

Lake Asbury Municipal Service Benefit District
Board Meeting **February 6, 2017 Minutes**
282 Branscomb Rd. (Lake Asbury Community Center)
Green Cove Springs, FL 32043

1. Call to order

A. The Trustees of Lake Asbury Municipal Service Benefit District (LAMSBD) met in the Lake Asbury Community Center, 282 Branscomb Road, on the above-stated date. Vice Chairman Linda Parrish called the meeting to order at 6:40 p.m.

2. Roll/Quorum

A. The following trustees were present: Vice Chairman Linda Parrish, Treasurer Tom Petrucci, and trustees Huggins, Cottrell, and Newton, a quorum of five. Trustees absent: Chairman Mark McMillan and trustees Tyrie, Chandler and Futch. Staff present: District Attorney Wayne Flowers, District Engineer Mike Kelter, and Secretary Melody Pickens. Staff absent: Accountant Tom Hallquest. No others were in attendance.

3. Administrative Announcement:

A. Vice Chairman Parrish gave the Administrative announcements.

4. Approval of Minutes

A. A motion was made to approve the January 9, 2017 Regular Board Meeting minutes by Trustee Huggins and seconded by Trustee Petrucci. Carried 5-0.

5. Treasurer's Report

A. Trustee Huggins moved to approve the Treasurer's Report, seconded by Trustee Cottrell. Carried 5-0.

6. Approval of Checks

A. After explanation of checks, Trustee Huggins made a motion to approve checks 3267 – 3270 (check 3266 was voided). Seconded by Trustee Cottrell. Carried 5-0.

7. Staff Reports

A. **Accountant Tom Hallquest**

1. Absent.

B. **Attorney Wayne Flowers**

1. Asked us to allot 15 minutes of the next meeting for training on the Sunshine Law.

C. **District Engineer Mike Kelter**

1. Mr. Kelter revealed that he is the reason that our permit money was returned. The permit application was not submitted properly and not received. He resubmitted the permit application and is under review. We should have a permit issued to us in March or April. The permit cost is \$2,100 and the current spillway project cost is estimated

Lake Asbury Municipal Service Benefit District
Board Meeting **February 6, 2017 Minutes**
282 Branscomb Rd. (Lake Asbury Community Center)
Green Cove Springs, FL 32043

to be \$410,000. We should be able to start the bidding process in August. We should be able to break ground in November.

2. Trustee Petrucci has been discussing our current financial status with Mr. Hallquest to determine when we will have enough money to begin the project with a 50K to 60K cushion. We have 3 more payments on our existing loan, \$133,000/year. The amount of tax money we receive every year is \$600 time 448 lots.

3. Mr. Kelter discussed his efforts to place a claim for damages caused by Hurricane Matthew. He has been unable to find damage that is significant enough to justify a claim. Most of the damage and runoff is hard to distinguish from existing problems. Trustee Huggins made a motion to drop the FEMA claim. Seconded by Trustee Petrucci and carried 5-0.

4. Mr. Kelter promised to get Lake Asbury parking signs installed.

D. **Secretary**

8. **Trustee Reports**

A. **Chairman**

1. Absent

B. **Vice Chairman**

C. **Trustees**

1. The unfinished business of RainGod clearing brush near the Lake Asbury dam was addressed. Secretary Pickens reminded everyone that it was recorded in our last meeting he will clean it up as soon as he can make time.

2. Trustee Petrucci discussed the ongoing problem with a resident on a finger of Arthur Moore who has asked for help removing vegetation and small trees growing off of his bulkhead. Dirt is flowing in from a vacant lot. Raingod has offered to kill emergent vegetation in that area for \$2,500 to \$3,000. Vice Chairman Parrish warned against clearing debris for an individual resident to avoid setting a precedent. Mr. Kelter suggested clearing the vegetation, assessing the problem and asking the county to repair the finger's drain.

3. Trustee Cottrell was unable to find definitive information about removing carp from the lake. Vice Chairman Parrish asked for a motion to remove agenda item 9. C. – Carp removal information to be provided by Trustee Cottrell. A motion was made by Trustee Cottrell and seconded by Trustee Huggins. Carried 5-0.

9. **Adjournment:** There being no further business Vice Chairman Parrish adjourned the meeting at 7:30 p.m.

Melody Pickens
District Secretary

Mark McMillan, Chairman