

Minutes of Meeting
Tolomato
Community Development District

The regular meeting of the Board of Supervisors of the Tolomato Community Development District was held Tuesday April 27, 2021 at 2:48 p.m. in the Nocatee Amenity Center, 245 Nocatee Center Way, Ponte Vedra, Florida.

Present and constituting a quorum were:

Richard T. Ray	Chairman
Cherya Cavanaugh	Supervisor
Dr. Ron Howland	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel (by telephone)
Scott Wild	District Engineer
Steve Hanson	Tolomato
Lee Hovis	Tolomato
Tina Burleigh	Tolomato
David Eldredge	Tolomato
David Ray	GMS
Maurice Rudolph	Parc Group
Joe Muhl	Parc Group

The following is a summary of the actions taken at the April 27, 2021 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order and called the roll

SECOND ORDER OF BUSINESS

Affidavit of Publication

A copy of the affidavit of publication of the notice of the audit committee meeting, the regular board meeting and the public hearing regarding rates and policies 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 March 23, 2021 meeting

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor the minutes of the March 23, 2021 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Consideration of Audit Proposals or Fiscal Year 2021

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor the recommendation of the audit committee of Grau & Associates as the number one ranked firm, Berger Toombs number two and Carr Riggs Ingram number three was accepted and staff was authorized to enter into negotiations for an agreement for audit services with the number one ranked firm.

SIXTH ORDER OF BUSINESS

Acceptance of the Final Fiscal Year 2020 Audit Report

Mr. Oliver stated a copy of the audit is in your agenda packet and it is a clean audit with one current year finding, the same finding we had last year, and this is related to the funding of the reserve requirement.

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor the fiscal year 2020 audit was accepted.

SEVENTH ORDER OF BUSINESS

Public Hearing Regarding Amending the Rate Structure for Use of Recreation Facilities; Adopting by Rule the Rates and Fees for Use of the Recreation Facilities; Resolution 2021-03

Mr. David Ray gave an overview of the changes in the policies and the amendments to the rate structure for facility rental rates.

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor the public hearing was opened.

There being no members of the public present, the board took the following actions.

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor the public hearing was closed.

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor Resolution 2021-03 was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Buchanan stated I believe the boundary amendment rule is going to be effective 14 days from now. We have been through all the iterations of hearings, gone through the rulemaking procedures at the state level and we are just waiting for the effective date to kick in.

B. Engineer

1. Construction Updates

2. Consideration of Change Orders

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor change order no. 6 to the Carlton Construction contract for the spray park expansion to reflect the owner direct purchase of materials in the amount of \$43,652.09 was approved.

3. Consideration of Work Authorizations

On MOTION by Ms. Cavanaugh seconded by Mr. Ray with all in favor work authorization 129 for design and permitting of the Settlers Landing Pond in the amount of \$65,400 was approved.

4. Requisition Summary

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor requisition 757 from the impact fee account in the amount of \$1,790 and requisitions 34 – 45 from the 2019 C Construction Account in the total amount of \$87,665.27 and requisition 39 from the 2019 A construction account in the amount of \$375,289.11 were approved.

C. Manager

Mr. Oliver stated the proposed budget will be presented to the board at the May 22, 2021 meeting for approval also setting the public hearing for later in the summer for adoption.

D. Community Manager Report

Mr. David Ray stated we are adding an additional volleyball court next to the current volleyball court. I have a work authorization from Connelly & Wicker in the amount of \$13,500 to do the conceptual planning, engineering plans, permitting and final certifications.

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor work authorization with Connelly & Wicker in the amount of \$13,500 for planning, engineering and permitting of the second volleyball court.

Mr. David Ray stated we were able to obtain state pricing for the large tractor we need.

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor staff was authorized to purchase the Ventrac 4500Z Kubota 32 hp gas 3LC tractor and accessories in the amount of \$37,065.80.

NINTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of March 31, 2021 and Statement of Revenues and Expenditures for the Period Ended March 31, 2021

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

B. Construction Schedule – March 31, 2021

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. Howland with all in favor the check register approved.

TENTH ORDER OF BUSINESS

Other Business

Three 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 Scheduled Regular Meeting – May 25, 2021 at 3:00 p.m. at the Nocatee Amenity Center

Mr. Oliver stated the next scheduled meeting is May 25, 2021 at 3:00 p.m. in the same location.

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor the meeting adjourned at 3:21 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman