

Minutes of Meeting
Tolomato
Community Development District

The regular meeting of the Board of Supervisors of the Tolomato Community Development District was held Tuesday July 28, 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
Zach Brecht	District Engineer
Steve Hanson	Tolomato
Lee Hovis	Tolomato
Tina Burleigh	Tolomato
David Ray	GMS
Joe Muhl	Parc Group
Eric Aguilar	Resident
Mathew Wilcox	Resident

The following is a summary of the actions taken at the July 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 3:00 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

Dr. Aguilar stated I'm running for congress and wanted to say thank you for the great leadership. Primaries are actually generals and I want to remind everyone about the election and the primaries August 18th. Remember to fill out your census that way your federal dollars serve you in Tolomato.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the June 23, 2020 meeting

On MOTION by Mr. Fitzgerald seconded by Mr. Ray with all in favor the minutes of the June 23, 2020 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Public Hearing Adopting the Budget for Fiscal Year 2021 and Considering Imposition of Special Assessments

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

A. Consideration of Resolution 2020-09 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2021

Mr. Perry gave an overview of the proposed budget and the proposed line item changes.

There were no questions or comments from the public.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor Resolution 2020-09 was approved as amended.

B. Consideration of Resolution 2020-10 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Perry stated attached to the resolution is a summary of the assessment roll for each of the bond funds along with the O&M, we have a detailed assessment roll that is several hundred pages long that we don't include in the agenda package. We will have that available but for today we didn't attach it to the resolution.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor Resolution 2020-10 was approved.

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

SIXTH ORDER OF BUSINESS

Consideration of RFQ Responses for Construction Manager at Risk Services for Amenity Center

Mr. Hovis stated we received responses from Allstate Construction, Inc., Ajax Building Company, LLC and Carlton Construction, Inc. Staff reviewed and ranked each response and recommend the board accept Carlton Construction as the top ranked submittal.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor Carlton Construction, Inc. was ranked no. 1 and staff and the chairman were authorized to negotiate a contract for services for the construction management and risk services for the amenity expansion project.

SEVENTH ORDER OF BUSINESS

Consideration of Work Authorization to Design and Permit the Multi-Use Path (Pine Island Road)

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor work authorization 127 from England Thims & Miller for Pine Island Road Greenway Trail final design in the amount of \$99,700.00 was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Acceptance of Property for Spray Park Expansion

Mr. Perry stated the additional pool area and slide structure extended outside the CDD property boundaries onto Sonoc property by about an acre and this is to accept the property being donated by Sonoc.

On MOTION by Mr. Ray seconded by Mr. Morris with all in favor the conveyance documents for the property for the spray park expansion were approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

1. Construction Update – Maintenance Yard Renovations

Mr. David Ray stated the board previously approved Hoffman Construction to be construction manager of several projects and he has put together a comprehensive scope of work and priced it out with competitive bidding and that is in the agenda package.

Ms. Buchanan stated when I look at the cost summary Connelly & Wicker engineering and design cost of \$71,800 and take out the direct purchase of the metal building then you are under the threshold and good to go. This total is not going to one entity, the district will continue to bid out individual items as appropriate so we will not run up against the bid threshold.

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor construction of the new maintenance facility in an amount not to exceed \$500,000 was approved.

2. Consideration of Change Orders

3. Consideration of Work Authorizations

4. Requisition Summary

On MOTION by Mr. Ray seconded by Mr. Morris with all in favor the requisitions 76 – 96 from the 2019 B1 and B2 construction accounts in the total amount of \$350,738.58 and requisitions 739 and 749 from the impact fee account in the amount of \$22,398.45 were approved.

C. Manager

There being none, the next item followed.

D. Community Manager Report

Mr. David Ray stated the next item is an agreement with FP& to upgrade 36 streetlights to LED in Town Center.

This item was tabled.

Mr. Hovis outlined an altercation between a resident and a few staff employees resulting in a seven day suspension of the resident and after discussion, the board took the following action.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the resident was suspended for 3-months from the date of the incident, staff will send a letter to the resident advising him of the suspension and the opportunity to present additional information to Lee, David or he can come to the August board meeting and present any additional information to the board.

TENTH ORDER OF BUSINESS

Financial Reports

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

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

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

ELEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Next Scheduled Regular Meeting – August 25, 2020 at 3:00 p.m. at the Nocatee Amenity Center

Mr. Perry stated the next meeting is scheduled for August 25, 2020 at 3:00 p.m. it is scheduled at the amenity center and if the governor extends his order we will probably have it by Zoom and we will let you know if that is the case.

On MOTION by Mr. Fitzgerald seconded by Ms. Cavanaugh with all in favor the meeting adjourned at 3:57 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman