

Lake Asbury Municipal Service Benefit District  
Board Meeting June 6, 2016 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. Chairman Mark McMillan called the meeting to order at 6:38 p.m.

**2. Roll/Quorum**

A. The following trustees were present: Chairman Mark McMillan, Vice Chairman Linda Parrish, Treasurer Tom Petrucci, Trustees Butch Huggins, Billy Tyrie, Tom Chandler, and – a quorum. Trustees absent: Lige Walden Tom Chandler, and Bill Futch. Staff present: District Attorney Wayne Flowers, Accountant Tom Hallquest and Secretary Melody Pickens. Staff absent: District Engineer Mike Kelter. Others in attendance are listed on the sign in sheet.

**3. Administrative Announcement:**

A. Chairman McMillan gave the Administrative announcements.

**4. Approval of Minutes**

A. A motion to approve the May 2, 2016 Regular Board Meeting minutes by Trustee Chandler was seconded by Trustee Parrish. Carried 5-0.

**5. Treasurer's Report**

A. Trustee Huggins moved to approve the Treasurer's Report, seconded by Trustee Petrucci and carried 5-0.

**6. Approval of Checks**

A. After explanation of checks, Trustee Huggins, seconded by Trustee Chandler moved to approve checks 3211-3213, and 3215-3200. Carried 5-0.

B. Trustee Petrucci explained that he would be moving \$130,000 from the money market account into the checking account. The original approved motion to move 150,000 was changed as the entire amount wasn't needed now and money left in the money market account would continue to earn interest.

**7. Staff Reports**

**A. Accountant Tom Hallquest**

1. Mr. Hallquest reviewed the proposed 2016-2017 annual budget with the board. Trustee Huggins made a motion to change the contingency fund to \$10,000 and Repair and Maintenance to \$25,000. That motion was seconded by Trustee Parrish and carried 5-0. Trustee Parrish asked Mr. Hallquest if the board could get an analysis of the budget vs. actual expenditures. He indicated that it would be no problem. Trustee Parrish made a motion to provide that information

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to the board and Trustee Petrucci seconded the motion which carried 5-0.

B. **Attorney Wayne Flowers**

1. Mr. Flowers said the LAMSBD needs to post a notice regarding the budget in the local newspaper 10 days prior to the July 11 meeting.

C. **District Engineer Mike Kelter**

D. **Secretary**

1. Secretary Pickens reported that she prepared a letter of resignation for Trustee Schiefer. Trustee Petrucci took it to him to delivered it to Clay County Board of Commissioner.

8. **Trustee Reports**

A. **Chairman**

1. Chairman McMillan related a conversation he had with Carl Kocher who complained about leeches and spatterdock in the lake. Mr. Kocher wanted to know if it was okay to spray the spatterdock. Chairman McMillan told him not to spray – it is not permitted. Any changes to the lake must be undertaken by the board. He explained to the board that leech issue and lack of diversity of flora and fauna in the lake is due in part to the lake being ecologically out of balance. He once again urged everyone to harvest as many carp as we can.

2. Chairman McMillan met with gator trappers. They are actually police deputies who do the work on their own time. They had put out bait and looked for the gators reported by lake residents, but didn't find any. Chairman McMillan will check back with them.

3. Chairman McMillan was approached by a resident who reported illegal dumping of yard waste in the finger of Hazelwood court. He will follow up and investigate with Mr. Kelter.

4. A member of the audience asked whether we exercise the dams. Trustee Huggins told him that we do it annually.

B. **Vice Chairman**

C. **Trustees**

1. Trustee Petrucci explained that the LAMSBD website has just been renewed for another year.

2. Trustee Huggins told Trustee Petrucci that we need locks put on the piezometers.

9. **Adjournment:** There being no further business the Chairman made a motion to adjourn the meeting at 7:20 pm, seconded by Trustee Chandler and carried 5-0.

Melody Pickens  
District Secretary

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Mark McMillan, Chairman