

Minutes of Meeting  
Tolomato  
Community Development District

The regular meeting of the Board of Supervisors of the Tolomato Community Development District was held Tuesday, January 28, 2025 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
Cherya Cavanaugh	Supervisors
Dr. Ron Howland	Supervisors

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel
Scott Wild	District Engineer by telephone
Jeremy Christian	Tolomato
C.W. Cook	Tolomato
Maurice Rudolph	Parc Group
Joe Muhl	Parc Group
Rick Foster	Parc Group

The following is a summary of the actions taken at the January 28, 2025 meeting.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Oliver 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 December 17, 2024 meeting**

On MOTION by Ms. Cavanaugh seconded by Mr. Howland with all in favor the minutes of the December 17, 2024 meeting were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Consideration of Acquisition and Conveyance of Utility Improvements – Seabrook Phase 3**

Ms. Buchanan stated this relates to the Phase 3 utility improvements and provides that the district will agree to pay \$6,293,477 to the developer in exchange for the acquisition of the utilities for Phase 3. The engineer has provided a cost certificate of the same amount and once the board approves the conveyance, we will work on acquiring the improvements from the developer. He would sign an affidavit confirming that they have in fact paid those amounts as well as an affidavit from the contactor indicating that they have been paid. The one thing that is consistent with what we have done in the past is included in the acquisition package is also a bill of sale from Tolomato to the CDD to JEA. This is an acquisition that will immediately flip ownership of the utilities to JEA, the final owner and operation and maintenance entity.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the acquisition of the improvements and conveyance of utility improvements in Seabrook Phase 3 to JEA was approved.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Buchanan stated be on the lookout for the legislative update that we will try to circulate weekly going forward with session.

**B. Engineer**

There being none, the next item followed.

**C. Manager**

There being none, the next item followed.

**D. General Manager Report****1. Waterpark Managers (2) Proposed Pay Increases**

Mr. Cook stated circling back on last month's discussion regarding pay increases and how we are going to look at it. I still have that as an action item and I am reworking that policy to bring back here.

Mr. Christian outlined the request for raises for two employees at the waterpark and the board requested a better understanding of the overall compensation in total before any raises out of the norm.

On MOTION by Mr. Ray seconded by Mr. Howland with all in favor both raises were approved.

Mr. Cook reviewed the proposed change of use of the spray park playground to a biergarten/event space in the amount of \$24,00,

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor the request to change the use of the playground at the spray park to a biergarten/event area was approved.

Mr. Foster updated the board on the status of the HVAC project for Crosswater Hall.

**SEVENTH ORDER OF BUSINESS****Financial Reports****A. Balance Sheet as of December 31, 2024 and Statement of Revenues and Expenditures for the Period Ended December 31, 2024**

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

**B. Construction Schedule – December 31, 2024**

A copy of the construction schedule was included in the agenda package.

**C. Assessment Receipt Schedule**

A copy of the assessment receipt schedule was included in the agenda package.

**D. Check Register**

On MOTION by Mr. Fitzgerald seconded by Mr. Ray with all in favor the check register approved.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**


There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Next Scheduled Regular Meeting – February 25, 2025 at 3:00 p.m. at the Nocatee Amenity Center**

Mr. Oliver stated the next meeting is scheduled for February 25, 2025 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 3:36 p.m.

  
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Secretary/Assistant Secretary

  
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Chairman/Vice Chairman