

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 19, 2019 at 3:00 p.m. in the Nocatee Amenity Center, 245 Nocatee Center Way, Ponte Vedra, Florida

Present and constituting a quorum were:

William Fitzgerald	Vice Chairman
Jon Morris	Supervisor
Cherya Cavanaugh	Supervisor

Also present were:

Jim Perry	District Manager
Katie Buchanan	District Counsel
Scott Wild	District Engineer
Steve Hanson	Tolomoto
Lee Hovis	Tolomoto
Tina Burleigh	Tolomoto
David Eldredge	Tolomoto
David Ray	GMS
Maurice Rudolph	Parc Group

The following is a summary of the actions taken at the November 19, 2019 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 22, 2019 meeting

On MOTION by Mr. Fitzgerald seconded by Mr. Morris with all in favor the minutes of the October 22, 2019 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Consideration of Agreement Between Tolomato CDD and Sonoc Regarding Impact Fee Credits – Western Interchange Access Road and Lift Station

Ms. Buchanan stated this is the same form agreement we previously approved in which the developer agrees to fund the Western Interchange Access Road and the district agrees to transfer to the developer impact fee credit revenues.

On MOTION by Mr. Fitzgerald seconded by Mr. Morris with all in favor the agreement between Tolomato CDD and Sonoc regarding impact fee credits for Western Interchange Access Road and the list station was approved.

SIXTH ORDER OF BUSINESS

Rules of Procedure

- A. Memorandum Regarding Rules of Procedure**
- B. Redline Rules of Procedure**
- C. Resolution 2020-02 Setting a Public Hearing on Rules of Procedure (Proposed Date: January 28, 2020)**

Ms. Buchanan stated we tried to identify in the memo the most significant changes that we propose to the rules.

On MOTION by Mr. Fitzgerald seconded by Ms. Cavanaugh with all in favor Resolution 2020-02 was approved.

SEVENTH ORDER OF BUSINESS

Consideration of First Amendment to Project Services Agreement between Tolomato CDD and the Parc Group, Inc.

Mr. Ray stated in the past we hired an outside consultant to help us evaluate the project as they are progressing. Going forward there are so many high priority projects we realized that the biggest expertise we have is Mr. Rudolph, an engineer with significant construction background and we would like to take the current project services agreement with the Parc Group at \$11,500 per quarter and increase that to \$24,000 per quarter for the time period of the major amenity projects.

On MOTION by Mr. Fitzgerald seconded by Ms. Cavanaugh with all in favor the first amendment to the project services agreement between the district and the Parc Group, Inc. was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

1. Consideration of Proposals for Crosswater Parkway Median Modification

On MOTION by Mr. Fitzgerald seconded by Mr. Morris with all in favor the contract for the Crosswater Parkway median modifications was awarded to Vallencourt in the amount of their low bid of \$152,250 and the total of the project not to exceed \$200,000.

2. Consideration of Work Authorizations

On MOTION by Mr. Fitzgerald seconded by Ms. Cavanaugh with all in favor work authorization no. 126 in an amount not to exceed \$15,000 was approved.

3. Requisition Summary

On MOTION by Mr. Fitzgerald seconded by Ms. Cavanaugh with all in favor the amended requisition summary in the amount of \$334,017.07 was approved.

C. Manager

There being none, the next item followed.

D. Community Manager Report

Mr. Ray stated immediately after the last meeting we sent an email to residents about the intersection modifications. Last month we brought the concept of having skateboard equipment to the board, we talked to the insurance company and they are okay with this, but we still have not made a final decision to move ahead.

NINTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of October 31, 2019 and Statement of Revenues and Expenditures for the Period Ended October 31, 2019

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

B. Construction Schedule – October 31, 2019

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. Morris 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 Schedule Regular Meeting – December 17, 2019 at 3:00 p.m. at the Nocatee Amenity Center

Mr. Perry stated the next regularly scheduled meeting is going to be December 17th 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 3:26 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman