
FORT LAUDERDALE, FLORIDA 33301  
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1801 FORUM PLACE, SUITE 400  
WEST PALM BEACH, FLORIDA 33401  
(561) 659-5970  
FAX: (561) 659-6173

WWW.BILLINGCOCHRAN.COM

PLEASE REPLY TO: FORT LAUDERDALE

July 31, 2019

CAMILLE E. BLANTON  
RENEE L. BRANT  
CHRISTINE A. BROWN  
SCOTT C. COCHRAN  
BRAD J. KIMBER  
DONNA M. KRUSBE  
KELLI F. LAGO  
SHAWN B. McKAMEY  
VANESSA T. STEINERTS  
JOHN C. WEBBER

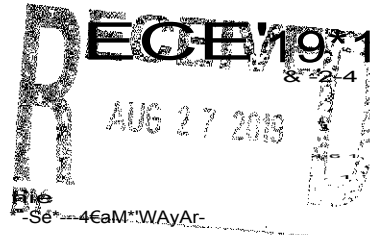
OF COUNSEL

CLARK J. COCHRAN, JR.  
SUSAN F. DELEGAL

STEVEN F. BILLING, 1947-1998  
HAYWARD D. GAY, 1943-2007

Mr. Richard Hans  
Tison's Landing CDD  
Governmental Management Services  
5385 North Nob Hill Road  
Sunrise, Florida 33351

Re: Tison's Landing CDD  
Our File No.: 80.12113



Dear Rich:

We enclose our Interim Statement for legal services rendered in the above-captioned matter.

Thank you for letting us be of service to you in this matter.

Very truly yours,

*Dennis E. Lyles*

DENNIS E. LYLES  
For the Firm

DEL/sa  
Enc.

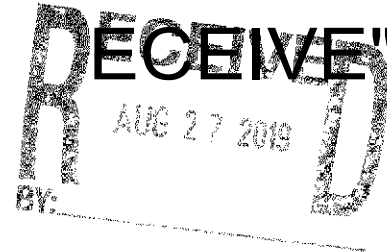
**BILLING, COCHRAN, LYLES, MAURO & RAMSEY P.A.**  
**SUNTRUST CENTER, SIXTH FLOOR**  
**515 EAST LAS OLAS BOULEVARD**  
**FORT LAUDERDALE, FLORIDA 33301**  
**(954) 764-7150**

**TISON'S LANDING CDD**  
**GOVERNMENTAL MANAGEMENT SERVICES**  
**5385 NORTH NOB HILL ROAD**  
**SUNRISE FL 33351**

Page: 1  
07/31/2019  
Account No: 80-12113M  
Statement No: 157553

Attn: MR. RICHARD P. HANS

TISON'S LANDING CDD



**Fees**

		Hours	
07/12/2019			
MJP	MONITOR LEGISLATION PRESENTED DURING THE 2019 LEGISLATIVE SESSION PERTAINING TO SPECIAL DISTRICTS, PUBLIC RECORDS, AND OTHER LAWS IMPACTING LOCAL GOVERNMENT; REVISE, FINALIZE AND TRANSMIT MEMORANDUM TO DISTRICT MANAGER (CUMULATIVE TIME ENTRY FOR ENTIRE LEGISLATIVE SESSION)	0.40	
MJP	RECEIPT AND REVIEW OF CORRESPONDENCE FROM COURTNEY HOGGE AND REPLY THERETO	0.20	
07/15/2019			
GLK	REVIEW DOCUMENTS, TELEPHONE CONFERENCE WITH MIKE YURO RE: ADA REPORT	0.40	
07/24/2019			
MJP	CORRESPONDENCE TO CLUB MANAGER AND ERNESTO TORRES	0.30	
MJP	RECEIPT AND REVIEW OF CORRESPONDENCE FROM CLUB MANAGER WITH ATTACHMENT	0.30	
MJP	PREPARE INITIAL DRAFT OF SMALL PROJECT AGREEMENT WITH BONTIZ FLOORING GROUP	0.80	
MJP	RECEIPT AND REVIEW OF CORRESPONDENCE FROM CLUB MANAGER; REVISE SMALL PROJECT AGREEMENT FOR GYM FLOORING; FURTHER CORRESPONDENCE TO CLUB MANAGER AND ERNESTO TORRES WITH ATTACHMENT	0.30	
GLK	PREPARE FROM OF WAIVER OF LIABILITY FOR TEMPORARY RELOCATION OF FITNESS EQUIPMENT, CORRESPONDENCE TO ERNESTO TORRES, ET AL.	0.50	
	<b>For Current Services Rendered</b>	<b>3.20</b>	<b>880.00</b>

TISON'S LANDING CDD

TISON'S LANDING CDD

Page: 2  
07/31/2019  
Account No: 80-12113M  
Statement No: 157553

		Recapitulation		
<u>Timekeeper</u>		<u>Hours</u>	<u>Rate</u>	<u>Total</u>
GERALD L. KNIGHT		0.90	\$275.00	\$247.50
MICHAEL J. PAWELCZYK		2.30	275.00	632.50
Previous Balance				\$1,952.50
Total Current Work				880.00
<u>Payments</u>				
08/02/2019	PAYMENT RECEIVED - THANK YOU			-1,952.50
Balance Due				<u>\$880.00</u>

PLEASE MAKE CHECKS PAYABLE TO  
BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A.  
PLEASE RETURN ONE COPY OF THIS STATEMENT WITH YOUR PAYMENT  
IRS NO: 59-1756046

## Tiziana Cessna

---

**From:** Yellow Bluff <yellowbluffmanager@gmsnf.com>  
**Sent:** Tuesday, September 3, 2019 10:03 AM  
**To:** Tiziana Cessna  
**Subject:** Rental Refunds due to hurricane

Hi Tiziana,

We have a couple rental refund requests due to Hurricane Dorian.

~~Lisa Coleman~~ in the amount of ~~\$104~~ <sup>V# 154</sup>. Her original check number was 4736. Her address is 16271 Magnolia Grove Way, Jacksonville, FL 32218.

~~Jamie Wilson~~ in the amount of ~~\$185~~ <sup>V# 1125</sup>. His original check number was 165. His address is 16197 Kayla Cove Court, Jacksonville, FL 32218.

Thank you,  
Dana

--  
Tison's Landing CDD  
16529 Tison's Bluff Road  
Jacksonville, FL 32218  
Office: (904) 757-1547  
Email: [yellowbluffmanager@gmsnf.com](mailto:yellowbluffmanager@gmsnf.com)  
CDD Website: [www.tisonslandingcdd.com](http://www.tisonslandingcdd.com)

COMCAST  
BUSINESS

Account Number

Billing Date

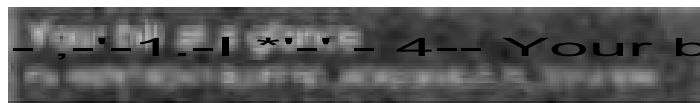
Aug 25, 2019

Services From Page

Sep 04, 2019 to Oct 03, 2019 1 of 3

Hello,

Thanks for choosing Comcast Business.

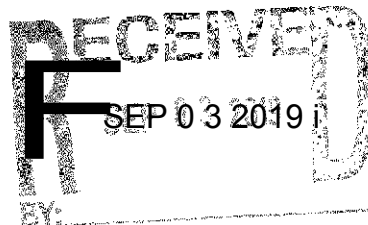


Previous balance		\$277.88
Payment - thank you	Aug 19	-\$277.88
<b>Balance forward</b>		<b>\$0.00</b>
Regular monthly charges	Page 3	\$274.52
Taxes, surcharges & fees		\$0.00
<b>New charges</b>		<b>\$274.52</b>

**Amount due Sep 15, 2019 \$274.52**

### Your bill explained

- This page gives you a quick summary of your monthly bill. A detailed breakdown of your charges begins on page 3.
- Any payments received or account activity after Aug 25, 2019 will show up on your next bill. View your most up-to-date account balance at [business.comcast.com/myaccount](http://business.comcast.com/myaccount).



### Need help?

- Visit [business.comcast.com/myaccount](http://business.comcast.com/myaccount) or see page 2 for other ways to contact us.

Detach the bottom portion of this bill and enclose with your payment

Please write your account number on your check or money order

Do not include correspondence with payment with payment

COMCAST  
BUSINESS

141 NW 16TH ST  
POMPANO BEACH FL 33060-5250  
96330310 NG RP 25 20190825 NNNNNNNY 0000885 0004

TISON'S LANDING  
O/O CDD OFFICES  
5385 N NOB HILL RD  
SUNRISE, FL 33351-4761

Account number

8495 74 120 0906133

Payment due

Sep 15, 2019

Please pay

**\$274.52**

Amount enclosed

\$

Make checks payable to Comcast  
Do not send cash



Send payment to

COMCAST  
PO BOX 71211  
CHARLOTTE NC 28272-1211

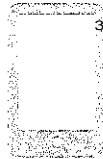


849574120090613300274522

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Get help and support at 1-800-444-4444  
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## Call us anytime

800-391-3000

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## Accessibility:

If you are hearing impaired, call 711. For issues affecting customers with disabilities, call 1-855-270-0379, chat live at [support.xfinity.com/accessibility](http://support.xfinity.com/accessibility), email [accessibility@comcast.com](mailto:accessibility@comcast.com), fax 1-866-599-4268 or write to Comcast at 1701 JFK Blvd., Philadelphia, PA 19103-2838 Attn: M. Gifford.



## Ways to pay



## No more mailing monthly checks

Set up Auto Pay to save time, energy and stamps. Enroll today to enroll just visit [business.comcast.com/myaccount](http://business.comcast.com/myaccount)



## Go paperless and say goodbye to clutter

Sign up for Paperless Billing to view and pay your bill online. It's faster, easier and helps cut down on clutter. Visit [business.comcast.com/myaccount](http://business.comcast.com/myaccount) to get started.

## Additional billing information

## More ways to pay:



## Online

Visit My Account at [business.comcast.com/myaccount](http://business.comcast.com/myaccount)



## By App

Download the Comcast Business App



## In-Store

Visit [business.comcast.com/servicecenter](http://business.comcast.com/servicecenter) to find and locate a service center




## Regular monthly charges \$274.52

<b>Comcast Business services</b>	<b>\$211.26</b>
TV Standard	\$59.95
Business Video	
HD Technology Fee	\$9.95
Business Internet 150	\$84.95
Includes \$165.00 Service Discount	
Static IP - 5	\$24.95
Voice Line	\$31.46
Business Voice	
Includes \$8.49 Service Discount	

<b>Equipment &amp; services</b>	<b>\$39.55</b>
TV Box + Remote	\$2.70
Service To Additional TV	\$19.90
With TV Box And Remote	
Qty 2 @ \$9.95 each	
Equipment Fee	\$16.95
Voice	

<b>Other charges</b>	<b>\$23.71</b>
Broadcast TV Fee	\$10.00
Federal Universal Service Fund	\$1.66
Regulatory Cost Recovery	\$0.45
Directory Listing Management Fee	\$2.00
Regional Sports Fee	\$7.60
Voice Network Investment	\$2.00

## What's included?

 **Internet:** Fast, reliable service from our Gig-Speed network

 **TV:** Keep your employees informed and customers entertained

 **Voice Numbers:** (800) 757-1547

Visit [business.comcast.com/myaccount](https://business.comcast.com/myaccount) for more details

You've saved \$173.49 this month with your service discounts.

## Additional information

Effective October 10, 2019 TCM will move to the Sports and Entertainment Pack and will no longer be available in Preferred or Digital Deluxe.

The regulatory cost recovery is neither government mandated nor a tax, but is assessed by Comcast to recover the costs of certain federal, state and local impositions related to voice services.

Information on programmer contract expirations, which could affect our carriage of the programmer's channels, can be found at <https://my.xfinity.com/contractrenewals/> or by calling 866.216.8634

Envera  
8281 Blaikie Court  
Sarasota, FL 34240  
(941) 556-0743

1 : 1 1 / Invoice % \$ 1	
Invoice Number 682201	Date 07/25/2019
Customer Number 400392	Due Date 09/01/2019

Page 1

Customer Name	Customer Number	P.O. Number	Invoice Number	Due Date
Tison's Landing CDD	400392		682201	09/01/2019
Quantity	Description	Rate	Amount	
	Tison's Landing ODD, 16529 Tison's Bluff Rd., Jacksonville, FL			
2.70	Active Video Monitoring 06/10/2019 - 08/31/2019	675.00	1,822.50	
2.70	Service & Maintenance 06/10/2019 - 08/31/2019	336.71	909.12	
	Sales Tax		0.00	
	Payments/Credits Applied		0.00	
			Invoice Balance Due:	\$2,731.62

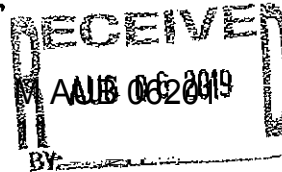
IMPORTANT MESSAGES

Important Numbers to Know:

Billing Questions: (941) 556-0743  
Service: (941) 556-0734

Contract effective 6/10/19

*C. Hall 8/30/19*  
*Security*



Date	Invoice #	Description	Amount	Balance Due
07/25/2019	682201	Alarm Monitoring Services	\$2,731.62	\$2,731.62

Envera  
8281 Blaikie Court  
Sarasota, FL 34240  
(941) 556-0743

Return Service Requested

Invoice	
Invoice Number 682201	Date 07/25/2019
Customer Number 400392	Due Date 09/01/2019

Net Due: \$2,731.62

Amount Enclosed: \_\_\_\_\_

090172  
TISON'S LANDING CDD  
C/O GMS, LLC  
47 WEST TOWN PLACE, SUITE 114  
GOLF WORLD VILLAGE  
SAINT AUGUSTINE FL 32092

ENVERA  
PO BOX 2206  
JACKSONVILLE FL 32202

682201 1 317



Envera

8281 Blaikie Court #1

Sarasota, FL 34240-4

(941) 556-0743

6FC-32, Ect. V  
7/15/2019  
7/15/2019

**Invoice**

Invoice Number 682592	Date 08/01/2019
Customer Number 400392	Due Date 09/01/2019

Page 1

Customer Name	Customer Number	P.O. Number	Invoice Number	Due Date
Tison's Landing CDD	400392		682592	09/01/2019
Quantity	Description	Rate	Amount	
3.00	Tison's Landing CDD, 16529 Tison's Bluff Rd., Jacksonville, FL			
3.00	Active Video Monitoring 09/01/2019 - 11/30/2019	675.00	2,025.00	
3.00	Service & Maintenance 09/01/2019 - 11/30/2019	336.71	1,010.13	
	Sales Tax		0.00	
	Payments/Credits Applied		0.00	
			Invoice Balance Due:	\$3,035.13

**IMPORTANT MESSAGES**

Important Numbers to Know:

Billing Questions: (941) 556-0743

Service: (941) 556-0734

*Ch. Han 8/30/19*  
*Security*

3452021

Date	Invoice #	Description	Amount	Balance Due
08/01/2019	682592	Active Video Monitoring Services - \$3,035.13	\$3,035.13	\$3,035.13

Envera

8281 Blaikie Court

Sarasota, FL 34240

(941) 556-0743

Return Service Requested

**Invoice**

Invoice Number 682592	Date 08/01/2019
Customer Number 400392	Due Date 09/01/2019

Net Due: \$3,035.13

Amount Enclosed: \_\_\_\_\_

090126  
TISON'S LANDING CDD  
C/O GMS, LLC  
47 WEST TOWN PLACE, SUITE 114  
GOLF WORLD VILLAGE  
SAINT AUGUSTINE FL 32092

REMIT TO:

ENVERA  
PO BOX 2086  
HICKSVILLE NY 11802-2086

**EXHIBIT B' - SCHEDULE OF FEES**

**Active Video Surveillance - Amenity Center**

QTY	MONTHLY SERVICE	EACH	MONTHLY INVESTMENT
9	Actively Monitored Outdoor Cameras	\$75.00	\$675.00
1	Service & Maintenance Plan	\$336.71	\$336.71
<b>Active Video Surveillance - Amenity Center TOTAL:</b>			<b>\$1,011.71</b>

REPAIRS & MAINTENANCE SERVICES Monthly Service & Maintenance Plan Rates Rates for data services described in paragraphs 1 and 5 of the Agreement  
ACCEPTED

**Total Monthly Service Rates: \$1,011.71**

**0.00% Sales Tax: \$0.00**

**Total Monthly Service Rates with Sales Tax: \$1,011.71**

**2 Month Pre-Payment Deposit Due: \$2,023.42**





JEA offers a number of convenient billing and payment options. You can pay online, by phone, by mail, in person, or automatically using your bank account. And you can go paperless by receiving your bill by email, which is easy for you and good for the environment.

**eBill:** Receive, view, and pay your bill online. JEA eBill is one of our most convenient ways to receive, view and pay your bill.

**MyBudget:** With MyBudget, your bill is based on a rolling 12-month average. This prevents drastic changes in your bill month to month, even in the coldest or hottest months when you use more.

**Auto-Pay:** Our Automatic Bill Payment service ensures your JEA bills are paid automatically. You still receive a bill, but Automatic Bill Pay deducts the amount you owe from your bank account on your due date. Once set up, you don't have to do a thing.

**Pay Online:** When you pay your JEA bill on [jea.com](http://jea.com), your payments are credited to your account immediately. It is free to pay using your checking or savings account. Pay by debit or credit card—convenience fees charged by card payment vendor: Payments up to \$500: \$2.20; \$500.01-\$1,000: \$4.40; \$1,000.01-\$10,000: \$9.95.

**Pay Through Your Bank:** Use your bank's bill payer system to pay JEA electronically. Provide your JEA account information to your bank and enter the date and amount to pay each month.

**Pay by Phone:** Call 665-6000 to pay your JEA bill using our automated phone system 24 hours a day. Your payment will be credited to your account immediately.

It is free to pay using your checking or savings account. Pay by debit or credit card—convenience fees charged by card payment vendor: Payments up to \$500: \$2.20; \$500.01-\$1,000: \$4.40; \$1,000.01-\$10,000: \$9.95.

**Pay by Mail:** Please write your account number on your check or money order. Please include the payment stub with your payment and mail to P.O. Box 45047, Jacksonville, FL 32232-5047. Make checks payable to JEA.

**Pay in Person:** JEA payment locations are located at the JEA Downtown Customer Service Center, JEA Area District Offices, Duval County Tax Collector's offices and over 140 JEA authorized payment-only locations. Find locations at [JEA.com/paymentlocations](http://JEA.com/paymentlocations). Be sure to take a copy of your JEA bill when you go. The JEA Downtown Customer Center, 43 W. Church Street, is open 7:30 a.m. – 5:30 p.m. Monday through Friday except holidays. Closed Saturday.

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.

**Request an Extension:** We understand that sometimes things happen and you need a little more time to pay your bill. You can apply for an extension online at [jea.com](http://jea.com). Also, residential customers can call 665-6000; commercial customers can call 665-6250. Our self-serve system will let you know if you qualify and give you a new due date.

**Need Help Paying Your Bill?** Ugur Wax maintains a comp-w/4160 database of programs that may be able to assist you in paying your utility bill. For assistance with your utility bill, call 2413-1063 or 322-0600, 9-9.

#### STATEMENT INFORMATION

**APPLICATION AND CONTRACT FOR SERVICE:** Customers may review terms and conditions of service and policies on [jea.com](http://jea.com), or may call, write or e-mail JEA to request a copy. Requesting of utility service and JEA's acceptance to provide utility service, including the rendering of a bill, constitutes a binding contractual agreement between JEA and the customer, including each financially responsible person or entity as defined by applicable State, City and Utility regulations and policies, whether or not service is listed in that individual's name.

Please review your billing statement. Should you suspect a bill is improper, please notify us immediately at 665-6000. Commercial customers can call us at 665-6250. You have 90 days from the statement date to request a JEA review for correction or credit.

**Customer Charge** is a fixed monthly charge to maintain an account for a customer, including metering, billing and account administration.

**Energy Charge** pays for the cost of the electric infrastructure, contribution to the City of Jacksonville and to generate and deliver the electricity/you user excluding the cost of fuel.

**Fuel Cost** is determined by the Adjustable Fuel Rate, which may go up or down based on the cost of fuels JEA uses to generate electricity. A portion of the fuel charge is exempt from the Public Service Tax.

**Water/Sewer Service Availability Charge** is a fixed monthly charge that covers a portion of the water/sewer infrastructure and the cost to maintain an account for a customer, including metering, billing and account administration.

**Conservation Charge** applies only if you use more than 2,750 kWh during a billing period. If this occurs, you will be charged an additional \$.01 per kWh over 2,750 kWh to encourage conservation. Average home usage is 1,000 kWh per month.

**Environmental Charge** provides funding for environmental and regulatory programs.

**Water Consumption/Sewer Usage:** Tiers are based on the amount of water you use. Typical household usage is 6 kgal or less.

**Fees and Taxes** are government transfers paid to city or state governments.

kgal: 1,000 gallons

cf: Cubic foot of water which equals 7.48 gallons of water

**kWh:** Kilowatt-hour is a measure of electrical energy. One kWh is the equivalent of using 1,000 watts for one hour. For example, if you use a 100 watt light bulb for 720 hours (i.e. for 30 days straight), you will have used 72 kWh.

#### ADDRESS CORRECTION

Account #

Tel:

Address:

City:

State:

Zip Code:

E-mail:



21 West Church Street, Jacksonville, FL 32202-3139  
Phone: 904.665.6000 • Fax: 904.665.7990 • Internet: jea.com

## SERVICE DETAILS

Account Name:

TISONS LANDING CDD

Account #:

8970821539

Bill Date:

08/29/19

Cycle:

04

Service Address	Service Type	Current Chgs:	Service Point	Service Period	Bill Rate:
15605 TISONS BLUFF RD	Irrigation 1 - Commercial	156.31	07/28/19 - 08/27/19	Commercial Irrigation Service	
Detail: Basic Monthly Charge	Meter Nbr	156.90	Current Reading	Consumption	Days Billed Reading Type
Charges: Tier 1 Consumption (1-14 kgal @ \$3.44)	67370623	156.77	4606	84000 GAL	30 Regular*
Tier 2 Consumption (> 14 kgal @ \$3.96)		156.99			
Environmental Charge		156.68			
City of Jacksonville Franchise Fee		156.47			
16001 TISONS BLUFF RD	Irrigation 1 - Commercial	160.36	07/28/19 - 08/27/19	Commercial Irrigation Service	
Detail: Basic Monthly Charge	Meter Nbr	160.90	Current Reading	Consumption	Days Billed Reading Type
Charges: Tier 1 Consumption (1-14 kgal @ \$3.44)	67370625	160.17	3166	40000 GAL	30 Regular
Tier 2 Consumption (> 14 kgal @ \$3.96)		160.95			
Environmental Charge		160.80			
City of Jacksonville Franchise Fee		160.54			
16123 TISONS BLUFF RD	Irrigation 1 - Commercial	161.71	07/28/19 - 08/27/19	Commercial Irrigation Service	
Detail: Basic Monthly Charge	Meter Nbr	161.90	Current Reading	Consumption	Days Billed Reading Type
Charges: Tier 1 Consumption (1-14 kgal @ \$3.44)	673726295	161.47	483	19000 GAL	30 Regular
Tier 2 Consumption (> 14 kgal @ \$3.96)		161.79			
Environmental Charge		161.88			
City of Jacksonville Franchise Fee		161.82			
16151 DOWING CREEK DR	Irrigation 1 - Commercial	161.75	07/28/19 - 08/27/19	Commercial Irrigation Service	
Detail: Basic Monthly Charge	Meter Nbr	161.90	Current Reading	Consumption	Days Billed Reading Type
Charges: Tier 1 Consumption (1-14 kgal @ \$3.44)	74534584	161.17	1066	23000 GAL	30 Regular
Tier 2 Consumption (> 14 kgal @ \$3.96)		161.68			
Environmental Charge		161.61			
City of Jacksonville Franchise Fee		161.84			
16211 DOWING CREEK DR	Irrigation 1 - Commercial	162.50	07/28/19 - 08/27/19	Commercial Irrigation Service	
Detail: Basic Monthly Charge	Meter Nbr	162.90	Current Reading	Consumption	Days Billed Reading Type
Charges: Tier 1 Consumption (1-14 kgal @ \$3.44)	74458033	162.17	4420	94000 GAL	30 Regular
Tier 2 Consumption (> 14 kgal @ \$3.96)		162.99			
Environmental Charge		162.08			
City of Jacksonville Franchise Fee		162.26			



Service Address: 16313 HUNTERS HOLLOW CT  
 Service Type: Current Chgs:

Detail: Basic Monthly Charge 159.35  
 Charges: Tier 1 Consumption (1-14 kgal @ \$3.44) 18.90  
 Tier 2 Consumption (14 kgal @ \$3.96) 48.27  
 Environmental Charge 75.23  
 City of Jacksonville Franchise Fee 12.81  
 4.84

16316 MAGNOLIA GROVE DR  
 Detail: Basic Monthly Charge 163.81  
 Charges: Tier 1 Consumption (1-14 kgal @ \$3.44) 18.90  
 Tier 2 Consumption (14 kgal @ \$3.96) 48.17  
 Environmental Charge 79.19  
 City of Jacksonville Franchise Fee 12.58  
 4.77

16341 TISONS BLUFF RD  
 Detail: Basic Monthly Charge 319.70  
 Charges: Tier 1 Consumption (1-14 kgal @ \$3.44) 18.90  
 Tier 2 Consumption (14 kgal @ \$3.96) 48.17  
 Environmental Charge 206.79  
 City of Jacksonville Franchise Fee 23.53  
 8.51

16343 TISONS BLUFF RD  
 Detail: Basic Monthly Charge 466.88  
 Charges: Tier 1 Consumption (1-14 kgal @ \$3.44) 18.90  
 Tier 2 Consumption (14 kgal @ \$3.96) 48.17  
 Environmental Charge 348.47  
 City of Jacksonville Franchise Fee 37.74  
 13.00

16356 MAGNOLIA GROVE DR  
 Detail: Basic Monthly Charge 217.12  
 Charges: Tier 1 Consumption (1-14 kgal @ \$3.44) 18.90  
 Tier 2 Consumption (14 kgal @ \$3.96) 48.17  
 Environmental Charge 126.01  
 City of Jacksonville Franchise Fee 17.02  
 6.12

16357N MAIN STAPT 3501  
 Detail: Basic Monthly Charge 9.66  
 Charges: Energy Charge (\$0.06447 per kWh) 8.64  
 Fuel Cost 0.64  
 Environmental Charge 0.38  
 City of Jacksonville Franchise Fee 0.00  
 Gross Receipts Tax 0.00

16359 TISONS BLUFF RD  
 Detail: Basic Monthly Charge 1,899.66  
 Charges: Energy Charge (\$0.06447 per kWh) 1,899.66  
 Fuel Cost 0.00  
 Environmental Charge 0.00  
 City of Jacksonville Franchise Fee 0.00  
 Gross Receipts Tax 0.00

Service Point: 07/28/19 - 08/27/19  
 Service Period: Commercial Irrigation Service  
 Bill Rate: Consumption Days Billed Reading Type

Irrigation 1 - Commercial 07/28/19 - 08/27/19  
 Meter Nbr 67370633 Current Reading 3441  
 Consumption 33900 GAL Days Billed 30 Reading Type Regular

Irrigation 1 - Commercial 07/28/19 - 08/27/19  
 Meter Nbr 67370626 Current Reading 4884  
 Consumption 34000 GAL Days Billed 30 Reading Type Regular

Irrigation 1 - Commercial 07/28/19 - 08/27/19  
 Meter Nbr 67370634 Current Reading 4215  
 Consumption 69000 GAL Days Billed 30 Reading Type Regular

Irrigation 1 - Commercial 07/28/19 - 08/27/19  
 Meter Nbr 67370632 Current Reading 6580  
 Consumption 102000 GAL Days Billed 30 Reading Type Regular

Irrigation 1 - Commercial 07/28/19 - 08/27/19  
 Meter Nbr 67370624 Current Reading 3291  
 Consumption 46000 GAL Days Billed 30 Reading Type Regular

Commercial - Electric 07/28/19 - 08/27/19  
 Meter Nbr 95045373 Current Reading 77021  
 Consumption 784 KWH Days Billed 30 Reading Type Regular

Commercial - Electric 07/28/19 - 08/27/19  
 Meter Nbr 06221889 Current Reading 63017  
 Consumption 15480 KWH Days Billed 30 Reading Type Regular  
 06221889 39.24 39.24 KWH 30 Regular



Service Address:	Sew Type:	Current Chgs:
16529 TISON'S BLVD RD	W	681.53
Detail: Basic Monthly Charge		65.75
Charges: Sewer Usage Charge		523.74
Environmental Charge		32.19
City of Jacksonville Franchise Fee		19.85
16529 TISON'S BLVD RD	W	231.56
Detail: Basic Monthly Charge		63.09
Charges: Water Consumption Charge		129.63
Environmental Charge		32.19
City of Jacksonville Franchise Fee		6.74
261 BRADFORD LAKE CR	I	172.53
Detail: Basic Monthly Charge		18.99
Charges: Tier 1 Consumption (1-14 kgal @ \$3.44)		48.17
Tier 2 Consumption (> 14 kgal @ \$3.96)		87.31
Environmental Charge		13.32
City of Jacksonville Franchise Fee		5.03
79 BRADFORD LAKE CR	I	141.91
Detail: Basic Monthly Charge		18.99
Charges: Tier 1 Consumption (1-14 kgal @ \$3.44)		48.17
Tier 2 Consumption (> 14 kgal @ \$3.96)		58.39
Environmental Charge		10.73
City of Jacksonville Franchise Fee		4.12

