

MEETING MINUTES

PROJECT NAME: Terrebonne Sanitary District Formation **PROJECT NO.:** 297-2509-008

LOCATION: Microsoft Teams **MEETING DATE:** May 23, 2022 **TIME:** 3:30 pm

MINUTES BY: Ryan Rudnick

ATTENDEES:

Chris Doty	Kieth Bedell
Ryan Rudnick	Steven Shopshire
Linda Swearingen	Marika Sitz
Guy Vernon	Parker Vernon
Mike Walker	Randy Lunsford
Todd Cleveland	Kristin Yurdin
Tim Brown	Nick Kezele
Lauren Redman	Janet Abbas

SUBJECT: District Formation Meeting #5

Introductions/Updates

- Prospective petition was prepared and filed according to County formation guidance documents
- However, County Clerk is requiring a complete formation petition before signatures are gathered, including the security deposit and a list of anticipated board members.

Review Status on Action items from last meeting:

- Preferred sanitary district board size - 3 or 5?
 - 5 person board – Randy, Kristin, Parker, Tim, Mike support
 - Lot of work to accomplish, “many hands make light work”
 - Better community representation
 - Could be tougher to schedule meetings
 - General consensus was heard for a 5 person board
- Initial board members
 - Mike: work to include someone from the Phase A residential areas
 - Chris: knows resident on SRW that may be interested
 - Volunteers:
 - Guy – owner of mobile home park and vacant parcel, initiated project around 2019
 - Tim – owner of several vacant properties, civil engineer
 - Randy – business owner, representative of Ferguson family properties
 - Kristin – Owner of Terrebonne Depot, has helped prepare funding applications to-date
 - Nick Kezele – petition circulator, SRCC pastor, eligibility as owner to be confirmed
 - Others recommended: Dylan Stott, Tim’s contact, Chris’s contact

MEETING MINUTES (continued)

- Questions
 - How are board member elections facilitated?
 - Initial board appointed, member seats up for staggered re-election
 - Some will be up for re-election within the first year
 - Facilitated by District, likely by secretary
 - Is the county clerk involved at all with elections?
 - Do District board member elections show up on ballots with other elections?
 - What if a seat goes vacant and cannot be filled? Board responsible for keeping seats filled.
 - Organization is not dissolved, quorum still required for decisions (i.e. still 3 in group of 4)
 - How are re-election schedules staggered w/o votes tallied for initial board members?
 - What is meant by “consented in writing by the attached acceptance”?
- Signature gathering strategy
 - By statute and county counsel, signatures must be gathered in presence of circulator
 - JR researching/inquiring about legality of electronic signatures
 - Linda and petitioners call owners/residents in District to setup signing appointments at church
 - Individual appointments
 - Door-knocking
 - Information
 - Petitioners bring sewer planning information, financials, schedules. FAQs,
 - Landowners bring property information and total acreage owned in District

District Formation Schedule

April 2022	File prospective petition, obtain County Clerk approval
June 2022	File draft final petition, obtain signatures, resubmit petition with required signatures
August 2022	First Public Hearing with County Commission
September 2022	Second Public Hearing with County Commission, District Formation Complete

Action Items due by next meeting on 6/16

- PMX: prepare and share reference documents for petition circulators
- JR: complete formation petition, address questions above
- TSD / Linda
 - Chief Petitioners: sign formation petition, provide security deposit, file with County Clerk
 - Linda: prepare petitioner sign in sheet: name, contacts, willing to testify?
 - Linda/Parker/Nick: Call owners/electors in the service area to setup signing appointments