

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 28, 2020 at 3:10 p.m. via Zoom.

Present and constituting a quorum were:

Richard T. Ray	Chairman
William Fitzgerald	Vice Chairman
Cherya Cavanaugh	Supervisor
Dr. Ron Howland	Supervisor

Also present were:

Jim Perry	District Manager
Katie Buchanan	District Counsel
Scott Wild	District Engineer
Steve Hanson	Tolomato
Lee Hovis	Tolomato
Tina Burleigh	Tolomato
David Eldredge	Tolomato
David Ray	GMS, LLC
Maurice Rudolph	Parc Group
Daniel Laughlin	GMS, LLC
Dr. Eric Aguilar	

The following is a summary of the actions taken at the April 28, 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 3:10 p.m.

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 March 24, 2020 meeting and April 14, 2020 Continued Meeting

On MOTION by Mr. Ray seconded by Dr. Howland with all in favor the minutes of the March 24, 2020 meeting and the April 14, 2020 continued meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Acceptance of the Final Fiscal Year 2019 Audit Report

Mr. Perry gave an overview of the fiscal year 2019 audit, which was a clean opinion with no issues or concerns raised by the auditor.

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor the fiscal year 2019 final audit report was accepted.

SIXTH ORDER OF BUSINESS

Approval of Joint Maintenance Agreement for K9s for Warriors, Inc. to Drain into Existing District Pond

Mr. David Ray outlined the cost sharing agreement with K9s for Warriors, Inc. for maintenance of a district pond with their share being 10.9% of the costs.

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor the cost share agreement with K9s for Warriors, Inc. for maintenance of a district pond was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

1. Construction Updates

Mr. Wild stated the median opening in front of the new GreenWise has been completed and accepted by the county. They are still addressing a couple punch list items for the traffic signal.

2. Consideration of Change Orders

3. Consideration of Work Authorizations

a. Consideration of WA No. 116 Amendment No. 5 Traffic Signal Warrant Analysis – Crosswater Parkway at Del Webb Parkway and Bluewater Drive

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor amendment 5 to work authorization no. 116 in the amount of \$9,800 was approved.

b. Consideration of Environmental Services Inc. a Terracon Company Proposal Regarding Nocatee Gopher Tortoise Annual Monitoring and Maintenance

On MOTION by Mr. Ray seconded by Dr. Howland with all in favor the annual gopher tortoise monitoring and maintenance agreement with Environmental Services, Inc. was approved.

4. Requisition Summary

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the updated requisition summary, from the 2019 B1, B2 construction account #24-37 totaling \$840,008.43, requisitions 731-732 from the impact fee account totaling \$43,280.51 for a total amount of \$883,288.94 was approved subject to the engineer reviewing the possible duplication of 26 and 33.

5. Consideration of Hoffman Commercial Construction, LLC Proposal for Project Management Services for Nocatee Sports Complex Improvements

Mr. Rudolph gave an overview of the project management services proposal.

On MOTION by Mr. Fitzgerald seconded by Dr. Howland with all in favor the proposal for project management services for Nocatee Sports Complex improvements from Hoffman Commercial Construction, LLC in the lump sum amount of \$3,850 was approved.

6. Review and Approval of Bids for Nocatee Sports Complex Expansion

Mr. Rudolph gave an overview of the bid comparison of the bids received, after which the board took the following action.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the contract for the Nocatee Sports Complex Expansion was awarded to Hoffman Commercial Construction and the subcontractors in the low bid amount of \$224,274.

7. Consideration of Hoffman Commercial Construction, LLC Proposal for TCDD Maintenance Yard Improvement

Mr. Rudolph gave an overview of the maintenance yard improvement project.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the contract was awarded to Hoffman Commercial Construction, LLC in the amount of \$16,800.

C. Manager

Mr. Perry stated at the next meeting we will present the proposed budget for next fiscal year. We will take into consideration all possible changes we may have with regard to costs associated with social distancing, additional cleaning supplies and things of that nature.

D. Community Manager Report

1. Community Manager Report

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

2. Consideration of Helget Gas Products, Inc. Agreement for CO2 Service of Pools

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor the agreement with Helget Gas Products, Inc. was approved.

3. Consideration of Advanced Disposal Service Agreement for Dumpster

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the agreement with Advanced Disposal Service was approved for one additional dumpster.

4. Consideration of Garber Agreements for Two Work Trucks

This item removed from the agenda.

EIGHTH ORDER OF BUSINESS

Financial Reports

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

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

B. Construction Schedule – March 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. Fitzgerald 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

Mr. Ray stated I understand Brett Sealy has secured consent from the bondholders for the use of the interest income in the construction account.

Mr. David Ray stated I have not seen anything on that yet. I will write the trustee and make sure that is happening.

Ms. Buchanan stated I have executed copies from all parties and from what I recall there had never been any funds that had shifted away from the construction/acquisition fund so we are okay starting now.

Mr. Ray stated the consent is keeping funds from shifting away as opposed to bringing them back in.

Mr. David Ray stated right, nothing has transferred yet.

Mr. Fitzgerald stated on the budget, there is going to be a reduction in revenue due to the shutdown. I don't think that the Crosswater Amenity expenses were in the budget. Am I right about that?

Mr. David Ray stated they were not in the original budget but were included in the amended budget last month.

Mr. Fitzgerald stated when you prepare the new budget, go back and look at the impact from the shutdown on our existing budget.

Mr. David Ray stated one of the problems we have every year with the initial budget is that we have very little information. We are going to prepare a second year budget for the Crosswater Amenity and we don't have any numbers from the first year.

Mr. Ray stated I'm going to assume that is going to be a significant effect on our revenue by shutting down the Crosswater facility.

Mr. Perry stated we will quantify those things and talk about them in the budget process.

Mr. Fitzgerald asked who on our team is working on our Covid response?

Mr. David Ray stated the primary areas that we are looking at are the fitness center, the pools, the water park. For the fitness center we are watching what is going to happen in Georgia and other places to learn from the protocols they are doing. For the pools and water park Lee has been in constant communication with a number of individuals, agencies, World Waterpark Association.

Mr. Hovis stated we have formed a subcommittee with our staff and have been putting a reopening plan together and we have different scenarios based on June 1st, June 15th, July 1st, of a countdown of what we would need to accomplish to get open by a certain date. It changes daily; we get different updates and reports and there are a couple facilities in the Midwest that are

discussing opening mid-June and then you hear that Disney may not open in 2020. We ordered 2,000 masks in preparation of having staff masked if that is a requirement that we go with. We also have 12 cases of sanitary wipes for the fitness center so individuals will be able to wipe down the equipment before and after use. We are looking at all kinds of things that are coming out. We have ordered face screens for employees who deal directly with the public.

Mr. Ray asked is your current plan to lead or to follow?

Mr. David Ray stated once we get the go ahead from the governor and county we are looking at moving forward, but we are fortunate to follow and learn from others, while we are still on hold. Once we get the go ahead our intent is to be prepared to move quickly but safely.

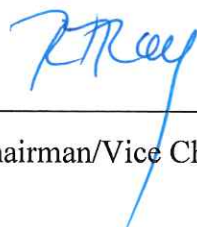
Mr. Aguilar stated I want to thank the workers for being there and stay safe.

ELEVENTH ORDER OF BUSINESS

Next Schedule Regular Meeting – May 26, 2020 at 3:00 p.m. place TBD (at the Nocatee Amenity Center or Zoom)

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the meeting adjourned at 3:58 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman