

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 28, 2021 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
Cherya Cavanaugh	Supervisor
Dr. Ron Howland	Supervisor

Also present were:

Jim Perry	District Manager
Katie Buchanan	District Counsel
Scott Wild	District Engineer
Grant Bedslow	England, Thims & Miller
Steve Hanson	Tolomato
Lee Hovis	Tolomato
Tina Burleigh	Tolomato
David Eldredge	Tolomato
David Ray	GMS
Justin Williams	Connelly & Wicker
Maurice Rudolph	Parc Group
Joe Muhl	Parc Group

The following is a summary of the actions taken at the September 28, 2021 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

**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 July 27, 2021 meeting**

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor the minutes of the July 27, 2021 meeting were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Approval of Cost Certification for Town Center West Park**

Mr. Wild stated behind tab 5 in the agenda is the cost certification for Town Center West Park and it is similar to other ones we had in the past.

Ms. Buchanan stated the district is acquiring this improvement from the developer.

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor payment was authorized pursuant to the certification of costs for Town Center West Park concurrent with authorization of the bill of sale conveying the improvements.

**SIXTH ORDER OF BUSINESS**

**Consideration of Deed for Large Greenway Area North of the Parkway**

Mr. David Ray stated there are two deeds, one for large greenway area, a 509 acre general preserve area which is on the agenda, the other is the roadway buffer. One is for the Conservation Trail easement and a separate one for the large greenway area, which his 509 acres.

Ms. Buchanan stated it would be authorization of two different transactions, the first would be the large greenway area of 509 acres and the second would be the Conservation Trail identified in the exhibit. We anticipate the form of the dedication would be similar to what is in the agenda package for both. I do believe the one caveat we would like to discuss to ensure that this property would be included under the previously adopted resolution, which authorizes the district to use the value assigned to this property as an offset for potential neighborhood and master assessments subject to the district's review just as we have previously approved, not establishing a new process just making sure it is wrapped up in the already existing process.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the deeds for the 509-acre greenway area and Conservation Trail were accepted subject to incorporation of previously authorized resolution, which allows the district to use the value of the contribution towards assessments.

## **SEVENTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

There being none, the next item followed.

#### **B. Engineer**

##### **1. Construction Updates**

##### **2. Settler's Pond Park - Carlton Construction Addendum**

Mr. Rudolph stated this is an addendum for the guaranteed maximum price to construct the Settler's Pond Park. The board has authorized ultimate construction under a general AIA agreement to get the preconstruction services. The second part of the agreement will include the price of the park and the authorization to construct it. This is the addendum to the original agreement that you have already approved, the amount of the park construction is \$1,376,000 and I have worked with Carlton very closely on the estimate to get the best pricing.

Ms. Buchanan stated to refresh my memory, the way we initially bid it we chose Carlton with the understanding that they would solicit competitive bids to price the project. They have done that themselves and we are bringing back the amendment after they have chosen the most appropriate options.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the construction addendum with Carlton Construction for Settler's Pond Park was approved.

##### **3. Requisition Summary**

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

**C. Manager – Discussion of Meeting Dates FY 2022**

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor the fiscal year 2022 meeting schedule reflecting meetings to be held at 3:00 p.m. on the 4<sup>th</sup> Tuesday of each month with the exception of November 16, 2021 and December 21, 2021 was approved.

**D. Community Manager Report**

Mr. Ray reviewed the results of a survey that staff sent out to all residents.

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor staff bonuses were approved in an amount not to exceed \$95,000.

**1. TCDD Volleyball Expansion Contract**

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the TCDD volleyball expansion contract with Hoffman Commercial Construction in the lump sum amount of \$71,100 was approved in substantial form to be taken out of existing capital projects for enhancement program.

**2. Report**

A copy of the community manager’s report was included in the agenda package.

**EIGHTH ORDER OF BUSINESS**

**Financial Reports**

**A. Balance Sheet as of August 31, 2021 and Statement of Revenues and Expenditures for the Period Ended August 31, 2021**

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

**B. Construction Schedule – August 31, 2021**

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 approved.

**NINTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Next Scheduled Regular Meeting – October 26, 2021 at 3:00 p.m. at the Nocatee Amenity Center**

Mr. Perry stated the next meeting is scheduled for October 26, 2021 at 3:00 p.m. in the same location.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the meeting adjourned at 3:57 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman