

Minutes of Meeting  
Tolomato  
Community Development District

The regular meeting of the Board of Supervisors of the Tolomato Community Development District was held Tuesday, February 25, 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
David Ray	Supervisor
Dr. Ron Howland	Supervisor

Also present were:

Jim Oliver	District Manager
Ryan Dugan	District Counsel
Scott Wild	District Engineer by telephone
C.W. Cook	Tolomato
Matt Biagetti	GMS
Maurice Rudolph	Parc Group
Joe Muhl	Parc Group
Rick Foster	Parc Group

The following is a summary of the actions taken at the February 25, 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 January 28, 2025 meeting**

On MOTION by Mr. Richard Ray seconded by Mr. Fitzgerald with all in favor the minutes of the January 28, 2025 meeting were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Consideration of Town Plaza Avenue Ramp Lane Removal**

Mr. Foster stated in the agenda packet there is a proposal from Connelly & Wicker for the engineering services for this effort.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor for the total project of the Town Plaza Avenue ramp lane removal was approved in an amount not to exceed \$80,000 that includes design engineer and construction.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

**i. Requisition Summary**

On MOTION by Mr. Richard Ray seconded by Mr. Fitzgerald with all in favor the requisition summary was ratified.

**C. Manager**

Mr. Oliver stated we will start the budget process with the goal of approving a proposed budget in late May and adopting the budget before the end of July.

**D. General Manager Report**

**1. General Manager's Report**

Mr. Cook gave an overview of the monthly manager's report, copy of which was included in the agenda package.

## **2. Community Refresh Project**

Mr. Cook gave an overview of the various areas of the district that needed to be refreshed with the first group totaling around \$300,000 of individual projects.

On MOTION by Mr. Richard Ray seconded by Mr. Fitzgerald with all in favor the chairman was authorized to work with staff on individual line items and to expend up to \$300,000 for items in phase 1 of the project to be taken out of bond funds in consultation with the engineer and district counsel.

### **SEVENTH ORDER OF BUSINESS**

#### **Financial Reports**

#### **A. Balance Sheet as of January 31, 2025 and Statement of Revenues and Expenditures for the Period Ended January 31, 2025**

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

#### **B. Construction Schedule – January 31, 2025**

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. Richard Ray seconded by Mr. Fitzgerald 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 – March 25,  
2025 at 3:00 p.m. at the Nocatee Amenity  
Center**

Mr. Oliver stated the next meeting is scheduled for March 25, 2025 at 3:00 p.m. in the same location.

On MOTION by Mr. David Ray seconded by Mr. Fitzgerald with all in favor the meeting adjourned at 3:53 p.m.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman