

Lake Asbury Municipal Service Benefit District
Board Meeting November 2, 2015 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 6:38 p.m.

2. Roll/Quorum

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

3. Administrative Announcement:

Chairman McMillan gave the Administrative Announcements.

4. Approval of Minutes: October 5, 2015 Regular Board Meeting

Trustee Chandler moved, seconded by Trustee Walden and **carried 7-0 to approve the minutes of the October 5, 2015 regular meeting.**

5. Treasurer's Report: Treasurer's Report for November 2, 2015 (attached)

After discussion, Trustee Huggins moved, seconded by Trustee Tyrie and **carried 7-0 to approve the Treasurer's Report.**

6. Approval of Checks: Checks for November 2, 2015

After discussion, Trustee Huggins moved, seconded by Trustee Petrucci and **carried 7-0 to approve checks 3160-3165.**

7. Staff Reports:

A. District Engineer Mike Kelter

1. Mr. Kelter reported the contract has been signed with Hayward Construction Group, LLC. The project will begin next week.
2. Mr. Kelter informed the board that he requested "locates" to be done on at the sites of the dams where the address location signs for 911 purposes will be placed. The "locates" are to show where the utility lines run so when the post for the 911 signs are dug they will not disturb any utility lines. Treasurer Petrucci has 20 sign in his garage ready for placement. Rainguard has agreed to install the signs for the cost of \$40.00 per sign. Treasurer Petrucci will meet with Rainguard once the "locates" are in place.

3. The same 911 address signs will be placed on the 6 kettle in the lakes for emergency purposes. They have all been assigned 911 addresses. Treasure Petrucci has 20 signs in his garage ready for placement. Signs will be placed on both marine side and land side.

B. Attorney Wayne Flowers – No Report

8. **Trustee Reports:**

A. Chairman

1. Awaiting a return call from Freddy Langford concerning the three deliveries of the bait fish.

B. Vice Chairman – No Report

C. Trustees

1. Tom Chandler – Removal of Carp

Trustee Chandler reported the need to remove the Carp because they have eaten all the vegetation. A discussion on how to remove them included fishing tournament, archery tournament, professional fisherman, use of gill nets. Attorney Flowers to research the use of tax payers money to pay for removal of carp. He will have a report at the December meeting. Trustee Chandler will research professional to remove Carp and report in December.

9. **New Business:**

A. Approval of 2016 LAMSBD Monthly Meeting (attached) - Trustee Chandler moved, seconded by Trustee Walden and **carried 7-0 to approve the 2016 monthly meetings**. A copy of meeting dates to be advertised in Clay Today, also send a copy to Wanda Green and Clay County Commissioners.

B. Comments for District Members

1. Len Nordgren reported the excessive floating weeds (Salvania) in Lake Ryan. He also wanted to learn the status of the bulk head sediment traps.

Chairman McMillan said if the winter cold does not get rid of the majority it will be taken care of in the spring.

10. **Adjournment** – There being no further business the meeting adjourned at 7:15pm.

Stephanie Willenbrecht
District Secretary


Mark McMillan, Chairman

LAKE ASBURY MUNICIPAL SERVICES BENEFIT DISTRICT

TREASURER'S REPORT

REPORT DATE: December 7, 2015

GENERAL CHECKING ACCOUNT

Balance as of November 1, 2015		\$	11,380.55
Prior Month Transfer from Savings			
Prior Month Checks (Previously Approved)	\$	(3,279.00)	
Prior Month Checks Not on Prior List			
3166 Public Risk Insurance Agency	\$	(7,000.00)	
Total Prior Month Checks Not on Prior List	\$	(7,000.00)	
Balance as of November 30, 2015		\$	1,101.55

Current Checks

3167 Stephanie D Willenbrecht	\$	(213.03)	
3168 United States Treauy (941 payroll taxes)	\$	(58.90)	
3169 Clay County Electric - (6 months)	\$	(270.11)	
3170 Legacy Civil Engineers, Inc.	\$	(879.00)	
3171 Lewis Longman & Walker	\$	(1,000.00)	
3172 Thomas Hallquest CPA, P.A.	\$	(150.00)	
3173 Darla J Mayo	\$	(126.21)	
3174 Clay Today	\$	(70.80)	
3175 Postmaster	\$	(66.00)	
<u>Total Checks for Current Month</u>	\$	(2,834.05)	

Current General Checking Account Balance \$ (1,732.50)

MONEY MARKET CHECKING ACCOUNT

Balance as of November 1, 2015		\$	317,073.78
Prior Month Deposits	\$	69,590.37	
Prior Month Transfer	\$	-	
Prior Month Interest	\$	21.59	

Current Money Market Checking Account Balance \$ 386,685.74

Current Total Funds Balance \$ 384,953.24

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

Submitted by: 