

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, October 3, 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
Steve Howell	Vesta Property Services
Jonathan Perry	Operations Manager - Vesta
Dana Harden	Amenity Manager - Vesta
Leo Dickinson	LawnBoy

The following is a summary of the discussions and actions taken at the October 3, 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**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Staff Reports (1)**

**A. Landscape**

Mr. Dickinson stated it's been a pretty standard three months. Around the 12<sup>th</sup> of September we noticed the front end was burning up. Partridge Well did some investigation and found there was a loose wire in the assembly, which kept the pump from turning on. We did get the front-end irrigation system back up and running. We replace some of the older technology as it goes bad and about two weeks ago we noticed zones 10 and 11 up front had

stopped working so we replaced the older switches with electronic nodes. We replaced the flowers and we will have another rotation sometime in December or January. At the pocket park over here we noticed we have a brown patch fungus and once it's in the soil it's hard to get rid of so Johnathan had Naders come out a couple days ago and we had a conversation with them. We're not really happy with the amount of weeds we have in the turf so they've told us they're going to follow up with about three sprays to combat the weeds and we will see what reaction we get. We're also not particularly pleased with the field performance so we'd like to have them boost the amount of nitrogen. We'd really like to spruce up the amenity center by putting mulch down even if we don't have it for the rest of the neighborhood. Also, last year we lost irrigation back along Yellow Bluff Road and RMS had talked to JEA and they basically admitted when they were doing their work they tore up the valves back there so we're probably going to be fine for the winter but we know next spring we will run through a period where we don't get rain and we will lose the turf so we'd like to get ahead of that.

Mr. Kirsch stated JEA also keeps running over and cracking the sidewalk by the easement.

Mr. Richardson stated the irrigation on that side that is burning up is also shooting halfway into the road. I think RMS had done that initially because it was the only way to get water on that grass.

Mr. Dickinson stated we will see what we can do.

Mr. Kirsch asked are we happy with Nader's?

Mr. Perry stated from what I've seen the minimal times I've been here it doesn't look like they've been doing a good job. We have talked to them and got them out here with Leo and they are aware of the situation so I'm going to try to give them a little more time to see if they do what they're supposed to do and if not I'll bring that to you guys.

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

#### **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**

On MOTION by Mr. Plourde seconded by Ms. Timmons with all in favor the minutes of the September 13, 2018 meeting, June 20, 2019 meeting, August 14, 2019 special meeting and September 9, 2019 special meeting were approved.

**FIFTH ORDER OF BUSINESS**

**Ratification of Engagement Letter with Berger, Toombs, Elam, Gaines & Frank for FY19 Audit Services**

Mr. Torres stated this is the audit firm that we selected and this is the engagement letter for the FY19 audit.

On MOTION by Mr. Plourde seconded by Mr. Richardson with all in favor the engagement letter with Berger, Toombs, Elam, Gaines & Frank for FY19 audit services was ratified.

**SIXTH ORDER OF BUSINESS**

**Consideration of Riverside Management Services' Final Invoice and Continuation of the Discussion on the Prior Invoice Disputes**

Mr. Torres stated this is the final invoice for Riverside Management Services in the amount of \$4,965.44,

Ms. Waldhauser motioned to approve the final invoice. The motion died due to lack of a second.

Mr. Plourde asked if we feel they don't deserve it or we don't owe them any money why would we want to pay that?

Mr. Knight stated we had a contract with them, which was terminated, but this invoice covers a period prior to termination so there is a contract with them to pay them for their services. From what I recall you were questioning what you thought were overcharges by them that added up to something like \$2,300. The reality of the situation is the only remedy that you have at this point is to file a lawsuit against them and in my opinion the cost of that lawsuit would greatly exceed \$2,300.

On MOTION by Ms. Timmons seconded by Ms. Waldhauer with Mr. Plourde opposed the invoice from Riverside Management Services, Inc. was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration/Ratification of Proposals**

**A. Ratification of Purchase of Hammer-Head for the Pool**

Mr. Torres stated if you'd recall the proposal the Board approved from Vesta was contingent on purchasing the Hammer-Head vacuum and that was \$1,971.

On MOTION by Ms. Waldhauer seconded by Mr. Richardson with all in favor the purchase of the Hammer-Head pool vacuum was ratified.

**B. Spray Ground Refurbishment or Replacement**

Mr. Perry stated the proposal from Amenity Services Group is an in-house refurbishment. We sand the equipment down, prime it and paint it and we get a new slide and mount the slide. The Compac proposal is to remove the feature, sandblast it and repaint it, and put new products on. The in-house proposal is \$5,600 for labor, parts and materials and \$8,600 for the slide. We're going to see if we can take the slide apart, heat it up and rework the bottom portion of it to match it up better. The Compac proposal is \$68,000.

Ms. Waldhauer stated it's 11 years old. I think we should just get a new slide.

Mr. Plourde asked that the refurbishment be complete by February 1, 2020.

On MOTION by Ms. Waldhauer seconded by Ms. Timmons with all in favor the proposal from Amenity Services Group, including purchasing a new slide was approved.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Reimbursing Supervisor  
Waldhauer for Décor Purchases**

Ms. Waldhauer stated I bought pictures and a clock for this room from Facebook Marketplace for \$105.

Mr. Plourde stated we told Dana she couldn't buy a coffee pot without asking the board first so why would you go buy something without asking the board first?

Ms. Waldhauer stated you gave us a budget of \$3,500 for this room and you assigned Dana and I the task of doing the redecorating. Part of decorating is finding items that are good prices.

A resident asked what happened to the old items that she said she was going to sell?

Ms. Waldhauer stated nobody wanted to buy them so we donated them. There's a resolution on the agenda to surplus them.

Mr. Kirsch stated whether it is paid for by credit card or some kind of reimbursement it's coming out of a budget that we already approved. It's going toward the \$3,500 that was set aside for refurbishment of this facility. It's not a matter of approving more funds; we're just approving the method in which this was paid.

On MOTION by Ms. Timmons seconded by Mr. Kirsch with all in favor reimbursing Supervisor Waldhauer \$105 for the items purchased for the amenity facility was approved.

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

#### **Discussion on Prioritization of ADA Non-Safe Harbor Enhancements**

Mr. Torres two months ago we received the ADA inspection report. Mike Yuro spoke to the board and the Board identified a few non-safe harbor items that the amenity staff could start working on. Linda made a list of items to be repaired and Jonathan has made some of these repairs already.

Ms. Harden noted staff would look at the list to see if Vesta could execute any larger items on the list of needed repairs and would report back to the Board.

Ms. Timmons asked that the items that are brought into compliance be marked as completed on a spreadsheet to keep record of the progress.

#### **TENTH ORDER OF BUSINESS**

#### **Consideration of Resolution 2020-01 Classifying Surplus Tangible Property**

Mr. Knight stated we wanted to adopt a resolution authorizing the disposition of the furniture and other things that were in here that the Board wanted to dispose of and would in effect ratify what has already been done and approve disposition going forward.

Mr. Torres stated there is a list included as exhibit A that describes all of the items.

On MOTION by Ms. Waldhauer seconded by Mr. Kirsch with all in favor resolution 2020-01 was approved.

#### **ELEVENTH ORDER OF BUSINESS**

#### **Consideration of Amenities Management Agreement with Vesta Property Services**

Mr. Torres stated you approved Vesta's proposal last month and you've agreed to the terms of that. Exhibit B includes the hours and days for the part-time attendants.

Ms. Waldhauer asked I noticed it said special event staff is \$30 an hour. Is a special event above and beyond Dana and her assistant?

Ms. Harden stated you have the facility attendant and they are allotted so many hours. Special events and rentals are not included in that dollar amount so when someone writes a check for a rental the facility attendant's hours have to come out of that rental dollar amount instead of that line item so it's not coming out of your pocket. However, when it's special events it kind of does come out of your pocket but it doesn't come out of the normal facility attendant hours. I believe that comes out of the special events budget that we already have.

Mr. Kirsch asked did we figure out the debris maintenance around the lakes?

Ms. Harden stated that's included in Vesta's contract. There will be no more gator rental fees or debris pickup fees.

On MOTION by Mr. Plourde seconded by Ms. Timmons with all in favor the amenities management agreement with Vesta Property Services was approved.

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

**A.    District Counsel – 2019 Legislative Update**

Mr. Knight stated this memorandum is a summary of some of the legislation that was passed last legislative session that might affect community development districts. There's nothing we think that is serious or harmful to the districts or anything you should be concerned about.

**B.    District Manager**

There being none, the next item followed.

**C.    Amenity Manager - Memorandum**

Ms. Harden thanked the community for their support and stated the mailbox has been installed. It's great because it also serves as a drop box for rental checks and access cards. Bonitz installed the gym flooring. The pool furniture has already been done and looks really nice. I called Atlantic Security to get new access cards and was told they were now \$5 a piece

and Brandon helped me get key chain access cards that are \$2 a piece and so far they seem to be favorable.

The community wide yard sale is coming up on October 19<sup>th</sup>. We have a lots of residents that own their own business and they can come up here and use some of the tables and we're going to allow them to set up like vendors and we're going to get some food trucks. If you don't want to have a yard sale but you have some stuff you want to clean out you can bring it up here and we have a local church that is having their fall festival that evening so they are putting everything out for the needy to go through so I've got a truck and trailer and anything that is brought up here I'm going to donate it straight to the church. I've already started planning the Halloween event. The next event we're going to have is a glass-painting event on November 15<sup>th</sup>. Our Christmas event is going to be December 14<sup>th</sup>.

#### **D. Field Operations Manager**

Mr. Perry stated I'm excited to be here and excited to turn the community around and do whatever you guys need. I put my contact information out on the bulletin board. I performed an initial assessment of the property and created an excel spreadsheet of each project that needs to be done and I'm starting to prioritize those projects.

Mr. Perry gave an overview of his report, a copy of which was included in the agenda package.

A resident asked if the entrance sign could be illuminated better and Mr. Perry noted he would look at options for lighting and repair of the sign.

Mr. Plourde stated the Main Street camera got hit again. Is that something we might want to move?

Mr. Perry stated I've been in contact with Atlantic Security and I asked them if they could move the pole to the center of the median. Steve also mentioned we could possibly move it behind a tree so we're going to discuss a couple of options with them.

Mr. Kirsch asked that Vesta look into the lack of street lighting at the 15800 block of Tison's Bluff.

#### **THIRTEENTH ORDER OF BUSINESS Audience Comments**

#### **Supervisor Request / Audience Comments**

A resident stated out here where the flowers are there's a whole area without anything in it.

Ms. Harden stated I think the builder originally put a tree there and it blocked the sign so they just left it.

Mr. Perry stated I've been talking to Leo to go over ideas for that spot. I'll bring something to the Board.

**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 you have a good variance of \$4,469 as of August 31<sup>st</sup>. Your capital reserve balance is \$154,738.

**B.    Assessment Receipt Schedule**

Mr. Torres stated you are 100% collected.

**C.    Check Run Summary**

Mr. Torres stated the check register totals \$21,953.73.

Mr. Plourde asked that quotes for the ADA ramp needed by the pool be provided at the January meeting in order to begin preliminary budget discussions.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor the check register was approved.
--

**FIFTEENTH ORDER OF BUSINESS      Next Scheduled Meeting**

Mr. Torres stated the next scheduled meeting is January 9, 2020 at 6:00 p.m.

**SIXTEENTH ORDER OF BUSINESS      Adjournment**

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

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman