

MINUTES

***The recording for the May meeting was not viable.**

1. Call to order:

A. The Trustees of the Lake Asbury Municipal Service Benefit District (LAMSBD) met in the Lake Asbury Community Center, 282 Branscomb Road, on the above-stated date. Vice Chairman Petrucci called the meeting to order at 6:55 p.m.

2. Roll/Quorum:

A. The following trustees were present: Vice Chairman Petrucci, Treasurer Kocher, and Trustees Tyrie, Newton, and Worley - a quorum of five. Chairman McMillan and Trustee McCallister were absent. Staff present: District Attorney Wayne Flowers, District Accountant Tom Hallquest, District Engineer Mike Bueme, and Secretary Krysta Caprood.

3. Administrative Announcement:

A. Vice Chairman Petrucci gave the Administrative announcements.

4. Approval of Minutes:

A. A motion was made to approve the April 1, 2019 board meeting minutes by Trustee Worley. Seconded by Vice Chairman Petrucci. Carried 5-0.

5. Treasurer's Report:

A. Treasurer Kocher presented the Treasurers Report. Treasurer Kocher moved to approve the May 6, 2019 Treasurer's Report. Seconded by Trustee Tyrie. Carried 5-0.

B. A motion to approve checks 3449-3453 was made by Trustee Tyrie. Seconded by Vice Chairman Petrucci. Carried 5-0.

C. Tom Hallquest and the Treasurer continue to discuss potential loan vehicles with several banks for future Board review and approval.

D. The Treasurer will have a Five-Year Draft Capital Improvement Budget for the Board's review and suggestions for the June meeting.

E. Review first 2019/2020 Draft Budget

Board's initial review of Budget Exhibit with a comparison to previous year (2018/2019).

Draft Budget will again be reviewed in detail at the June 2019 meeting to be finalized at the July 2019 meeting.

Motion to approve Initial Draft Budget to be placed on LAMSBD Website as required by FL CH 189 was made by Trustee Tyrie. Seconded by Vice Chairman Petrucci. Carried 5-0.

6. Approval of Checks: Covered in (5B)

7. Staff Reports:

A. District Engineer

Items discussed:

MINUTES

1. Capital Improvement Plan Summary
2. NLA Survey Scope & Quote from Eiland & Associates
3. SLA, NLA & LR Gangway Quote
4. NLA Geotechnical Scope & Quote
5. Need for Emergency Action Plan
6. Update Status of Clay County Public Works Presentation

Summary: District Engineer, Mike Bueme passed out LAMSBD Draft Capital Improvement Summary packets to the Board and staff to look over. He informed the board that the dam has had minimal monitoring and maintenance. He plans to have the dam surveyed by every 100ft. The property has to be surveyed and inspected before moving on further. An easement recommendation needs to be made as well. Lake Ryan is not the highest priority at this time. North Lake needs to be stable before moving on to other projects. Vice Chairman Tom Petrucci spoke to both families on the dam within the past month.

- B. District Attorney Wayne Flowers
 1. District Attorney, Wayne Flowers Had nothing to report.
- C. Secretary
 1. Secretary, Krysta Caprood had nothing to report.
- D. Accountant Tom Hallquest
 1. District Accountant, Tom Hallquest had nothing to report.

8. Trustee Reports:

- A. **Chairman**
 1. Chairman Mark Mcmillan was absent.
- B. **Vice Chairman**
 1. Vice Chairman Petrucci had nothing to report.
- C. **Treasurer**
 1. A late bill for ant killer needed to be approved. A motion to approve \$1725 for ant killer was made by Vice Chairman Petrucci. Seconded by Trustee Tyrie.
 2. The storage unit will be cleaned out on May 8, 2019 and all items past the allotted dates will be shredded on May 14, 2019 by Crown Shredding.
- D. **Trustees**
 1. There have been people spotted on the dams fishing. They have been approached by some of the neighbors and informed that they are not allowed to be fishing on the dams. If someone is caught on the dam fishing, a member of LALLOA needs to be called so that CCSO can be contacted by them via their non-emergency telephone number.

9. Unfinished Business

- A. Lake Ryan spillway project – Chairman Mark McMillan was absent.
- B. Bid for Kettle Maintenance- Vice Chairman Petrucci spoke with Barry. He is due to send an estimate.

MINUTES

C. Shad- Chairman Mark McMillan was absent.

10. New Business

A. Annual Budget- Discussed earlier (5D)

B. Mail- Mail can be opened by the District Secretary unless it is noted on the envelope "Confidential".

C. Batteries- Batteries will be changed out yearly in June, in every microphone and any other time a battery is needed.

D. Comments from District members:

1. S. Kay Manly, 420 Wesley Rd, I am concerned we did not have the entire engineering report. When will work start on repairs of north dam? Will the work be done during the summer? The work will not be done during the summer.

2. Debbie Barrett, 254 Wesley Rd., Vehicles are continuously launching boats with trailers from north dam. There are marks on the dam and it is getting torn up from the boat launches.

3. Melody Pickens, 1089 Lake Asbury Dr., I hope this item agenda will be addressed and answered tonight. The item is "Bid for kettle maintenance" and it has been on every agenda since November 2018. The kettles clearly need maintenance and hurricane season is nearly upon us. My question is: Why is this taking so long to address? Also, she would like to hear more from the members of the board and would like for the meetings to start on time. Vice Chairman, Petrucci is going to follow up with the gentleman he has been in contact with about the kettles. District Engineer, Mike Bueme may look for someone new to get in contact with about new kettles.

4. Carol Weisenbrger, 148 Wesley Rd., At the last meeting a problem with the Wesley Rd. channel due to a bad drainage problem from a city designed reservoir lake on the south side of Wesley Rd. The engineer was to prepare a document with enough info to approach the city commissioners. Is that document ready? No. Can we afford more money for the engineer to get more time to get things done? District Engineer, Mike Bueme will try to get information together this week. [Motion for District Engineer Mike Bueme and Trustee Carl Kocher to notify owners and survey the dam for \\$9,000 was made by Trustee Kocher. Seconded by Vice chairman Petrucci. Carried 5-0.](#)

11. Adjournment: Vice Chairman Petrucci made a motion to adjourn at 8:07pm. Carried 5-0.

Krysta Caprood
District Secretary

Mark McMillan, Chairman