

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 18, 2025 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
Dr. Ron Howland	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel by telephone
Scott Wild	District Engineer by telephone
Brian Dean	Community Manager Tolomato
David Ray	Tolomato
Joe Muhl	Parc Group
Rick Foster	Parc Group

The following is a summary of the actions taken at the November 18, 2025 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver 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 no comments, the next item followed.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the October 28, 2025 Meeting

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor the minutes of the October 28, 2025 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Consideration of Final Revised Year End Budget FY 2025

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor the final revised year end budget for FY 2025 was approved.

SIXTH ORDER OF BUSINESS

Consideration of Access Control Renewal Contract

Mr. Dean stated Security 101 is the owner of our licenses for access control. Unfortunately, over the past couple of years we have been overpaying for this service. We researched Cook Electric, a local firm, and they are able to do it for \$10,695 less than Security 101. We are asking to enter into a five-year agreement with them, over the five years we do get a discounted rate and at the same time, the software provided for the licenses for the past system, they are on version 1 today. They are going to go with version 2 in 2026 and that has an increase from the annual \$26,500 to \$108,000 per year. However, by us locking in for five years we avoid being forced to go to version 2 and delay it five years.

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor the five-year access control contract with Cook Electric was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being no comments, the next item followed.

B. Engineer

1. Ratification of requisition no. 100 from 2022B and no. 4 from 2024 Bond Accounts

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the requisition summary were approved.

C. Manager

Mr. Oliver stated just a reminder to complete your ethics training by December 31st. Mr. Dean gave an overview of the accounting transition.

D. Community Manager

Mr. Dean reviewed the community events that took place from July to November, and the organizational structure update.

EIGHTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of October 31, 2025 and Statement of Revenues and Expenditures for the Period Ended October 31, 2025

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

B. Construction Schedule – October 31, 2025

A copy of the construction schedule was included in the agenda package.

C. Assessment Receipt Schedule

A copy of the assessment receipt schedule was included in the agenda package.

D. Check Register

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor the check register approved.

NINTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

**Supervisor's Requests and Audience
Comments**

Mr. Ray stated as you know the board approved an overall bonus pool as part of the budget and Brian went through the methodology in detail. Brian joined us at the end of June and was only here a short period of time in fiscal year 2025 and was at an assistant community manager's salary and has performed to a level that has allowed David to retire. I propose that we give Brian \$5,000 bonus.

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor a bonus of \$5,000 was approved for Brian Dean.

ELEVENTH ORDER OF BUSINESS

Next Scheduled Regular Meeting – December 16, 2025 at 3:00 p.m. at the Nocatee Amenity Center

Mr. Oliver stated the next meeting will be held December 16, 2025 at 3:00 p.m. in the same location.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the meeting adjourned at 3:39 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman