

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 Tuesday, May 4, 2021 at 6:00 p.m. at the Yellow Bluff Amenity Center, 16529 Tisons Bluff Road, Jacksonville, Florida.

Present and constituting a quorum were:

Brandon Kirsch	Chairman
Monica Timmons	Vice Chairperson
Linda Waldhauer	Supervisor
Brian Richardson	Supervisor
Ashtin Henninger	Supervisor by Zoom

*Also present were:*

Ernesto Torres	District Manager
Gerald Knight	District Counsel by telephone
Mark Johnson	Operations Manager – Vesta
Dana Harden	Amenity Manager – Vesta

The following is a summary of the discussions and actions taken at the May 4, 2021 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**

**Acceptance of Engagement Letter with  
Grau & Associates for Audit Services**

Mr. Torres reminded the Board at the last meeting the audit committee made the recommendation to engage with Grau & Associates for audit services and the Board approved that recommendation.

On MOTION by Ms. Waldhauer seconded by Mr. Kirsch with all in favor the engagement letter from Grau & Associates for audit services was accepted.

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**FOURTH ORDER OF BUSINESS****Consideration of First Amendment to the Amenities Management Agreement with Vesta Property Services**

Mr. Torres noted the only change to the agreement was to add in website maintenance services for the lifestyle website as was approved at the last meeting.

Ms. Harden stated the Board originally asked if the HOA would fund part of the cost for the website and the HOA does not want to fund part of the app or the website maintenance services at this time. The total annual cost of the contract was for \$3,000 and the Board was asking the HOA to contribute \$1,500 of that cost. The budget will be adjusted to remove the HOA revenues line item. Mr. Torres noted the previous website administrator has already been given notice of termination.

On MOTION by Mr. Kirsch seconded by Ms. Waldhauer with all in favor the first amendment to the amenities management agreement with Vesta Property Services was approved.

**FIFTH ORDER OF BUSINESS****Discussion on Capital Improvements; Consideration of Engaging Architectural Consulting Services**

Mr. Torres directed the Board to the backup documentation included in their agenda packages for this item. Included is a proposal from Studio 1+, as well as an email from a Yellow Bluff resident stating that her firm would provide a consultation at no cost. Mr. Torres reminded the Board that at the last meeting they opted to move forward with contacting architectural design firms to get an idea for what is feasible in terms of capital improvements.

*Ms. Henninger and Ms. Timmons joined the meeting in person at this time.*

Mr. Torres informed the Board the District would need to obtain majority consent from the bondholders in order to issue any debt to complete any future capital improvement projects. Mr. Knight noted that he spoke to the bond counsel who will provide an opinion as to whether the requirement would preclude the District from proceeding with an offer previously received from a bank to provide funding to finance projects. The bonds currently have a provision that they cannot be refinanced until 2026. The Board tabled engaging Group 4 Design, Inc. until bond counsel is able to provide their opinion, if his hourly fee is acceptable.

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**SIXTH ORDER OF BUSINESS****Discussion on the Fiscal Year 2022 Budget**

Mr. Torres reminded the Board the fiscal year 2022 budget was approved at the last meeting with changes, which are included in the copy of the budget provided in the agenda package. Revenues will be adjusted to remove the HOA contribution, and the architectural services line will be adjusted to absorb the \$1,500. Mr. Kirsch noted he polled the neighborhood on the desire for speed humps and stated they're leaning toward no, so the cost for speed hump installation should be kept separate from the budget.

**SEVENTH ORDER OF BUSINESS****Update Regarding Request for Installation of Speed Humps**

Mr. Torres reminded the Board that he was asked to inquire with the County as to the possibility of installing speed humps within the District as the roads are owned by the County. The County provided Mr. Torres with a drawing of where they would recommend the speed humps be installed. Mr. Kirsch asked the residents in attendance for their opinions on installing speed humps. Four residents that spoke up agreed that speeding is an issue in the community. One resident suggested looking at additional sidewalks for pedestrians. Another asked if hiring an off-duty officer would be feasible. Mr. Kirsch responded that the Board has investigated that option in the past and the cost would be minimal compared to the cost of installing speed humps. Resident Shane Jackson felt more signage would help, as well as decoy police vehicles. Ms. Timmons will ask the appropriate party at the County if there is a requirement as to the distance between each speed hump. The discussion will continue at the next meeting. Mr. Kirsch asked that updated pricing on additional speed limit signs be provided at the next meeting.

**EIGHTH 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.

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**C. District Manager**

There being nothing to report, the next 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.

**E. Field Operations Manager - Report**

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

Mr. Johnson informed the Board the basketball nets are needing to be replaced every few weeks due to abuse and asked the board how often they would like them to continue to be replaced. Mr. Kirsch responded every other month.

The Board authorized Mr. Johnson to move forward with installing UV lights in the air handlers.

**NINTH ORDER OF BUSINESS**

**Supervisors’ Requests / Audience Comments**

**Audience Comments**

Ms. Ann Schaffer, 16164 Magnolia Grove, expressed concerns over the speeding and cars being parked in the street making it difficult for pedestrians to walk on the side of the street.

Ms. Joan Graby, 16227 Stanis Court, stated there are two magnolia trees where Magnolia Grove meets Tisons Bluff that are so large it’s difficult to see oncoming traffic. Ms. Waldhauer asked the resident to see her after the meeting and she would contact the landscape maintenance company.

**Supervisor’s Requests**

Mr. Richardson asked for a follow up on maintenance on the entrance signs. Mr. Kirsch stated that if the funds allotted for architectural design services are not used, the budget should be there to refurbish or replace the signs.

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**TENTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Minutes of the March 31, 2021 Board of Supervisors and Audit Committee Meetings**
- B. Financial Statements**
- C. Assessment Receipts Schedule**
- D. Check Register**

Mr. Torres gave a brief overview of the financials noting the check register totals \$47,696.95.

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

**ELEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – Tuesday, June 15, 2021 at 6:00 p.m. at the Yellow Bluff Amenity Center**

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

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

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 Secretary/Assistant Secretary

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 Chairman/Vice Chairman