

**Lake Asbury Municipal Service Benefit District
Board Meeting October 6, 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 6:38 p.m.

2. Roll/Quorum

The following trustees were present: Chairman Mark McMillan, Vice Chairman Linda Parrish, Treasurer Tom Petrucci, Trustees Billy Tyrie, Lige Walden, Butch Huggins, and Tom Chandler. Trustees absent: Bill Futch and Bob Schiefer. 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 Announcements:

Chairman McMillan gave the Administrative Announcements.

4. Approval of Minutes: September 8, 2014

Motion by Trustee Parrish, second by Trustee Walden and **carried 7-0 to approve the minutes of September 8, 2014.**

5. Treasurer's Report: Treasurer's Report for October 6, 2014

Trustee Petrucci reported that he moved \$25,000 into the checking account to pay Besch & Smith \$29,000 of the \$39,000 owed. After further discussion, motion by Trustee Parrish, second by Trustee Walden and **carried 7-0 to approve the Treasurer's report.**

6. Approval of Checks: Checks for October 6, 2014

Motion by Trustee Parrish, second by Trustee Walden and **carried 7-0 to approve checks 3070-3076.**

Presentation

Chairman McMillan introduced Mr. Mark Hoyer, Director of the Lake Watch Program.

Mr. Hoyer gave a presentation on aquatic plant management and answered questions. He explained the purpose of the Lake Watch Program and stated that Lake Asbury was in the program from 1993 to 2007 and that they have a real good base of data on the lakes.

He stressed the importance of having a long term management plan in place so that when board members change, the management plan continues. He also stressed the importance of the Board and residents becoming educated on the basics of aquatic plant management.

He commented there are too many carp in the lakes if aquatic plants are wanted, and they will live another five to seven years unless removed. There is no quick solution to removing the carp, but a management plan needs to be in place or it will get back to the same condition. He suggested using all the options available to get rid of the carp such as fishing tournaments, pop nets, and electro fishing.

He stated that the steps to be taken are:

- Read material presented
- Set a date to have residents to hear his presentation
- Do a survey of the amount of vegetation that is wanted, keeping in mind that with vegetation comes an added monthly cost of maintaining the vegetation
- Determine the tools to be used to eliminate the carp

After discussion, it was the consensus of the Board to table this matter to allow the Trustees time to review the material presented.

7. Staff Reports:

a. District Engineer Mike Kelter

1. DEP Dam Inspection

Mike Kelter reported that the dam inspection is complete. He has not seen the report yet and they would not commit to what will be in the report. Cammie Duey from SJRWMD was present for the inspection.

Chairman McMillan left the meeting at 7:55. Vice Chairman Linda Parrish assumed Chairmanship for the duration of the meeting.

2. **Hazardous Mitigation Grant Money** - Mr. Kelter advised that there is an opportunity for hazard mitigation grant money which is 75% federal dollars and 25% local match dollars. Lake Ryan can be qualified for it. He inquired if the Board wants him to proceed with putting together an application which is due by January 6th. The total grant dollars available for hazard mitigation grant projects is \$13 million. The work will be done as part of his contract for his retainer fee.
3. **Signs** – The signs are in. Before they are concreted in, locates will be obtained showing where utilities are. New “No Trespassing” signs have been ordered for the kettles.
4. **Lake Ryan Dam and Dredging Project**
Mike Kelter distributed and reviewed a budget and design drawing of the Lake Ryan Dam Improvements Project.

He reported that there is two separate projects:

- A. Dredging (to be bid in November based on survey results and presented to the board for award in December)
- B. Spillway (to be bid when permits issued)

Dredging

- a. C&C to start survey on Wednesday
- b. Dredging expected to be done in December 2014 or January 2015
- c. An estimated 4,600 CY of spoil to come from lake. Spoil will be used for constructing buttress to reduce hauling costs.
- d. Hydraulic dredging only potential due to steep slopes
- e. Plan to pump soil to north flank of dam to be used for buttressing
- f. Lowering of lake will be done one time to accommodate cutting off top of old sluice gate handle
- g. The current dredging permit will be used

Spillway and Dam Improvements

- a. According to Cammie Dewey, permitting will be through SJRWMD Palatka Service Center (Chou Fang)

- b. The front slope of the dam will need to be raised to accommodate additional fill and Toe Drains. This will require a short bulkhead at the toe of the dam.
- c. LAMSBD needs to coordinate with CCUA to replace any cement asbestos lines at the toe of the dam prior to beginning construction.
- d. Trees at the toe will need to be removed and the plunge pool will need to be dredged to prevent erosion.
- e. Set spillway level: 25-year level = 50.88. To go lower we will need to convince Chou Fang.
- f. Planning articulating block spillway for purposes of pricing and because it drains.
- g. Buttress is intended to provide access for Clay Electric and CCUA without causing damage to face of the dam.
- h. The schedule for the project is:
 - 1. Meet with SJRWMD: October 2014
 - 2. Submit to SJRWMD: December 2014
 - 3. Bid: February 2015
 - 4. Commence Construction: April 2015

After discussion, the following motions were made:

- Motion by Trustee Huggins, second by Trustee Petrucci and **carried 6-0 to move forward with the Lake Ryan project in the amount of \$17,000 for engineering costs.**
- Motion by Trustee Huggins, second by Trustee Petrucci and **carried 6-0 to authorize Mike Kelter to proceed with preparing a hazardous mitigation grant application.**

- b. District Attorney Wayne Flowers
 - 1. Discussion on Appeal – Deferred until the November meeting.

8. Trustee Reports:

a. Chairman

1. Removal of Carp - Discussed in the presentation

b. Vice Chairman

1. Report on Lake Watch - Discussed in the presentation

c. Trustees – No reports

9. New Business:

- a. Comments from District Members – No comments from District Members**

10. Adjournment – The meeting adjourned at 8:3377 P.M. The next meeting will be Monday, November 10, 2014.

Diane Walker
Secretary



Mark McMillan, Chairman

LAKE ASBURY MUNICIPAL SERVICES BENEFIT DISTRICT

TREASURER'S REPORT

REPORT DATE: October 6, 2014

GENERAL CHECKING ACCOUNT

Balance as of September 1, 2014		\$	15,128.82
Prior Month Transfer from Savings	\$	25,000.00	
Prior Month Checks (Previously Approved)	\$	(5,928.44)	
Prior Month Checks Not on Prior List			
Besch & Smith Group, Inc.	\$	(29,000.00)	
Total Prior Month Checks Not on Prior List	\$	(29,000.00)	
Balance as of September 30, 2014		\$	5,200.38

Current Checks

3076	Diane Walker	\$	(151.69)
3070	Clay Electric Cooperative	\$	(300.00)
3071	Legacy Civil Engineers	\$	(733.00)
3072	Rain God Irrigation & Landscaping	\$	(750.00)
3073	Thomas Hallquest CPA, P.A.	\$	(150.00)
3074	Thomas Petrucci	\$	(184.88)
3075	Department of Economic Opportunity	\$	(175.00)
	<u>Total Checks for Current Month</u>	\$	(2,444.57)

Current General Checking Account Balance \$ 2,755.81

MONEY MARKET CHECKING ACCOUNT

Balance as of September 1, 2014		\$	441,545.63
Prior Month Deposits			
Prior Month Transfer	\$	(25,000.00)	
Prior Month Interest	\$	65.09	

Current Money Market Checking Account Balance \$ 416,610.72

Current Total Funds Balance \$ 419,366.53

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

Submitted by: _____