

BLUEWATER BAY MSBU BOARD of DIRECTORS

Public Meeting February 11, 2014

I. Call to Order

Chairman Steve Hall called the meeting to order at 6:08 p.m. Present were Directors, Steve Hall, Jonathan Tallman, Judy Griffin, Debbie Stretch and Felix Beukenkamp. The presence of a quorum was confirmed. Also attending were Jason Connor, Charlie Bland, Danny Wilcox, Baily Miller and James Mills with Valleycrest Landscaping and Karl Welhart. Representing Bluewater Management Services were Darlane Landsberger and Meredith Collins.

II. Announcements

Next Public Board Meeting

The next Public Board Meeting will be held on March 11, 2014 at 6:00 p.m. at the Regency Inn, 4577 Hwy 20, Niceville, Florida.

Public Comments

Mr. Hall reported that he changed the Public Comments to the beginning of the monthly MSBU meetings vs. the end.

Mr. Hall reported at the last meeting it was discussed to have three (3) workshops, there will be one additional workshop to be held on March 11, 2014 at 5:00 p.m. at the Regency Inn prior to the next scheduled Public Board Meeting.

III. Approval of Minutes

The January 14, 2014 Planning Meeting Minutes and Board of Directors meeting minutes were approved with a motion from Ms. Griffin and seconded by Ms. Stretch. The motion was approved with a unanimous voice vote.

IV. Committee Reports

A. Financials – Jonathan Tallman

Mr. Tallman reported that he is looking forward to a new financial format and that he received the January financials today. Ms. Landsberger reported that she forwarded the revised County report that was revised with the \$50,000 correction from November 2012. The revenue was posted in the last fiscal year and the carry forward was completed. Ms. Landsberger reported that the financial Balance Sheet shows the separated current year reserve and contingency Line Item #2253 as well as the contingency fund carryover Line Item #2289. Mr. Beukenkamp recommended that Management change the title of the “Profit and Loss Budget Performance”. Ms. Stretch made a motion to approve the January 31, 2014 financials as presented, this was seconded by Ms. Griffin, none opposed.

The Special Project Fund was discussed and Ms. Landsberger reported that sidewalks are a reserve item and will be an estimated \$53,000. Mr. Hall asked if the sidewalks needed to be approved by the County Commissioners, Ms. Landsberger reported that the projects were previously approved. Ms. Griffin reported that the projects were chosen after the budget was approved last fiscal year. Ms. Landsberger reported that the budget will need to be worked on in June of this year and presented to the County Commissioners in July. Management was asked if the old MSBU phone line has been cancelled, Ms. Landsberger reported there may

be one more invoice because of the service cycle. Mr. Hall reported that he approves invoices and signs all the check requests that are sent to the County for payment.

B. Communication – Debbie Stretch

Website Status

Ms. Landsberger reported that the website is completed and reported that Dave Collins will soon be maintaining the site and making updates and changes as needed. Management will also contact Mike Griffith at the Beacon to request an article listing the new website as well as the Board Meeting time change to 6:00 p.m. each second Tuesday of the month at the Regency Inn. Ms. Stretch reported she also created a Facebook page called Bluewater Community News and Mr. David Costa created another called Revitalize Bluewater. Mr. Hall asked if social media was discussed when the website was being developed. Ms. Landsberger reported that the Board declined the social media for the website. However, it can be revisited in the future.

Parks and Recreation

Ms. Stretch reported she will work with Ms. Paige Floyd Hart, Zone 5 Representative for the Citizens Advisory Committee to the Okaloosa County Board of County Commissioners on moving forward with the installation of the fitness park for our area. She will be invited to attend the next Board meeting.

Community Events

Ms. Stretch reported on the proposed Easter Egg Roll to be held at the Woodlands Park. The tentative date will be Saturday, April 12, 2014 at 9:00 a.m. with different age groups participating.

Ms. Stretch reported she spoke with Mr. Bill Putz of the Bluewater Golf Course regarding hosting a movie night and he reported that the movies can be done on the driving range. Ms. Stretch will also contact Mr. Mike Dugan with Recreational Services to see if he will participate in a Bicycle Parade. Ms. Stretch would also like to coordinate a Halloween Parade as well as a Christmas Tree Lighting within the community.

Mr. Hall reported that he is working with the County on acquiring MSBU Board emails vs. having the Board to continue to use their personal email addresses.

C. Landscape Maintenance – Judy Griffin

Landscape Report

Ms. Griffin introduced Mr. Jason Connor, Mr. James Mills and Mr. Danny Wilcox with Valleycrest Landscaping and they presented the Board with a progress report presentation (see attached).

Ms. Griffin reported that the repairs to the irrigation need to be completed. Mr. Beukenkamp asked where the money for the repairs will come from. Ms. Griffin reported that Line Item #4419, Landscape Irrigation can be utilized. The annual budget is \$12,000 and only \$4,506 has been used to date. Ms. Landsberger reported that the total in irrigation repairs needed are \$12,808.92 and that Line Item #4422, Special Projects Landscape can be utilized to fund the repairs. Mr. Beukenkamp asked if the project repairs are time sensitive. Ms. Landsberger and Ms. Griffin reported that a lot of the prior complaints from the community were landscape issues which were a direct result of poor irrigation. Mr. Charlie Bland reported that Valleycrest will also be proposing landscape enhancements for the Board's review, in the future.

Ms. Griffin stated that the plants chosen will provide a large impact to the community and proposed getting the beds done now. Mr. Hall recommended taking the proposals in order and voting on each one.

The irrigation and mechanical repairs were approved in the amount of \$12,808.92 with a motion from Mr.

Beukenkamp and seconded by Mr. Tallman.

Discussion:

Mr. Beukenkamp reported that he is concerned that at the last meeting, the Board allotted up to \$15,000 for tree trimming and removal. Ms. Landsberger reported that Line Item #4420 has an annual budget of \$74,984 and only \$34,564 has been used to date. It was also reported that the County has done a lot of the pruning of the trees as well as some removal. The \$15,000 approved, will be drastically reduced. Mr. Beukenkamp reported that the tree proposals were competitively bid out for seeking proposals, why not bid out the irrigation repairs and landscaping. Ms. Griffin reported that this was discussed by the prior board and the irrigation and the landscaping should be kept with the current landscape provider. Ms. Landsberger reported that the prices are very competitive. Mr. Beukenkamp asked Mr. James Mills what type of warranty is on the irrigation pumps. Mr. Mills reported one year, parts and labor. The irrigation and mechanical repairs were unanimously approved.

Ms. Griffin reported that she and Ms. Cohen of Bluewater Management Services were looking at tree companies that will trim and remove for cost per day, one company quoted \$1,500 per day and another as low as \$1,100 per day, will start with Bluewater Bay North.

Ms. Griffin recommended the Board approve the redesign color bed sizes and locations in the amount of \$4,646 using Landscape Other Line Item #4420. Ms. Griffin made a motion to approve, this was seconded by Mr. Beukenkamp, none opposed.

Ms. Griffin proposed partial replacement of seasonal color in the summer months, just one color change (zinnias only) in all locations with the exception of the shaded beds in the amount of \$4,980.00. Ms. Griffin made a motion to approve, this was seconded by Ms. Stretch, none opposed.

Ms. Griffin reported that the maintenance for the block wall on Bluewater Blvd North by CVS was an estimated \$1,200 last year and she approached Valleycrest for recommendations. Valleycrest recommended removal of the stone wall, lowering of soil, reinstall plants and apply pine straw at a cost of \$974.00. The recommendation was approved with a motion from Ms. Griffin and second from Mr. Beukenkamp, none opposed.

Valleycrest provided a median renovation proposal for the Island at Bay Drive and Garden Oaks Way to repair the curb and replenish the island bed with Fern Foxtail, Loropetalum Purple Diamond, Grass Dwarf Fakahatchee and pine straw installation for a total of \$1,313.33. This was approved with a motion from Mr. Beukenkamp and seconded by Mr. Tallman, none opposed. Ms. Griffin reported that some of the shrubs need to be trimmed for better visibility. Ms. Griffin reported that the stack block walls have been a constant maintenance problem and the maintenance and cleaning is very expensive. Ms. Griffin requested a plant proposal, to soften the walls, from Valleycrest for discussion at the next scheduled Board meeting.

Sidewalk Status

Ms. Landsberger reported that the engineer was recently on site and hope that they will start clearing the area next week, weather permitting.

V. Management

Projects

Ms. Landsberger reported that the Board was provided with a copy of the Special Projects spreadsheet for Review. Ms. Landsberger reported that once the irrigation repairs are completed it will make a huge difference within the community. Mr. Hall recommended putting some bullets on the website vs. the project sheet for the residents. Ms. Landsberger agreed to facilitate the request.

Meeting Venue Status

Ms. Landsberger reported that she met with Mr. Patel, owner of the Regency Inn and he has purchased tables for the MSBU meetings and made many upgrades to the meeting room facility and is willing to do whatever is necessary to maintain a relationship with the community.

VI. New Business

Mr. Jason Connor reported that he lives in Parkwood Place and the association has a budget meeting coming up and wanted to ask the Board if they are authorized to change their neighborhood signs. Ms. Landsberger reported that Architectural Review would need to approve the request. Mr. Hall recommended that he contact Mr. Jerry Ziven's office for guidance.

Mr. Karl Welhart reported that this was the most constructive MSBU meeting he has ever attended.

Adjournment

The meeting was adjourned at 7:55 pm with a motion from Ms. Griffin.

Submitted by: Meredith Collins

Approved by: Steve Hall