

Minutes of Meeting  
Tolomato  
Community Development District

The regular meeting of the Board of Supervisors of the Tolomato Community Development District was held Tuesday December 17, 2019 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
Jon Morris	Supervisor
Cherya Cavanaugh	Supervisor

Also present were:

Jim Perry	District Manager
Sarah Warren	District Counsel (by telephone)
Scott Wild	District Engineer
Steve Hanson	Tolomato
Lee Hovis	Tolomato
David Ray	GMS, LLC
Maurice Rudolph	Parc Group

The following is a summary of the actions taken at the December 17, 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 November 19, 2019 meeting**

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor the minutes of the November 19, 2019 meeting were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Consideration of Tolomato CDD Acquiring the Design Work Product Regarding Bulk Reuse Pump Station**

Ms. Warren stated the developer previously contracted with ETM for the design of the bulk reuse pump station and is requesting the district acquire that work product in an amount not to exceed \$35,000. As part of the acquisition package are certificates the developer and engineer will execute that the cost of the work product is accurate, it has been fully funded and the work product is contemplated by the district's capital improvement plan.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the acquisition of the design work product with regard to bulk reuse pump station in an amount not to exceed \$35,000 was approved subject to the acquisition package being finalized and approved by the chair.

**SIXTH ORDER OF BUSINESS**

**Consideration of Recommended Contractor Bid for Building the Bulk Reuse Pump**

Ms. Warren stated we have proposals from Sunstate and JWI Utility Contractors for this work that do not exceed the statutory bid threshold and staff recommends approval.

Mr. David Ray stated this is the actual construction that will be constructed by the CDD and the way it will be paid for is by Sonoc purchasing impact fee credits from the district.

On MOTION by Mr. Morris seconded by Mr. Ray with all in favor the proposals from Sunstate and JWI Utility Contractors for the construction of bulk reuse pump station were approved and district counsel was authorized to prepare standard form construction contracts and the chair was authorized to approve and execute the contracts upon completion.

On MOTION by Ms. Cavanaugh seconded by Mr. Ray with all in favor an impact fee credit agreement with Sonoc to fund the construction was approved in substantial form and the chair was authorized to approve and execute the agreement.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Addendum #1 to Series 2019 Supplemental Methodology Report**

Mr. Perry stated this is related to the 2019C Bonds and the report adds a new type of product under continuing care retirement community and it recasts the benefit and the basis for future assessments for that product type.

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor addendum no. 1 to the series 2019 supplemental methodology report was approved in substantial form.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

**1. Construction Updates**

Mr. Wild updated the board on the progress of construction.

**2. Consideration of Change Orders**

On MOTION by Mr. Fitzgerald seconded by Ms. Cavanaugh with all in favor change order no. 1 for Carlton on the Crosswater Amenity project for a net decrease of \$34,735 was approved.

**3. Consideration of Requisition Summary**

On MOTION by Mr. Ray seconded by Mr. Morris with all in favor the requisitions summary was approved as amended.

**4. Consideration of Cost Certification for Nocatee Landing Trail (easterly of the Del Webb entrance)**

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the cost certification for the Nocatee Landing Trail was approved.

**C. Manager**

There being none, the next item followed.

**D. Community Manager Report**

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

On MOTION by Mr. Ray seconded by Mr. Morris with all in favor the maintenance agreement for the fitness equipment in the amount of \$4,620 was renewed for one year.

**NINTH ORDER OF BUSINESS**

**Financial Reports**

**A. Balance Sheet as of November 30, 2019 and Statement of Revenues and Expenditures for the Period Ended November 30, 2019**

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

**B. Construction Schedule November 30, 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. Ray 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 – January 28, 2020 at 3:00 p.m. at the Nocatee Amenity Center**

Mr. Perry stated the next meeting will be January 28, 2020 at 3:00 p.m. in the same location.

On MOTION by Mr. Morris seconded by Ms. Cavanaugh with all in favor the meeting adjourned at 3:33 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman