

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 25, 2020 at 6:00 p.m. using *Zoom* media technology pursuant to Executive Orders 20-52, 20-69 and 20-123 issued by Governor DeSantis, including any extensions or supplements thereof, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*.

Present and constituting a quorum were:

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

*Also present were:*

Ernesto Torres	District Manager
Gerald Knight	District Counsel
Scott Lockwood	District Engineer
Jonathan Perry	Operations Manager - Vesta
Dana Harden	Amenity Manager – Vesta
Steve Howell	Vesta
Leo Dickinson	LawnBoy

The following is a summary of the discussions and actions taken at the June 25, 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 6:00 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Affidavit of Publication**

A copy of the affidavit of publication for the meeting and public hearing was enclosed in the agenda package.

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**FOURTH ORDER OF BUSINESS****Staff Reports (1)****A. Landscape**

Mr. Dickinson stated since the last meeting we planted the new rotation of flowers. When we moved to the back of the amenity center, we realized the irrigation system wasn't working. There are two main irrigation systems in the community, in the front and the rear. The rear one is the most problematic for us. The transformer was bad and that's a special transformer that had to be ordered. Two new transformers burned up immediately upon installation, so we changed the irrigation controller out. Then we started having problems with the pump configuration and realized we had a pressure switch issue, so we swapped that out and now we've got everything back up and running.

The week before last someone drove onto the front island right off of Main Street. I've trimmed the dead material, but it's really going to take us a couple weeks to find out if the plants are going to survive or not. I would expect we're going to have to reinstall some in the center.

**B. Engineer – Acceptance of the 2020 Annual Engineer's Report**

Mr. Lockwood gave an overview of the engineer's report, a copy of which was included in the agenda package, noting the facility was generally well maintained with only minor issues.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor the 2020 annual engineer's report was accepted.

**FIFTH ORDER OF BUSINESS****Approval of Minutes of the April 21, 2020 Meeting**

On MOTION by Ms. Timmons seconded by Mr. Plourde with all in favor the minutes of the April 21, 2020 meeting were approved as presented.

**SIXTH ORDER OF BUSINESS****Ratification of Agreement with Envera Systems for Installation and Monitoring of Entryway and Utility Shed Cameras**

A copy of the agreement, executed between meetings following approval of the proposal at the April meeting, was included in the agenda package. Mr. Torres noted the installation is to be completed within 90 days of execution of the agreement.

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On MOTION by Mr. Kirsch seconded by Mr. Plourde with all in favor the agreement with Envera Systems for installation and monitoring of entryway and utility shed cameras was ratified.

**SEVENTH ORDER OF BUSINESS                      Consideration of Proposals for Access Control System**

Mr. Perry presented four proposals to the Board from Atlantic Security totaling \$4,995 for changing out the software, Halcyon AV, LLC totaling \$10,995 for replacing the entire system including the cards and equipment, Dynamic Security Professionals totaling \$14,750 for replacing the entire system, and Alpha Dog, which provided two options, totaling \$1,050 for installation and \$235 per month for a five-year lease and monitoring services, or \$3,500 for a purchase install and a \$60 per month monitoring fee.

Following a discussion on the proposals presented, the Board opted to approve a not to exceed amount with the following motion.

On MOTION by Ms. Timmons seconded by Ms. Waldhauer with all in favor proceeding with Alpha Dog’s proposal to purchase the equipment at an amount not to exceed \$5,000 with a monthly monitoring fee applicable at \$60 a month was approved.

**EIGHTH ORDER OF BUSINESS                      Consideration of Quotes for AED Equipment**

Mr. Perry presented three quotes for AED equipment, copies of which were included in the agenda package.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor purchasing AED equipment at an amount not to exceed \$1,500 was approved.

**NINTH ORDER OF BUSINESS                      Public Hearing for the Purpose of Adopting the Fiscal Year 2021 Budget**

Mr. Torres gave an overview of the previously approved budget, noting an increase in the overall budget translates to an increase per unit of \$97.06 per year.

