

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**SOMERSET
COMMUNITY DEVELOPMENT DISTRICT**

A regular meeting of the Board of Supervisors of the Somerset Community Development District was held on **Tuesday, June 12, 2018 at 10:31 a.m. CDT** at the Alys Beach office located at 9581 County Hwy. 30A, Alys Beach, Florida 32413.

Present and constituting a quorum:

Andrew O'Connell	Board Supervisor, Chair
Eddie Foster	Board Supervisor, Assistant Secretary
Charles Reichman	Board Supervisor, Assistant Secretary
George Hartley	Board Supervisor, Assistant Secretary

Also present were:

Justin Croom	District Manager, Rizzetta & Company, Inc.
Melissa Dobbins	Regional District Manager, Rizzetta & Company, Inc. <i>(via speakerphone)</i>
Tucker Mackie	District Counsel, Hopping Green & Sams, P.A. <i>(via speakerphone)</i>
Jim Martelli	District Engineer, Innerlight Engineering <i>(via speakerphone)</i>
Eddie Foster	Vice President of Development, EBSCO

FIRST ORDER OF BUSINESS

Call to Order

Mr. Croom called the meeting to order at 10:31 a.m. and read roll call, confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience member comments regarding the agenda.

THIRD ORDER OF BUSINESS

Acceptance of Resignation – Anne-Marie Lenton

Mr. Croom briefly reviewed the resignation of Anne-Marie Lenton, effective March 23, 2018. He asked for a motion to accept the resignation.

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On a Motion by Mr. Foster, seconded by Mr. Reichman, with all in favor, the Board of Supervisors accepted the resignation of Anne-Marie Lenton, for the Somerset Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Appointment of Board Supervisor to Vacant Seat 5, Term Ending 2018

Mr. Croom discussed the need to replace Anne-Marie Lenton and advised that it was his understanding that the Board would like to appoint Andrew O'Connell.

On a Motion by Mr. Reichman, seconded by Mr. Foster, with all in favor, the Board of Supervisors appointed Andrew O'Connell (Seat #5), for the Somerset Community Development District.

Mr. Croom administered the Oath of Office to Mr. O'Connell who swore to and affirmed to the oath.

Mr. Croom briefly discussed with Mr. O'Connell the Florida Statutes of compensation of \$200.00 per meeting and an annual maximum of \$4,800.00. He explained that this compensation is optional and is not a Board decision. Mr. O'Connell accepted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2018-01, Re-Designating Officers of the District

Mr. Croom advised that this would be appointing Mr. O'Connell and keeping him as the Chair. The Board would maintain all other current officer positions and this would appoint himself and Melissa Dobbins, Regional District Manager, Rizzetta & Company, Inc., as Assistant Secretaries for signing purposes.

On a Motion by Mr. O'Connell, seconded by Mr. Reichman, with all in favor, the Board of Supervisors accepted the Consideration of Resolution 2018-01, Re-Designating Officers of the District, for the Somerset Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting Held on August 14, 2017

On a Motion by Mr. Hartley, seconded by Mr. Reichman, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Meeting Held on August 14, 2017, for the Somerset Community Development District.

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SEVENTH ORDER OF BUSINESS

**Ratification of Operation and
Maintenance Expenditures for July
through December of 2017; January
through March 2018**

Mr. Croom reviewed the expenditures for July through December of 2017 and January through March of 2018 with the Board.

On a Motion by Mr. Reichman, seconded by Mr. O'Connell, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenditures for July (\$32,389.81), August (\$14,532.07), September (\$27,172.67), October (\$30,718.17), November (\$13,421.70) and December (\$9,096.86) of 2018 and January (\$21,027.62), February (\$36,825.00) and March (\$18,044.92) of 2018, for the Somerset Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Work Authorization
Agreements – Innerlight Engineering
Group**

Mr. Croom and Mr. Martelli reviewed the Authorization which consists of two parts. Number 1 being a digital base map running for \$14,500.00 which would review all district related components and put together into a masterplan format. Authorization number 2 with two parts (1) to conduct a field review and condition assessment for \$17,00.00 and (2) and infrastructure assessment report.

Mr. Martelli advised that this request came from Mr. Jeancola who requested proposals as there has not been an update to the master facilities base map in about 10 years. He stated that they would like about a year to complete this.

A brief discussion ensued over how many quotes were received in regards to these services and whether these proposed fees are reasonable for the scope of work and the funding availability to do this work.

On a Motion by Mr. Hartley, seconded by Mr. Reichman, with all in favor, the Board of Supervisors approved both parts of the Work Authorization Agreements – Innerlight Engineering Group, for the Somerset Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Updated Reserve Study
Proposal – Customer Reserve LLC**

Mr. Croom explained that the last reserve study was done in 2015 and that this reserve study would provide with site visits and an update to report which would cost around \$2,200.00. He stated the reserve study would also provide for future options later.

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Ms. Mackie stated that it may be best to wait on Mr. Martelli to complete his work before doing the reserve study as some components may change based off the different components of his work.

Mr. O'Connell recommended tabling the reserve study at this time until the results from Mr. Martelli's work is completed.

On a Motion by Mr. O'Connell, seconded by Mr. Reichman, with all in favor, the Board of Supervisors agreed to table the Consideration of Updated Reserve Study Proposal – Customer Reserve LLC, for the Somerset Community Development District.

TENTH ORDER OF BUSINESS

**Presentation and Review of Proposed
Budget for Fiscal Year 2018/2019**

Mr. Croom presented the proposed budget and explained that all the assessment levels would stay the same, the general fund would be slightly reduced but all excess would be going into the reserve fund with everything else remaining as is.

ELEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2018-02,
Approving Proposed Budget and Setting
the Public Hearing**

Mr. Croom presented setting the Public Hearing for 2:00 pm (CDT), August 13, 2018, at the Alys Beach office located at 9581 County Highway 30A, Alys Beach, Florida 32461.

Discussion ensued on projected expenditures and increases and decreases in the budget. Budgeting the same amount of funds but adding excess surplus that has not been used in years prior to the reserve fund requiring a motion from the Board to access those reserve funds. This can be reevaluated and finetuned at the Public Hearing.

On a Motion by Mr. O'Connell, seconded by Ms. Foster, with all in favor, the Board of Supervisors adopted Resolution 2018-03, Approving Proposed Budget and Setting the Public Hearing, for the Somerset Community Development District.

TWELFTH ORDER OF BUSINESS

Presentation of Registered Voter Count

Mr. Croom advised that there were 44 registered voters as of April 15, 2018.

THIRTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2018-03,
Designating a Date, Time, and Location
for a Landowners' Meeting to Elect
Supervisors**

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Mr. Croom presented the Resolution. As there are 44 voters a Landowners' meeting will be held to elect Supervisors. There will be three (1, 4 and 5) seats coming available. He advised that as long as they stay on schedule, the Landowners' meeting is set to be held November 12, 2018.

On a Motion by Mr. Hartley, seconded by Mr. O'Connell, with all in favor, the Board of Supervisors approved the Consideration of Resolution 2018-03, Designating Dates, Time, and Location for a Landowners' Meeting to Elect Supervisors, for Somerset Community Development District.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Mackie stated that she has nothing to report at this time. Suggested that with the audit deadline being at the end of June to delegate to the Chair or any member of the Board the ability to accept the audit in advance so that it will come back at the August meeting for ratification for the full Board to see. Discussion ensued on timelines for audits. On a Motion by Mr. Foster, seconded by Mr. Reichman, with all in favor, the Board of Supervisors delegated Chairman O'Connell to accept the audit.

B. District Engineer

Mr. Martelli stated that he had no report at this time.

C. District Manager

Mr. Croom stated that the next regular meeting of the Board of Supervisor's is scheduled for 2:00 pm (CDT), August 13, 2018, at the Alys Beach office located at 9581 County Highway 30A, Alys Beach, Florida 32461.

FIFTEENTH ORDER OF BUSINESS

Supervisor Requests

There were no requests from the Supervisors.

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SIXTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. O'Connell, seconded by Mr. Reichman, with all in favor, the Board of Supervisors adjourned the meeting at 10:57 a.m. (CDT), for the Somerset Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman