

Minutes of Meeting
Tolomoto
Community Development District

The regular meeting of the Board of Supervisors of the Tolomoto Community Development District was held Tuesday May 28, 2019 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	Tolomoto
Lee Hovis	Tolomoto
David Ray	GMS
Maurice Rudolph	Parc Group
Joe Muhl	Parc Group

The following is a summary of the actions taken at the May 28, 2019 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 April 23, 2019 and May 8, 2019 Meetings

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the minutes of the April 23, 2019 and May 8, 2019 meetings were approved as presented.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2019-07 Approving the Proposed FY 2020 Budget and Setting a Public Hearing Date for Adoption

Mr. Perry stated item five is consideration of resolution 2019-07 approving the proposed budget for fiscal year 2020 and setting a public hearing date for adoption. This is the beginning of the budget process and we are going to ask the board to change our July meeting date because we have to have a certified roll to the Duvall County tax collector by August 1st. Originally, we had not anticipated a change in the assessments but in working through things as we progressed we think an increase of 11% in assessments is due at this time.

There is a cover sheet that outlines why the increase is necessary. Keep in mind when you look through the budget a lot of costs are staying flat but with the growth in the community there is more landscaping and that is one of the biggest drivers of our costs. There are some refinements in the operation of the spray park and water park and increased staffing levels to accommodate the guests and maintain the level of service that the community expects.

Mr. Perry gave an overview of the various sections of the proposed budget and stated due to the proposed increase in assessments a mailed notice will go to the residents in two to three weeks. We will set the public hearing for July 30th and cancel our July 23rd scheduled meeting. We would have a regular meeting on the 30th along with the public hearing for adoption of the budget at 3:00 p.m. in this location.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor Resolution 2019-07 approving the proposed fiscal year 2020 budget and setting the public hearing for July 30, 2019 was approved.

SIXTH ORDER OF BUSINESS

Proposed FY 2019 Budget Revision for Advance to Construction Fund

Mr. Perry stated item six is a proposed fiscal year 2019 budget revision and this is for the advance funds for the construction account and that is the \$800,000 transfer. We will have another budget revision towards the end of the year to adjust for all the accounts that went over budget. The transfer has already been discussed and approved by the board; this is just recognizing that formally.

On MOTION by Mr. Ray seconded by Mr. Morris with all in favor the fiscal year 2019 budget amendment for advance funds to the construction fund was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

1. Construction Updates

2. Consideration of Proposer Rankings for Crosswater Traffic Signal

Mr. Wild stated included in the agenda package is the Crosswater Parkway traffic signal bid evaluation. We received three proposals and the low bid is from Traffic Control Devices in the amount of \$391,000.

Mr. Ray asked do you think by the time the light is built we will have met our traffic thresholds to be able to activate the light?

Mr. Wild responded yes.

On MOTION by Mr. Ray seconded by Mr. Morris with all in favor staff authorized to prepare an agreement with Traffic Control Devices for the Crosswater Parkway traffic signal in the amount of their low bid of \$391,000.

3. Requisition Summary

Mr. Wild stated behind the next tab is the requisition summary dated May 28, 2019.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the requisition summary, copy of which is attached, was approved.

Mr. David Ray stated I have requisitions for the general fund for the Crosswater amenities. There were not enough funds in the construction accounts to pay for this work and they are being paid out of the general fund and will be reimbursed with the new bond issue. This is for the Crosswater amenity and these two are in the amount \$58,065.06.

On MOTION by Mr. Ray seconded by Mr. Morris with all in favor the requisitions for the Crosswater amenity coming out of the general fund to be reimbursed from the bond issue in the amount of \$58,065.06 were approved.

C. Manager

There being none, the next item followed.

D. Community Manager

Mr. David Ray gave an overview of the community manager's report.

EIGHTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of April 30, 2019 and Statement of Revenues and Expenditures for the Period Ended April 30, 2019

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

B. Construction Schedule – April 30, 2019

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 was 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 see we are still pulling from the 2006 construction fund; that should be the last of it.

Mr. David Ray stated there was a couple thousand dollars left in there/


ELEVENTH ORDER OF BUSINESS

Next Schedule Regular Meeting – June 11, 2019 at 3:00 p.m. at the Nocatee Amenity Center

Mr. Perry stated our next meeting is the scheduled public hearing for the bond financing, which is set for June 11, 2019 at 3:00 p.m. at this location. Then we will have the regularly scheduled meeting on June 25th and we will determine on June 11th if we need to have it or not.

On MOTION by Mr. Ray seconded by Mr. Morris with all in favor the meeting adjourned at 3: 26 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman