

*TISON'S LANDING*  
*Community Development District*

*November 17, 2020*

# *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*

November 10, 2020

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 Tuesday, November 17, 2020 at 11:00 a.m. at the Yellow Bluff Amenity Center, 16529 Tisons Bluff Road, Jacksonville, Florida. Following is the advance agenda for this meeting:

- I. Roll Call
- II. Public Comment
- III. Organizational Matters
  - A. Consideration of Resolution 2021-01, Declaring Vacancies in Seats 1 and 3
  - B. Consideration of Appointing New Supervisors to Fill Seats 1 and 3
  - C. Oath of Office for Newly Appointed Supervisors
  - D. General Information for New Supervisors
  - E. Consideration of Resolution 2021-02, Designating Officers
- IV. Approval of Minutes of the October 8, 2020 Meeting
- V. Consideration of Resolution 2021-03, Ratifying and Approving Actions Taken by the Board of Supervisors at Meetings Held Via Media Communications Technology as a Result of the COVID-19 Pandemic
- VI. Discussion of District Projects
- VII. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
  - D. Amenity Manager - Memorandum
  - E. Field Operations Manager
    1. Report
    2. Proposal from Envera to Convert Storage Shed Cameras from Passive to Active
    3. Proposals for Repairs to the Pool Lights
- VIII. Supervisor Requests / Audience Comments
- IX. Next Scheduled Meeting – January 7, 2021 at 6:00 p.m. at the Yellow Bluff Amenity Center
- X. Adjournment

The third order of business is organizational matters. Resolution 2021-01, a copy of which is enclosed for your review and approval, declares vacancies in seats 1 and 3. Following the resolution is consideration of appointing new supervisors to fill seats 1 and 3. Copies of resumes received in response to the notice of vacancies are enclosed for your review. The newly appointed supervisors will subscribe to an oath of office and the Board can then consider restructuring the slate of officers with resolution 2021-02.

Enclosed under the fourth order of business is a copy of the minutes from the October 8, 2020 meeting for your review and approval.

The fifth order of business is consideration of resolution 2021-03, ratifying and approving actions taken by the Board of Supervisors at meetings held via media communications technology as a result of the COVID-19 pandemic. A copy of the resolution is enclosed for your review and approval.

The sixth order of business is discussion of District projects. There is no backup documentation at this time.

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*

Tuesday  
November 17, 2020  
11:00 a.m.

Yellow Bluff Amenity Center  
16529 Tisons Bluff Road  
Jacksonville, Florida 32218  
**Call In # 1-800-264-8432 Code 964485**  
[www.TisonsLandingCDD.com](http://www.TisonsLandingCDD.com)

- I. Roll Call
- II. Public Comment
- III. Organizational Matters
  - A. Consideration of Resolution 2021-01, Declaring Vacancies in Seats 1 and 3
  - B. Consideration of Appointing New Supervisors to Fill Seats 1 and 3
  - C. Oath of Office for Newly Appointed Supervisors
  - D. General Information for New Supervisors
  - E. Consideration of Resolution 2021-02, Designating Officers
- IV. Approval of Minutes of the October 8, 2020 Meeting
- V. Consideration of Resolution 2021-03, Ratifying and Approving Actions Taken by the Board of Supervisors at Meetings Held Via Media Communications Technology as a Result of the COVID-19 Pandemic
- VI. Discussion of District Projects
- VII. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
  - D. Amenity Manager - Memorandum
  - E. Field Operations Manager
    - 1. Report

2. Proposal from Envera to Convert Storage Shed Cameras from Passive to Active
3. Proposals for Repairs to the Pool Lights

VIII. Supervisor Requests / Audience Comments

IX. Next Scheduled Meeting – January 7, 2021 at 6:00 p.m. at the Yellow Bluff Amenity Center

X. Adjournment

### *THIRD ORDER OF BUSINESS*

*A.*



## **RESOLUTION 2021-01**

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TISON'S LANDING COMMUNITY DEVELOPMENT DISTRICT DECLARING A VACANCY IN SEATS 1 AND 3 ON THE BOARD OF SUPERVISORS PURSUANT TO SECTION 190.006(3)(b), FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Tison's Landing Community Development District (the "District") is a local unit of special purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, on November 3, 2020, two (2) members of the Board of Supervisors (the "Board") were to be elected by the Qualified Electors of the District, as that term is defined in section 190.003, *Florida Statutes*; and

**WHEREAS**, the District published a notice of qualifying period set by the Supervisor of Elections at least two (2) weeks prior to the start of said qualifying period; and

**WHEREAS**, at the close of the qualifying period, no Qualified Electors qualified to run for the two (2) seats available for election by the Qualified Electors of the District (i.e., Seats 1 and 3); and

**WHEREAS**, pursuant to section 190.006(3)(b), *Florida Statutes*, if no elector qualifies for a seat to be filled in an election, the Board shall declare the seat(s) vacant, effective the second Tuesday following the general election; and

**WHEREAS**, the Board finds that it is in the best interests of the District to adopt this Resolution declaring the seats available for election as vacant.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TISON'S LANDING COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1.** The following seats on the District Board are hereby declared vacant effective as of November 17, 2020:

Seat # 1 (currently held by Brian Richardson)  
Seat # 3 (currently vacant)

**SECTION 2.** Until such time as the District Board nominates Qualified Electors to fill the vacancies declared in Section 1 above, the incumbent Board member of the respective seat, if any, shall remain in office.

**SECTION 3.** This Resolution shall become effective upon its passage.

**PASSED AND ADOPTED** this 17th day of November, 2020.

ATTEST:

**TISON'S LANDING COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Print Name: \_\_\_\_\_

\_\_\_\_\_  
Chairperson

*B.*



16250 Stanis Court  
Jacksonville, FL 32218

Telephone: (904) 270-9476  
Cell: (618) 240-2047  
Email: anhlegalgroup@gmail.com

October 21, 2020

Sent Via Electronic Mail  
chogge@gmsnf.com

Tison's Landing Community Development District  
Attn: Recording Secretary, Courtney Hogge  
475 West Town Place, Ste 114  
St. Augustine, FL 32092

**Re: TISON'S LANDING CDD BOARD OF SUPERVISORS – SEAT NOS. 1 & 3**

Dear Sir or Madam:

I would like to be considered for the Tison's Landing CDD Board of Supervisors (the "Board") vacant seat. I am a homeowner in the neighborhood and own my home outright so I am fully vested in the community. Further, I have children that will grow up here and want to ensure that they grow up in a safe, clean environment. I have lived in the neighborhood for three years now and I would like to be more involved in the community. I grew up in a small knit community where all of my family was highly active and involved in the local government and community as small business owners. Being so far away from that area, I really miss that sort of involvement and sense of belonging.

I recently left the law firm that I have worked at for the past four years and I am starting my own law firm so I now have the ability to set my own schedule and will be available to attend meetings. My past experience includes but is not limited to: chapter 7, 11, 12 and 13 bankruptcy, probate proceedings, family law, real estate, and civil litigation. Having a heavy financial background in bankruptcy and involvement in real estate law, I believe I would be a valuable asset to the Board.

Additionally, I meet all of the required qualifications to sit on the Board.

Please contact me if you have any questions.

Best Regards,

*Ashtin Henninger*

Ashtin N. Henninger, Esq.

# Ashtin N. Henninger

16250 Stanis Court  
Jacksonville, Florida 32218

(618) 240-2047  
anhlegalgroup@gmail.com

## **EDUCATION**

**Florida State University, College of Law**  
***Juris Doctorate – 2014***

## **PROFESSIONAL LICENSURE**

Florida Bar Member No. 0113860, November 2014  
United States District Court, Southern District of Florida, September 2018  
United States District Court, Middle District of Florida, May 2016  
United States District Court, Northern District of Florida, March 2015  
United States Tax Court, 2020  
PTIN/EFIN

## **EXPERIENCE**

**ANH Legal Group, P.A., Jacksonville, FL**

**Owner/Attorney**

October 2020-Present

Bankruptcy, family law, real estate/foreclosure defense and probate attorney.

**Adam Law Group, P.A., Jacksonville, FL**

**Senior Attorney**

September 2016–October 2020

Independently manage a high-volume workload concentrated in the areas of chapter 7, 11 and 13 bankruptcies. This includes client intake, maintaining my calendar, preparing petitions, amendments, plans, disclosure statements, motions, objections, depositions, mediations, mortgage modifications, attend hearings, trials, and file adversary proceedings for violation of 11 U.S.C. § 362, 11 U.S.C. §524, and petitions to determine dischargeability of student loans, etc. Other practice areas include quiet title actions, foreclosure defense, evictions, family law matters (divorce, modification/establishment of time-share, dissolution of DV injunctions, and paternity), probate, and civil litigation. Manage support staff, paralegals and perform all administrative functions as well.

**Office of the Public Defender, Fourth Judicial Circuit, Jacksonville, FL**

**Volunteer Attorney**

July 2016-September 2016

Assisted Stephanie Jaffe in the Baker Act and Jimmy Ryce Division with writing and editing.

**Cole Law Group, P.C., Tallahassee, FL**

**Attorney**

October 2015-March 2016

Conducted client intake in bankruptcy, personal injury law, family law, real estate, probate, animal law, torts, and employment law (retaliation and discrimination). Drafted complaints, discovery, letters of protection, demand letters, offers of settlement, attended mediations and hearings and conducted legal research. Drafted legal blogs for publication on the firm's website.

**Tallahassee Bankruptcy Law Center, Tallahassee, FL**

**Attorney**

February 2015-October 2015

Performed client intake for and represented clients in bankruptcy, consumer litigation (foreclosure and mortgage modifications), family law, and DUI defense. Prepared and e-filed petitions, amendments and motions. Communicated with the trustee's office and SA's office, attended state court, federal and administrative hearings, attended mediations and depositions, represented clients at 341 hearings, confirmation hearings, a DUI trial and conducted legal research.

**Office of the Public Defender, Second Judicial Circuit, Tallahassee, FL**

**Volunteer Attorney**

November 2014-January 2015

Conducted legal research and drafted memos for SA Whitney Brummett, felony division.

## **References for Ashtin N. Henninger**

### **John McCorvey, Esq.**

McCorvey Law & Mediation, PLLC

Phone: 904-329-7237

john@mccorveylegal.com

### **Bobby Wilbert, Esq.**

Robert Wilbert, P.A.

Phone: 904-888-2299

wilbertbankruptcy@gmail.com

### **Carol Galloway, Esq.**

Law Offices of Carol M. Galloway, P.A.

Phone: 904-356-7005

lawofficecgalloay@att.net

### **Steve Nelson, J.D.**

Legal Administrator, Tallahassee Bankruptcy Law Center

Phone: 305-213-5502

stevenhn@aol.com

### **Ruth Stone, Esq.**

Florida State University, College of Law Family Law Professor

Phone: 850-645-7891

rstone@law.fsu.edu



*Grace Herbert*

15672 Tisons Bluff Rd, Jacksonville, FL 32218

Home: 904-900-3358

grhhughes@yahoo.com

Dear Mr. Ernesto Torres,

I am writing to express my interest and apply for the Tison's Landing Community Development District (CDD) Board of Supervisors Seat. In December of 2019, I moved to Jacksonville, Florida from Leesburg, VA. In my home town of Leesburg Virginia, I was an active community member/volunteer for several organizations (Treasurer of a community church and cemetery, facilitator at the Loudoun Free Clinic, Tax Preparer for the Volunteer Income Tax Assistance and served as a Notary Public). My background experience is in finance and accounting. I would love the opportunity to give back by lending my skills to an organization such as the Tison's Landing Community Development District (CDD).

I am a Senior Accountant by profession and have worked with clients and vendors on an individual basis. My background in accounting and finance possesses a broad range of financial statements, budgeting and forecasting and contracts. With this background and knowledge, I believe I would serve as an excellent adviser and Board Member to the Tison's Landing CDD. I would be thrilled to have the opportunity to serve on your board and put my knowledge to use.

I am confident you'll find me a good fit for your needs as a Board Member. Please contact me by phone or email if necessary. Thank you so much for your time.

I look forward to hearing from you.

Sincerely,

Grace Herbert



# Grace Herbert

Senior Accountant

[grhhughes@yahoo.com](mailto:grhhughes@yahoo.com)  
904-900-3358

**Objective:** Seeking a position in the field of accounting in a reputed firm where my extensive experience and knowledge will be further developed and utilized.

## Career Profile

- Detail-oriented, efficient and organized professional with extensive experience in accounting system
- Possess strong analytical and problem solving skills, with the ability to make well thought out decisions
- Excellent written and verbal communication skills
- Highly trustworthy, discreet and ethical
- Resourceful in the completion of projects and effective at multi-tasking

## Summary of Qualifications

- Over 10 years of experience in Accounting with expertise in the areas of:
- Deltek Costpoint & Time & Expense
- Financial and Accounting Reports
- General Ledger and Bank Reconciliations
- Monthly/Quarterly/Annual Analysis
- Month-End Closings
- Problem Resolution

## Accomplishments

- Assisted the CFO in implementing Deltek Costpoint (chart of accounts, project setup, employee workforce, purchased orders, etc.) and analyzed complex monthly closing information, etc.
- Maintained accurate accounts including cash, prepaid, fixed assets, accounts payable, and unbilled.

## Work Experience

### Venesco (remote)

*Contracts Manager/Sr. Accountant*

**Chantilly, VA**

*March 2019 – July 2020*

Venesco provides professional support to government agencies

- Ensured contracts and subcontracts were executed in accordance with corporate guidelines, terms, and deliverables
- Managed funded CLIN/SLINS for all contracts (FFP, T&M, IDIQ, CPFF/Incentive Fee contracts) and WBS
- Maintained monthly reports/charts (estimate to complete, labor/non-labor, funding, project variance, profitability)
- Coordinated with the finance department to ensure correct billing and collection of contractual revenues
- Monitored contracts and moved forward with close-out, de-obligation of funds, extension, or renewal of contracts

Venesco provides professional support to NASA

- Setup Project and Project Workforce in Costpoint to include CPFF, T&M and FFP type of projects with WBS structures
- Processed billings to include CPFF, T&M and FFP type of projects and submitted in IPP
- Reconciled unbilled balances, prepared rate difference invoices, and computed indirect rates and revenue
- Maintained monthly reports (funding, fee schedule, facility allocation, and calculate facility cost)
- NASA 533 financial reporting.

## Consulting Opportunities

**Vienna, VA/Reston, VA**

*Project Accountant/Accountant Consultant/Accounting Consultant/Revenue Accountant March 2017 – March 2019*

- Project set-up (maintained records and updated Costpoint with change orders)
- Issued project billings (FFP, T&M & CPFF) to Government Agencies (DHHS, DOD, DOL, GSA, HUD, NIH, NCI),
- Contract close-out
- Collected payments
- Reviewed, approved and processed supplier invoices; monitored labor and materials purchased
- Supported financial statement close process
- Created and entered journal entries
- Reconciled general ledger/balance sheet and income statement accounts
- Flux analysis
- Compiled audit support documents Finance Manager & Assistant Controller for annual external audit
- Reconciled contracts in SAP and MS Access database to JIRA/contracts database using the Reporting Database, Media
- Planning System (MPS), and Salesforce systems
- Journalized/Calculated accruals for transaction deals.

**Loudoun Medical Group**

*Sr. Accountant*

Admin office for many doctor offices throughout the Virginia and Maryland areas

- Prepared month-end journal entries and analysis of fluctuations in expenses, accruals and prepaid in SAGE/Mas90
- Conducted balance sheet flux and reconciled balance sheet accounts. Reconciled complex bank statements
- Maintained fixed assets and tracked depreciation
- Prepared monthly and quarterly financial packages; provided timely explanations of variances between actual results and budgets
- Assisted in filing monthly, quarterly, semi-annual, and annual taxes and annual budget
- Compiled audit schedules and support to CFO for annual audit.

**Leesburg, VA**

*October 2014 – February 2017*

**Consulting Opportunities**

*Accounting Consultant*

**Leesburg, VA**

*September 12 - October 14*

- Responsible for project invoicing (WAWF), setting up projects and work force billing for T&M projects, CPFF, and Fixed Price Contracts, creating/entering journal entries including monthly accruals, filed monthly, quarterly and annual tax returns
- Submitted quarterly GSA Industrial Funding Fee (IFF) (Fixed percentage payment) based on Sales Report total
- Reconciled general ledger (fixed assets and depreciation schedules) and bank accounts
- Oversaw the processing of ADP semi-monthly payroll and accounts payable department; processed/ submitted 1099's
- Filed quarterly sales & use tax
- Supported Regional Controller on external audits and reviews
- Reconciled general ledger/balance sheet and income statement accounts.

**Forfeiture Support Associates, LLC**

*Staff Accountant*

**Ashburn, VA**

*September 08 - March 12*

FSA provides professional support to the Department of Justice and it's eleven agencies.

- Conducted analytical review of financial statements
- Prepared bank, general ledger and H&W reconciliation; resolved variances
- Maintained fixed assets and journalized depreciation
- Identified and reconciled AMEX and BB&T charges
- Responsible for assisting with budgeting and forecasting
- Engaged with internal audit team to complete documentation regarding SOX compliance
- Compiled audit schedules and support to Controller for annual external audit (PBC List Items).

**Education**

Strayer University

Major: Accounting/Some college - Ashburn, VA

**Skills**

GOVERNMENT CONTRACTING: DOJ and Agencies, NASA, DHS, DOD, USPIS, USCBP, FBI, ATF, DEA, GSA, HUD, NIH, DHHS, NCI, DOL

- Expertise in Deltek Costpoint, Deltek GCS, QuickBooks Pro, MS Dynamics (AX 2012), SAGE, MAS90 and SAP
- Experienced with MS Office, MS Excel, MS PowerPoint, MS Outlook, MS Word (Intermediate to Advance Proficiency) and Internet Research
- Expertise in analyzing detail cost and revenue records & working at Government Contractors
- Experienced in working with FAR & DCAA

**Volunteer Experience**

Community Cemetery in Leesburg, VA, Treasurer, 2016-2020

Loudoun Free Clinic Jun 2013 - Nov 2014

VITA (Volunteer Income Tax Assistance), Tax Preparer, 2011-2014 (seasonal)

Community Church in Leesburg VA, Treasurer, 2000-2010



**From:** Lillia Schaffer lilliaschaffer1@gmail.com  
**Subject:** CCD Board vacancy  
**Date:** October 1, 2020 at 12:20 PM  
**To:** chogge@gmsnf.com

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My name is Lillia Ann Schaffer. I have been a resident of Yellow Bluff Landing since 2013. I live at 16164 Magnolia Grove Way. I have an interest in keeping the neighborhood clean and the property maintained. I am married, have raised three children, have four grandchildren and am enjoying retirement with my husband. I did not work when my children were young but worked in the school system when they started school. I later worked in an insurance office then in the office of our parish church. I was on boards in the church deciding how donations were to be used. I served on the board of a choral group. Both my husband and I are Air Force veterans. I am interested in being a member of the CCD board.  
Thank you for your consideration.



## **Terrelle J. Smith**

904-415-2725 (Cell)

Terrellejdesigns@yahoo.com

### **Objective**

My objective is to secure an opportunity as a team player with a dynamic and forward thinking company that will allow me to demonstrate my vast array of experience gained throughout many different aspects of my career.

### **Professional Summary**

- Trainer with over 10 years of progressive experience
- Lead Educator for Avlon Industries (Southeast Region) 2004-present
- Chairperson of the Advisory Board of Cosmetology at FSCJ
- Past member of the WBO (Women Business Owners) of Jacksonville, FL
- Noted in Jacksonville's Business Journal
- Attended several educational retreats for various companies
- Certified Cosmetology trainer for the American Cancer Society

### **Work Experience**

#### **Hairstylist at Walt Disney World**

2018-July 2019 (seasonal)

Provided services to the characters that performed at various shows and hotel performances. I worked in a fast paced environment that had deadlines to be met all while maintaining excellent industry skills.

#### **Enrichment Leader**

**YMCA- Jacksonville, FL**

December 2017- March-2019

Provided training to the staff on youth enrichment. I ensured that our youth had all of the necessary tools to help them become effective leaders in today's society.

#### **\* Trainer/Motivational Speaker**

**Terrelle J Designs**

**Jacksonville, FL.**

**December-2012- present**

Professional Trainer and Motivational Speaker with a passion to inspire young adults as well as various groups on how to create a more productive environment for growth. Ability to motivate and re-charge energy levels in a stressful environment.

#### **\*Instructor**

**Florida Career College**

**Jacksonville FL.**

**2011-2012**

Provided Basic knowledge of various skills used in the Cosmetology field. Demonstrating/providing the correct methods used to obtain a cosmetology license.

**\*Owner/Stylist**

**Synerge Salon and Spa**

**Jacksonville, FL**

**July-2000-present**

Professional Cosmetologist with extensive leadership, customer service and product knowledge experience. Consistently delivers excellent quality in work performance. Extreme ability to motivate staff and encourage creativity in a cohesive environment. Solely managed inventory, sales and promotional preparation for current clients and potential customers. Able to demonstrate self starter skills, time management skills, organizational skills, excellent problem solving and analytical skills.

**Education**

**\*Florida Community College Jacksonville**

Cosmetology License- August 1993

Currently pursuing a Bachelor Degree in Psychology

Certified Trichologist

*E.*



**RESOLUTION 2021-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF  
TISON’S LANDING COMMUNITY DEVELOPMENT  
DISTRICT DESIGNATING THE OFFICERS OF THE  
DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Tison’s Landing Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Duval County, Florida; and

**WHEREAS**, the Board of Supervisors of the District desires to designate the Officers of the District.

**NOW, THEREFORE**, be it resolved by the Board of Supervisors of Tison’s Landing Community Development District:

- SECTION 1.** \_\_\_\_\_ is appointed Chairman.
- SECTION 2.** \_\_\_\_\_ is appointed Vice Chairman.
- SECTION 3.** \_\_\_\_\_ is appointed Secretary and Treasurer.
- \_\_\_\_\_ is appointed Assistant Secretary.
- \_\_\_\_\_ is appointed Assistant Secretary.
- \_\_\_\_\_ is appointed Assistant Secretary.
- \_\_\_\_\_ is appointed Assistant Treasurer.
- \_\_\_\_\_ is appointed Assistant Secretary.

**SECTION 4.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 17<sup>TH</sup> DAY OF NOVEMBER, 2020.**

**ATTEST**

**TISON’S LANDING COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

## *MINUTES*

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 8, 2020 at 6:00 p.m. using *Zoom* media technology pursuant to Executive Orders 20-52, 20-69 and 20-246 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
Linda Waldhauer	Supervisor
Brian Richardson	Supervisor

*Also present were:*

Ernesto Torres	District Manager
Gerald Knight	District Counsel
Jonathan Perry	Operations Manager - Vesta
Dana Harden	Amenity Manager – Vesta
Dan Fagen	Vesta Property Services
Roy Deary	Vesta Property Services

The following is a summary of the discussions and actions taken at the October 8, 2020 meeting. An audio 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**

**Consideration of Proposals for  
Underwriting Services or Bank Loan**

Mr. Torres stated if the Board will recall, in September we brought in MBS and the Board did not approve their agreement and asked staff to consider funding options that may

yield less costs in closing fees. On September 18<sup>th</sup> I received an email from Vesta that stated under the direction of Brandon, a gentleman would be contacting me to discuss Vesta's affiliated entity for potential finance consideration. We had a conference call and went back and forth a few times, and I received a proposal that I sent the Board this afternoon. I think there is potential for a direct loan for the District for a lesser amount. I also contacted Center State Bank, and Hancock Whitney. There are still closing fees associated with those services. However, a common ask of the lenders was what is the money going to be used for, how much do you want and for how long of a term so we're not there yet because we have not had those kinds of discussions. I'm certainly willing to get all the parties together once we determine what you want to do. For many districts the Board will discuss that perhaps through a workshop, or during a couple of regular meetings, they draft a list, surveys are sent out to gauge the appetite of the community as to what they want to do and then we have the engineer involved getting the estimates for those projects to give you an idea of how much money you'll need to borrow so I think that's where we're at. I don't think we're going to have a problem receiving financing as long as it's within reason. I used an example of \$1 million during communications with the lenders and all were comfortable with that amount.

The Board and staff discussed various options for new amenities and upgrades for existing amenities. The discussion will continue at the next meeting.

**FOURTH ORDER OF BUSINESS****Approval of Minutes of the September 17, 2020 Meeting**

There were no comments on the minutes.

On MOTION by Ms. Timmons seconded by Mr. Richardson with all in favor the minutes of the September 17, 2020 meeting were approved.

**FIFTH ORDER OF BUSINESS****Ratification of Agreement with Court Surfaces for Resurfacing of Basketball and Tennis Courts**

Mr. Torres noted the proposal from Court Surfaces as approved at the last meeting and the agreement was executed between meetings.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor the agreement with Court Surfaces was ratified.

**SIXTH ORDER OF BUSINESS**

**Ratification of Engagement Letter with Berger, Toombs, Elam, Gaines & Frank for the Fiscal Year 2020 Audit**

On MOTION by Ms. Timmons seconded by Mr. Richardson with all in favor the engagement letter with Berger, Toombs, Elam, Gaines & Frank was ratified.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

There being nothing to report, the next item followed.

**B. District Engineer**

There being nothing to report, the next item followed.

**C. District Manager**

There being nothing to report, the net item followed.

**D. Amenity Manager - Memorandum**

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

**Field Operations Manager – Report**

Mr. Perry gave an overview of the operations report, a copy of which was included in the agenda package and informed the Board that the court resurfacing project is now scheduled for the middle of November.

Mr. Perry presented three quotes for replacement of his computer. Ms. Waldhauer asked him to look for options during Black Friday sales and the Board made the following motion.

On MOTION by Ms. Waldhauer seconded by Mr. Kirsch with all in favor authorizing Mr. Perry to spend an amount not to exceed \$800 to purchase a computer was approved.

*The following item was taken out of order.*

## **NINTH 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**

A copy of the assessment receipts schedule showing the District is 100% collected was included in the agenda package.

#### **C. Check Run Summary**

A copy of the check register totaling \$69,790.94 was enclosed in the agenda package.

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

## **EIGHTH ORDER OF BUSINESS**

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

Mr. Richardson stated I'm wondering how the people of the community feel about pocket parks; are they necessary? We have a lot of them, and I didn't know if there was ever a point where a few of them could ever be sold off to neighbors on either side of these parks. I'm curious about how often they used, how much maintenance they require and whether that is even possible to sell something off like that.

Mr. Knight stated theoretically it's possible, but you'd have to do some research to see if the site plan for the community included those pocket parks or do they serve a function, and what it would take to sell them off in terms of amending the site plan to remove them. I don't know if the land was paid for by the CDD as part of the project. We'd have to take a look at whether it would be okay to sell them off if the bonds have not been paid off, but I will look into it.

Ms. Timmons asked about the possibility of making changes to the Board member's positions. Mr. Torres noted organizational matters will be added to the next meeting's agenda following the general election, at which point new appointments could be made to two open seats and the Board can also consider restructuring the slate of officers.

Mr. Knight noted the November meeting would likely require in person attendance for the board members.

Mr. Kirsch asked if the notice of vacant seats could be posted on the community's message board.

**TENTH ORDER OF BUSINESS****Next Scheduled Meeting**

The next scheduled meeting is November 17, 2020 at 11:00 a.m. at the Yellow Bluff Amenity Center. The CDD's website will be updated to list access information for the meeting should the Governor's Executive Order permitting virtual meetings be extended beyond the current expiration date of November 1, 2020.

**ELEVENTH ORDER OF BUSINESS****Adjournment**

On MOTION by Ms. Waldhauer 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*



## **RESOLUTION 2021-03**

### **A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE TISON'S LANDING COMMUNITY DEVELOPMENT DISTRICT RATIFYING AND APPROVING ACTIONS TAKEN BY THE BOARD OF SUPERVISORS AT MEETINGS HELD VIA MEDIA COMMUNICATIONS TECHNOLOGY PURSUANT TO EXECUTIVE ORDER NO. 20-69, AS AMENDED AND EXTENDED, AS A RESULT OF THE COVID-19 PANDEMIC**

**WHEREAS**, the COVID-19 pandemic has significantly impacted the Tison's Landing Community Development District (the "District") and those residing and owning property within the boundaries of the District; and

**WHEREAS**, on March 1, 2020, Governor Ron DeSantis (the "Governor") issued Executive Order No. 20-51, directing the Florida Department of Health to issue a Public Health Emergency; and

**WHEREAS**, on March 1, 2020, the State Surgeon General and State Health Officer declared a Public Health Emergency exists in the State of Florida as a result of COVID-19; and

**WHEREAS**, on March 9, 2020, the Governor issued Executive Order No. 20-52, declaring a state of emergency for the entire State of Florida as a result of COVID-19; and

**WHEREAS**, in a series of actions in March 2020, President Donald Trump, the Centers for Disease Control and Prevention (the "CDC"), and the White House Coronavirus Task Force have issued guidance advising individuals to adopt far-reaching social distancing measures recommending restrictions on mass gatherings and congregations, including public meetings; and

**WHEREAS**, on March 20, 2020, the Governor issued Executive Order No. 20-69 temporarily suspending the statutory requirement that a quorum be present in person at a specific

public place, authorizing the use of media communications technology, such as telephonic and video conferencing, as provided in Section 120.54(5)(b)2, Florida Statutes; and

**WHEREAS**, Executive Order No. 20-69 was amended and extended by subsequent Executive Orders of Governor Ron DeSantis, including Executive Order No. 20-246, which extended the temporary suspension of the statutory requirement that a quorum be present at a specific place and authorizing the use of media communications technology, until November 1, 2020 at 12:01 AM; and

**WHEREAS**, on March 24, 2020, the Governor issued Executive Order No. 20-83, directing the State of Florida Surgeon General and State Health Officer to issue a public health advisory urging the public to avoid all social and recreational gatherings of ten or more people and urging those can work remotely to do so; and

**WHEREAS**, the Governor, on April 3, 2020, issued Executive Order No. 20-91 (later amended by Executive Order 20-92), directing that all persons in Florida shall limit their movements and personal interactions outside their home to those necessary to obtain or provide essential services or to conduct essential activities; and

**WHEREAS**, on April 21, 2020, June 25, 2020, September 17, 2020, and October 8, 2020, the District Board of Supervisors met, pursuant to and under the authority of Executive Order No. 20-69, as amended and extended, utilizing media communications technology; and

**WHEREAS**, the District Board of Supervisors intends to ratify and approve those actions taken by the District Board of Supervisors at its meeting(s) held via media communications technology on April 21, 2020, June 25, 2020, September 17, 2020, and October 8, 2020; and

**WHEREAS**, due to the COVID-19 pandemic and the health concerns associated with securing signatures on certain instruments necessary for the District to conduct business, including,

but not limited to, agreements, proposals, resolutions, and approved meeting minutes, in accordance with the authority granted in Chapter 668, Florida Statutes, the District may have utilized DocuSign or other acceptable electronic signature software to secure signatures the proper District officials; and

**WHEREAS**, the Board hereby finds and determines that the use of DocuSign or other acceptable electronic signature software pursuant to Chapter 668, Florida Statutes, if any, between March 1, 2020 and October 31, 2020, was necessary to properly conduct the business of the District.

**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. The Executive Orders referenced herein are incorporated herein by reference.

**Section 2.** Those actions taken by the District Board of Supervisors at its meetings held pursuant to the authority of the Governor's Executive Order No. 20-69, as amended and extended, via media communications technology on April 21, 2020, June 25, 2020, September 17, 2020, and October 8, 2020, are hereby ratified and approved.

**Section 3.** Any use by the District between March 1, 2020 and October 31, 2020 of DocuSign or other acceptable electronic signature software pursuant to Chapter 668, Florida Statutes, in order to secure the signature(s) of the proper District officials on those instruments necessary for the District to conduct business, including, but not limited to, agreements, proposals, resolutions, and approved meeting minutes, is hereby ratified and approved.

**Section 4.** 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 5.** This Resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED** this 17th day of November, 2020, by the Board of Supervisors of the Tison's Landing Community Development District.

**TISON'S LANDING COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Chair/Vice Chair

## *SEVENTH ORDER OF BUSINESS*

*D.*



# TISON'S LANDING

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## AMENITY MANAGER'S REPORT

*Date of report: 11-03-20*

*Submitted by: Dana Harden*

### **SPECIAL EVENTS UPDATE / No Board action required:**

- On November 2 we had another **Paint Night** Adult Event. Due to COVID this event is limited to 10 guests. Residents snack on hors d'oeuvres while painting on canvas. This has been a very popular event.
- Bagel Tuesdays continues to be actively participated in with residents enjoying our Fall Themed food. November 17 will be our annual breakfast feast.
- Despite Coronavirus our **Fall Event** was held on October 24 and was highly attended and enjoyed by our residents. In order to better social distance, our event was held outdoors. One Blood was onsite, which had every available slot booked! The kids were able to enjoy pony and wagon rides provided by Jacksonville Carriage Company. We had a stilt walker greeting everyone and a caricature artist set up on our soccer field with signs reminding residents to maintain 6 feet when standing in line. Food Trucks were here and residents were encouraged to eat outside at our picnic area. 152 pumpkins were painted by the kids on the back patio area. We also had a craft area where the kids created an owl that held their candy to take home. Vendors were set up on the perimeter of the basketball court.

### **FOOD TRUCKS / No Board action required:**

- We have been having a Food Trucks come every Friday. The Food Trucks have an order/pay online system to help eliminate the need to stand around waiting to help with the social distancing. Some of the food trucks have been Dixie's Fair Favorites, Indulge, & Kona Ice. Due to their popularity we started having Food Trucks come every week. Having them weekly instead of bi-weekly reduces crowd size and helps ensure social distancing guidelines.

### **COMMUNITY GARAGE SALES / No Board action required**

Community Wide Yard Sale was held October 17. Next one scheduled for Spring 2021.

**UPCOMING EVENTS UPDATE / No Board action required:**

- **Christmas Event** will be December 12. Our theme this year is "**Snow In Florida**". Ride the Trackless Train to a white wintery wonderland where Olaf is waiting on you for pictures. Snowball fights will be on the tennis courts but watch out, The Grinch will be lurking around! Maybe you'll spot him while riding on the Ferris wheel! On the back patio an elf will be there creating personalized ornaments for you with Santa!
- December 6, 6-8 PM bring the kids for cookies & milk (or hot chocolate) to the covered back patio where they'll create a Christmas gift to take home.

*Should you have any comments or questions feel free to contact me directly.*





*E.*

*1.*



# TISON'S LANDING

## FIELD OPERATIONS MANAGER'S REPORT

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*Submitted by Johnathan Perry*

*Date: November 2020*

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### **Storage Facility Security – Board Action Required**

Envera has contacted us with the revised numbers for rectifying the issues with the installation at the Storage Facility. They have heavily discounted the monthly surcharge and are only charging us for the parts that we do not have to make it an active system. This will allow them to monitor and notify us of any intruders around that area. The proposal is to move the existing equipment and move the cameras into a more effective area, along with adding an active speaker and circuitry board.

### **Pool Lights – Board Action Required**

During the installation of the ADA ramp, the installers removed two existing bollards that would have been in the way. Unknowingly, this resulted in the rest of the bollards around the main pool and the lights in the pool become nonfunctional. The proposal is to run conduit from the existing circuit and into the first light in the sequence.

### **Resurfacing Courts: No Board Action Required**

Court Surfaces has begun the resurfacing of the Tennis Courts. They will complete on whole set before moving to the basketball courts to mitigate the time required to close each amenity. All their work is determined heavily on the weather making their 3-week projection highly flexible.

### **Attendant Window: No Board Action Required**

All Weather has completed the installation of the attendant window. It is not as slightly as we would have liked, so they are researching techniques to hide the mounting brackets and make it more appealing.

### **Pool Pump Impeller: No Board Action Required**

Big Z Pools has finished the installation of the pool pump impeller. The pool is back to normal operation. The board will need to think about the replacement of the pump stand in the future, as it has begun to show its age internally.

### **Landscaping and Turf Management: No Board Action Required**

LawnBoys and AGrowPro have been working diligently to ensure the grounds are in immaculate shape. We have had some issues with the flower rotation at the YellowBluff Rd. entrance, but this is being worked out with the grower and LawnBoys.

**Manager's Updates:**

1. Pond Run Ln. gazebo pressure washed
2. All phone jack receptacles removed and replaced with blank covers
3. Janitorial functions continue to be maintained
4. Pool Maintenance continues to be maintained as well as possible.

**Before and After**



*Should you have any comments or questions feel free to contact me directly.*



2.



Quote #: Q-07895-1  
 Date: 11/2/2020  
 Expires On: 2/28/2021

## Envera Systems

Next Generation Security  
 4171 W Hillsboro Blvd Ste 7  
 Coconut Creek, FL 33073  
 Phone: (855) 936-8372 | Email: [info@enverasystems.com](mailto:info@enverasystems.com)

## Prepared for

Tison's Landing CDD  
 c/o Government Management Services, LLC  
 475 West Town Place, Suite 114  
 Golf World Village  
 Jacksonville, Florida 32092

SECURITY CONSULTANT	PHONE	EMAIL
Eddie Coalwell	+1 9044208464	<a href="mailto:ecoalwell@enverasystems.com">ecoalwell@enverasystems.com</a>

## INSTALLATION INVESTMENT

Utility Building - Convert Passive System to Active 2 outdoor cameras

QTY	PRODUCT	INSTALL INVESTMENT
1	Network Horn Speaker	
75	Wire	
4.00	SERVICE	
1.00	TRIP CHARGE	
Utility Building - Convert Passive System to Active TOTAL:		\$1,674.74

**Installation Investment Total: \$1,674.74**

## THIRD PARTY FINANCING OPTIONS

36 Months Financing at 3.99%

Monthly Payment: \$49.44

- Finance Options Based on Credit Approval
- \$85 Documentation Fee & First Month Required at Signing
- Eligibility subject to credit approval upon receipt of credit application to Canon Financial Services, Inc.
- Finance Application can be found at [enverasystems.com/financing](http://enverasystems.com/financing)

## MONTHLY INVESTMENT

QTY	MONTHLY SERVICE	EACH	MONTHLY INVESTMENT
2	Actively Monitored Outdoor Cameras	\$125.00	\$250.00
1	Service & Maintenance Plan	\$14.56	\$14.56
-1	Video Pulls	\$200.00	\$-200.00
Utility Building - Convert Passive System to Active TOTAL:			\$64.56

**Monthly Investment Total: \$64.56**

## SERVICE & MAINTENANCE PLAN

- During Primary Period, should any equipment need to be serviced or replaced, Envera will not charge for labor or system parts and materials.
- During Renewal Periods, should any equipment need to be serviced or replaced, Envera will not charge for labor and will only charge cost for system parts and materials.
- Ground loops are warrantied for a period of 90 days and are not included in the Service & Maintenance Plan
- Service Level Commitment
  - Envera will perform system checks of all cameras on a daily basis.
  - Envera will proactively troubleshoot any discovered issues, which may include sending a technician onsite.
  - Envera will perform a full system check whenever a technician is onsite.
  - Since most issues can be resolved remotely, emergency service requests will be responded to within 24 hours.
- Service and Maintenance Plan excludes accident, vandalism, flood, water, lightning, fire, intrusion, abuse, misuse, an act of God, any casualty, including electricity, unauthorized repair service, modification or improper installation or any other cause beyond the control of Envera, including interruption of electrical power or internet service.

## TERMS & CONDITIONS

- Community will be responsible for all required internet lines with minimum of 5MB upload and download speeds for most systems to operate. This may require multiple primary and backup lines throughout the community. Envera's team will work with internet providers to assist Client as necessary.
- Community will be responsible for providing adequate power at all head-end locations.
- If purchasing a Virtual Gate Guard or Access Control System, Community will be responsible for providing a list of all residents with addresses, phone numbers, and email addresses in an Excel or CSV format.
- If purchasing a Virtual Gate Guard System:
  - \*Virtual Gate Guard Monitoring is a per home charge and any additional homes added above those reported in the Qty field above (or at signing) will be charged to the Community at the per home price per month.
  - Installation of the equipment will take approximately six weeks to complete and fully test
  - Envera's Implementation Team will provide a resident orientation session
  - Once the system is activated and on-line, Envera will conduct a "soft opening" giving residents 21 days to get acclimated (Guests will be asked where they are going but no guest will be denied entry)
  - After the soft opening period expires, all guests will be verified before being granted entry into the community
  - Recurring monthly pricing is based on all resident and renters having Envera programmed credentials on their vehicles and unencumbered access to use MyEnvera.com or the MyEnvera App for guest management
- Minimum 36-month agreement is required for monthly services (sales tax will be added to all monthly charges).
- Monthly pricing is based on 375 current homes, with a maximum of 375 homes at full build out.
- Deposit due at signing equal to 50% of installation costs and two (2) months of the monthly services costs prior to Envera scheduling work. Envera will give an additional 3% discount on installation if 100% of installation is paid within 7 days of signing. 40% of installation will be due within 5 days of Envera beginning installation. Final 10% of installation is due within 5 days of Envera completing installation.
- Community will be responsible for all costs related to permits, bonds, surveys, drawings or site plan modifications.

- Pricing presented in this Quote is based on the purchase of all items presented.



3.

**Beaches Electrical Service Inc.**

214 Cokesbury Ct.

Green Cove Springs, FL 32043

US

(904)629-3182

beacheselectricalserviceinc@gmail.com

<https://beacheselectricalserviceinc.com>

# Proposal

**ADDRESS**

Vesta Property Services Inc.  
200 Business Park Cir. Suite 101  
St. Augustine, FL 32095

**SHIP TO**

John Perry  
Tisons Landing  
16529 Tisons Bluff Rd.  
Amenities Center/Pool area

**PROPOSAL #**

2001

**DATE**

10/19/2020

**SALES REP**

Mayer

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>16 Electrical &amp; Lighting</b>	Provide and install new power for Pool lights. This circuit will run from the panel to the outside wall. These pipes exiting the soffit will be in electrical conduit. Its about a 65' run to the first new junction box on the exterior wall. 35' ditch to the first pool light transformer. This circuit will run in conduit from the main panel to the outside of the building.	1	1,035.00	1,035.00
	<b>16 Electrical &amp; Lighting</b>	Provide and install new power for bollard lights surrounding the pool. This circuit will run from the panel to the outside wall. These pipes exiting the soffit will be in electrical conduit. 30' ditch to first bollard light. This circuit will run in conduit from the main panel to the outside of the building.	1	1,035.00	1,035.00
	<b>16 Electrical &amp; Lighting</b>	I was not able to locate where the broken wires were located. It seems to be that they are under the new handicap accessible ramp.	1	0.00	0.00

Payment is due upon completion.

**TOTAL****\$2,070.00**

Total includes materials, labor and tax. 1 year warranty

**VISIT OUR WEBSITE**<https://beacheselectricalserviceinc.com>

(904) 629-3182 MAIN

(904) 406-0603 FAX

Accepted By

Accepted Date

VISIT OUR WEBSITE  
<https://beacheselectricalserviceinc.com>

(904) 629-3182 MAIN  
(904) 406-0603 FAX





Lins Electric  
7820 Pritchard Road  
Jacksonville, FL 32219

## ESTIMATE

Date: **11/05/2020**  
Estimate No: **2544**

**Bill To:**

All Weather Contractors Inc

1702 Lindsey Rd  
Jacksonville, FL 32221

**Location:**

Tison Landing HOA

16529 Tison Bluff Road  
Jacksonville, FL 32218

SERVICES	QTY	AMT	TOTAL
Labor and material to run a circuit from front panel room to transformer to refeed lighting circuit around the pool.	1.00	850.00	\$850.00

Note: This quote does not include troubleshoot power to each light nor the replacement of bulbs or photo cells. If the lights do not work after refeeding the transformer there will be additional charges to troubleshoot and repair the lights at \$110.00 per hour plus the cost of material.

### Prior to approval please read disclaimers below

**Disclaimer - Locates:**

When required to dig, locates will be performed this process takes 3-4 days if the quote is approved. Digging without knowing the approximate location of underground utilities can result in damage to gas, electric, communications, water and sewer lines, which can lead to service disruptions, serious injuries and costly repairs.

**Disclaimer - Damage to landscaping and/or irrigation:**

Lin's Electric is not responsible for damage to existing landscaping ( IE Shrubs ,Trees, Plants, ETC ) Lin's Electric is also not responsible for damage to water pipes , irrigation pipes or existing unmarked conduit.

ACCORDING TO FLORIDA'S CONSTRUCTION LIEN LAW (SECTIONS 713.001-713.3, FLORIDA STATUTES), THOSE WHO WORK ON YOUR PROPERTY OR PROVIDE MATERIALS AND SERVICES AND ARE NOT PAID IN FULL HAVE A RIGHT TO ENFORCE THEIR CLAIM FOR PAYMENT AGAINST YOUR PROPERTY. THIS CLAIM IS KNOWN AS A CONSTRUCTION LIEN. IF YOUR CONTRACTOR OR A SUBCONTRACTOR FAILS TO PAY SUBCONTRACTORS, SUBCONTRACTORS, OR MATERIAL SUPPLIERS, THOSE PEOPLE WHO ARE OWED MONEY MAY LOOK TO YOUR PROPERTY FOR PAYMENT, EVEN IF YOU HAVE ALREADY PAID YOUR CONTRACTOR IN FULL. IF YOU FAIL TO PAY YOUR CONTRACTOR, YOUR CONTRACTOR MAY ALSO HAVE A LIEN ON YOUR PROPERTY. THIS MEANS IF A LIEN IS FILED YOUR PROPERTY COULD BE SOLD AGAINST YOUR WILL TO PAY FOR LABOR, MATERIALS, OR OTHER SERVICES THAT YOUR CONTRACTOR OR SUBCONTRACTOR MAY HAVE FAILED TO PAY. TO PROTECT YOURSELF, YOU SHOULD STIPULATE IN THE CONTRACT THAT BEFORE ANY PAYMENT IS MADE YOUR CONTRACTOR IS REQUIRED TO PROVIDE YOU WITH A WRITTEN RELEASE OF LIEN FROM ANY PERSON OR COMPANY THAT HAS PROVIDED TO YOU A "NOTICE TO OWNER." FLORIDA'S CONSTRUCTION LIEN LAW IS

SERVICES	QTY	AMT	TOTAL
COMPLEX AND IT IS RECOMMENDED THAT YOU CONSULT AN ATTORNEY.			

TOTAL

**\$850.00**