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

Mr. Doyle, 138 Bradford Lake Circle, asked if the increase to the budget would be ongoing, or only for Fiscal Year 2021, to which Mr. Torres responded the increase may hold over for two years. Mr. Kirsch noted the Fiscal Year 2022 budget will be considered beginning in February and the Board encourages resident participation in those discussions, noting whether an increase will be considered or not is dependent upon the condition of the property and any repairs or purchases that may be necessary. Mr. Doyle then stated when his family initially moved into the CDD they were told CDD assessments would be decreasing as the community is built out. Mr. Torres responded whether there is an empty lot or a house on the lot, the CDD fees are assessed, so assessments are not reduced as homes are built.

Mr. Cook, 187 Wild Plum Court, asked if the CDD is using JEA for irrigation water as the budget indicates. Mr. Kirsch responded in most zones, JEA does supply the community's irrigation water, however most of the amenity center irrigation is supplied by a well. Mr. Cook asked if there are plans to drill additional wells. Mr. Torres noted there are no plans to convert to a well system at this time, however it could be discussed in the future.

Ms. Cash, 164 Blooming Grove Court, asked about pond maintenance and pest control. Mr. Kirsch responded there is a line item in the budget for lake maintenance, however pest control is not part of the lake maintenance vendor's normal routine maintenance. Mr. Kirsch noted pest control could be discussed with the vendors at a future meeting. Ms. Timmons asked that residents take pictures of any issues they're having and provide them to the District staff so that they can reach out to the maintenance vendors to correct the problems.

Mr. Doyle asked if the Board has considered utilizing residents for various services needed within the community. Mr. Torres responded that any vendor providing services to the CDD needs to be licensed and insured and that the CDD entertains multiple bids if possible when seeking services.

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

**A. Consideration of Resolution 2020-04, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2021**

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On MOTION by Mr. Plourde seconded by Ms. Timmons with all in favor Resolution 2020-04, relating to annual appropriations and adopting the budget for Fiscal Year 2021 was approved.

**B. Consideration of Resolution 2020-05, Imposing Special Assessments and Certifying an Assessment Roll**

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor Resolution 2020-05, imposing special assessments and certifying an assessment roll was approved.

**TENTH ORDER OF BUSINESS**

**Staff Reports (2)**

**A. District Counsel**

Mr. Knight informed the Board that Governor DeSantis has extended the Executive Order allowing for virtual board meetings through August 1, 2020 and unless the Executive Order is extended again, the next meeting will need to be held in person.

**B. District Manager**

**1. Report on the Number of Registered Voters (1,389)**

Mr. Torres informed the Board there are 1,389 registered voters reported to be residing within the CDD boundaries.

**2. Discussion of the Fiscal Year 2021 Meeting Schedule**

A copy of the proposed meeting schedule was included in the agenda package.

On MOTION by Ms. Timmons seconded by Mr. Plourde with all in favor the Fiscal Year 2021 meeting schedule was approved as presented.

**C. Amenity Manager - Memorandum**

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

Ms. Timmons asked that staff replace the fans on the patio of the amenity center.

Mr. Plourde asked that some portions of sidewalks around the pocket parks be pressure washed.

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**D. Field Operations Manager – Report**

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

Mr. Kirsch asked if the parks could be opened. District counsel noted the decision is the Board’s, and the Board made the following motion to reopen the parks with restrictions in place.

On MOTION by Ms. Waldhauer seconded Ms. Timmons with all in favor opening the parks from 8:00 a.m. to 5:00 p.m. initially with a capacity limit of 10 people was approved.

**ELEVENTH ORDER OF BUSINESS                      Supervisors’ Requests / Audience Comments**

There being none, the next item followed.

**TWELFTH ORDER OF BUSINESS                      Financial Statements**

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

Mr. Torres gave an overview of the financial statements, copies of which were included in the agenda package.

**B. Assessment Receipt Schedule**

Mr. Torres stated you are 100% collected.

**C. Check Run Summary**

Mr. Torres stated the check register totals \$76,280.66.

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

**THIRTEENTH ORDER OF BUSINESS                      Next Scheduled Meeting**

Mr. Torres stated the next scheduled meeting is September 17, 2020 at 6:00 p.m. We will work with onsite staff if the meeting is required to be held in person.

**FOURTEENTH ORDER OF BUSINESS                      Adjournment**

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

DocuSigned by:

*Ernesto Torres*

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Secretary/Assistant Secretary

DocuSigned by:

*Brandon Kirsch*

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Chairman/Vice Chairman