

Minutes of Meeting
Tolomato
Community Development District

The regular meeting of the Board of Supervisors of the Tolomato Community Development District was held Tuesday February 25, 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
Jon Morris	Supervisor

Also present were:

Jim Perry	District Manager
Katie Buchanan	District Counsel
Scott Wild	District Engineer
Steve Hanson	Tolomato
Tina Burleigh	Tolomato
David Eldredge	Tolomato
David Ray	GMS, LLC
Maurice Rudolph	Parc Group
Joe Muhl	Parc Group

The following is a summary of the actions taken at the February 25, 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 January 28, 2020 meeting**

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the minutes of the January 28, 2020 meeting were approved as presented.

FIFTH ORDER OF BUSINESS**Consideration of General Fund Budget Amendment**

Mr. Perry outlined the changes in the various line items that had a zero net effect and stated that we want to approve this one now and will come back in the April/May timeframe with another budget adjustment and we will do one subsequent to year end.

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

SIXTH ORDER OF BUSINESS**Consideration of Resolution 2020-04 Adopting an Internal Controls Policy**

Mr. Perry stated Resolution 2020-04 adopts an internal controls policy. This was a recent requirement of the Florida Legislature and really doesn't affect the district because we are annually audited by an independent CPA and they review to a certain extent internal controls and the district also has to certify the controls are in place.

On MOTION by Mr. Ray seconded by Mr. Morris with all in favor Resolution 2020-04 was approved.

SEVENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Buchanan stated immediately after the last board meeting we reached out to Dickie Smith Construction and they did come and review the status of the pool and at that point Dickie Smith provided a response indicating that they do not believe they are responsible for the pool floor repairs. We are moving forward with the repairs as planned by Crown Pools, but we are working closely with WET Engineering to ensure the repairs are properly performed and we are working to continue to evaluate our options against Dickie Smith if any at this point.

B. Engineer

1. Construction Updates

Mr. Wild updated the board on the traffic signal, that is nearing substantial completion; the mast arms are up, the signals are up.

2. Consideration of Change Orders – Vallencourt Entry Change and Golf Cart Bypass

Change order with Vallencourt to the Nocatee Town Center improvements for striping and additional signage required across the entry required due to the left-hand turn lane median break in the amount of \$2,085.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor change order no. 1 for the entry change in the amount of \$2,085 and change order 2 for the golf cart bypass in the amount of \$3,048.02 were approved.

3. Consideration of Work Authorizations – Connelly & Wicker Inc. Nocatee Maintenance Facility Improvements

On MOTION by Mr. Fitzgerald seconded by Mr. Ray with all in favor work authorization CWI-10 in the amount of \$52,434 was approved.

4. Consideration of Agreement Regarding Impact Fee Credits – Crosswater Roads (Crosswater parkway to Pine Island, Conservation Trail to Snowden Village and Pine Island to US1)

Ms. Buchanan stated I believe this was approved at our November meeting; we updated the exhibit to better clarify the location of the right of ways. We don't need to take any further action on this it is for your information only.

Mr. Wild presented work authorization 119 for the full design and permitting of the traffic signal and associated turn lanes

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor work authorization 119 in the amount of \$96,180.00 was approved.

5. Requisition Summary

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor requisitions 12 – 17 from the construction account in the amount of \$557,957.35 and no. 776 from the impact fee account in the amount of \$2,941.96 for a total for all requisitions of \$560,899.31 were approved.

C. Manager

Mr. Perry stated the audit is still in process and will be done by the end of next month. Staff prepared and reviewed the property tax exemption and it has been filed.

D. Community Manager Report

1. Report

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

2. Capital Concrete Proposal

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the proposal from Capital Concrete for paver and concrete repairs throughout the splash park in the amount of \$44,557.00 was approved.

EIGHTH ORDER OF BUSINESS

Financial Reports

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

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

B. Construction Schedule – January 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. Morris with all in favor the check register approved.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Next Schedule Regular Meeting – March 24, 2020 at 3:00 p.m. at the Nocatee Amenity Center

Mr. Perry stated our next regularly scheduled meeting is March 24, 2020 at 3:00 p.m. Do you want to continue this meeting?

Mr. Ray stated I think you may need some approvals for capital projects. To keep you going on your current capital projects to make sure there is no delay it is worthwhile to continue the meeting.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the meeting was continued to March 12, 2020 at 9:00 a.m. in the sales center.


Secretary/Assistant Secretary


Chairman/Vice Chairman