

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 Wednesday, September 7, 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
Brian Richardson	Supervisor
Linda Waldhauer	Supervisor
Ashtin Henninger	Supervisor

Also present were:

Daniel Laughlin	District Manager
Gerald Knight	District Counsel
Dana Harden	Vesta
Mark Johnson	Field Operations Manager – Vesta
Kimberly Hopkins	Amenity Manager – Vesta
Michael Pawelczyk	Billing, Cochran, Lyles, Mauro & Ramsey
Leo Dickinson	LawnBoy
Representatives of Proposers for District Management Services	

The following is a summary of the discussions and actions taken at the September 7, 2022 meeting.

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

Discussion on Irrigation of Pocket Parks

Mr. Dickinson informed the Board that he was asked if it was possible to add rain sensors to the pocket parks. There are 14 pocket parks and 13 are on city water. The valves in the pocket parks are driven by battery powered nodes and the batteries are replaced approximately once a year. The nodes are located in the valve box underground and they

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contain one to four zones. One rain sensor per node could be added. There are 20 nodes within 13 of the pocket parks. He suggested doing a trial run in which a sensor is added to one of the pocket parks to see if it is effective. Specifically, he suggested a park on Tison's Bluff Road that contains one node running two valves. The rain sensor would need to be moved outside of the drop line about 30-feet and would be installed on a 4x4 wood pole with 18-gauge wire from the valve box to the node and over to the pole about six feet up to attempt to deter any vandalism. Additionally, doing a test run would give them a chance to determine how the installation of the rain sensor will affect the battery. The cost to add the sensor to the suggested location would be \$1,185.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor installing one rain sensor was approved.

FOURTH ORDER OF BUSINESS

Proposals for District Management Services

- A. Presentations and Q&A**
- 1. PFM Group Consulting**
 - 2. Inframark Infrastructure Management Services**
 - 3. GMS, LLC – North Florida**
 - 4. DPFG Management & Consulting**
 - 5. Rizzetta & Company**
 - 6. JP Ward & Associates**

Representatives for each company that were present provided the Board with a brief presentation regarding their firms and what they can offer the District. Once complete, the representatives left the meeting.

B. Consideration of Proposals for District Management Services

The Board discussed the proposals and took public comment. The following actions were taken.

Ms. Timmons motioned to maintain GMS, LLC as the district management services provider and Ms. Henninger seconded the motion. Prior to the final vote Ms. Timmons and Ms. Henninger withdrew the motion.

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With the Board split between DPFG Management & Consulting and GMS, LLC, consideration of the proposals was tabled to the next meeting. The two proposers will be asked to provide their best offer on price.

On MOTION by Mr. Kirsch seconded by Ms. Timmons with all in favor narrowing the proposers down to DPFG and GMS, LLC was approved with District Counsel directed to notify them of such.

Ms. Timmons left the meeting at this time.

GMS, LLC and DPFG rejoined the meeting and were informed of the Board's direction. Mr. Mossing of GMS, LLC offered to lower the fee for management, administrative and accounting services to \$45,000. Durbin the earlier presentations, Mr. McGaffney of DPFG noted the website administration fees were discounted for the first year. He stated he will lock in the proposed fees for three fiscal years, and he will lower the fee for optional long-term capital planning to \$5,000. Revised proposals from both proposers were requested for the next meeting.

FIFTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Minutes of the August 15, 2022 Meeting**
- B. Financial Statements**
- C. Check Register**

Mr. Laughlin gave a brief overview of the financials, noting the check register totals \$67,616.41.

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

SIXTH ORDER OF BUSINESS

Staff Reports (1)

- A. District Engineer**

There being nothing to report, the next item followed.

SEVENTH ORDER OF BUSINESS

Consideration of Third Amendment to the Amenities Management Agreement with Vesta Property Services

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Mr. Pawelczyk presented the amendment to the amenities management agreement with Vesta Property Services. The agreement provides two options, with the second option including 22 additional staffing hours during the high season. The fee for the second option would increase the totals fees from \$180,150 for fiscal year 2022 to \$210,063 for fiscal year 2023.

On MOTION by Mr. Kirsch seconded by Mr. Richardson with all in favor the third amendment to the amenities management agreement with option two selected was approved.

EIGHTH ORDER OF BUSINESS

Discussion of Amenity Rental Deposit Refund

Mr. Laughlin informed the Board this item was tabled to the next meeting as staff would like more time to look at some of the policies.

NINTH ORDER OF BUSINESS

Discussion of Entry Monument Landscape Plan / Renderings

This item was tabled.

TENTH ORDER OF BUSINESS

Staff Reports (2)

A. District Counsel

There being nothing to report, the next item followed.

B. District Manager

There being nothing to report, the next item followed.

C. Amenity Manager - Report

A copy of the amenity manager’s report was included in the agenda package for the Board’s review.

Ms. Harden asked the Board if the HOA could continue to use the amenity center for their board meetings and informed them the meetings would be held quarterly rather than annually. She also asked if a drop box could be left at the amenity center so residents could

