

Minutes of Meeting  
Tolomato  
Community Development District

The regular meeting of the Board of Supervisors of the Tolomato Community Development District was held Tuesday, September 26, 2023 at 3:00 p.m. in the Nocatee Amenity Center, 245 Nocatee Center Way, Ponte Vedra, Florida.

Present and constituting a quorum were:

Richard T. Ray	Chairman
William Fitzgerald	Vice Chairman
Jon Morris	Supervisor
Cherya Cavanaugh	Supervisor

Also present were:

Jim Perry	District Manager
Katie Buchanan	District Counsel by telephone
Scott Wild	District Engineer
Steve Hanson	Tolomato
Kelsee Russler	Tolomato
Jeremy Christian	Tolomato
Courtney Christian	Tolomato
Burke Bell	Tolomato
Sean Biggs	Tolomato
David Ray	GMS
Rick Foster	Parc Group
Maurice Rudolph	Parc Group
Joe Muhl	Parc Group

The following is a summary of the actions taken at the September 26, 2023 meeting.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Perry called the meeting to order at 3:00 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Affidavit of Publication**

A copy of the affidavit of publication of the notice of meeting was included in the agenda packages.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the August 22, 2023 meeting**

On MOTION by Mr. Morris seconded by Mr. Ray with all in favor the minutes of the August 22, 2023 meeting were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Consideration of Engagement Letter with Grau & Associates to Perform the Fiscal Year 2023 Audit**

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor the engagement letter with Grau & Associates to perform the fiscal year 2023 audit was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Construction Easement at Town Plaza Avenue**

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor the construction easement for Town Center Plaza Avenue was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Assignment of Series 2022-2 Bond Proceeds**

On MOTION by Mr. Fitzgerald seconded by Mr. Ray with all in favor the assignment of the Series 2022-2 bond proceeds for the acquisition of certain work product and real property was approved.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Adjunct Supplemental Assessment Report #1 for the Series 2018 Bonds**

Mr. Perry stated the Series 2007 bonds were allocated to raw land based on development rights and anticipated development of those lands. There were certain debt levels assigned, which

were adjusted somewhat with the 2012 Bonds and the Series 2018 refinanced all that. Today things are built out and this report ties it all together.

On MOTION by Mr. Ray seconded by Mr. Morris with all in favor the adjunct supplemental assessment report #1 for the series 2018A bonds was approved.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

**1. Consideration of Change Order 002 for Seabrook Park**

**2. Consideration of Change Order 003 for Seabrook Park**

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor change order no. 002 with Carlton Construction for Seabrook Park for a net deduction of \$23,374.62 and change order no. 003 with Carlton Construction for Seabrook Park for a net deduction of \$350 were approved.

**3. Requisition Summary**

On MOTION by Mr. Ray seconded by Mr. Morris with all in favor the requisition summary, copy of which is attached, was approved.

**4. Consideration of Work Authorization No. 139 2023/2024 General Consulting Engineering Services**

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor work authorization no. 139 was approved.

**C. Manager**

There being none, the next item followed.

**D. Community Manager Report**

Mr. David Ray gave an overview of the community manager’s report and outlined the issues with the wet fire suppression system and requested authorization to move forward with a dry fire suppression system across all facilities and requested approval for staff bonuses.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor staff was authorized to get proposals on a dry fire suppression system in an amount not to exceed \$40,000.

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor \$105,000 was budgeted in the current year for staff bonuses.

**TENTH ORDER OF BUSINESS**

**Financial Reports**

**A. Balance Sheet as of August 31, 2023 and Statement of Revenues and Expenditures for the Period Ended August 31, 2023**

A copy of the balance sheet and statement of revenues and expenditures were included in your agenda package.

**B. Construction Schedule – August 31, 2023**

A copy of the construction schedule was included in your agenda package.

**C. Assessment Receipt Schedule**

A copy of the assessment receipt schedule was included in your agenda package.

**D. Check Register**

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

**ELEVENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**TWELFTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**

Mr. Morris asked how many people live in Nocatee now?

Mr. David Ray responded about 30,000.

**THIRTEENTH ORDER OF BUSINESS**

**Next Scheduled Regular Meeting – October 24, 2023 at 3:00 p.m. at the Nocatee Amenity Center**

Mr. Perry stated the next meeting is scheduled for October 24, 2023 at 3:00 p.m.

On MOTION by Ms. Cavanaugh seconded by Mr. Ray with all in favor the meeting adjourned at 3:45 p.m.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman