

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 20, 2022 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	Assistant Secretary

Also present were:

Jim Perry	District Manager
Katie Buchanan	District Counsel by telephone
Scott Wild	District Engineer by telephone
Steve Hanson	Tolomato
Tina Burleigh	Tolomato
Kelsie Westbrook	Tolomato
Burke Bell	Tolomato
David Ray	GMS
Maurice Rudolph	Parc Group

The following is a summary of the discussions and actions taken at the December 20, 2022 meeting.

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 15, 2022 meeting

On MOTION by Mr. Fitzgerald seconded by Mr. Ray with all in favor the minutes of the November 15, 2022 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Consideration of Seabrook Ph. 1 Tracts and Conservation Trail ROW Deed

Mr. Rudolph stated these deeds of dedication of a right of way for Conservation Trail that stretches into Seabrook Phases 2 & 3 and also a conservation tract in Seabrook Phase 1.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the dedication of the Phase 1 tracts and Conservation Trail right of way deed were accepted.

SIXTH ORDER OF BUSINESS

Consideration of Seabrook Park Amenity Design

Mr. Rudolph stated this is for a revision to the plans for the Seabrook Park. We brought it before the board and we were over budget so we went back and value engineered the plans with the help of the contractor and architect. This proposal is for the services that we need in order to revise the plans and get new construction drawings for permitting and through the value engineering effort we were able to scale that back. It adds up to about \$27,000 in savings.

On MOTION by Mr. Fitzgerald seconded by Ms. Cavanaugh with all in favor the Seabrook Park and Amenity Design was approved.

SEVENTH ORDER OF BUSINESS

Approval of Resolution 2023-03 Setting the Public Hearing to Adopt the Amended Amenity Complex Policies

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor Resolution 2023-03 setting the public hearing for January 24, 2023 was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

1. Requisition Summary

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

C. Manager

There being none, the next item followed.

D. Community Manager Report

1. Proposal Quote to Resurface Swim Club

On MOTION by Mr. Fitzgerald seconded by Ms. Cavanaugh with all in favor the proposal from Classic Marcite in the amount of \$82,500 was approved in substantial form and district counsel was authorized to prepare an agreement for this work.

2. Community Manager Report

Mr. David Ray gave an overview to the community Manager's report and stated employee no. 1, was Lee Hovis and he has accepted a job in Texas and will be leaving January 15th.

NINTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of October 30, 2022 and Statement of Revenues and Expenditures for the Period Ended October 30, 2022

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

B. Construction Schedule – October 30, 2022

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 Ms. Cavanaugh 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

Ms. Cavanaugh asked with Lee's resignation are we looking to fill that position or incorporate that into the staff we have?

Mr. David Ray stated we recently hired a person we have been trying to recruit for years that is a very qualified waterpark manager.

We are searching for a successor for the community manager position. The managers are very strong managers and that person will slide into that spot and when the time is right move up.


TWELFTH ORDER OF BUSINESS

Next Scheduled Regular Meeting – January 24, 2023 at 3:00 p.m. at the Nocatee Amenity Center

Mr. Perry stated the next scheduled meeting and public hearing will be January 24, 2023 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 3:19 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman