

BLUEWATER BAY MSBU BOARD of DIRECTORS

Public Meeting April 8, 2014

I. Call to Order

Chairman Steve Hall called the meeting to order at 6:02 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, and Danny Wilcox with Valleycrest Landscaping, Mike Griffith, Sandra Adair, Frank Botti, Kathy Wilcox, Judi & Phillip Arnt and Bob Black. Representing Bluewater Management Services were Darlane Landsberger, Meredith Collins, Laura Cohen and Megan Alford.

II. Announcements

Next Public Board Meeting

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

Public Comments

Mr. Hall reported that he was happy to see so many homeowners in attendance and opened up the floor for any comments from the audience.

An owner in attendance recommended changing the meeting time to 7:00 p.m. No action was taken to change the time.

III. Approval of Minutes

The March 11, 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 a new expense for 2014 includes a Tax Collectors 2% commission and reflects a \$94.17 expense based on tax collection of \$4,708.62, month of March 2014.

The final phone service billing was \$22.87. The account is considered closed, month of March 2014.

No March financial data was received from the County until Monday, April 7th which did not give much time to complete the financials.

Based on the rate of spending in the 1st quarter, Mr. Beukenkamp asked how the MSBU will be paying expenses for the next six months without running out of money. Mr. Beukenkamp stated that the MSBU is spending close to \$40,000 per month on average; total budget is \$260,000/yr., at this rate the MSBU would run out of money before the year end. Mr. Beukenkamp stated that this rate of spending is unsustainable, and should be of concern for the entire board. Ms. Landsberger reported that the contingency fund will be used and that the accounting is based on an accrual basis. Ms. Griffin reported that a lot of irrigation repairs have been done the last several months, however, there is still the carry over from last year and the reserve

budget may be used.

Mr. Hall reported that when we switched the landscape contract to Valleycrest, a lot of capital improvement items were addressed and the one-time expense of those repairs are reflected in the first half of the year.

Mr. Tallman reported that we collected \$4,708.62 in tax revenue in February for a total of \$250,323.53 for the year. There is a balance of \$16,014.47 from tax payers still due. Our expenses for March totaled \$46,918.78. Expenses for October through March total \$216,010.28 which includes the \$10,422.90 2014 Reserve allocation and the \$25,000.02 supplemental contingency allocation. The County has not charged the cost of the sidewalks, yet. The project will be expensed to the reserve account and will not be reflected in the operating budget.

Review the March “Expense by Vendor Report” for detailed information on disbursements.

Mr. Tallman reported he has met with Ms. Landsberger and reviewed the financials, invoices and check requests for disbursements, everything is in order and asked if there were any questions from the Board.

Mr. Beukenkamp made a motion to approve the March 31, 2014 financials, this was seconded by Ms. Stretch, none opposed.

B. Communication – Debbie Stretch

Community Events

Ms. Stretch reported that the Easter Egg Roll is scheduled for Saturday, April 12, 2014 from 9:00 a.m. to 11:00 a.m. to be held at the Woodlands Park. Easter Baskets were donated for the top three winners in each age group. Flyers were also distributed to businesses and the event has been posted on the website. Jason Connor with ValleyCrest has volunteered to paint the lane lines on the Woodlands field and several high school students also volunteered to help with the event.

Parks and Recreation

Ms. Stretch reported that she spoke with Ms. Paige Floyd Hart, Zone 5 Representative for the Citizens Advisory Committee to the Okaloosa County Board of County Commissioners on moving forward on the installation of a fitness park between the two Troon Drives. However, it appears that some trees will need to be removed prior to the park installation. Ms. Griffin reported that it should not be a problem with tree removal. Mr. Beukenkamp reported that he would not endorse removal of all of the trees in the area. Mr. Hall recommended when it gets closer to a formal proposal, it should be presented to Mr. Jerry Zivan, for review and approval as the architectural review authority in Bluewater Bay. Mr. Beukenkamp agreed and recommended developing a plan to identify which trees should be removed.

Ms. Stretch reported that a homeowner in the Woodlands also provided a proposal to Ms. Paige Floyd Hart with recommended plans for playground equipment appropriate for physically challenged children. Mr. Beukenkamp reported that there will be a need to budget for the maintenance on the park area. Ms. Landsberger reported that the Woodlands Park is maintained by Okaloosa County.

Mr. Hall asked Ms. Stretch about the time line and if any action is needed from the board, at this time. Ms. Stretch reported that the project is in the very early stages. Attendees and board members were asked to provide feedback and send it to Ms. Landsberger. A homeowner in attendance asked if a notice will be posted prior to installation at the park area. Mr. Beukenkamp reported that that was a great idea and recommended that a sign be installed at the site and post the information on the website.

C. Landscape Maintenance – Judy Griffin

Landscape Report

Ms. Griffin reported the following:

- Seasonal color will be coming in the next couple of weeks
- Toured the properties this week with Valleycrest. There are a lot of bare sandy spots that need to be addressed, perhaps applied some seed in these areas, currently when it rains, the sand erodes along Bay Drive. Danny Wilcox with Valleycrest reported that on the right hand side of Bay Drive by the Tennis Center there is not a lot of irrigation, sod may not make it if applied, and recommend hydro-seeding this area. Mr. Hall reported that if Chelco did the trenching in that area, they can possibly help remedy the problem. Mr. Beukenkamp reported that he would be willing to contact them. Mr. Hall reported that would be great, as Chelco should restore the easement trouble areas.
- Ms. Griffin reported on the horrible storm that happened recently. A lot of trees were down and the County took care of a lot of the clean-up, however, there are two (2) Bradford Pear trees that are split and will not come back and will need to be removed and replaced. It appears we will lose more trees and need to look at another plan as the Bradford Pear trees are not good trees for this area. Mr. Hall agreed and should incorporate within the Master Plan discussed. Ms. Griffin agreed, and reported that she wishes to consult with a Landscape Architect and has a meeting with Brad Davis this week. Mr. Davis charges \$125.00 per hour and Ms. Griffin would like Board approval to be authorized an amount of hours to work with Mr. Davis on moving forward. Mr. Hall asked if Mr. Davis will also be doing the digital mapping. Ms. Griffin reported that he submitted a prior proposal in the amount of \$3,500.00 and when she meets with him this week, hopes to have more of an idea of a money amount for Board discussion. Mr. Hall reported that Callie Barker is also a great landscape architect and he admires her work. Ms. Griffin reported that she will speak with both Mr. David and Ms. Barker and report at the next Board meeting. Mr. Beukenkamp recommended letting both Mr. Davis and Ms. Barker know that both the digital mapping and the landscape plan will be proposed and perhaps they will reduce their hourly rate.
- Mr. Beukenkamp reported that he likes the Bradford Pear trees, however, may want to look at replacement with Live Oaks. Mr. Hall also recommended possibly having a representative from Valleycrest accompany Ms. Griffin when she meets with Mr. Davis and Ms. Barker.
- Ms. Griffin reported that with the unexpected storm recently, the Board needs to develop a plan. Valleycrest was responsive, however, we want to have the County do the majority of the tree removal and clean up. Valleycrest charges \$1,500.00 for a three (3) person crew and \$3,000.00 for a six (6) person crew. This needs to be evaluated for the future and would like to have the authority to authorize additional crews if necessary in the event of a storm to get the work done in a timely fashion. Mr. Beukenkamp asked if the County works on the weekends, Ms. Griffin reported yes.
- Mr. Hall asked Valleycrest how they respond after a storm. Mr. Wilcox reported it is on an as needed basis. Mr. Beukenkamp reported that a plan needed to be put in place in writing. Mr. Hall reported that Ms. Landsberger works with other associations that use a Disaster Preparedness Plan and asked if she can send the Board a sample to work with. Mr. Hall volunteered to be involved in developed with Ms. Griffin.

Mr. Beukenkamp requested a status report from Ms. Griffin on the National Wildlife Federation's certification process for adopting a green community in Bluewater Bay. Ms. Griffin reported:

- There are grants available for improving the medians
- Researched the National Wildlife Federations' website and there is a \$75.00 fee to get certified. Mr. Beukenkamp recommended that Ms. Griffin contact Mr. Duresky, at the last meeting he volunteered to pay the fee. Ms. Griffin reported that she will contact him and also recommended forming an AdHoc Committee. Mr. Hall made a motion to form an AdHoc Committee, this was seconded by Mr. Tallman, none opposed.

ValleyCrest Landscape Report:

Mr. Danny Wilcox with Valleycrest reported that the shut off pump start relay at the North Monument needs to be evaluated by an electrician. Ms. Cohen reported that she will determine which electrician was used in the past and provide the information to ValleyCrest.

Sidewalk Status

Mr. Beukenkamp reported that the sidewalks have been slow moving due to the weather and labor availability. Ms. Griffin reported that the retaining wall removal estimate was just received this evening in the amount of \$540.00 for removal of the north side retaining wall, the south side does not need to be removed to accommodate the sidewalk. Ms. Griffin made a motion to approve the Valleycrest proposal for removal of the north side wall at a cost of \$540.00. The motion was approved with a second from Mr. Tallman, none opposed. Funds will be taken out of the reserve account since the removal is part of the sidewalk installation.

Management

Ms. Landsberger asked Mr. Beukenkamp to report on the Department of Transportation status.

Mr. Beukenkamp reported on the meeting he attended with Ms. Landsberger, Ms. Cohen and Bill Klepac, P.E., Senior Project Engineer for Genesis CEI Services, contract administrator for the SR 20 Road Project and Stacey Wallace, President, ABC Group, communication consultant for the project.

The schedule and scope of the work for the SR 20 Road Project was reviewed and discussed.

Schedule: Work began week of 10 March. There will be no work until week of 3/31 due to Spring Break traffic. Project completion is expected in spring of 2015 but may be completed sooner.

Scope: Okaloosa and Walton County work are two separate contracts, being administered as one.

Bluewater Bay work: removing and replacing worn surface of roadway. Realignment, to comply with the Americans with Disability Act, for all sidewalks, specifically the road crossings, ramps and warning strips. The Bluewater Boulevard entrance islands will be modified by removing the concrete curbing and placing it further away from the center line of the roadway. This modification will allow the shorter distance for the cross walks connecting the sidewalks at intersections. The work will most likely be done during daytime hours and will involve some lane closures at Bluewater Boulevard.

Ms. Landsberger reported that tree trimming and continuing to sign painting are continuing projects. Management is still in the inventory stage for determining the cost to replace street, directional and traffic signs. Information will be presented at the May Board meeting.

V. Old Business

Meeting Date Change

Mr. Hall reported that the reason for the possible change is to ensure that financial information is received in a timely fashion for the monthly Board meetings. Mr. Hall asked the Board if anyone has any problem with moving the date of the meeting to the third Tuesday of the month, staying with the 6:00 p.m. start time. The Board unanimously agreed to change the meeting date to the third Tuesday of each month. Management will contact the Regency Inn to ensure availability and change the website to reflect the new date.

VI. Unfinished Business

Mr. Hall reported that at the last meeting he was tasked with providing an overview of 2014 Objectives and Actions which he distributed to Board members. Mr. Hall asked the Board to review and email comments and recommended changes to Management. Further discussion will be tabled until the next meeting.

VII. New Business

Mr. Beukenkamp reported that the signs that were discussed at the last meeting, “Another Improvement by the MSBU” that Management ordered look great. The first sign will be placed at Garden Oaks and more will follow as we move forward with beautification.

Mr. Beukenkamp reported that it was discussed in prior meeting that each Board member will choose five (5) associations to attend meeting and represent the MSBU. Please send to Management.

The parking area on Southwind Drive by the lake has been unsightly, and gravel area should be cleaned up. Mr. Beukenkamp spoke with Clay Simmons of the County and he recommended on solution could be pavers that allow grass to grow, Mr. Beukenkamp did not recommend these pavers because of maintenance costs. However, he recommended a fine gravel on top of the existing crushed concrete, which will cost anywhere from \$3,000 to \$5,000 to purchase and install. Mr. Simmons reported that the County has no problem with the addition of the new gravel.

Ms. Griffin reported that with all of the recent rain, there has been a lot of ponding in many areas, particularly at Oakmont Drive and Chantilly Lake. The water is trapped between the walls because the natural swale was eliminated when the walls were installed. Ms. Griffin asked if Mr. Beukenkamp would contact the County to see if the issue can be addressed. An owner in attendance also reported the same problems in the Woodlands were water stands for extended periods of time which indicates the drainage is not adequate. Mr. Hall asked all owners in attendance to email Mr. Beukenkamp with drainage issues and he will contact the County for review.

Mr. Beukenkamp reported that open swale draining is a little different than drainage systems we may remember from the past, it is designed to hold water, to filter, before entering the natural water systems. Some standing water is ok.

Mr. Hall asked Management if email addresses can be done through the website, vs. the County. Management will research and report back to the Board.

Mr. Beukenkamp reported on Bay Drive, there used to be an open view looking towards the Hidden Lakes neighborhood. Ms. Griffin agreed and reported that the area needs to be cleaned up a bit. A question arose on the local lakes in the area, such as Chantilly Lake, do all lakes in Bluewater Bay have a name? Ms. Landsberger reported that Mr. Jerry Ziven may have knowledge of that.

Adjournment

The meeting was adjourned at 7:35 pm with a motion from Mr. Beukenkamp.

Submitted by: Meredith Collins

Approved by: Steve Hall