Minutes of Meeting
Tolomato
Community Development District

The regular meeting of the Board of Supervisors of the Tolomato Community Development District was held Tuesday, October 28, 2025 at 3:00 p.m. in the Nocatee Amenity Center, 245 Nocatee Center Way, Ponte Vedra, Florida.

Present and constituting a quorum were:

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| Richard T. Ray | Chairman |
| Cherya Cavanaugh | Supervisor |
| Dr. Ron Howland | Supervisor |

Also present were:

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| Jim Oliver | District Manager |
| Katie Buchanan | District Counsel by telephone |
| Scott Wild | District Engineer by telephone |
| Brian Dean | Tolomato CDD |
| David Ray | Tolomato CDD |
| Joe Muhl | Parc Group |

The following is a summary of the actions taken at the October 28, 2025 meeting.

**FIRST ORDER OF BUSINESS** **Roll Call**

Mr. Oliver 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 26, 2025 and September 11, 2025 Meetings**

On MOTION by Mr. Howland seconded by Ms. Cavanaugh with all in favor the minutes of the August 26, 2025 and September 11, 2025 meetings were approved as presented.

**FIFTH ORDER OF BUSINESS** **Consideration of Final Revised year End Budget FY 2025**

This item tabled.

**SIXTH ORDER OF BUSINSES** **Bulk Reclaimed Water Agreement between Tolomato CDD and Reflections at Seabrook HOA**

On MOTION by Mr. Howland seconded by Mr. Ray with all in favor the bulk reclaimed water agreement between Tolomato CDD and Reflections at Seabrook HOA was approved.

**SEVENTH ORDER OF BUSINESS** **Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

**1. Consideration of Work Authorization No. 141 2025/2026 General Consulting Engineering Services**

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor work authorization no. 141 was approved.

**2. Ratification of Requisitions 98 & 99**

On MOTION by Mr. Howland seconded by Mr. Ray with all in favor requisitions 98 and 99 were ratified.

**C. Manager**

**1. Discussion of Fiscal Year 2026 Goals and Objectives**

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor the fiscal year 2025 goals and objectives were approved and the same goals and objectives were adopted for fiscal year 2026.

**D. Community Manager**

**1. Outsourcing Accounting Update**

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor the GMS work authorization was approved as revised.

**2. FY 2025 Bonus Plan Accrual**

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor the accrual of the bonus amounts was ratified and the chairman and community manager were authorized to work on the bonus details.

**3. Financial Statement Review**

**4. Five Year Cash Plan**

**5. Tier 1 and Tier 2 Project Updates**

**6. Community Manager Discussion**

Mr. Ray stated I have David Ray's resignation as community manager effective October 31, 2025 and would like to promote Brian Dean to the community manager position.

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor David Ray's resignation was accepted effective October 31, 2025 and Brian Dean was promoted to community manager effective November 1, 2025.

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor the agenda was amended to include a new item to appoint an individual to fill the vacancy in seat no. 1.

**Appointment of Individual to Fill the Vacancy in Seat 1.**

> On MOTION by Ms. Cavanaugh seconded by Mr. Howland with all in favor David Ray was appointed to fill the unexpired term of office in seat no. 1 effective January 1, 2026.

**EIGHTH ORDER OF BUSINESS Financial Reports**

**A. Balance Sheet as of September 30, 2025 and Statement of Revenues and Expenditures for the Period Ended September 30, 2025**

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

**B. Construction Schedule – September 30, 2025**

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

**C. Assessment Receipt Schedule**

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

**D. Check Register**

> On MOTION by Mr. Ray seconded by Mr. Howland with all in favor the check register approved.

**NINTH ORDER OF BUSINESS Other Business**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments**

Mr. Ray stated there are a small number of properties that have not been pledged under bonds so there is no debt on them. The reason is there are pieces of land that were held back for government use, but it looks like some of that is not going to be needed.

**ELEVENTH ORDER OF BUSINESS** **Next Scheduled Regular Meeting – November 18, 2025 at 3:00 p.m. at the Nocatee Amenity Center**

Mr. Oliver stated the next meeting will be held November 18, moved up a week to not conflict with Thanksgiving activities or travel.

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| On MOTION by Mr. Ray seconded by Mr. Howland with all in favor the meeting adjourned at 4:00 p.m. |

Secretary/~~Assistant Secretary~~

RJ Ray
Chairman/~~Vice Chairman~~