

Minutes of Meeting  
Tolomato  
Community Development District

The regular meeting of the Board of Supervisors of the Tolomato Community Development District was held Tuesday November 17, 2020 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    |

Also present were:

|                 |                                 |
|-----------------|---------------------------------|
| Jim Perry       | District Manager                |
| Katie Buchanan  | District Counsel (by telephone) |
| Scott Wild      | District Engineer               |
| Steve Hanson    | Tolomato                        |
| Lee Hovis       | Tolomato                        |
| Tina Burleigh   | Tolomato                        |
| David Ray       | GMS                             |
| Maurice Rudolph | Parc Group                      |
| Joe Muhl        | Parc Group                      |

The following is a summary of the actions taken at the November 17, 2020 meeting. A 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 October 27, 2020 meeting**

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor the minutes of the October 27, 2020 meeting were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Continuation of Boundary Amendment Hearing**

**Consideration of Proposed Report to the Florida Land and Water Adjudicatory Commission**

Ms. Buchanan outlined the report, the transcript of the hearing and the resolution.

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor Resolution 2021-02 was approved.

**SIXTH ORDER OF BUSINESS**

**Organizational Matters**

**A. Oath of Office for Newly Elected Supervisors**

Mr. Perry stated just prior to the meeting I swore in Supervisor Morris and Supervisor Fitzgerald.

**B. Election of Officers, Resolution 2021-01**

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor Resolution 2021-01 was approved reflecting the current slate of officers as follows: Richard Ray chairman, William Fitzgerald vice chairman, Jim Perry secretary and treasurer, Jim Oliver assistant secretary, Patti Powers and Ernesto Torres assistant treasurer, Jon Morris, Ron Howland and Cherya Cavanaugh assistant secretaries.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Proposed FY 2020 Budget to Actual**

Mr. Perry stated we do this each year and it provides basically for a true-up for the items that have been approved during the course of the year. We went through the budgets versus actuals at September 30<sup>th</sup> and we were very favorable to budget.

On MOTION by Mr. Fitzgerald seconded by Mr. Ray with all in favor the FY2020 budget amendment was approved.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

**1. Construction Updates**

There being none, the next item followed.

**2. Consideration of Change Orders**

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor change order #1 with Carlton to upgrade shade & pool underdrains in the amount of \$22,400 to be taken out of the contingency of \$77,600 with no change in the contract price was approved.

**3. Requisition Summary**

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor requisition 745 in the amount of \$4,320, 748 in the amount of \$26,736 and 749 in the amount of \$4,234 from the impact fee account and Requisitions 128, 129. 132 from the 2019 B-1 and B-2 construction account in the amount of \$301,916.39 were ratified and approved.

**D. Community Manager Report**

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor the contract renewal with ESI for gopher tortoise monitoring and maintenance in the conservation area in the amount of \$9,000 was approved.

**NINTH ORDER OF BUSINESS**

**Financial Reports**

**A. Balance Sheet as of October 31, 2020 and Statement of Revenues and Expenditures for the Period Ended October 31, 2020**

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

**B. Construction Schedule – October 31, 2020**

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 Mr. Fitzgerald with all in favor the check register approved.

**TENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor’s Requests and Audience Comments**

There being none, the next item followed.

**TWELFTH ORDER OF BUSINESS**

**Next Scheduled Regular Meeting – December 15, 2020 at 3:00 p.m. at the Nocatee Amenity Center**

Mr. Perry stated our next scheduled meeting is December 15, 2020 at 3:00 p.m. at this location.

On MOTION by Mr. Fitzgerald seconded by Ms. Cavanaugh with all in favor the meeting adjourned at 3:19 p.m.

November 17, 2020

Tolomato CDD



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Secretary/Assistant Secretary



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Chairman/Vice Chairman