

# **BLUEWATER BAY MSBU BOARD of DIRECTORS**

## **Public Meeting January 14, 2014**

### **I. Call to Order**

Vice Chairman Jonathan Tallman called the meeting to order at 5:32 p.m. Present were Directors, Jonathan Tallman, Judy Griffin, Debbie Stretch, Steve Hall and Felix Beukenkamp. The presence of a quorum was confirmed. Also attending were Jason Connor, Charlie Bland, Danny Wilcox and James Mills with Valleycrest Landscaping and Mike Griffith. Representing Bluewater Management Services were Darlane Landsberger, Meredith Collins and Laura Cohen.

### **II. Announcements**

#### **Installation of new Board Member Felix Beukenkamp**

Ms. Griffin made a motion for the Installation of New Board Member Felix Beukenkamp, this was seconded by Mr. Tallman, none opposed.

#### **Organizational Meeting**

Steve Hall was elected Chairman with a motion from Ms. Griffin and seconded by Ms. Stretch, none opposed. Felix Beukenkamp was elected Vice Chairman with a motion from Ms. Stretch and seconded by Ms. Griffin, none opposed.

Jonathan Tallman was elected Finance Chairman with a motion from Ms. Griffin and seconded by Ms. Stretch, none opposed.

Judy Griffin was elected Landscape Maintenance Chairman with a motion from Ms. Stretch and seconded by Mr. Beukenkamp, none opposed.

Debbie Stretch was elected Communications Chairman with a motion from Ms. Griffin and seconded by Mr. Beukenkamp, none opposed.

### **III. Approval of Minutes**

Minutes of the December 10, 2013 Board of Directors meeting were reviewed. Mr. Beukenkamp had several changes. Ms. Griffin made a motion to approve the minutes as amended, Mr. Beukenkamp seconded the motion. The motion was approved with a unanimous voice vote.

### **IV. Committee Reports**

#### **A. Financials – Judy Griffin**

Judy Griffin reported that the December financial reports are provided on an accrual basis. One anomaly occurred at the year end with the tax collection totals. The reported indicated a deficient of approximately \$30,000.00. The County is researching the issue and we expect an answer soon. December tax collections were \$128,165.94. Management is working with County officials to insure all tax collections are accurately reported along with overages from prior years. Mr. Hall asked how accurate the deposits are with the County. Ms. Landsberger reported that Jody Gates is the financial manager with the Clerk of Courts who reports all of the deposits. Mr. Beukenkamp asked about the Line Item #4421, Funded ROW Options on the Profit and Loss, Ms. Griffin reported that this is the Right of Way Options line item. Mr. Hall made a motion to approve the December 31, 2013 financials as presented, this was seconded by Mr. Beukenkamp, none opposed.

**B. Communication – Debbie Stretch**

**Website Status**

Ms. Stretch reported that we are still working on the redesign of the website. Our original goal of January 2, 2014 has been pushed back to the end of January. Ms. Landsberger is working with our web designer to provide the best information possible in an easy to use format. A couple of volunteers are going to provide photos for the website. If residents need copies of the minutes or financials they may contact Bluewater Management Services at 897-9400 or [admin@bwms.gccoxmail.com](mailto:admin@bwms.gccoxmail.com) to receive copies. James Rood, web designer reported that he only had a few additional changes to the website. Mr. Beukenkamp recommends that the old site be removed as soon as possible.

**C. Community Services – Darlane Landsberger**

**Landscape Report**

Ms. Cohen introduced Jason Connor with Valleycrest Landscaping and he introduced the following:

Charlie Bland is the Branch Manager who has been with Valleycrest for twelve years.

Danny Wilcox is the Account Manager for Bluewater Bay and has been with Valleycrest for seven years.

James Mills is the Irrigation Manager and has been with Valleycrest for two and half years

Mr. Connor reported that Bailey Miller, Seasonal Color and Craig Connor, Chemical Division could not be in attendance this evening.

Charlie Bland reported that James Mills performed a zone by zone and thorough audit of all locations in Bluewater Bay and provided the Board with a photo recommending replacing of the timer.

He also presented the board with a map of the irrigation controllers as well as the zones. Mr. Hall reported that at a prior MSBU meeting it was discussed on requesting maps for all zones, Mr. Bland reported yes, he can provide those. Mr. Hall wishes to obtain copies to familiarize himself with the properties.

Ms. Cohen reported that she has a Bluewater Bay map and can have Destin Blueprinting make copies for all Board members who wish to receive one. Mr. Beukenkamp and Ms. Griffin agreed that all Board members should have a copy of the map and asked Ms. Cohen to provide copies. Ms. Griffin reported that some time back she spoke with Brad Davis, Landscape Architect on preparing one and the cost was \$2,500.00.

Mr. Bland reported on seasonal color and that Ms. Miller will provide color combos for the Board's input and would like to see the color and plantings in progress by the end of the month. Ms. Griffin reported she will work with Ms. Cohen on the colors, the Board agreed.

Mr. Hall asked what does Valleycrest do with the planting that are pulled for each seasonal change. Mr. Bland reported that if anyone wishes to take the flowers, they are welcome to. Ms. Griffin asked about pre-emergence and weed control, when is that done. Mr. Bland reported that it's done in February.

Ms. Cohen reported on the 30 day action item listing that was provided by Valleycrest and reported that a drive though was conducted with Ms. Griffin and Valleycrest to identify all problems. Ms. Cohen also reported that someone recently hit a retaining wall on St. Kits Cove/Bay Drive. Management was contacted and it was cleaned up immediately.

Ms. Cohen reported on tree proposals received, requested three (3) proposals, however, the one once received to date was from Backridge Tree Services. Ms. Griffin reported that we need to move forward on the trees and recommends approving a money figure for tree removal. Ms. Cohen reported that the County recently came in and did some trimming and Valleycrest also removed some trees. Ms. Griffin reported that the county requires three proposals to be solicited. Mr. Beukenkamp made a motion to approve/authorize Ms. Griffin to

spend up to \$15,000.00 to contract tree removal/trimming to get the work done that Sheila Dunning discussed, this was seconded by Ms. Stretch. Mr. Hall reported that a better scope of work needs to be established to ensure apples to apples proposals. Ms. Cohen agreed and the scope will need to be re-defined as a lot of the overgrowth that was initially included has already been taken care of. The Board agreed that Ms. Griffin will work with Ms. Cohen and rework the scope of work and seek proposals, the Board was unanimous.

Valleycrest provided an irrigation proposal in the amount of \$865.00, this was approved with a motion from Ms. Griffin and seconded by Mr. Beukenkamp, none opposed. Management was asked to ensure that this was paid with Line item #4419, Landscape Irrigation.

Mr. Mills reported that when he did his thorough walk through, he has not found an operable rain sensor. Hopes to have the entire property assessed by the end of January. There are 133 zones and he will provide a more in-depth report on what will need to be done for either repair or replacement. Mr. Mills also reported that the pump that was replaced in October is no longer operable. Ms. Landsberger reported that she will have Ms. Cohen contact Bayou as it should be under warrantee.

### **Sidewalk Status**

Darlane Landsberger reported that she hopes to have a better idea within the next few days, all drainage issues must be fixed before they can move forward. Good news is the utility flags have been put down.

## **V. Management**

Ms. Landsberger reported that she is still trying to schedule future meetings to be held at the Bluewater Clubhouse and also mentioned that the poker night signs advertising for Tuesday have been removed. The Board was asked what is the best day and time to hold future meetings. Tuesday works best for the Board and the meeting time will be changed to 6:00 p.m. The next several meetings the Board will also hold a one hour workshop prior the board meetings.

## **VI. New Business**

### **Adoption of Job Descriptions for Various Committees**

The Job Descriptions were adopted with a motion from Ms. Griffin and seconded by Ms. Stretch, none opposed.

### **Adoption of Strategic Planning**

The strategic planning adoption has been tabled until the February Board meeting.

### **Public Comments**

Mr. Connor reported that the base map discussed on obtaining from a landscape architect is a great idea and recommends that the Board reconsider as the GIS generated product from the county is not clearly defined. The Board will discuss again at the February meeting.

Mr. Tallman reported that there is a new Facebook Page called “revitalize Bluewater” that someone created.

### **Adjournment**

A motion to adjourn was made by Mr. Beukenkamp and the meeting was adjourned at 7:00 pm.