

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, February 8, 2022 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

Also present were:

Daniel Laughlin	District Manager
Gerald Knight	District Counsel
Dana Harden	Amenity Manager – Vesta
Mark Johnson	Field Operations Manager – Vesta

The following is a summary of the discussions and actions taken at the February 8, 2022 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Laughlin 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 the Fiscal Year 2021 Audit Report**

Mr. Laughlin read statements from the audit report into the record. On page three of the report, the auditor provides their opinion stating, "In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2021 and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America." On page 25 the auditor speaks to internal controls and states, "During our audit we did not find any

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deficiencies in internal control that we consider to be material weaknesses.” Lastly, on page 27 the auditor states, “In our opinion, the District complied in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2021.” Mr. Laughlin summarized the audit is what is considered a “clean” audit.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor the Fiscal Year 2021 audit report was accepted.

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

#### **Discussion of Amenity Rules Relating to the Number of Facility Access Cards Issued to Residents and Non-Resident Members**

Ms. Waldhauer advocated for providing more access cards per household as she has five adults within her household and would like the ability to have four access cards. The amenity policies currently provide for two. The Board discussed charging for the additional access cards as is currently done for lost or damaged cards at a fee of \$30, and the Board settled on charging the same for each additional access card purchased, up to a maximum of four cards. Mr. Kirsch asked to ensure identification is shown proving residency within the district for additional persons using the cards. A rulemaking hearing will be held at a future meeting to formalize the amendment to the rules.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor setting a public hearing to amend the number of access cards from two to four and providing that the additional access cards can be purchased for a fee of \$30 each was approved.

#### **FIFTH ORDER OF BUSINESS**

#### **Discussion on Interior and Exterior Colors for Amenity Center and Gazebos**

Mr. Johnson reminded the Board that the Ace Painting proposal approved at the January meeting excluded a \$1,500 charge for prepping, filling and painting the cracks on the porches because the board wanted to see where another vendor came in with their estimate. That estimate came in at \$36,000 total. He asked the Board to consider approving painting of the patio floor for a fee of \$1,500.

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On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor amending the existing agreement with Ace Painting to include painting of the patio floor in the amount of \$1,500 was approved.

The Board moved on to agenda item number six at this time and came back to the discussion on the paint colors. The following colors were chosen: Peppercorn for the trim, patio floors and back doors; Tidewater for the gym and bathrooms; Periwinkle for the front door; Colonial Revival Gray for the main building; and Starry night for the shutters.

On MOTION by Ms. Timmons seconded by Ms. Waldhauer with all in favor the paint colors as listed above were approved.

#### **SIXTH ORDER OF BUSINESS**

#### **Discussion on Can Light Fixtures for Outside Patio and New Door Hardware**

Mr. Johnson informed the board that around the back patio there are 47 can light fixtures that need to be addressed, and the trim is beginning to rust and corrode. He presented proposals from All Weather Contractors and Beaches Electrical Service, noting Beaches Electrical is the lowest proposal covering replacing the can lights with new LED flush mounts for a total of \$6,815. Mr. Johnson noted the proposal does not include the indoor can lights. Mr. Knight noted he would prepare a small project agreement with Beaches Electrical.

On MOTION by Ms. Timmons seconded by Mr. Kirsch with all in favor Beaches Electrical Service proposal to replace 47 can light fixtures was approved at an amount not to exceed \$7,000.

Mr. Johnson stated that currently there is no electric at the gazebos or tennis courts, but it would be beneficial for various reasons including movie nights held at the soccer fields. Beaches Electrical provided prices for adding electrical in those areas; \$250 for a GFI receptacle at the tennis court gazebo and \$2,250 for the same at the volleyball gazebo. Mr. Johnson is looking for a second estimate for the project. Mr. Kirsch stated that he felt the \$250 receptacle cost at the tennis court was acceptable to allow for easier access to electricity for movie nights but wanted to evaluate the \$2,250 cost further. Staff will go back to the contractor

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to attempt to reduce the cost of the second GFI receptacle and the Board made the motion below to amend the not to exceed amount for the Beaches Electrical proposal.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor amending the not to exceed amount for work to be done by Beaches Electrical Service from \$7,000 to \$7,500 to allow for installation of two new outlets was approved.

**SEVENTH ORDER OF BUSINESS                      Discussion of Pool Chemical Provider**

Mr. Johnson informed the Board that in order to save the District money on sales taxes, Vesta would like the District to enter into a contract with the pool chemical provider, Poolsure, rather than it being under Vesta’s umbrella. There were no objections from the Board.

Mr. Knight asked that a proposal be provided for the Board at the next meeting to approve to base a contract off of.

**EIGHTH ORDER OF BUSINESS                      Consideration of Entry Monument Landscape Plan / Renderings**

Ms. Harden stated the plans will be presented at the next meeting due to Mr. Richardson’s absence. This item was tabled.

**NINTH 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 next item followed.

**D. Amenity Manager - Report**

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Ms. Harden gave the Board an overview of her report, a copy of which was included in the agenda package. She commented that she would like to see more facility hours allotted for in the next budget for Friday and Saturday nights to close the facilities up.

**E. Field Operations Manager - Report**

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

**TENTH ORDER OF BUSINESS**                      **Supervisor**      **Requests**      /      **Audience**  
**Comments**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**                      **Approval of Consent Agenda**

- A. Minutes of the January 5, 2022 Meeting**
- B. Financial Statements**
- C. Check Register**

Mr. Laughlin gave a brief overview of the financials noting the check register totals \$79,393.82.

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

**TWELFTH ORDER OF BUSINESS**                      **Next Scheduled Meeting – Monday, March 14, 2022 at 6:00 p.m. at the Yellow Bluff Amenity Center**

**THIRTEENTH ORDER OF BUSINESS**                      **Adjournment**

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

DocuSigned by:  
*Daniel Laughlin*  
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Secretary/Assistant Secretary

DocuSigned by:  
*Brandon Kirsch*  
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Chairman/Vice Chairman