

Minutes of Meeting
Tolomato
Community Development District

The regular meeting of the Board of Supervisors of the Tolomato Community Development District was held Tuesday May 26, 2020 at 3:00 p.m. via Zoom.

Present and constituting a quorum were:

Richard T. Ray	Chairman
William Fitzgerald	Vice Chairman
Jon Morris	Supervisor
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
Maurice Rudolph	Parc Group
Joe Muhl	Parc Group

The following is a summary of the actions taken at the May 26, 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., stated the meeting is being conducted via Zoom then 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 April 28, 2020 meeting

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

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2020-08 Approving the Proposed FY 2021 Budget and Setting a Public Hearing Date for Adoption

Mr. Perry gave an overview of the proposed budget and stated we have some uncertainty as to where we are going to come out this year with regard to expenses and revenues, but we feel confident that the numbers we are projecting will result in no increase in assessments.

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor Resolution 2020-08 approving the proposed budget and setting the public hearing date for July 28, 2020 was approved.

SIXTH ORDER OF BUSINESS

Consideration of Cost Certifications in Accordance with the Impact Fee Credit Agreements for the Construction and Funding of Conservation Trail Phase 1 and 2, the North/South Collector Road (Crosswater Roads) and Town Center West Road

Mr. Wild stated included in the agenda package are three separate cost certifications associated with two separate impact fee agreements, the first two are associated with the Crosswater Roads impact fee agreement and the third is associated with the Town Center West Road impact fee agreement.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the interim cost certifications for the Conservation Trail Phases 1 & 2 and the cost certifications for the North/South Collector Road and Town Center West Road were accepted.

SEVENTH ORDER OF BUSINESS

Consideration of Agreement by and between Tolomato CDD and SONOC Company LLC Regarding Impact Fee Credits (Town Center West Roads)

Ms. Buchanan stated these are the standard forms of agreement, essentially this is the starting process of what we just reviewed the conclusion of. The agreement provides that the developer is going to design, permit and engineer the project. After that the developer is going to be deemed to have purchased the impact fee credits in the amount expended by the developer. That is why we count on Scott to certify the amount the developer has actually expended so he can come back and know what amount is transferred.

On MOTION by Mr. Ray seconded by Mr. Morris with all in favor the agreement between the district and SONOC regarding impact fee credits for Town Center West Roads was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Agreement Regarding the Acquisition of Certain Work Product and Improvements (Town Center West Park)

Ms. Buchanan stated this is where the district is permitted to use bond proceeds to pay for the improvements on the park at the time of completion and it would require that we do have a certificate as to the amount of costs that are going to be paid by the district, the conveyance is going to be on an as is basis.

Mr. Ray stated the right of way for these roads and underlying land for the park in Town Center is being donated to the district by the developer at no cost.

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor the agreement regarding acquisition of certain work product and improvements for Town Center West Park was approved.

NINTH ORDER OF BUSINESS

Consideration of Agreement for Impact Fee Credits for Crosswater Phase 6 Roads

Ms. Buchanan stated we are going to revert back to the form we used when it comes to the right of way funding, again, this is an obligation to pay the developer for the amount of funds expended for this roadway that runs down throughout this network of lots and infrastructure and essentially it drops you off at a CDD park. This is master infrastructure and it is a continuation of

a major thoroughfare road and deposits people at the CDD park, which will be on the southeast corner of the diagram.

On MOTION by Mr. Fitzgerald seconded by Mr. Ray with all in favor the agreement with regard to the impact fee credits for Crosswater Phase 6 Roads was approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Buchanan stated I have been working with David in the last several weeks and understand they are doing a really solid job on the reopening plan and making sure that things work smoothly. We will continue working with David as the executive orders continue to roll out in connection with the pool reopening.

B. Engineer

1. Construction Updates

There being none, the next item followed.

2. Consideration of Change Orders

On MOTION by Mr. Fitzgerald seconded by Ms. Cavanaugh with all in favor change order for the Nocatee Sports Complex for a net increase of \$9,865.00 was approved.

3. Consideration of the First Amendment to the Agreement with Basham & Lucas for Architectural Design Services

Ms. Buchanan stated Basham & Lucas is under a continuing services contract with the CDD similar to ETM and Connelly & Wicker. In this instance we saw that the rates haven't been adjusted since 2010 and Basham & Lucas did provide an updated rate sheet for your consideration. Most categories don't adjust at all or have \$5 increase. The only one that seemed to have significant change was the graphic artist category

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the first amendment to the agreement with Basham & Lucas for an increase to the hourly rates was approved.

4. Consideration of Basham & Lucas Proposal for Design Services for Settlers Landing CDD Park

On MOTION by Mr. Fitzgerald seconded by Mr. Ray with all in favor the proposal from Basham & Lucas for planning and design services for Settlers Landing CDD Park was approved.

5. Connelly & Wicker Services

On MOTION by Mr. Fitzgerald seconded by Mr. Ray with all in favor the proposal from Connelly & Wicker for additional survey within the splash park in the amount of \$4,700 was approved.

6. Requisition Summary

On MOTION by Ms. Cavanaugh seconded by Mr. Ray with all in favor the requisition summary for the 2019 B-1 and B-2 requisitions 37-51 totaling \$466,325 and from the impact fee account requisition 733 – 735 in the amount of \$11,377.50 were approved.

C. Manager

Report on the Number of Registered Voters in St. Johns County – 12,320

Report on the Number of Registered Voters in Duval County – 1,880

Copies of the letters from the supervisor of elections in St. Johns County and Duval County indicating the number of registered voters residing within the district were included in the agenda package.

D. Community Manager Report

Mr. David Ray stated we have opened the pools and amenities and everything has been working very well.

ELEVENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet as of April 30, 2020 and Statement of Revenues and Expenditures for the Period Ended April 30, 2020

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

B. Construction Schedule – April 30, 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.
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ELEVENTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

The board commended staff on the successful reopening of the parks and for their dedication and service.

Mr. Aguilar stated I am running for congress from the 4th district and want to remind everyone to fill out their census and congratulated the graduating class of 2020.

THIRTEENTH ORDER OF BUSINESS Next Schedule Regular Meeting – June 23, 2020 at 3:00 p.m. Location TBD at Nocatee Amenity Center or on Zoom

Mr. Perry stated our next scheduled meeting is going to be June 23rd at 3:00 p.m. and I expect we will conduct the meeting via Zoom and that will be the last Zoom meeting of the year unless the governor extends his order.

On MOTION by Mr. Fitzgerald seconded by Mr. Morris with all in favor the meeting adjourned at 3:46 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman