

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, April 21, 2020 at 4:00 p.m. using *Zoom* media technology pursuant to Executive Orders 20-52 and 20-69 issued by Governor DeSantis on March 9, 2020 and March 20, 2020 respectively, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*.

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
Jonathan Perry	Operations Manager - Vesta
Dana Harden	Amenity Manager - Vesta
Leo Dickinson	LawnBoy
Matt Hathaway	WebWatchDogs
Eddie Coalwell	Envera

The following is a summary of the discussions and actions taken at the April 21, 2020 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 4:00 p.m. and called the roll. Mr. Torres noted the meeting is being held via communications media technology due to the COVID-19 public health emergency, and pursuant to Executive Orders 20-52 and 20-69 issued by the Florida Governor to mitigate the transmission of the virus. Participants of the meeting were advised that there may be people listening who do not provide a comment during the meeting, and those people were not required to identify themselves. Participants were also advised the video conference may be captured by a recording and would then become a part of the public records

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of the District. Mr. Torres asked that anyone providing comment clearly identify themselves, and asked that any person of the public wishing to comment wait until the Chairperson or District Manager opens the floor to the public, with each person given a two-minute period for commentary.

SECOND ORDER OF BUSINESS **Public Comment**

There being none, the next item followed.

THIRD ORDER OF BUSINESS **Staff Reports (1)**

A. Landscape

Mr. Dickinson informed the Board that the mulch installation approved at the March meeting has been installed, the palms around the pool have been trimmed and that LawnBoy is monitoring the property for irrigation issues and making any repairs necessary. Mr. Dickinson also noted in the weeks following the meeting some of the trees in the pocket parks will be lifted to required heights and a new flower rotation will be installed.

FOURTH ORDER OF BUSINESS **Consideration of Proposals for Security Enhancements**

A. Envera

Mr. Coalwell gave an overview of Envera's proposal. The proposal for installation of cameras at the community entrances and the clubhouse totals \$11,465 with monthly charges of \$459 for pulling video any time it is requested, as well as a service and maintenance plan. Separate quotes were included for installation of a card reader system for a total of \$11,489.19 and installation of cameras at the utility shed for a total of \$10,096.44.

B. WebWatchDogs

Mr. Hathaway gave an overview of WebWatchDog's proposal for installation of cameras at the community entrances and the clubhouse. WebWatchDogs does not provide monitoring and therefore are no monthly monitoring fees associated. The CDD staff would be educated on how to operate the camera system. The total quote of \$16,397.75 includes installation, set-up, and a one-year warranty. Extending the warranty on the equipment at the end of the one-year period would cost approximately \$1,000.

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Following presentations from both security companies the Board discussed the proposals. Mr. Torres informed the Board the proposed FY21 budget consists of \$55,000 in capital outlay and \$65,000 dedicated for capital reserves based on guidance from the Board at the March meeting and that the budget, if approved as presented in the agenda package, will result in a \$168 increase per unit for Fiscal Year 2021. Mr. Torres also noted due to the budget amendment that is being presented later in the meeting, \$60,000 had to be pulled from capital reserves and capital outlay to be put into the general fund account to balance the account due to increased expenses. Mr. Torres expressed concern over the balance of the capital reserves noting the current remaining balance of capital reserves is at \$143,000 and does not include items pending on the storage shed project so the balance will be closer to \$100,000. The Board was in agreeance that more quotes are needed on a card reader system and made the following motion to approve Envera's proposals to install cameras at two locations.

On MOTION by Mr. Kirsch seconded by Ms. Waldhauer with Ms. Timmons opposed Envera's proposals for installation of cameras totaling \$25,302 with monthly charges of approximately \$784 was approved with a vote of 4-1.

FIFTH ORDER OF BUSINESS

Approval of Minutes of the March 5, 2020 Meeting

On MOTION by Mr. Plourde seconded by Ms. Timmons with all in favor the minutes of the March 5, 2020 meeting were approved as presented.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2020-02, Amending the FY20 General Fund and Capital Reserve Fund Budgets

Mr. Torres stated the items in parentheses were the items that required a decrease and the items outside of the parentheses are the items that required and increase.

On MOTION by Mr. Kirsch seconded by Mr. Richardson with all in favor Resolution 2020-02, Amending the FY20 Budget was approved.

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SEVENTH ORDER OF BUSINESS**Consideration of Resolution 2020-03,
Approving the Proposed Budget for Fiscal
Year 2021 and Setting a Public Hearing
Date for Adoption**

Mr. Torres gave an overview of the proposed Fiscal Year 2021 budget and noted if the budget is approved as presented it will result in an increase of \$168.24 per unit. Mr. Torres suggested increasing the Supervisor Fee and Security Monitoring line items, pulling the amount needed to increase those lines from the Capital Outlay line item.

Mr. Kirsch asked about issuing bond debt to fund improvements versus increasing capital outlay.

Mr. Torres responded the next step would be to invite an underwriter to a future meeting to give a presentation to the Board on the options and noted he would reach out to MBS Capital Markets, LLC.

Mr. Knight noted a preference of a physical meeting for the public hearing on the budget.

Mr. Torres suggested setting the public hearing for June 25, 2020 as originally planned, and if necessary, to hold a physical meeting the date could be moved later into July. The location of the meeting is to be determined due to the uncertainty of meeting attendance and available locations.

On MOTION by Mr. Kirsch seconded Mr. Richardson with all in favor Resolution 2020-03, approving the proposed Budget for Fiscal Year 2021 and setting the public hearing date at June 25, 2020 with the location to be determined was approved.
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EIGHTH ORDER OF BUSINESS**Update on Storage Facility Project**

Mr. Perry informed the Board he is waiting on the manufacturer of the storage facility responsible for installing the structure to send a signed and sealed copy of the plans, however due to the pandemic Carolina Carports staff has not been available.

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TENTH ORDER OF BUSINESS**Staff Reports (2)****A. District Counsel**

Mr. Knight informed the Board the qualifying period for anyone wanting to run for the Board of Supervisors seats with terms expiring in 2020 is noon on June 8th through noon on June 12th, and to do so they would need to contact the Duval County Supervisor of Elections.

B. District Manager

Mr. Torres noted he would continue to work with the Chair and staff on a plan for reopening the amenity facilities and in doing so will follow the federal and state guidelines.

C. Amenity Manager - Memorandum

Ms. Harden gave an overview of her memorandum, a copy of which was included in the agenda package.

D. Field Operations Manager – Proposals Included for Consideration along with Monthly Report

Mr. Perry gave an overview of the operations report, a copy of which was included in the agenda package and presented multiple proposals. The first proposal presented was for painting the amenity center floors for \$9,995. The second proposal presented was for the purchase of LED light bulbs to replace all of the parking lot lights to increase longevity and brightness. Renting a lift would also be necessary to change the light bulbs. The cost of the light bulbs totals \$227.88 and the cost of the lift rental is \$225 for one day.

On MOTION by Ms. Timmons seconded Mr. Plourde with all in favor an amount not to exceed \$500 for purchase of LED light bulbs and rental of a lift was approved.
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The third proposal Mr. Perry presented was for an ADA pool chair lift at a cost of \$5,599.83. Mr. Perry informed the Board a proposal from Crown Pools was previously approved for installation of a chair lift, however Crown Pools has rescinded their proposal due to the foundation and drainage in the area of installation. All Weather was asked to provide a

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THIRTEENTH ORDER OF BUSINESS Adjournment

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

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Secretary/Assistant Secretary

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Chairman/Vice Chairman