

Minutes of Meeting  
Tolomato  
Community Development District

A special meeting of the Board of Supervisors of the Tolomato Community Development District was held Monday, February 19, 2024 at 3:02 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	Assistant Secretary

Also present were:

David Ray	GMS
Jim Oliver	GMS by telephone
Katie Buchanan	District Counsel by telephone
Scott Wild	District Engineer by telephone
Maurice Rudolph	Parc Group
C.W. Cook	

The following is a summary of the discussions and actions taken at the February 19, 2024 meeting.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. David Ray called the special meeting to order at 3:02 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 January 23, 2024 Meeting**

On MOTION by Mr. Ray seconded by Mr. Morris with all in favor the minutes of the January 23, 2024 meeting were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Consideration of General Manager Position**

Mr. Ray stated at the last meeting the board approved a severance package but the termination letter was never signed and returned to us. I assume we need to take an action to formally revoke that offer.

Ms. Buchanan stated I agree.

On MOTION by Mr. Ray seconded by Mr. Morris with all in favor the separation agreement provided to Sean Biggs at the last board meeting was revoked.

Mr. Ray stated all of you have had the opportunity to meet or review C.W. Cook's resume and this is a great opportunity for this district and to be able to carry the Nocatee brand into the future. He is currently the general manager and chief operating officer for Sawgrass Country Club and has managed many of the best clubs in the country. The offer is subject to board approval. He is not available until the first of May and we will be able to provide a comfortable transition.

On MOTION by Mr. Ray seconded by Mr. Morris with all in favor the offer letter and terms of employment to C.W. Cook for general manager was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of 2015-2 Adjunct Supplemental Report #2**

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the 2015-2 adjunct supplemental report #2 was approved.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

**1. Consideration of Change Order #011 for Seabrook Park**

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor change order no. 011 from Carlton for Seabrook Park for a net deduct of \$170,023.52 was approved.

**2. Requisition Summary**

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

**C. Manager**

There being none, the next item followed.

**D. Community Manager Report**

Mr. David Ray gave an overview of the community manager's report, copy of which was included in the agenda package and presented a proposal to replace two irrigation pumps.

On MOTION by Mr. Ray seconded by Mr. Morris with all in favor the proposal from ITS for the purchase and installation of two irrigation pumps in the amount of \$158,706.98 each was approved.

**SIXTH ORDER OF BUSINESS**

**Financial Reports**

**A. Balance Sheet as of January 31, 2024 and Statement of Revenues and Expenditures for the Period Ended January 31, 2024**

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

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

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 – January 2024**

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

**SEVENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Supervisor’s Requests and Audience Comments**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**


**Next Scheduled Regular Meeting – March 26, 2024 at 3:00 p.m. at the Nocatee Amenity Center**

Mr. David Ray stated the scheduled meeting for February is next week. Do we want to cancel that or continue this meeting until next week?

Mr. Ray stated we are only seven days out. Do we have anything outstanding? Let’s cancel it now. The next meeting date would be March 26, 2024.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the February 27, 2024 meeting was canceled.

On MOTION by Mr. Ray seconded by Mr. Morris with all in favor the meeting adjourned at 3:27 p.m.

  
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~~Secretary~~/Assistant Secretary

  
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Chairman/~~Vice Chairman~~