

**Lake Asbury Municipal Service Benefit District
Board Meeting July 7, 2014 Minutes
282 Branscomb Rd. (Lake Asbury Community Center)
Green Cove Springs, FL 32043**

1. Call to Order

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. Chairman Mark McMillan called the meeting to order at 6:51 p.m.

2. Roll/Quorum

The following trustees were present: Chairman Mark McMillan, Treasurer Tom Petrucci, Trustees Billy Tyrie, Lige Walden, Bob Schiefer, Butch Huggins and. Trustees absent: Bill Futch and Tom Chandler. Staff present: District Attorney Wayne Flowers, District Engineer Mike Kelter and Secretary Diane Walker. Others in attendance are listed on the sign in sheet

3. Administrative Announcement:

Chairman McMillan gave the Administrative Announcements.

4. Approval of Minutes: June 2, 2014 Regular Meeting

Motion by Trustee Walden, seconded by Trustee Petrucci and **carried 7-0 to approve the minutes of June 2, 2014.**

5. Treasurer's Report: Treasurer's Report for July 7, 2014

Motion by Trustee Petrucci, seconded by Trustee Parrish and **carried 7-0 to approve the Treasurer's Report for July.**

6. Approval of Checks: Checks for July 7, 2014

Motion by Trustee McMillan, seconded by Trustee Schiefer and **carried 7-0 to approve checks #3046-3053.**

7. Staff Reports:

a. District Engineer Mike Kelter

1. Bush Court Dredging Project Bids

Mike Kelter reported that he received one bid from Besch & Smith in the amount of \$39,051. Attorney Flowers advised that since only one bid was received, the price can be negotiated or the bid can be rejected if Besch & Smith is unwilling to negotiate. Mike Kelter requested authorization to negotiate the price with Besch and Smith. He commented that the amount

of dirt to be removed that they predicated their bid on is higher than his estimate of the amount of dirt to be removed. After discussion, motion by Trustee Walden, seconded by Trustee Petrucci, and **carried 7-0 that Mike Kelter and Trustee Petrucci be authorized to negotiate the price as long as it does not go over the bid price submitted, and to authorize the Chairman to execute the contract at the final negotiated price.**

2. Lake Ryan Project

Work on the culvert improvements is almost completed. A Request For Proposals was sent out to surveyors for the surveying of each of the fingers for dredging and the dam itself. The proposals will be brought back.

3. CCUA Piping Project Update

The water main on the North dam is complete. No additional fencing was installed. Some of the old fencing was torn up so new fabric was installed. The fence sits 5 feet south of where it was. The reason it was moved is to make sure new pipe lies between the fence and the road.

4. Signage

Mike Kelter reported that five to six new No Trespassing signs are needed on the North Dam and four new signs on the South Dam. Mr. Kelter recommended reflective signs.

After discussion, motion by Trustee Schiefer seconded by Trustee Petrucci and **carried 7-0 to authorize up to \$2,500 for signage to be installed on all three lakes to relieve any liability issues.**

5. FEMA Map

Mike Kelter reported that he did research on how FEMA measures this and what it takes to get a house out of flood plains. Your bank has to agree that if you do a Letter of Map Amendment, they will not require you to buy flood insurance. There are specific standards to do this. May pick a few houses in the District to do a test to see how responsive they are to the LOMA process. Joette Alt Revels volunteered her house to be used in

the test. Mike Kelter stated he will contact her to prepare the paper work and review the standards.

Chairman McMillan explained the issue to the audience members.

Mike Kelter explained that a LOMA excludes the upper portion of the property from the flood zone.

b. District Attorney Wayne Flowers – No Report

8. Trustee Reports:

a. Chairman

Fence on dam - Chairman McMillan explained that the fence was relocated because the original location is where the new pipe is now and it could not be installed on top of the new pipe. He was told through the grapevine that it was because he is the only one that parks down there and that he is abusing his authority. Mike Kelter stated that he put a letter out stating that it was a good engineering decision to relocate the fence because of the pipe location.

Trustee Petrucci commented that the length of the fence is the same and the same number of poles were used.

An unidentified member of the audience commented that adding more fence will make it look like a retention pond.

Trustee Huggins commented that when the guard rail is extended the fence will come down.

Chairman McMillan commented that it was LAMSBD's decision to do it the way it was done because it is paid for by LAMSBD to make the community look better. He expressed his feelings that he is tired of members of LALLOA complaining about things that get done when they do not pay for any of it.

Trustee Petrucci explained the protocol that the Board uses to get things done and that Mike Kelter does not do work on his own. He acts solely on the direction and approval of the Board. Trustee Petrucci commented that the reason he brings this up is because the contractor advised him that someone in the community tried to get him to stop doing work because they did not like where the fence was going.

b. Vice Chairman – No Report

c. Trustees

1. *Butch Huggins* – Requested 2 signs made that read “Parking Permitted Between Signs Only”. It was the consensus of the Board to have the signs made.
2. *Billy Tyrie* - Reported that he was on the north dam and noticed that a section or two of the concrete matting is buckling and allowing erosion under the concrete. Trustee Huggins explained that in the past concrete has been pumped in. Chairman McMillan advised that this will be the next big project.

He further reported that someone reported to him that a boat was going way too deep into a finger and inquired if there is a certain distance people are allowed. He asked if a No Wake buoy can be placed at the point where people are not supposed to be. Chairman McMillan responded that when someone runs into the buoy, the District would be held liable if someone ran into it.


9. New Business:

a. Comments from District Members

Joette Alt Revels, 161 Arthur Moore Drive, inquired about the cause of the bad smell on the South Lake. She commented it was a propane-type smell and has been there all summer. Chairman McMillan explained some possibilities that could be causing the smell. Mike Kelter advised the he would come to her house to investigate it. She was advised she could contact the Clay County Ag Center to have the water tested.

Ms. Revels commented that she was told the reason she now needs to have flood insurance is because her dwelling could flood from the front. She requested that Mr. Kelter explain to FEMA that some people have been told they have to buy flood insurance because the dwelling floods from the front. Trustee Huggins gave samples of others who have flooding in the front.

10. **Adjournment** – The meeting adjourned at 8:05 PM. The next meeting will be August 4, 2014.



Diane Walker
Secretary



Mark McMillan, Chairman

LAKE ASBURY MUNICIPAL SERVICES BENEFIT DISTRICT

TREASURER'S REPORT

REPORT DATE: July 7, 2014

GENERAL CHECKING ACCOUNT

Balance as of June 1, 2014		\$	159,862.13
Prior Month Transfer from Savings			
Prior Month Checks (Previously Approved)	\$	(4,017.30)	
Prior Month Checks Not on Prior List			
3044 Ameris Bank	\$	(132,987.52)	
Stop Payment Fee - Haskell Company check re-issued	\$	(35.00)	
Total Prior Month Checks Not on Prior List	\$	(133,022.52)	
Balance as of June 30, 2014		\$	22,822.31

Current Checks

3046 Diane Walker	\$	(241.11)	
3047 Clay Today Newspaper	\$	(40.80)	
3048 Legacy Civil Engineers	\$	(733.00)	
3049 Lewis, Longman & Walker PA	\$	(1,000.00)	
3050 Rain God Irrigation & Landscaping	\$	(1,500.00)	
3051 Thomas Hallquest CPA, P.A.	\$	(150.00)	
3052 Florida UC Fund	\$	(2.39)	
3053 United States Treasury	\$	(61.96)	
Total Checks for Current Month	\$	(3,729.26)	

Current General Checking Account Balance **\$ 19,093.05**

MONEY MARKET CHECKING ACCOUNT

Balance as of June 1, 2014		\$	435,514.72
Prior Month Deposits	\$	5,831.43	
Prior Month Transfer			
Prior Month Interest	\$	64.50	

Current Money Market Checking Account Balance **\$ 441,410.65**

Current Total Funds Balance **\$ 460,503.70**

Motion to accept Treasurer's Report and approve the Current Month's Checks

Submitted by: _____