Service Point:	Service Period:	Bill Rate:
Commercial - Water/Sewer	07/28/19 - 08/27/19	Commercial Sewer Service
Meter Nbr	Current Reading	Consumption Days Billed Reading Type
67891772	6913	97000 GAL 90 Regular
Commercial - Water/Sewer	07/28/19 - 08/27/19	Commercial Water Service
Meter Nbr	Current Reading	Consumption Days Billed Reading Type
67891772	6913	87000 GAL 90 Regular
Irrigation 1 - Commercial	07/28/19 - 08/27/19	Commercial Irrigation Service
Meter Nbr	Current Reading	Consumption Days Billed Reading Type
81523391	1820	36000 GAL 30 Regular
Irrigation 1 - Commercial	07/28/19 - 08/27/19	Commercial Irrigation Service
Meter Nbr	Current Reading	Consumption Days Billed Reading Type
83974232	398	20000 GAL 30 Regular

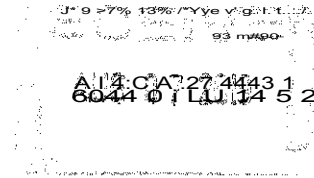




# Invoice

Date	Invoice #
8/1/2019	2393

<b>Bill To</b>
GOVERNMENTAL MANAGEMENT SERVICES, LLC TISON'S LANDING CDD 475 WEST TOWN PLACE, SUITE 114 WORLD GOLF VILLAGE ST. AUGUSTINE, FL 32092



P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	MONTHLY HOSTING & MAINTENANCE FEE - TISON'S LANDING CDD	150.00	150.00
		<b>Total</b>	<b>\$150.00</b>



# EXPENSE REPORT

V# 153

PURPOSE Social Room Furniture & Blinds  
 BEGINNING ~~7/30/2019~~  
 ENDING ~~8/9/2019~~  
 PREPARED BY Dana Harden

Approved Budget \$3,500.00  
 Per 6/30/19 Mtg

EXPENSE: 4.8

DATE	DESCRIPTION	GL #	GL Description	RETAILER	TOTAL
8/3/2019	23 X 64 Blinds Qty 2	320.57200.61000	Capital Outlay	Lowe's	\$48.09
7/30/2019	23 X 64 Blinds Qty 5, lamp shades, misc.	320.57200.61000	Capital Outlay	Lowe's	\$198.12
7/30/2019	10 Chairs, 1 large, 2 end tables	320.57200.61000	Capital Outlay	Wayfair	\$2,017.02
7/30/2019	Misc. Supplies	320.57200.61000	Capital Outlay	Dollar Tree	\$15.98
8/8/2019	Fabric & Foam to recover barstools*	320.57200.61000	Capital Outlay	Joann	\$65.77
8/9/2019	2 Buffet Tables & Rolling Cart	320.57200.61000	Capital Outlay	Wayfair	\$646.28
8/14/2019	Ice Cream Sandwiches	320.57200.49400	Special Events	Sam's Club	\$79.28
TOTAL					\$3,070.54

Linda Waldhauer

Budget \$3,500.00  
 Under/Over Budget \$429.46

Explanation: \*This expense (\$65.77) was paid by Linda Waldhauer and needs to be reimbursed. Please mail check to 22 Hunters Hollow Court, Jacksonville, FL 32218

Signature:



Dana Harden, Amenity Manager

[illegible]

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2

\*64499

4889YRD @ 13.19YRD

.i 1070551

19.00

SUBTOTAL

61.466 »

TAX 7.0000%

4. #1' - Q

**TOTAL**

65.777 'p«



65.77:4

PURCHASE EURO \$65.77

\*\*\*\*\*363646CHITPRADVisa

REF#: 008295 Approved

VISA CREDIT

A0000000031010

TC -8443808E953079779

WALDIANER/LINDA S

Node: Issuer

TVR.: 8000008009

IAD: 06010803600000

TISI: 6800

APRC: 00

## How did we do?

Share your feedback on our survey at [www.joann.com/storesurvey](http://www.joann.com/storesurvey)

~~CUSTOMER COPY~~



992335014890181163

## TOTAL SAVINGS

533.02

## ITEMS2

08-08-19 11:52:46AM

0003203754001 756436 i 48190

Forget something? joann.com is the convenient way to get crafty! »

59911 1010644ejsenrappctet get illue  
offer soustomized for you. f..

## Tiziana Cessna

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**From:** Yellow Bluff <yellowbluffmanager@gmsnf.com>  
**Sent:** Tuesday, September 3, 2019 10:03 AM  
**To:** Tiziana Cessna  
**Subject:** Rental Refunds due to hurricane

Hi Tiziana,

We have a couple rental refund requests due to Hurricane Dorian.

Lisa Coleman in the amount of \$145. Her original check number was 4736. Her address is 16271 Magnolia Grove Way, Jacksonville, FL 32218.

Jamie Wilson in the amount of \$185. His original check number was 165. His address is 16197 Kayla Cove Court, Jacksonville, FL 32218.



V# 159

Thank you,  
Dana

--  
Tison's Landing CDD  
16529 Tison's Bluff Road  
Jacksonville, FL 32218  
Office: (904) 757-1547  
Email: [yellowbluffmanager@gmsnf.com](mailto:yellowbluffmanager@gmsnf.com)  
CDD Website: [www.tisonslandingcdd.com](http://www.tisonslandingcdd.com)

chall@rmsnf.com

From: jmonroe@naderspestraiders.com  
Sent: Thursday, September 5, 2019 9:46 AM  
To: chall@rmsnf.com; tressna@gmsnf.com  
Subject: Invoice for Service



904-225-9425

## INVOICE

<b>Bill To [369292]</b> Tison's Landing CDD Chris Hall c/o Government Management Svcs 475 West Town Pl. #114 Jacksonville, FL 32092	<b>Service Address [369292]</b> Tison's Landing CDD Doug Maier Yellow Bluff Landing Jacksonville, FL 32218
--	--

Invoice # 3575740902  
Invoice Date 09/01/2019  
Service Date 09/01/2019

Technician: David Eason  
License #  
Target Pest NON PROBLEM  
Purchase Order

Service	Description	Price
LAWN PROGRAM	Lawn Program	\$242.50
Subtotal		\$242.50
Tax		\$0.00
Total		\$242.50
Amount Paid		\$25.12
Balance		\$217.38

Thank you for your business! If you have any questions, please call us.

Order/Service  
Instructions: changed to monthly billing per Louis Cowling

C. Hall 9/6/19

Desi-C.O.O. 0960

1: 320-5-7200: 44 202

## Tiziana Cessna

---

**From:** Jessica Moore <jmoore@naderspestraiders.com>  
**Sent:** Monday, August 26, 2019 4:03 PM  
**To:** Tiziana Cessna  
**Subject:** RE: Invoice for Service 9/1/19

I sent the paid invoices to you. I realize what happened now. You all had to lay down new turf and we agreed to give you all a \$900.00 credit to your account. That took care of September's invoices and you also have a credit in the amount of \$25.12 left on the account. Let me know if you need anything else.

Thank you!

00 c 320 9/2 1\*62200

**From:** Tiziana Cessna <TCessna@gmssf.com>  
**Sent:** Monday, August 26, 2019 3:57 PM  
**To:** Jessica Moore <jmoore@naderspestraiders.com>  
**Cc:** Tiziana Cessna <TCessna@gmssf.com>  
**Subject:** RE: Invoice for Service 9/1/19

\*\*\*\*EXTERNAL EMAIL\*\*\*\*

We paid invoice dated 8/1 and 8/4/19

**Tiziana Cessna**  
**GMS-SF, LLC**  
5385 N Nob Hill Road  
Sunrise, FL 33351  
(954) 721-8681 x 218  
(954) 721-9202  
[tcessna@gmssf.com](mailto:tcessna@gmssf.com)



 Please consider the environment before printing this email.

**From:** Jessica Moore <jmoore@naderspestraiders.com>  
**Sent:** Monday, August 26, 2019 3:32 PM  
**To:** Tiziana Cessna <TCessna@gmssf.com>  
**Subject:** RE: Invoice for Service 9/1/19

The invoices for Sept have been paid.

**From:** Tiziana Cessna <TCessna@gmssf.com>  
**Sent:** Monday, August 26, 2019 2:17 PM  
**To:** Jessica Moore <jmoore@naderspestraiders.com>

## Tiziana Cessna

**From:** jmoore@naderspestraiders.com  
**Sent:** Monday, August 26, 2019 4:02 PM  
**To:** chall@rmsnf.com; Tiziana Cessna  
**Subject:** Invoice for Service



904-225-9425

Nader's  
Pest  
Raiders  
96014  
Ghester Rd  
Yulee, FL  
32097

572 46200

## INVOICE

**Bill To [369292]**  
Tison's Landing CDD  
Chris Hall  
c/o Government Management Svcs  
475 West Town Pl. #114  
Jacksonville, FL 32092

**Service Address [369292]**  
Tison's Landing CDD  
Doug Maier  
Yellow Bluff Landing  
Jacksonville, FL 32218

**Invoice #** 3535319995

**Invoice Date** 09/01/2019

**Service Date** 4 09/01/2019

**Technician** Jeremy Almas

**License #**

**Target Pest**

**Purchase Order**

Service Description	Price
LC-SHRUB W/FERT	\$104.00
Shrub Service	
<b>Subtotal</b>	<b>\$104.00</b>
<b>Tax</b>	<b>\$0.00</b>
<b>Total</b>	<b>\$104.00</b>
<b>Amount Paid</b>	<b>\$104.00</b>
<b>Balance</b>	<b>\$0.00</b>

Thank you for your business! If you have any questions, please call us.

**Order/Service  
Instructions**

TREES - 2x per year March/Sept. Please return all statements to be mailed

**Tiziana Cessna**

**From:** jmoore@naderspestraiders.com  
**Sent:** Monday, August 26, 2019 4:01 PM  
**To:** chall@rmsnif.com; Tiziana Cessna  
**Subject:** Invoice for Service



904-225-9425

Nader's  
Pest  
Raiders  
96014  
Chester Rd  
Yulee, FL  
32097

## INVOICE

**Bill To [369292]**  
Tison's Landing CDD  
Chris Hall  
c/o Government Management Svcs  
475 West Town Pl. #114  
Jacksonville, FL 32092

**Service Address [369292]**  
Tison's Landing CDD  
Doug Maier  
Yellow Bluff Landing  
Jacksonville, FL 32218

**Invoice #** 147 35317997

**Invoice Date** 09/01/2019

**Service Date** 09/01/2019

**Technician** 43 C. C. Lucas

**License #**

**Target Pest** FERTILIZE WEEDS

**Purchase** 018ft

Service	Description	Price
LG-LAWN W/FRT	Lawn Service	\$584.88
<b>Subtotal</b>		\$584.88
<b>Tax</b>		\$0.00
<b>Total</b>		\$584.88
<b>Amount Paid</b>		\$584.88
<b>Balance</b>		\$0.00

Thank you for your business! If you have any questions, please call us.

**Order/Service  
Instructions**

ST AUGUSTINE AREAS ONLY!! Do not leave any service ticket, return to be mailed.  
Commons areas

**Tiziana Cessna**

**From:** jmoore@naderspestraiders.com  
**Sent:** Monday, August 26, 2019 4:01 PM  
**To:** chall@rmsnf.com; Tiziana Cessna  
**Subject:** Invoice for Service



904-225-9425

Nader's  
Pest  
Raiders  
96014  
Chester Rd  
Yulee, FL  
32097

## INVOICE

**Bill To [369292]**  
Tison's Landing CDD  
Chris Hall  
c/o Government Management Svcs  
475 West Town Pl. #114  
Jacksonville, FL 32092

**Service Address [369292]**  
Tison's Landing CDD  
Doug Maier  
Yellow Bluff Landing  
Jacksonville, FL 32218

**Invoice #** 3537998

**Invoice Date** 09/01/2019

**Service Date** 09/01/2019

**Technician** 934 Jeremy Almas

**License #**

**Target Pest**

**Purchase Order**

Service	Description	Price
LC-ORNAMENTAL	Ornamental Service	\$86.00
<b>Subtotal</b>		<b>\$86.00</b>
<b>Tax</b>		<b>\$0.00</b>
<b>Total</b>		<b>\$86.00</b>
<b>Amount Paid</b>		<b>\$86.00</b>
<b>Balance</b>		<b>\$0.00</b>

Thank you for your business! If you have any questions, please call us.

**Order/Service  
Instructions**

SHRUBS - SEPARATE SERVICE ORDER FOR TREES  
Do not leave service tickets, Return to be mailed



**Governmental Management Services, LLC**  
1001 Bradford Way  
Kingstnn TN 37772

# Invoice

Invoice #: 391  
Invoice Date: 9/1/19  
Due Date: 9/1/19  
Case:  
P.O. Number:

**Bill To:**  
Tison's Landing CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Management Fees - September 2019		3,937.50	3,937.50
Information Technology - September 2019		83.33	83.33
Dissemination Agent Services - September 2019		83.33	83.33
Office Supplies		17.50	17.50
Postage		118.40	118.40
Copies		423.60	423.60
<b>Total</b>			<b>\$4,663.66</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$4,663.66</b>



3543 State Road 419, Winter Springs, FL 32708  
 PH: 800-466-5253

# INVOICE

Invoice #	456357
Account #	724857
Invoice Date	9/1/2019
Due Date	9/11/2019
Rep	MAS

**BILL TO:**

TISONS LANDING COMMUNITY DVL  
 9655 FLORIDA MINING BLVD.  
 BLDG 300 SUITE 305  
 JACKSONVILLE, FL 32257

Invoice Questions:  
[Lakes@lakedoctors.com](mailto:Lakes@lakedoctors.com)  
 Payment Questions:  
[Payments@lakedoctors.com](mailto:Payments@lakedoctors.com)

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	
Item	Description	Amount
	Monthly Water Management Service	795.00
<p><i>C. Davis 9/6/19</i>  <i>DAVID</i>  <i>11.120* 547200.744306</i></p>		
Customer Total Balance		\$795.00
Please confirm your bank bill may vary amount match your invoice amount if you use a bank bill it will be different		\$795.00

To help ensure prompt and accurate credit to your account, please include your account number and invoice number on your check/wind always include your remittance stub with your payment.

Please visit [www.lakedoctors.com](http://www.lakedoctors.com) for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

**Bill To Amount Enclosed**

TISONS LANDING COMMUNITY DVL  
 9655 FLORIDA MINING BLVD.  
 BLDG 300 SUITE 305  
 JACKSONVILLE, FL 32257

Amount Enclosed

Invoice #	456357
Account #	724857
Date	9/1/2019

Go (Screen) Contact what Payments@lakedoctors.com to have your invoices emailed.

For address and contact updates, please email us at [Frontdesk@lakedoctors.com](mailto:Frontdesk@lakedoctors.com).

The Lake Doctors, Inc.  
 3543 State Road 419  
 Winter Springs, FL 32708



IF PAYING BY CREDIT CARD, FILL OUT BELOW

1 - Mastercard ..... Visa ..... American Express

Card # .....

Card Verification # .....

Exp. Date# .....

Print Name .....

Billing Address: ..... Check box if same as above

Signature .....



Main: 904-355-5300 • Fax: 904-353-1499 • Toll Free: 800-225-5305  
www.turnerpest.com

Turner Pest Control LLC  
8400 Baymeadows Way  
Suite 12  
Jacksonville, FL 32256  
904-355-5300

## Service Slip/Invoice

INVOICE #: 60007188  
DATE: 8/29/2019  
ORDER #: 60007188

Job # [272283]

Tisons Landing ODD  
Chris Hall  
9655 Florida Mining Blvd W  
Bldg. 300 Suite 305  
Jacksonville, FL 32257-2031

Job # [7273293] 904-288-7667

Tisons Landing ODD  
Amanda  
16529 Tisons Bluff Rd  
Jacksonville, FL 32218-8997

Visit Date	Time	Target Pest	Technician	Time In
8/29/2019	02:22 PM	ANTS, ROACH, WASP		02:22 PM
Purchase Order	Terms	Last Service	Man Code	Time Out
	NET 30	8/29/2019		09:11 PM

Service	Description	Price
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GPCM

Commercial Pest Control - Monthly Service

\$65.00

SUBTOTAL \$65.00  
TAX \$0.00  
AMT. PAID \$0.00  
TOTAL \$65.00

*C. Hall 9/6/19*

*Pos\* Can Aral*

*1.320.972-645.414 2.02*

AMOUNT DUE \$65.00

*NON*

TECHNICIAN SIGNATURE

*Draft*

Dena  
CUSTOMER SIGNATURE

ALL INFORMATION IS PROVIDED AS IS. TURNER PEST CONTROL LLC IS NOT RESPONSIBLE FOR ANY DAMAGE TO PROPERTY OR PERSONS. TURNER PEST CONTROL LLC IS NOT RESPONSIBLE FOR ANY DAMAGE TO PROPERTY OR PERSONS. TURNER PEST CONTROL LLC IS NOT RESPONSIBLE FOR ANY DAMAGE TO PROPERTY OR PERSONS.

PLEASE PRINT NAME OF THE COMPANY AND ADDRESS TO WHICH THE INVOICE IS TO BE SENT. PLEASE PRINT NAME OF THE COMPANY AND ADDRESS TO WHICH THE INVOICE IS TO BE SENT. PLEASE PRINT NAME OF THE COMPANY AND ADDRESS TO WHICH THE INVOICE IS TO BE SENT.

PLEASE PRINT NAME OF THE COMPANY