

Minutes of Meeting
Tolomato
Community Development District

The regular meeting of the Board of Supervisors of the Tolomato Community Development District was held Tuesday, January 23, 2024 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
Dr. Ron Howland	Supervisor

Also present were:

Jim Perry	District Manager
Jim Oliver	GMS
Katie Buchanan	District Counsel
Scott Wild	District Engineer
Steve Hanson	Tolomato
Burke Bell	Tolomato
Jeremy Christian	Tolomato
Ashlynn Wombolt	Tolomato
Courtney Christian	Tolomato
David Ray	GMS
Maurice Rudolph	Parc Group
Rick Foster	Parc Group

The following is a summary of the actions taken at the January 23, 2024 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 November 28, 2023 meeting

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the minutes of the November 28, 2023 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Consideration of Separation Agreement

This item moved to item 14.

SIXTH ORDER OF BUSINESS

Consideration of JEA Easement Purchase Agreement

Mr. Rudolph stated this item is related to the new reuse water facility that JEA built on Crosswater Parkway. They are now ready to connect that reuse water facility to your main at the entrance of the Crosswater Community, which is the southernmost roundabout. They need an easement across the CDD's property adjacent to the multi-use path that goes from that water plant that goes north to the entrance of the Crosswater Community. That will help improve all the reuse pressures.

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor the easement purchase agreement was approved in substantially final form.

SEVENTH ORDER OF BUSINESS

Consideration of Western Interchange Access Road Cost Certification

Mr. Rudolph stated the next five items are very similar, they are all cost certifications for ongoing projects that we have in Nocatee that are tied to developer agreements. These are certifications of updated costs that have been expended.

Mr. Ray stated this is for the purpose of assigning impact fee credits as reimbursement.

Mr. Rudolph stated yes.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the Western Interchange Access Road Cost Certification was accepted.

EIGHTH ORDER OF BUSINESS

Consideration of Conservation Trail Phase 2 and 3 Cost Certification

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the Conservation Trail Phase 2 & 3 cost certifications were accepted.

NINTH ORDER OF BUSINESS

Consideration of Crosswater Parkway Cost Certification

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the Crosswater Parkway cost certification was accepted.

TENTH ORDER OF BUSINESS

Consideration of Crosswater Roads Cost Certification

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor Crosswater Roads cost certification was accepted.

ELEVENTH ORDER OF BUSINESS

Consideration of Town Center West Roads Cost Certification

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the Town Center West Roads cost certification was accepted.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Buchanan stated starting January 1, 2024 CDD board members are required to complete four hours a year of ethics training. The date of regulation is January 1, to December 31 so you have the calendar year to complete the four hours. You don't actually report it until you file your form 1 in the summer of 2025. If you are not filing a form 1 in the summer of 2025 it is likely you won't report it but if we find out otherwise, we will let you know.

In connection with your form 1, traditionally you have had to fill them out and return them to the supervisor of elections office. Starting this year that is going to change to electronic submission so you should receive your form 1 via email before April and if not, reach out to Jim or myself and we can make sure that gets situated. You will complete it electronically and submit it to the state as compared to your local supervisor of elections going forward.

B. Engineer

1. Consideration of Change Order 008 for Seabrook Park

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor change order no. 008 for Seabrook Park was approved.

2. Consideration of Change Order 009 for Seabrook Park

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor change order no. 009 for Seabrook Park was approved.

3. Consideration of Change Order 010 for Seabrook Park

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor change order no. 010 for Seabrook Park was approved.

3. Requisition Summary

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

C. Manager

There being none, the next item followed.

D. Community Manager Report

1. Consideration of Slide Guys Proposal for Slide Resurfacing

On MOTION by Mr. Fitzgerald seconded by Mr. Ray with all in favor the proposal from Slide Guys to resurface the slide in the amount of \$52,000 was approved.

Mr. David Ray stated Carlton construction was contracted to do some major work due to the significant water damage at Sundeck. They found additional damage and we have a change order for that.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the change order in the amount of \$3,500 to remove the seal caps was approved.

THIRTEENTH ORDER OF BUSINESS Financial Reports

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

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

B. Construction Schedule – December 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. Fitzgerald seconded by Mr. Howland with all in favor the check registers were approved.

FOURTEENTH ORDER OF BUSINESS Other Business

Consideration of Separation Agreement

Mr. Ray stated I presented this separation agreement to Sean yesterday. He has two options, one is to sign it, which will be accepting his resignation, and he will be paid through the

end of February if he chooses not to sign it his termination will be effective today. We are back to finding a suitable replacement.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the separation agreement was approved in substantially final form.

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor if separation agreement is not signed then termination is effective January 27, 2024.

Ms. Buchanan stated we need one more motion. The last board action you have taken prior to this meeting did actually set a date certain by which he would change positions. Events unfolded prior to that date and an operational level decision made not to move forward.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor David Ray's action in not promoting Sean Biggs due to various issues was ratified.

FIFTEENTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There being none, the next item followed.

SIXTEENTH ORDER OF BUSINESS

Next Scheduled Regular Meeting – February 27, 2024 at 3:00 p.m. at the Nocatee Amenity Center

Mr. Perry stated the next meeting is scheduled for February 27, 2024 at 3:00 p.m. in the same location.

On MOTION by Mr. Howland seconded by Mr. Fitzgerald with all in favor the meeting adjourned at 3:34 p.m.



Secretary/Assistant Secretary



Chairman/~~Vice~~ Chairman