

Lake Asbury Municipal Service Benefit District
Board Meeting October 5, 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 6:46 p.m.

2. Roll/Quorum

The following trustees were present: Chairman Mark McMillan, Trustees Billy Tyrie, Tom Chandler, Bob Schiefer and Butch Huggins. Trustees absent: Vice President Linda Parrish, Treasurer Tom Petrucci, Trustees Lige Walden, 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: September 14, 2015 Regular Board Meeting

Trustee Chandler moved, seconded by Trustee Huggins and **carried 5-0 to approve the minutes of the September 14, 2015 regular meeting.**

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

After discussion, Trustee Huggins moved, seconded by Trustee Tyrie and **carried 5-0 to approve the Treasurer's Report.**

6. Approval of Checks: Checks for October 5, 2015

After discussion, Trustee Huggins moved, seconded by Trustee Chandler and **carried 5-0 to approve checks 3154-3159.** Checks will be signed by treasure upon his return.

7. Staff Reports:

A. District Engineer Mike Kelter

1. Mr. Kelter will be receiving the awarded bid from Hayward Construction Group, LLC. Chairman McMillian will sign and Stephanie Willenbrecht will notarize and then the project can begin.
2. Mr. Kelter informed the board he evaluated the LAMSBD area and found several areas that will need to be monitored and addressed in the coming year(s).
290 Dow Ct., Branscomb Rd./Wesley Rd., 317 Arthur Moore Dr., 524 Beck Ct., 478 Branscomb Rd., 762 Lake Asbury Dr., Simmons Trail Ditch at Wesley Rd.

3. The LAMSBD is on the Clay County's list for improvements but due to the large amount of rain, drainage is bad all over and road maintenance is the first priority.
4. The DOT has priority to use inmate labor, however if LAMSBD can provide several project at once to secure the use of the workers.
5. Discussions on water pipe on Lake Ryan, status of fire hydrant and dirt running onto Wesley Road and in finger of lake.

B. Attorney Wayne Flowers

1. A clarification on the amount to be assessed per lot. Any amount over the \$600. already being assessed must be have a referendum on the ballot for the lot owners to approve or deny.

8. Trustee Reports:

A. Chairman

1. Chairman asked what was the status of the dirt area and orange fencing still up at Lake Ryan dam project. Mr. Kelter reported that some kind of vegetation needs to grow before the fence will be removed due to erosion.

B. Vice Chairman – No Report

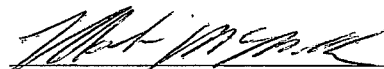
C. Trustees – No Report

9. New Business:

- A. Approval of 2016 LAMSBD Monthly Meeting (attached) - Trustee Huggins moved, seconded by Trustee Schiefer and carried 5-0 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 - None**

10. **Adjournment** – There being no further business the meeting adjourned at 7:30pm.

Stephanie Willenbrecht
District Secretary



Mark McMillan, Chairman

LAKE ASBURY MUNICIPAL SERVICES BENEFIT DISTRICT

TREASURER'S REPORT

REPORT DATE: November 2, 2015

GENERAL CHECKING ACCOUNT

Balance as of October 1, 2015		\$	15,392.50
Prior Month Transfer from Savings			
Prior Month Checks (Previously Approved)	\$	(4,011.95)	
Prior Month Checks Not on Prior List			
Total Prior Month Checks Not on Prior List	\$	-	
Balance as of October 31, 2015		\$	11,380.55

Current Checks

3160	Department of Economic Opportunity	\$	(175.00)
3161	Lake Asbury Ladies' Club	\$	(225.00)
3162	Legacy Civil Engineers, Inc.	\$	(879.00)
3163	Lewis Longman & Walker	\$	(1,000.00)
3164	Thomas Hallquest CPA, P.A.	\$	(150.00)
3165	Rain God Irrigation & Landscaping	\$	(850.00)

Total Checks for Current Month

\$ (3,279.00)

Current General Checking Account Balance

\$ 8,101.55

MONEY MARKET CHECKING ACCOUNT

Balance as of October 1, 2015		\$	317,052.24
Prior Month Deposits	\$	-	
Prior Month Transfer	\$	-	
Prior Month Interest	\$	21.54	

Current Money Market Checking Account Balance

\$ 317,073.78

Current Total Funds Balance

\$ 325,175.33

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

Submitted by: 

**NOTICE OF REGULAR MEETINGS OF THE
BOARD OF TRUSTEES OF THE
LAKE ASBURY MUNICIPAL SERVICE BENEFIT DISTRICT
CLAY COUNTY, FLORIDA**

The Board of Trustees of the Lake Asbury Municipal Benefit Service District (the LAMSBD) of Clay County, Florida, will hold its Regular Meetings for 2016 on the dates listed in the 2016 Board Meeting Schedule set forth below. The meetings will be held at the Lake Asbury Community Center, 282 Branscomb Road, Green Cove Springs, FL 32043. All Regular Meetings of the LAMSBD are held on the first Monday of each month unless otherwise posted and commence at 6:30 P.M.

All interested persons are invited to attend the meetings. Pursuant to Section 286.0105, Florida Statutes, a person deciding to appeal any decision made by the Board with respect to any matter considered at a meeting of the LAMSBD or any subsequent meeting to which the LAMSBD has continued its deliberations is advised that such person will need a record of all proceedings and may need to ensure that verbatim record of all proceeding is made, which must include the testimony and evidence upon which the appeal is to be based.

2016 LAMSBD MEETING SCHEDULE

January 4, 2016
February 1, 2016
March 7, 2016
April 4, 2016
May 2, 2016
June 6, 2016
July 11, 2016 (2nd Monday due to Independence Day)
August 1, 2016
September 12, 2016 (2nd Monday due to Labor Day)
October 3, 2016
November 14, 2016 (2nd Monday due to General Elections)
December 5, 2016