



Rizzetta & Company

# **Somerset Community Development District**

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## **Board of Supervisors' Special Meeting May 25, 2022**

**District Office:  
120 Richard Jackson Blvd, Suite 220  
Panama City Beach, Florida 32407  
850-334-9055**

**SOMERSET COMMUNITY  
DEVELOPMENT DISTRICT AGENDA  
SOMERSET COMMUNITY DEVELOPMENT DISTRICT**

Alys Beach Conference Room, Building 1, 84 Elbow Road, Alys Beach, FL 32461  
**May 25, 2022, at 12:00 p.m.**

<b>District Board of Supervisors</b>	Andrew O'Connell John Rosenberg George Hartley Tonya Pippin Tom Dodson	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Kimberly O'Mera	Rizzetta & Company, Inc
<b>District Counsel</b>	Tucker Mackie	Kutak Rock LLP
<b>District Engineer</b>	Jim Martelli	Innerlight Engineering

**All Cellular phones and pagers must be turned off while in the meeting room.  
The District Agenda is comprised of five different sections:**

The **special** meeting will begin promptly at **12:00 p.m.** with the first section which is called **Audience Comments on Agenda Items**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING.** The second section is called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The third section is called **Staff Reports**. This section allows the District Manager, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The fourth section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Manager prior to the presentation of that agenda item. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (850) 334-9055 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The final section is called **Supervisor Requests and Audience Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs and provides members of the audience the opportunity to comment on matters of concern to them that were not addressed during the meeting.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (850) 334-9055, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, who can aid you in contacting the District Office.

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

**SOMERSET COMMUNITY DEVELOPMENT DISTRICT**  
DISTRICT OFFICE • PANAMA CITY BEACH, FL 32407  
MAILING ADDRESS • 3434 COLWELL AVENUE, SUITE 200, TAMPA, FL 33614  
<http://somersectdd.org/>

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May 18, 2022

**Board of Supervisors  
Somerset Community  
Development District**

**AGENDA**

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Somerset Community Development District will be held on **Wednesday, May 25, 2022, at 12:00 p.m. (Central Time)** at the Alys Beach Conference Room, Building 1 located at 84 Elbow Beach Road, Alys Beach, FL 32461. The following is the Tentative Agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of the Board of Supervisors Meeting Held on April 18, 2022..... Tab 1
  - B. Ratification of Operation and Maintenance Expenditures for March 2022 – April 2022..... Tab 2
- 4. BUSINESS ITEMS**
  - A. Continued Discussion: Request for HOA Funding of Construction Related Roadway Repairs
    1. Paver Repair at S. Castle Harbor Intersection – Alys Beach Construction..... Tab 3
  - B. Consideration of Palm Tree Trimming Proposal – Rip’s Professional Lawn Care..... Tab 4
  - C. Consideration of Arbitrage Rebate Calculation Services Series 2022 Bonds – AMTEC..... Tab 5
  - D. Consideration of Lighting Repairs and Replacements
    1. Streetlight and Pole Replacements..... *(under separate cover)*
    2. Consideration of Parking Lot Lighting Repair Proposal – McHenry Electric..... Tab 6
  - E. Consideration of Resolution 2022-06, Designating a Date, Time, and Location for a Landowners’ Meeting ..... Tab 7
  - F. Presentation of Proposed Budget for Fiscal Year 2022/2023..... Tab 8
    1. Consideration of Resolution 2022-08, Approving Proposed Budget and Setting Public Hearing..... Tab 9

**5. STAFF REPORTS**

A. District Counsel

B. District Engineer

1. Update on Stormwater Needs Analysis

C. Facilities Manager

D. District Manager

1. District Manager Report..... *(under separate cover)*

**6. SUPERVISOR REQUESTS**

**7. ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call me at 850-334-9055.

Sincerely,

Kim O'Mera  
District Manager

**CALL TO ORDER / ROLL CALL**

**AUDIENCE COMMENTS  
ON AGENDA ITEMS**

# **BUSINESS ADMINISTRATION**

# **Tab 1**



**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**

The special meeting of the Board of Supervisors of the Somerset Community Development District was held on **Monday, April 18, 2022, at 1:00 p.m. Central Time** at the Alys Beach Conference Room, Building 1, located at 84 Elbow Road, Alys Beach, FL 32461.

Present and constituting a quorum:

John Rosenberg	<b>Board Supervisor, Vice Chairman</b>
Tom Dodson	<b>Board Supervisor, Assistant Secretary</b>
George Hartley	<b>Board Supervisor, Assistant Secretary</b>
Tonya Pippin	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Andrew O'Connell	<b>Board Supervisor, Chairman</b> (Via speakerphone)
Kimberly O'Mera	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Tucker Mackie	<b>District Counsel, Kutak Rock, LLP</b>
Jim Martelli	<b>District Engineer, Inner Light Engineering</b>
Scott Brizendine	<b>Vice President of Operations, Rizzetta &amp; Company</b> (Via speakerphone)
Tess Howard	<b>Vice President of Community and Development Planning, Alys Beach</b>
Scott Buchewicz	<b>Town Manager, Alys Beach</b>
Audience	<b>None Present</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. O'Mera called the meeting to order at 1:02 p.m. and read the roll call, confirming a quorum for the meeting.

**SOMERSET COMMUNITY DEVELOPMENT DISTRICT**

**April 18, 2022, Minutes of Meeting**

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**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda**

There were no audience members present to comment.

**THIRD ORDER OR BUSINESS**

**Consideration of the Minutes of the Board of Supervisors' Meeting Held on March 23, 2022**

Ms. O'Mera presented the Minutes of the Board of Supervisors' Meeting held on March 23, 2021. There were no changes to the minutes.

On a motion by Mr. Rosenberg, seconded by Mr. Dodson, with all in favor, the Board of Supervisors accepted the Minutes of the Board of Supervisors' Meeting, held on March 23, 2022, as presented for Somerset Community Development District.

**FOURTH ORDER OF BUSINESS**

**Ratification of Operation and Maintenance Expenditures for February 2022**

Ms. O'Mera reviewed the Operation and Maintenance Expenditures for February 2022 with the Board.

On a motion by Mr. Rosenberg, seconded by Mr. Hartley, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenditures for February 2022 in the amount of \$28,879.07 for Somerset Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Matters Pertaining to Series 2022 Refunding**

Ms. O'Mera turned over the presentation to Ms. Mackie. Ms. Mackie presented the chart in the agenda package. She stated that 13.8% annually will equal a savings of \$145,000 annually for the District. Ms. Tucker stated that the pre-closing was today, and the final closing will be on May 20<sup>th</sup>

**SIXTH ORDER OF BUSINESS**

**Presentation of Final Supplemental Special Assessment Methodology Allocation Report, Capital**

**Improvement Revenue Refunding  
Bonds, Series 2022**

Ms. Mackie turned over the presentation of the Final Supplemental Allocation Report to Scott Brizendine of Rizzetta & Company. Mr. Brizendine presented the report to the Board and entertained their questions.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-07,  
Setting Forth the Specific Terms of the  
District's Capital Improvement  
Revenue Refunding Bonds, Series  
2022; Confirming and Adopting  
Supplemental Special Assessment  
Allocation Report; Confirming,  
Allocating and Authorizing the  
Collection of Special Assessments  
Securing Series 2022 Refunding  
Bonds**

Ms. Mackie gave an overview of Resolution 2022-07, Setting Forth the Specific Terms of the District's Capital Improvement Refunding Bonds, Series 2022; Confirming and Adopting Supplemental Special Assessment Allocation Report; Confirming, Allocating and Authorizing the Collection of Special Assessments Securing Series 2022 Refunding Bonds, with the Board.

On a Motion by Mr. O'Connell, seconded by Mr. Dodson, with all in favor, the Board of Supervisors, adopted Resolution 2022-07, Setting Forth the Specific Terms of the District's Capital Improvement Refunding Bonds, Series 2022; Confirming and Adopting Supplemental Special Allocation Report; Confirming, Allocating and Authorizing the Collection of Special Assessments Securing Series 2022 Refunding Bonds as presented and authorized District staff to record same for Somerset Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Presentation of Amended and  
Restated Notice of Imposition of  
Special Assessments**

Ms. O'Mera presented and reviewed the Amended and Restated Notice of Imposition of Special Assessments.

On a Motion by Mr. Rosenberg, seconded by Mr. Hartley, with all in favor, the Board of Supervisors approved the Amended and Restated Notice of Imposition of Special Assessments as presented, for Somerset Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of First Amendment to True-Up Agreement**

Ms. O'Mera presented and reviewed the First Amendment to the True-Up Agreement.

On a Motion by Mr. Hartley, seconded by Mr. Dobson, with all in favor, the Board of Supervisors approved the First Amendment to the True-Up Agreement as presented for Somerset Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Well Repair Proposals – Culligan Water**

Ms. O'Mera presented and reviewed the proposals for Well Repair from Culligan Water.

On a Motion by Mr. Rosenberg, seconded by Mr. Dodson, with all in favor, the Board of Supervisors approved the proposals from Culligan Water for the Well Repairs at a cost of \$4,977.93, for Somerset Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Ms. Mackie did not have a report to present at this time.

**B. District Engineer**

Mr. Martelli did not have a report to present at this time.

**C. District Manager**

**1. Presentation of District Management Report**

Ms. O'Mera advised the Board that the Road Impact Fee discussion is still open.

Ms. O'Mera stated that there would be a developer update on May 7<sup>th</sup>, 2022.

The next regular meeting of the Board of Supervisors will be on May 9, 2022, at 2:00 p.m.

**TWELFTH ORDER OF BUSINESS**

**Supervisor Requests and Audience  
Comments**

A comment was entertained regarding the paver repairs.

Ms. O'Mera stated for the record that there was no audience present.

DRAFT

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

**SOMERSET COMMUNITY DEVELOPMENT DISTRICT**

**April 18, 2022, Minutes of Meeting**

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On a Motion by Mr. Rosenberg, seconded by Mr. Dodson, with all in favor, the Board of Supervisors adjourned the meeting at 1:46 pm (CDT), for the Somerset Community Development District.

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Secretary/Assistant Secretary

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Chairman/ Vice Chairman

DRAFT

## **Tab 2**

# SOMERSET COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · PANAMA CITY, FLORIDA · (850) 334-9055

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 ·

TAMPA, FLORIDA 33614

## **Operation and Maintenance Expenditures March 2022 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2022 through March 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented:   **\$ 98,537.07**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary



# Somerset Community Development District

## Paid Operation & Maintenance Expenditures

March 1, 2022 Through March 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
ALYS Beach Neighborhood Association	002889	12132021	ALYS Beach Neighborhood Association Reimbursement True-Up	\$ 7,862.50
ALYS Beach Neighborhood Association	002889	CL00011741	Misc Invoices 11/21	\$ 3,098.44
ALYS Beach Resort LLC	002890	CL00002711	Street Light Check And Repair - Weekly Pump Inspection 09/19	\$ 946.67
ALYS Beach Resort LLC	002890	CL00004980	Street Light Check And Repair - Weekly Pump Inspection 05/20	\$ 946.67
ALYS Beach Resort LLC	002890	CL00005425a	Street Light Repair 06/20	\$ 72.00
ALYS Beach Resort LLC	002890	CL00008299A	Street Light Pole Replacement 06/21	\$ 2,318.36
ALYS Beach Resort LLC	002885	CL00012894	Lights Repairs 02/22	\$ 533.60
ALYS Beach Resort LLC	002881	CL00012990	Monthly Facilities Management Misc Invoices 02/22	\$ 4,514.00
Ebsco Gulf Coast Development, Inc.	002877	00-99-999-1	Slip Lane Maintenance invoices 01/22	\$ 48,852.00
Florida Power & Light Co	2022-03-01	21046-33165 02/22	9954 E Cty Hwy 30A Irrigation 02/22	\$ 615.38
Florida Power & Light Co	2022-03-01	21080-12465 02/22	9396 E Cty Hwy 30A Irrigation 02/22	\$ 145.20
Grau & Associates	002882	22165	Audit Services FY 20/21	\$ 1,000.00
Innerlight Engineering Corporation	002886	6139	NPDES Weekly Inspection 02/22	\$ 2,375.00

## Somerset Community Development District

### Paid Operation & Maintenance Expenditures

March 1, 2022 Through March 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Innerlight Engineering Corporation	002886	6141	Engineering Services 02/22	\$ 500.00
Khoury & Vogt Architects, PA	002891	2629	Streel Lights Design Consulting 02/22	\$ 150.00
Kutak Rock, LLP	002879	3009765	Legal Services 01/22	\$ 817.50
Kutak Rock, LLP	002892	3023623	Legal Services 02/22	\$ 320.00
Natureal Resources Development Corp. of USA dba Mills Supply	002887	8859	Monthly Pump Station Maintenance 03/22	\$ 225.00
Newagetutors LLC DBA VGlobalTech	002884	3626	Website ADA Compliance 03/22 Monthly Landscape Maintenance	\$ 425.00
Rip's Professional Lawn Care, Inc.	002888	71246	02/22 Monthly Landscape Maintenance	\$ 8,975.00
Rip's Professional Lawn Care, Inc.	002888	71254	03/22	\$ 8,975.00
Rizzetta & Company, Inc.	002878	INV0000066367	District Management Fees 03/22	\$ 4,821.75
The Lake Doctors, Inc.	002883	638997	Monthly Monitoring/Inspection 03/22	<u>\$ 48.00</u>
<b>Report Total</b>				<b><u>\$ 98,537.07</u></b>

# **SOMERSET COMMUNITY DEVELOPMENT DISTRICT**

DISTRICT OFFICE · PANAMA CITY, FLORIDA · (850) 334-9055

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 ·

TAMPA, FLORIDA 33614

## **Operation and Maintenance Expenditures April 2022 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2022 through April 30, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$ 80,458.74**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Somerset Community Development District

## Paid Operation & Maintenance Expenditures

April 1, 2022 Through April 30, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
ALYS Beach Resort LLC	002893	CL00008727a	Street Light Pole Replacement 03/21 Monthly Facilities Management Misc	\$ 2,285.96
ALYS Beach Resort LLC	002902	CL00013234	Invoices 03/22	\$ 4,514.00
ALYS Beach Resort LLC	002902	CL00013268	Ped Light Repair 03/21 Board of Supervisors Meeting	\$ 47.83
Andrew O'Connell	002897	AO032322	03/23/22	\$ 200.00
CA Florida Holdings LLC	002907	4479896	Acct #526295 Legal Advertising 03/22	\$ 178.95
Ebsco Gulf Coast Development, Inc.	002894	00-99-999-2	Slip Lane Maintenance invoices 02/22	\$ 53,940.98
Florida Power & Light Co	2022-04-01	21046-33165 03/22	9954 E Cty Hwy 30A Irrigation 03/22	\$ 472.69
Florida Power & Light Co	2022-04-01	21080-12465 03/22	9396 E Cty Hwy 30A Irrigation 03/22 Board of Supervisors Meeting	\$ 347.21
George Hartley	002895	GH032322	03/23/22 Board of Supervisors Meeting	\$ 200.00
John Rosenberg	002899	JR032322	03/23/22	\$ 200.00
Kutak Rock, LLP	002905	3038439	Legal Services 03/22	\$ 3,176.37
Natureal Resources Development Corp. of USA dba Mills Supply	002903	8915	Monthly Pump Station Maintenance 04/22	\$ 225.00
Newagetutors LLC DBA VGlobalTech	002904	3766	Website ADA Compliance 04/22	\$ 425.00

# Somerset Community Development District

## Paid Operation & Maintenance Expenditures

April 1, 2022 Through April 30, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rip's Professional Lawn Care, Inc.	002906	71678	Monthly Landscape Maintenance 04/22	\$ 8,975.00
Rizzetta & Company, Inc.	002898	INV0000067110	District Management Fees 04/22	\$ 4,821.75
The Lake Doctors, Inc.	002896	645661	Monthly Monitoring/Inspection 04/22 Board of Supervisors Meeting	\$ 48.00
Thomas M Dodson	002900	TD032322	03/23/22	\$ 200.00
Tonya Johnson Pippin	002901	TP032322	Board of Supervisors Meeting 03/23/22	\$ <u>200.00</u>
<b>Report Total</b>				<b>\$ <u>80,458.74</u></b>

# **BUSINESS ITEMS**

# **STAFF REPORTS**

# District Counsel



# District Engineer

# Facilities Manager

# District Manager

**SUPERVISOR  
REQUEUSTS  
AND  
AUDIENCE COMMENTS**

# ADJOURNMENT